

Title of meeting:	Governance & Audit & Standards Committee
Date of meeting:	29 January 2016
Subject:	Committee system cost evaluation
Report by:	City Solicitor
Wards affected:	All
Key decision:	No
Full Council decision:	No

1 Purpose of report

- 1.1 To advise Members of the Committee as to costs for a committee system as requested by Councillor Galloway.

2 Recommendations

- 2.1 Members of the Committee are asked to note the report and the advice of the S151 officer that it is not possible to implement or maintain a committee system on a true cost neutral basis.

3 Background

- 3.1 Councillor Galloway has requested the costs for the introduction of a committee decision making structure. The S151 Officer's officers' advice on the potential additional costs set out in Appendix A is based on the assumptions below.

4 Reasons for recommendations

- 4.1 To allow Members to consider the advice of the S151 Officer.

5 Equality Impact Assessment (EIA)

- 5.1 None is required.

6 Legal implications

- 6.1 Any relevant comment of the City Solicitor is included in this report.

7 Finance comments:

- 7.1 The estimated additional costs are set out in Appendix A. These costs are based on the following assumptions:-

- 7.1.1 There would be nine committees each meeting nine times per annum.
- 7.1.2 Each meeting would require attendance of three front line officers and three support service officers.
- 7.1.3 On average, each meeting will receive three additional reports or requests to research and prepare and would last an additional three hours.
- 7.1.4 Additional capacity equating to 15 hours for front line staff and 5 for support staff are required to prepare reports.
- 7.1.5 An additional FTE of up to 5 posts would be required to backfill the additional time taken by officers preparing additional reports and attending meetings for longer periods of time.
- 7.1.6 The potential additional cost of adopting a committee structure is estimated at £251,900 in a full year.
- 7.1.7 There is no current revenue budget provision to meet this additional cost.
- 7.1.8 There may also be a need to hire additional meeting facilities in the Guildhall or the Library - neither these costs nor their associated security costs are currently accounted for.

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 City Solicitor

Appendices

Appendix A - Estimated additional cost breakdown

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location