

Working Group Practices

Advice from Ann Wright/Chalc (Received 1/2/18)

Working Groups can exist and don't have to follow the rules of committees but as has been the case cannot make decisions, working groups work very well on projects where there is a lot of discussion, however they can become closed shops when councils rely on them to do as much as possible behind closed doors, sometimes to the point of there being no discussion at Council meetings just nodded through discussions.

With working groups you can pretty much make up your own rules and members of the public can attend them if the group wants, I would always say some notes should be taken and published but that does not have to be the case.

What can be helpful is if the Council sets and agree terms of reference for each group so it is clear to the public and Councillors what their remit is and how they will report back the the Council.

I would suggest a review of all working groups and their practices with the intention of making them as open and transparent as possible.

Regards

Ann

Advice from the Clerk (Received 1/2/18)

Huntington Parish Councillors may like to consider the following:

1. Is every Working Group suitable as a Working Group or would some benefit, for the purposes of Transparency, to be a sub-Committee??? Eg: Finance
2. Should both Working Groups and/or Sub-committees be open to the public with times and agendas advertised 3 clear days before the meeting? (This would HAVE to be legally carried out for sub-committee but is flexible for Working Groups, depending on the nature of the meeting)

Huntington Parish Council

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Huntington Parish Council Working Groups

Some of the Parish Council's business is discussed by Working Groups, to ensure the most effective management of Parish Council business. These Groups consider a wide range of issues and make recommendations at the formal Parish Council Meetings. The Working Groups do not have any delegated powers of authority. They work together, sometimes with members of the community, to gather knowledge and information before reporting back to the full parish council who make any final decisions.

The Council resolves the Working Groups and membership of these groups at the Annual First Meeting of the Parish Council, held each May.

The Council has established the following Working Groups for 2017/2018:

Finance – Cllr Dave Whitehead, Cllr Roy Shelton, Cllr Mark Williams, Cllr Nick Dodd, Cllr Jacky Creswick

Remembrance – Cllr Nick Dodd

Communication – Cllr Roy Shelton, Cllr Mark Williams, Cllr Anthony Wilcox, Cllr Carolyn Walker, Cllr Andy Tassell

Community Events – Cllr Roy Shelton, Cllr Carolyn Walker, Cllr Anthony Wilcox, Cllr Mike Dutton, Cllr Andy Tassell, Cllr Dave Whitehead

Capital Expenditure Projects – Cllr Mark Williams, Cllr Carolyn Walker, Cllr Dave Whitehead, Cllr Mike Dutton, Cllr Nick Dodd

Land Management of the New School – To be confirmed