

## Full Council

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<b>Report Title:</b>	<b>Strategy Working Group – Update (January 2024)</b>
<b>Meeting Date:</b>	<b>16 January 2024</b>
<b>Contact Officer:</b>	<b>Mandy Sturdy, Town Clerk Lizzie Fuller, Committee Services &amp; Processes Officer</b>

### Purpose of the Report

1. To provide all Councillors with an update on the discussions and outcomes of the latest Strategy Working Group meeting.

### Strategy Working Group

2. The Strategy Working Group (SWG)<sup>1</sup> met on 8 January 2024. **No decisions were made at this meeting.**
3. The Committee Services & Processes Officer gave a presentation (Appendix A) on the committee structure review work to date and presented some draft proposals.
4. The Town Clerk gave a presentation (Appendix B) on the Strategy, following the Strategy Workshop Day in November 2023.
5. Councillors are asked to read through the presentations.

### Committee Structure Review

6. The SWG expressed support for the work undertaken and recognised a need to update the committee structure / responsibilities.
7. **The draft proposals for a new committee structure / responsibilities are not finalised or decided. They are simply a starting point, based on research to date, for discussions which will involve all staff and councillors.**
8. The aim of the review is to ensure that TTC's committee structure & cycle is effective and efficient and fits the needs of TTC now with flexibility to meet future needs & aspirations in line with its strategic objectives.
9. The timeline for this review is set out in the final slide of the presentation (Appendix A). The aim is to have any new committee structure / responsibilities agreed in time to appoint membership to all committees at the Annual Meeting in May 2024.
10. The SWG recommended that in order to maintain progress that an additional Full Council meeting be held on Tuesday 13 February 2024.

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<sup>1</sup> Attended by SWG members Cllrs Dite, Dawson, Gilbert & Dyer and substitute members Cllrs Champken-Woods and Richards.

## Strategy

11. The Clerk gave a short presentation to refresh the SWG of the work to date and to discuss ideas about the next steps following the group Strategy Day held in November.
12. The strategy day provided a great opportunity to gather information from all Councillors and Staff. To make use of this data we now need to pull it together with the work already underway and identify a Vision and Mission for Thame Town Council which its strategy can align to.
13. The Clerk shared with SWG 'The Community Charter' created with Sharing Life Trust in 2015 and adopted by TTC at the time; It was felt that this Charter embodied much of TTC's aspirations today and would be a good starting point for the Full Council to discuss ideas in February.
14. The SWG recommended that the next steps of the strategy could be reviewed in parallel to the draft committee structure at a full council meeting in February.

## Additional Full Council

15. The additional Full Council meeting, if approved, will have the following agenda items:
  - a. Consideration of planning application P23/S4262/FUL (Land North of Oxford Road)
  - b. Discuss the committee work in more detail (closed session)
  - c. Strategy workshop to develop a vision statement (closed session)
16. In preparation for the additional Full Council meeting, all Councillors will be provided (via the OneDrive) with the presentations and additional information / research to aid discussions. There will also be a feedback form to provide any comments or questions in advance of the meeting or for those who cannot attend on 13 February 2024.
17. The timing of the Full Council meeting is to be confirmed as there is currently a Planning & Environment Committee scheduled for the same day. Subject to the number of planning applications it may be possible to cancel this meeting, but if not, Officers will seek to keep the agenda short and Full Council will follow P&E.

## Resource Appraisal

18. There are no resource implications other than officer time to progress relevant actions.

## Risk Assessment

19. There are no significant risks associated with any of the proposals.

## Legal Powers:

- Local Government Act 1972, Schedule 12
- Local Government Act 1972, Part IV, Sections 101-106
- Public Bodies (Admission to Meetings) Act 1960
- Local Government and Housing Act 1989, Section 13
- Localism Act 2011

**Recommendation**

- i) To note the report and presentations (Appendix A & B).***
- ii) To approve that an additional Full Council meeting be held on Tuesday 13 February 2024 (time tbc).***