

Appendix 2

Review of Governance 2020 – 2021

DRAFT Terms of Reference

The Governance Review Working Group is to consist of:

- Member Representatives - 7 in total (4 Lib Dem, 2 Labour, 1 minority group rep) from:
 - Member(s) of the Executive
 - Chair and Member(s) of Governance and Audit Committee
 - Scrutiny Chair(s)

- Officers
 - Director of Governance & Monitoring Officer
 - Head of Democratic Services
 - Section 151 Officer

The Governance Review Working Group is tasked to conduct an assessment and review of the Council's governance structure to:

- Consider the available structures and how they would minimise unnecessary delays in decision-making.

- Consider the views of councillors, officers, stakeholders, partners, business, residents and community and voluntary groups and in particular how to achieve greater engagement in decision-making.

- Identify those aspects of the council's governance that works well and opportunities to enhance councillor and other stakeholder participation in the local democratic process.

- Identify the resource and cost implications for all participants of any proposals.

- Consider the officer scheme of delegation to ensure it is fit for purpose.

- Ensure proposals achieve robust and transparent decision-making within the Council as a whole.

The Working Group will be able to make recommendations to Full Council and/or Executive during the course of the assessment and review. In addition, the Working Group can report to Audit and Governance if they require involvement of a particular Scrutiny Committee if necessary.

The Review will be concluded prior to the Annual Council Meeting in 2022.