

REPORT TO: GOVERNANCE COMMITTEE

Date: 10th March 2020

TOPIC: REVIEW OF TERMS OF REFERENCE

REPORT BY: MONITORING OFFICER

1 INTRODUCTION

1.1 The Governance Committee is required to annually review the terms of reference under which it operates.

2 RECOMMENDATIONS

2.1 That Governance Committee make no changes to the terms of reference as set out in the Council's Constitution.

3 REASONS FOR RECOMMENDATIONS

3.1 The terms of reference do not require alteration.

4 REPORT

4.1 The current terms of reference are shown attached.

4.2 It is not considered that any changes are required at this point in time.

5 RESOURCE IMPLICATIONS

5.1 There are no resource issues.

6 EQUALITY and HUMAN RIGHTS

6.1 An EIA has not been completed as no equality issues are affected.

7 CONSTITUTIONAL CONTEXT

Article and paragraph	Appendix and paragraph	Referred or delegated power?	A key decision?
Part 3, Annexe 1 (5)		Referred	No

8 BACKGROUND PAPERS

Background papers will be available for inspection and will be kept by the author of the report.

9 STATEMENT OF INTERNAL ADVICE

9.1 The author (below) confirms that advice has been taken from all appropriate Councillors and officers.

Author: Trevor Blatchford

Date: 20th February 2020

Reference: Document1

APPENDIX 1 CURRENT TERMS OF REFERENCE

GOVERNANCE COMMITTEE

Number of Members	Special Requirements	Quorum	Notes
9	Membership of the Committee cannot include Strategy and Resources Members. Members of the Committee must be trained prior to sitting on the Committee (NOTE: Failure to attend the required training will result in exclusion from sitting on the Committee)	3 – Provided at least two political groups are represented	The role of the Committee is to promote good behaviour amongst Councillors and to ensure that all business conducted by the Council is carried out within the law, in accordance with the Constitution and also in accordance with statutory Codes. It is also to promote improvement in governance issues

- (a) Audit functions including receiving and considering reports and making recommendations on them
- (b) Risk management and corporate governance including considering reports from the Local Government Ombudsman.
- (c) Reviewing the annual statement of accounts
- (d) Standards function including dealing with complaints regarding Councillor conduct and the imposition of sanctions.
- (e) Electoral matters including Community Governance Reviews
- (f) Human Resources and Personnel matters including pensions issues

(g) To hear any appeal in respect of any grievance or disciplinary decision taken by officers