

**ALTERNATIVE GOVERNANCE: DESIGN & IMPLEMENTATION GROUP**  
TERMS OF REFERENCE

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**Objective**

A cross party working group of members to design and implement the structure of the proposed governance of the Council. The working group will report to Council in December 2015 with detailed proposals for implementation of the new proposals for the civic year 2016/17.

The objective of the working group is to provide a personalised set of governance arrangements for Peterborough City Council based upon a hybrid model of executive decision making with a greater involvement of pre-scrutiny decision making.

**Purpose**

To design and plan the implementation the new governance arrangements to include:

- The role of Cabinet
- Individual Cabinet member decision making
- Executive decisions by officers
- Forward Plan and the corporate work programme
- Budget process
- Urgent decisions
- The new role of scrutiny committees
- The call-in process
- Senior officer engagement and the role of CMT
- Consultation processes
- Changes to the constitution
- Alteration of the civic calendar
- Resourcing the changes

**Consultation and communication**

To undertake consultations with senior officers, partner organisations, businesses and other stakeholders on the proposed future governance arrangements

To report into Group Leaders meetings and CMT on a monthly basis regarding proposals being considered

To report back to Council by December 2015 outlining the detailed proposals for the new governance system

**Constitution & powers**

The working group shall comprise up to ten members. The working group shall be a cross party working group.

Group Leaders will attend/nominate to the Working Group. Substitution arrangements will apply.

Working Group meetings will be held monthly commencing in July. Meetings may be held more frequently as the Group sees fit.

The Working Group is an informal meeting of members to which the Access to Information rules shall not apply

The Working Group shall appoint a Chair and Vice-Chair at its first meeting

The quorum of the Working Group shall be 3 members

Meetings of the Working Group will be supported and administered by a senior officer within the Governance team and at least one other senior officer to represent the service delivery function, a research officer and administrative support. Briefing papers will be issued in advance of the meeting.