

<b>COUNCIL</b>	AGENDA ITEM No. 11(c)
<b>3 MARCH 2021</b>	<b>PUBLIC REPORT</b>

## **EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

### **TASK AND FINISH GROUP AND WORKING GROUP MEETINGS**

Constitution and Ethics Committee, at its meeting on 8 February 2021, received a report setting out a number of options regarding the future of Task and Finish Group and Working Group meetings.

**IT IS RECOMMENDED** that Council approve the amendment to the constitution:

Part 3, Delegations Section 7 – Joint Committees and Working Groups Involving Members

“7.6.1 Working groups, review teams and advisory groups are established from time to time, for specific purposes and shall be time limited. They will only be established when the matter cannot be undertaken by a relevant Scrutiny Committee or Scrutiny Commission. Meetings of such groups will be held in private, with the exception of evidence gathering sessions with key witnesses, which the public will be invited to observe, unless the subject matter was considered to be of a sensitive nature, in which case it may not be possible to hold the evidence gathering session in public. They usually fall into one of the following categories:

(a) Advisory groups relating to Executive Functions

Usually established to advise a Cabinet Member about an issue or subject area. The terms of reference and membership are specified by the Executive.

(b) Task & Finish Groups

Small groups of Members appointed by a Scrutiny Committee or Scrutiny Commission for the purpose of advising the parent committee about either:

- (i) an in-depth policy review
- (ii) performance monitoring
- (iii) responding to a major policy consultation from the Executive.

The terms of reference and purpose are specified by the relevant Scrutiny Committee or Scrutiny Commission.”

The original Constitution and Ethics Committee report is included as an appendix.

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