

## **Peterborough City Council – Review of Governance Arrangements**

### **Terms of Reference**

#### **Objective:**

At its meeting on 15 August 2022 the Constitution and Ethics Committee agreed that a cross party working group of members be formed to review and revisit the recommendations made by the Design and Implementation working group from 2015/16, with the particular focus of reviewing a hybrid model of decision making.

#### **Scope and purpose:**

The working group will consider:

- The main features and advantages and/or disadvantages of the current structure of governance within the Council alongside the possibility of using a hybrid model of governance and/or other suitable governance arrangements
- The work of the Design and Implementation Working Group that reviewed governance arrangements in 2015/16.
- Guidance produced by the Local Government Association (LGA), Centre for Governance and Scrutiny (CfGS) and others on Council governance arrangements
- Any other research available on Council Governance arrangements
- Case studies - examples and feedback from other Councils that have changed their Council governance structures
- The impact of making a change to the Council governance arrangements i.e. cost, risk, impact on officers, impact on members of the public, etc
- What a finished system would look like and the practicalities as to how it would work
- Where appropriate invite external organisations (i.e other local authorities/LGA/CfGS) to inform the working group on the workings of other governance arrangements.
- Any costs associated with changes to the governance structures.

#### **Membership:**

The working group will be made up of all members of the Constitution and Ethics Committee. In order to maintain consistency substitution arrangements will not apply to the working group

It is expected that the working group will put forward any recommendations to the Constitution and Ethics Committee for these to be voted on at the formal meetings. Any recommendations that are approved at the formal meetings will then be presented to Full Council.

The working group will invite group leaders of all political groups to attend the meetings to provide support and ideas to the working group but they will have no voting rights unless they are a member of the Committee.

The working group will be chaired by the Chair of the Constitution and Ethics Committee.

**Quorum:**

The working group quoracy will be four, this will follow the prescribed arrangements as laid out in the Constitution for committee meetings (50% of members plus one).

**Meeting frequency:**

The working group will decide at each of its preceding meetings the date and time of its next meeting. It is anticipated that the working group will meet on a regular basis, usually monthly.

**Working arrangements:**

The working group will be supported by the Director of Law and Governance, Head of Constitutional Services and members of the Democratic Services Team. Any notes and recommendations will be produced by the Democratic Services Team.

Any papers or reports will be circulated to members of the working group within 5 days of the meeting. Additional information may be circulated after this if it is deemed relevant to the meetings discussion.

The working group will usually meet virtually via Zoom/Microsoft Teams.