



REPORT of CORPORATE GOVERNANCE WORKING GROUP

**to
COUNCIL
17 DECEMBER 2020**

REPORT OF THE CORPORATE GOVERNANCE WORKING GROUP

1. PURPOSE OF THE REPORT

- 1.1 To provide information and recommendations from the Corporate Governance Working Group meeting that took place on 2 December 2020.

2. RECOMMENDATIONS

- (i) That the remote meeting protocol updates as revised by the Corporate Governance Working Group (CGWG) and set out in **APPENDIX A**, be adopted
- (ii) That the Council agrees a maximum Council / Committee meeting length of 2.5 - 3 hours, and adopts the associated updates to Procedure Rule 1(6) set out in **APPENDIX B**;
- (iii) That the Council approves and adopts the updates to Procedure Rule 1(10) as set out in **APPENDIX B** to clarify Chairman of the Council presiding over special meetings of Committees during the Council's Annual meeting;
- (iv) That from May 2021, Overview and Scrutiny Committee meetings are scheduled as required for a scrutiny item, rather than part of the regular schedule.

3. SUMMARY OF KEY ISSUES

- 3.1 The Corporate Governance Working Group (the Group) sat to review the remote meeting protocol and discuss the officer rationale for the protocol updates that were originally reviewed by the Council at its meeting on 1 October 2020. They considered and debated further explanation from officers, provided additional changes, and as a result a revised version of the remote meeting protocol is provided for Member review.
- 3.2 The Group also considered maximum meeting length, which officers put forward as 2.5 - 3 hours, to promote meeting efficiency, and the welfare of our staff and Members. The Group discussed formalising this and having an addition to Procedure Rule 1(6) , accepting that the Chairman would still have the final discretion; therefore this is included in the recommendations.

- 3.3 The Group considered recommendation to reduce Overview and Scrutiny Committee meetings, on the basis that the newly established Working Group of the Overview and Scrutiny Committee (O&S Working Group) and process should be reporting back as scrutiny items are identified rather than regularly. Rather than try and establish how frequently this may be, the suggestion is that as items are identified by the O&S Working Group, a Committee meeting can be called as required.
- 3.4 The Group reviewed proposed revisions to Procedure Rule 1(10) to clarify the Chairman of Council having presiding votes over special Committee meetings at annual Council, and well as 1(6i) to clarify should Members agree to maximum meeting length

4. CONCLUSION

- 4.1 The recommendations are provided further to consideration of the Corporate Governance Working Group.

5. IMPACT ON STRATEGIC THEMES

- 5.1 The recommendations are given on the basis of the performance and efficiency of the Council.

6. IMPLICATIONS

- (i) **Impact on Customers** – Not applicable (NA).
- (ii) **Impact on Equalities** – NA.
- (iii) **Impact on Risk** – Regular procedural review helps to ensure we manage corporate risk, and links to the historic risk around cost-effective committees.
- (iv) **Impact on Resources (financial)** – NA.
- (v) **Impact on Resources (human)** – As the considerations focussed on efficiency of the meetings, this will have a positive impact.
- (vi) **Impact on the Environment** – NA.
- (vii) **Impact on Strengthening Communities** – NA.

Background Papers:

Review of remote meeting protocol updates – further explanation

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