

REPORT TO GOVERNANCE TASK GROUP

Date of Meeting : 4th September 2019

GOVERNANCE MODEL : REVIEW PLAN

Summary

The task group has been established to review the Council's Governance model and make recommendations. This report gives a proposed workplan and timetable for the task group to complete its task.

Recommendation

The Task Group is recommended to:

1. Consider and approve with or without amendment the proposed work plan and timetable.

Reason for Decision

To plan for successful and timely completion of the task

1. Introduction

1.1 On the recommendation of the Cabinet the Council has agreed the establishment of a task group to review the Council's model of governance.

1.2 The terms of reference have been agreed.

1.3 This report is to recommend a work plan for the task group.

2. Good Governance

2.1 Governance is about how the Council ensures that it is doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner.

2.2 The Council has a Code of Corporate Governance. A revision to this is being recommended to Council on 5th September 2019. It sets the parameters which will guide this review.

2.3 This review is about the model of providing governance. There is no single model which is considered best for delivering good governance. The law provides for three basic models and there are any number of variations of these basic models and at least one example of a hybrid version.

2.4 The model of governance does not of itself ensure good or poor governance of the Council. This is about behaviours, practices and policies. The aim of the review is to consider how the existing governance model aids the Council to achieve its adopted Code of Good Governance and where it might be hindering this and what improvements are needed.

3. Work plan

3.1 The review has regard to the guidance of the LGA/CfPS paper “Rethinking Governance”

Date	Activity	Comments
04.09.19	TG Meeting - Receive the Terms of Reference and Agree Work Plan	This first meeting of the TG will receive and clarify the terms of reference for the group and consider its approach to the task. It will agree a work plan to lead to a successful implementation of the review.
October	TG Meeting - agree workshop content and roles for TG members	It is important that the TG should assess the current position and give opportunity for all members to express a view. Also to consider the principles which are important to be achieved in any revised model. This can be achieved through the TG leading a workshop to which all members can be invited. This meeting will agree the format of the workshop and the roles which TG members can take in leading this.
October	All member workshop - evaluation of present governance model and the design principles for the future.	This workshop gives an opportunity for diverse member views and ideas to be shared in order that the TG can fully understand different perspectives on why the review is needed and what it is hoped to achieve.
November	TG Meeting - consider feedback from the workshop and agree design principles (what needs to change and what are we aiming to achieve)	The TG will be presented with the feedback from the all member workshop and from this will agree the principles which must be achieved through any revision to the existing model.
November	TG Meeting - to consider possible options (this may require an all day meeting).Also to select potential site visit(s)	The TG will spend time considering the three legal models and the multitude of variations in implementing these. This will then be matched against the previously agreed design principles. It is expected this will lead to an interest in one or more variants and the possibility to visit and talk with members at other local authorities to learn from their experience. In evaluating the options consideration will be given to the financial implications of these.
December	TG Site Visit(s)	This will be an opportunity for the TG to speak with elected members from another local authority (or authorities) to question and better understand the strengths and challenges of their model(s).

Date	Activity	Comments
December/ January	TG Meeting - Agree recommended option and implementation procedure and timetable	Bringing together all the work the TG has done this is the meeting where the recommendation on the governance model for KLWN will be agreed. Whilst the Monitoring Officer will need to be informed at all stages of the review the MO input on the legal aspects of the model and of implementing it will be important. This will enable a timetable to be included with the recommendation. The terms of reference also require that a costing of implementing the recommendation should be included.
February	TG Meeting - sign off final report and agree publication and all member seminar	Officers will draw together the story of the review together with the TG recommendations, implementation plan and costings in to a final report for the TG to amend and agree. The review will be of interest to all members and it is proposed to hold an all member seminar to present the report and enable members to ask questions and better understand it before it follows due process.
February	All Member Seminar	opportunity for the TG to present their final report
tba	Corporate Performance Panel	due process
tba	Cabinet	due process
tba	Council	due process

4.0 Corporate Priorities

Not applicable

5.0 Policy Implications

None to this report

6.0 Financial Implications

The work plan is within the budget provision. The Workplan provides for the financial implications of options to be assessed.

7.0 Personnel Implications

None to this report

8.0 Statutory Considerations

The workplace provides for legal advice from the Monitoring Officer.

9.0 Equal Opportunity Considerations

The equal opportunities implications of the task group recommendation will need to be included in their final report.

10.0 Risk Management Implications

None to this report.

11.0 Recommendations

The Task Group is recommended to:

1. Consider and approve with or without amendment the proposed work plan and timetable.

12.0 Declarations of Interest /Dispensations Granted

None

Background Papers

LGA/CfPS Report - Rethinking Governance

KLWN Code of Corporate Governance