

Report to Governance Committee

24 September 2021

Change to Member Development Group Terms of Reference

Report by Director of Law and Assurance

Electoral division: Not applicable

Summary

A small amendment is proposed to the terms of reference of the Member Development Group (MDG) which are contained in Part 3, Appendix 7 of the Council's Constitution.

Recommendation

That the proposed amendment to the terms of reference of the Member Development Group, as set out in Appendix 1, be endorsed for submission to the Council for approval on 22 October 2021.

Proposal

1 Background and context

- 1.1 An update to the Council's Constitution is required to reflect a small amendment to the terms of reference of the Member Development Group (MDG) (Part 3, Appendix 7), following the award of Charter status for councillor development, as part of the Councillor Development Charter and Charter Plus, managed by South East Employers.

2 Proposal details

- 2.1 Changes are proposed to Part 3 of the Constitution: Responsibility for Functions in relation to the terms of reference of the MDG. This is to reflect the award to the Council of the Councillor Development Charter in November 2020, following an assessment by South East Employers.
- 2.2 It is proposed that a minor change to the MDG's terms of reference should be made to clarify the role it undertakes in relation to overseeing participation in the Charter and monitoring its progress. The proposed amendment to the relevant section of Part 3, Appendix 7 of the Constitution is set out at Appendix 1.

3 Other options considered (and reasons for not proposing)

- 3.1 Not applicable.

4 Consultation, engagement and advice

4.1 Not applicable.

5 Finance

5.1 There are no revenue or capital budget consequences.

6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
Loss of Charter status if appropriate monitoring arrangements are not in place	The MDG role includes ensuring the aims of the Charter for Councillor Development are met and monitored

7 Policy alignment and compliance

7.1 Making the proposed change will improve clarity in the relevant area in the Constitution, which will help to encourage compliance with its provisions.

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Appendices

Appendix 1 – Amendment to Part 3, Appendix 7 of the Constitution: Member Development Group Terms of Reference

Background papers

None