

**Re-thinking Governance Working Group
Timetable**

Step/activity	Who	When	CfPS Step	Completed
Step i) Plan the approach and assess current position				
Confirm role of working group	Audit & Governance Committee	19/11/2019		√
Confirm external support from CfPS	Audit & Governance Committee	19/11/2019		√
Confirm whether scope includes impacts on partners	Audit & Governance Committee	19/11/2019		√
Confirm expectations re engagement	Audit & Governance Committee	19/11/2019		√
Assess how decisions are currently made (who by, what/how information about decisions is made available, how member engagement in decision making is enabled, the relationship between the executive and scrutiny, public and stakeholder engagement in decision making, partnership decision-making; mechanisms for review of implemented decisions, budget, and performance)	Working Group	27 January 2020	Workshop 1	√
Review current arrangements against the guiding principles established by Council to identify areas for improvement focus	Working group – facilitated by CfPS	7 February 2020	Workshop 2	√
All members' webinars	Solicitor to the council	23 -24 April 2020		√
All member questionnaire	Working group	4- 25 June		√
Progress Report to audit and governance committee	Solicitor to the council	16 June 2020		√
Step ii) Agree design principles				
Guiding principles established	Council	October 2019		√
Step iii) Think of ways to meet the guiding principles and put a plan in place				
Identify areas where changing culture and/or practice that could provide solutions	Working group	7 August 2020	Workshop 3 (√
All Members' Seminar	Solicitor to the council	If required		Not required
Identify potential structural solutions	Working group	14 August 2020	Workshop 3	√
Assess potential pros and cons (including risks) of the cultural and structural solutions to identify a preferred option (including looking at how	Working group – facilitated by CfPS	7 and 10 September 2020	Workshop 4	√

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effectively these operate in other comparator councils)				
Produce recommendations for consideration by Council	Working group report to Audit & Governance Committee	25 September 2020		√
	Audit & Governance Committee report to Council	9 October 2020		
	Resolution by Council	9 October 2020		
<i>Step iv) Make the change</i>				
Review constitution to align it to any decision made by Council	Monitoring Officer, using working group as a reference group, and reporting to Audit and Governance Committee bi monthly	By end March 2021		
Independent Remuneration Panel undertake review of member allowances scheme in light of any decision made by Council	Monitoring Officer to co-ordinate	By end March 2021		
Approve revised constitution and allowances scheme	Council	Annual meeting May 2021		
Implementation of any changes		From annual Council May 2021		
<i>Step v) Return to the issue after a year and review how things have gone</i>				
Undertake a survey of members to capture views	Monitoring Officer	June 2022		
Determine whether the changes have produced the intended outcome and, if not, identify further actions.	Audit & Governance Committee	September 2022		