

**Appendix 3b – Lisvane Governance Review Recommendations: Summary Table and Proposed Responses**

	<b>Summarised Recommendation</b>	<b>Para. Ref. number</b>	<b>Accepted?</b>
<b>Opening Comments</b>			
1.	Ward Structure – no change	49	Yes
2.	COA/COCO relationship – no change	54	Yes
3.	Livery/Common Hall relationship – no change	55	Yes
4.	Departmental business plans – share and coordinate across departments	108	Yes
5.	Establish Chief Operating Officer post	110	Yes - new post already appointed to.
6.	Number of Common Councillors to remain unchanged for now	122	Yes
7.	Increased engagement with employers in electoral process	127	Yes - already in progress.
8.	More diversity amongst Members in outward facing activities	139	Yes
9.	Improved professional diversity training for Members and Committee appointments conditional upon compliance	140	Partial - diversity training not to be mandatory but available and accessible to all Members upon election.

<b>Standing Orders (Court Proceedings)</b>			
10.	Housekeeping of Standing Orders	147	Yes - all of the below to be considered in a general housekeeping exercise.
11.	Amend SO 10 – allowing open and recorded ballots	149	
12.	Amend SO 12.5 to require Court permission to withdraw motion	151	
13.	Various SO changes associated with questions at Court	152-156	
14.	Repeal SO 26 - setting TORs	157	
15.	Amend SO 28 – refer to joint meetings	158	
16.	Amend SO29.6, 30.7, 30.8 – allow for open and recorded ballots	159	
17.	Establish general quorum provision for Committees, Sub-Committees and joint meetings	160 & 161	
18.	Record names of Members voting in divisions in Committee	162	
19.	Allow for a single Member to call for Divisions/recorded votes	163	
20.	Immediate move to paperless	168	
21.	Virtual access to meetings for officers and the public	174	Yes - continuation of existing streaming arrangements in interests of transparency already agreed.

<b>Competitiveness</b>			
22.	Competitiveness Committee principles - TORs, membership, structures	189 & 192	Yes - although not a grand committee, instead an Advisory Board reporting to P&R.
23.	Abolish Hospitality Working Party; Competitiveness Committee to take on HWP functions	191	No - HWP to be merged to create new Civic Affairs Sub-Committee, but CAB views on strategic use of hospitality to be welcomed.
24.	P&R to absorb PRED's public relations responsibilities	193	No - a P&R Sub-Committee to continue to exist focusing on public relations issues.
25.	Enhanced officer support to CPR	194	Yes - new post of Executive Director, Private Secretary to Chair of Policy & Resources appointed.
26.	CPR title to be changed to 'Chair of Policy'	199	No - to be reviewed at a later date.
27.	Appraisal process – keep under review	215	N/A
28.	Corporation to ensure personal finances do not become inhibition to seeking Mayoralty	224	N/A - support arrangements already in place.

<b>Committees (see appendix F for structure)</b>			
29.	Committee reports – shorter in length, clearly identified decision	238	Yes
30.	Streamline minutes	239	Partial - some modest streamlining but only where inspection regimes / regulatory requirements permit; no change to Court minutes.
31.	Cancel meetings with little substantive business	240	Yes
32.	Revisit TORs of all Committees to improve clarity and reduce overlap	242	Yes
33.	Avoid allowing establishing Sub-Committees to become the norm - make these the exception	243	Yes (proposals for new bodies subject to approval of business case)
34.	Repeal SO27(1)(a) – no general Committee should have power to establish a Sub-Committee	244	Yes (proposals for new bodies subject to approval of business case)
35.	Informal Member Briefings for Committee Members to update on key issues faced by officers	246	Yes, where appropriate
36.	Member Briefings by Committees to update the Court on key issues	247	Yes, where appropriate
37.	Periodic training for Chairs	248	Yes (to be made available as required)
38.	Appraisal for Chairs	249	Yes (light-touch)
39.	No re-advertising for Committee vacancies - vacancies to remain until somebody expresses an interest	250	No - vacancies to continue to be advertised in appropriate manner.
40.	Green impact assessment with every policy or project proposal for Committee	251	N/A - already being implemented.
41.	Assign climate issues to a lead Committee	252	N/A - already implemented.
42.	Establish Governance & Nominations Committee	256	No
43.	Discontinue distinction between Grand and Service Committees	266	N/A

44.	Committees should have no more than 15 Members, (optimum size between 12 and 15)	269	Partial - moving to reduce committee membership where possible but adapting this number according to the needs of the individual committee.
45.	Abolition of Ward Committee structure - amend SO23 and 24 to reflect	271 -272	No – Ward Committees to be retained where appropriate.
46.	Service limitations - limit of service on 2 Committees, excluding membership of institution Boards, with this being 4 for those who have ex officio membership roles	273 – 275	No (partial) – reduce existing limitation from 8 to 6, but continue allowances for this to be waived if a vacancy has been open for a period of time.
47.	Service on outside bodies - no change	276	Yes.
48.	All Chairmanship terms to be four years	277	No - varying terms adopted for specific purposes to be retained.
49.	Chair ending a term of office should not be eligible to re-join that Committee during the successor's term of office, including amending SO 30.3a	278	No – instead, outgoing chairs should be subject to election (if wishing to serve as Deputy Chair) but otherwise no limitations unless expressly sought by individual committees.
50.	Service length limits / bar on re-joining - 8 years maximum service with 4 years to pass before re-joining (excluding ex-officio roles), including amendment of SO 24	280	No
51.	Terms of reference review should be separated from appointment of committees, with any amendment to ToRs (including a request to establish a Sub-Committee) to be considered by the Court only following a recommendation by the Governance and Nominations Committee.	282	Partial - agreed but proposals (including the establishment of a Grand Committee or Sub-Committee or changes to the terms of reference of a Grand Committee or Sub-Committee) to continue via P&R.
52.	There should be no bar, formal or by convention, to an Alderman being Chair of any Committee.	284	No change to existing arrangements
53.	P&R - various changes to membership arrangements / composition (including ex-officios, removal of residential requirement, number of deputy chairs)	290 – 296	Committee to be asked to review its ex-officio arrangements  Reversion to having a single Deputy Chair.

			Use of lead Members endorsed.  Arrangements for consistency of Chairing (i.e. CPR or their nominee)
54.	P&R Sub-Committee - various recommendations as to abolition / mergers	297	Partial – several mergers proposed
55.	Investment Committee to be absorbed into the Finance Committee (FIB aspects)	298	Partial – IC to be abolished, joint meetings of relevant committees to replace and enhance investment strategy development and monitoring process. PIB and FIB to become joint sub-committees of P&R and Finance (and BHE Board if appropriate), allowing for greater co-ordination and transparency across the three funds and a more coherent overall approach.
56.	Finance Sub-Committees - various recommendations as to abolition / mergers	298	Partial - transfer of Digital Services to become a Grand Committee; merger of Corporate Asset Sub-Committee (and potentially Procurement Sub-Committee) with Projects Sub-Committee to create a new joint sub-committee for Operational Property, Projects, and Procurement; abolition of Finance and Grants Oversight Sub-Committee.
57.	Social Investment Board – to be abolished / folded into new BHE Committee	299	Yes - already implemented.
58.	Creation of a new Property Committee to bring together all the City's property functions	300-303	No
59.	Audit and Risk Management Committee to take on the responsibilities of the Efficiency and Performance Sub-Committee	305	No
60.	Planning & Transportation Committee – reduced membership, introduction of panels with service rules, protocol changes	306 – 317	Being pursued separately.
61.	PHES - no change	318	Yes

62.	Markets Committee – to be abolished	319	No - instead to cease being a Ward Committee, with commensurate reduction in size to 12-15 Members. Review of continued operation to take place once new consolidated Markets Site delivered.
63.	Crime and Disorder Scrutiny Committee - no change	323	Yes - although requires review of composition and commencement of annual meeting cycle.
64.	Culture Heritage & Libraries – name to be simplified to “Culture Committee” and Keats House Consultative Committee abolished.	324	No – retain Consultative Committee (NB – it is also proposed to remove responsibility for the LMA and establish a separate Board for that).
65.	Education Board - no change	330	Yes
66.	CCS - no change	331-332	Partial - removal of housing function to create new Housing Committee.
67.	Gresham (City Side) - no change	333	Yes
68.	Establishment Committee – to be abolished, responsibilities absorbed by new Governance & Nominations Committee	339	No – to be retained, prospective name change to “Corporate Services Committee”; proposed joint new Inclusion Sub-Committee (with P&R, replacing two existing Working Parties).
69.	Open Spaces & City Gardens – all current related committees to be merged into one, Wanstead Park Working Party to be abolished and name to be simplified to ‘Open Spaces Committee’	345 – 351	No – grand committees to be retained, opportunity to devolve consultative committees to local areas and remove from formal structures to be pursued. (Although Wanstead Park WP to be abolished due to lack of requirement).
70.	Barbican Residential Committee – to be abolished	356	Yes - with creation of new Housing Committee with dedicated regular meetings for BRC matters.
71.	Creation of a Bridge House Estates Committee, replacing City Bridge Trust Committee	372	Yes - already implemented.
72.	Licensing Committee – no change	374	Yes.
73.	Health & Wellbeing Board / Health & Social Care Scrutiny Committee – no change	375	Yes – although changes to HWB likely to be required in due course pending changes to legislation.
74.	Local Govt Pensions Board – no change.		Yes – noting that a separate Pensions Committee is also now required to meet regulatory expectations around pensions.

75.	Move of various functions to new Governance & Nominations Committee, allowing abolition / merger of other committees/subs (including digital services, diversity, Standing Orders, Member training, senior appointments etc.)	377	No - various areas continuing in remit of current committees or diverted to other appropriate committees.
76.	Reference Sub-Committees to be abolished	378 – 380	Yes.
77.	Review / recalibration of delegations to officers and introduction of regular reviews	381 -385	Yes – review underway.
<b>Standards</b>			
78.	To establish an independent panel (with requisite changes to SOs as set out)	425 & 428	Yes - broadly agreed to, with a variation approved by the Court in January 2021 (see report for further) establishing an independent panel to manage complaints and appeals, operating a three-stage process.
79.	Present arrangements to remain in place until new Independent Panel has been recruited; thereafter, Standards Committee and Standards Appeals Committee to be abolished.	435-436	Yes - independent panel now recruited and Standards Committee and Standards Appeals Committee abolished.
80.	The whole of the Register of Interests should be available on dedicated pages on the website.	438	Yes - to be implemented as soon as practicable.
81.	Training on standards and conduct matters should be mandatory, and without which no Member should be appointed to a Committee.	441	No - not mandatory but made available and accessible to all upon election.



<b>Institutions (Schools, PAB, BCB, GSMD)</b>			
82.	Disapplication of Local Govt. rules where applicable.	542	Yes.
83.	<b>Schools:</b> dissolve current Boards and agree governance Schemes for each, establishing new Boards / compositions / arrangements	467 – 469	No (partial) - review of composition with reduction in the number of Common Council representatives (with suitable financial control / veto powers worked into the terms of reference).
84.	<b>GSMD Board:</b> to no longer be a Corporation Committee, new arrangements for appointment and composition.	484	No (partial) - review of composition with reduction in the number of Common Council representatives (with suitable financial control / veto powers worked into the terms of reference).
81.	<b>Barbican Centre Board:</b> to no longer be a Corporation Committee; new arrangements for appointment and composition.	492	No - no change.
82.	<b>Police Authority Board:</b> direct appointment by the Court to continue, but with changes to composition, service restrictions, appointment and policies for employment to the CoLP	509 – 511 & 520	No - no change.
83.	Minor changes to management and procedural arrangements for all of the above (e.g., HR, legal, audit & risk, finance, procurement, conflicts of interest etc).	521 - 544	Under separate review.