

Committee: Equality Diversity & Inclusion Sub-Committee	Dated: 12 December 2022
Subject: Annual Review of Terms of Reference	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	N/A
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Town Clerk & Chief Executive	For Decision
Report author: Blair Stringman, Town Clerk's Department	

Summary

As part of the implementation of the 2021 Governance Review, it was agreed that the cycle and process of annually reviewing the Terms of Reference of all Committees/Boards should be revised, to provide more time for Committees to consider and discuss changes before they are submitted to the Policy and Resources Committee. Therefore, this report is initially being brought before the Committee at its December meeting to allow time for proposed changes to be considered and developed at subsequent meetings.

This is in addition to significant Member and Officer feedback received at the first meeting of the Equality, Diversity & Inclusion Sub-Committee.

The proposed terms of reference of the Equality, Diversity & Inclusion Sub-Committee, are attached at appendix 1 to this report for your consideration. Subject to Member comments, proposed changes to the Terms of Reference will be brought forward to the Policy & Resources Committee and Corporate Services Committee for approval.

Recommendations

It is recommended that:

- Members approve the terms of reference of the Sub-Committee

Appendices

- Appendix 1 – Terms of Reference 2022/23 – Equality, Diversity & Inclusion Sub-Committee.

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Governance Officer

Town Clerk's Department

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