



Doncaster Council

Report

20th May, 2022

To the Chair and Members of the COUNCIL

COUNCIL APPOINTED COMMITTEES' AND SUB-COMMITTEES' TERMS OF REFERENCE FOR 2022/23

EXECUTIVE SUMMARY

1. This report seeks Council's agreement to proposed revisions to the Terms of Reference of a number of Council appointed Committees` for the reasons set out in the report.

RECOMMENDATIONS

2. The Council is requested to:-
 - (i) agree to the proposed revisions to the Terms of Reference set out at Appendix A as detailed in paragraphs 8 to 10 of this report;
 - (ii) note the existing Terms of Reference for all other Committees and Sub-Committees, as set out within Part 3 of the Constitution remain unchanged; and
 - (iii) note that the Constitution will be updated to reflect any revisions to the Terms of Reference agreed at this meeting.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. The Council is committed to maintaining the highest standards of Governance, and the proposed Terms of Reference allow for the proper discharge of its functions by a Committee or Sub-Committee ensuring openness and transparency in terms of the Council's decision-making processes. This ensures this obligation is met.

BACKGROUND

4. At the Annual Council meeting each year, Terms of Reference for Committees and Sub-Committees appointed by Full Council are approved.
5. The current Terms of Reference of Committees and Sub-Committees of Council are set out within Part 3 of the Council's Constitution, which can be accessed on the Council's website.

<http://www.doncaster.gov.uk/services/the-council-democracy/council-constitution>

6. The Elected Mayor has responsibility for the discharge of Executive functions and will determine how these are exercised.
7. In light of operational experience during the current year and as a consequence of legislative requirements, the following revisions are proposed to the Terms of Reference of Committees, set out at Appendix A to the report. Proposed deletions are crossed through whilst additions are shown in ***bold italics***. Details for these suggested changes are shown below:-

8. Audit Committee

The changes made are minor in nature and seek to clarify or make more specific the existing terms of reference, rather than representing any changes to the actual responsibilities of the committee.

9. Doncaster Covid-19 Oversight Board

The Doncaster Covid-19 Oversight Board was established in line with government COVID-19 guidance in 2020 to provide additional assurance of the local pandemic response. The Oversight Board held its last meeting on March 22nd 2022 as the UK moved into the next phase of the pandemic 'Living with COVID'. Ongoing assurance of the local pandemic response will revert to the Health and Wellbeing Board.

10. Health and Well Being Board

Minor amendments have been made to the Terms of Reference which are largely typographical in nature. However subject to the passage of the health and care bill (in July) Doncaster CCG will be replaced by the South Yorkshire Integrated Care Board (SY ICB). At that point the Chair of Doncaster Clinical Commissioning Group, will be replaced by the Doncaster Place Director of the SY ICB.

OPTIONS CONSIDERED AND REASONS FOR RECOMMENDED OPTION

11. Council can accept, reject or accept in part, the proposals set out in this report. It is recommended that all the proposals are accepted.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

12.

	Outcomes	Implications
	Connected Council: <ul style="list-style-type: none">• A modern, efficient and flexible workforce• Modern, accessible customer interactions• Operating within our resources and delivering value for money• A co-ordinated, whole person, whole life focus on the needs and aspirations of residents• Building community resilience and self-reliance by connecting community assets and strengths• Working with our partners and residents to provide effective leadership and governance	The Council is committed to maintaining the highest standards of Governance and robust Terms of Reference allow for the proper discharge of the Council's functions, ensuring openness and transparency.

RISKS AND ASSUMPTIONS

13. There are no identified risks associated with this report.

LEGAL IMPLICATIONS

14. Sections 101 and 102 of the Local Government Act 1972 empower the Council to arrange for the discharge of any of its functions by a Committee or Sub-Committee.

FINANCIAL IMPLICATIONS [PH 10/05/22]

15. There are no Financial Implications associated with this report.

HUMAN RESOURCES IMPLICATIONS [SH 03/05/22]

16. There are no HR implications associated with the contents of this report.

TECHNOLOGY IMPLICATIONS [PW 05/05/22]

17. There are no technology implications in relation to this report.

HEALTH IMPLICATIONS [RS 29/04/22]

18. There are no direct health implications from this report. However, the individual Committees all contribute to improving the health and wellbeing of Doncaster people and reducing health inequalities. The revisions to the Terms of Reference should support this.

EQUALITY IMPLICATIONS [SM 21/04/22]

19. There are no specific equality implications associated with this report.

CONSULTATION

20. Relevant lead Officers for each Committee/Sub-Committee have been invited to submit any proposed revisions to Committee and Sub-Committee Terms of Reference, the details of which are set out within paragraph 8-10 of this report, to ensure that the Terms of Reference are robust and fit for purpose.

BACKGROUND PAPERS

21. None

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