

Short Life Working Group on Review of Standing Orders

Membership

The Working Group shall comprise of 5 Elected Members, currently on the following basis:

- 2 SNP Councillors
- 2 Labour Councillors and
- 1 Conservative Councillor.

Terms of Reference for the Working Group

The Short Life Working Group will:

- undertake a review of Standing Orders, the Scheme of Administration and the Scheme of Delegation;
- determine the review process; the frequency of meetings and the timescale for reporting back to the Council on its findings;
- be assisted by officers identified by the Executive Director, Place to include the Monitoring Officer and Democratic Services Team Leader;
- request reports from officers to inform the terms of remit below;
- record meetings by way of a Minute which will be submitted to the next meeting of the Group for approval; and
- recommend amendments to the Standing Orders, Scheme of Administration and Scheme of Delegation for consideration by the Council.

Remit of the Working Group

The Short Life Working Group shall:

- Note consequent amendments to the Standing Orders following the Council Meeting on 22 May 2022
- Note consequent amendments to the Scheme of Administration following the Council Meeting on 22 May 2022
- Note consequent amendments to the Scheme of Delegation following the review of senior management structure of the Council
- Review and discuss further amendments to Standing Orders, Scheme of Administration and Scheme of Delegation.
- Consider future arrangements for meetings of the Council including hybrid meetings
- Consider arrangements for appointments of senior officials by the Council
- Consider arrangements for review of the audit and performance review functions of the Council
- Recommend a Schedule of Meeting dates to the Council
- Recommend specific aspects Standing Orders, Scheme of Administration and Scheme of Delegation for review

First Meeting

At the first meeting of the Short Life Group the following matters require to be addressed:-

- Appointment of Chair
- Establish a quorum for meetings
- Agree areas be reviewed and the phasing to allow Members to concentrate on each topic
- a schedule of meeting dates