

**Revision of the Council's Standing Orders and associated documents –
Short Life Elected Member Working Group****Report by Director, Resources****1 Purpose of Report**

The purpose of this report is to provide Council with an update following the first meeting of the Elected Member Working Group established to consider, review and report back with regard to Standing Orders and request the remit of the Group be extended to include a review of the composition of the Council, its Committees and Sub-Committees.

2 Background

2.1 Standing Orders were last considered and approved by the Council on 19 December 2017. At that time, it was agreed an annual review, commencing 2019, would be undertaken. At the Council meeting on 25 June 2019, it was agreed that a Short Life Elected Member Working Group be established for the purposes of undertaking the review.

2.2 The first meeting of the Short Life Elected Member Working Group took place on 30 September 2019. The Group agreed it wished to include within its remit a review of the Council, its Committees and Sub-Committees.

3 Report Implications**3.1 Resource**

The resource implications relating to this report will be officer time on reviewing and producing amended documents and reports to Council.

3.2 Risk

The Standing Orders and associated documents provide the fundamental governance arrangements of the Council. If these are not reflective of the current ways of working, there is a potential for challenges to be made to decisions made by the Council, Cabinet and Committees. A review of the composition of the Council, its Committees and Sub-Committees was approved at the meeting of the Council on 25 June 2019 and the Working Group is seeking governance to include this within the review.

3.3 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- ☐ Community safety
- ☐ Adult health, care and housing
- ☐ Getting it right for every Midlothian child
- ☐ Improving opportunities in Midlothian
- ☐ Sustainable growth
- ☐ Business transformation and Best Value
- X None of the above

3.4 Key Priorities within the Single Midlothian Plan

This report does not impact on the key priorities within the Single Midlothian Plan.

3.5 Impact on Performance and Outcomes

The report does not directly impact on Midlothian Council's performance and outcomes.

3.6 Adopting a Preventative Approach

The report does not directly impact on actions and plans in place to adopt a preventative approach.

3.7 Involving Communities and Other Stakeholders

The report does not directly relate to involving communities.

3.8 Ensuring Equalities

This report does not recommend any change to policy or practice and therefore does not require an Equalities Impact Assessment.

3.9 Supporting Sustainable Development

There are no sustainability issues arising from this report.

3.10 IT Issues

There are no IT issues arising from this report.

4 Recommendations

The Council is invited to:

- (a) amend the remit of the Short Life Elected Member Working Group on Review of Standing Orders to include the approved review of the composition of the Council, its Committees and Sub-Committees and once complete, report back to the Council on its findings or;
- (b) otherwise, determine how the review will take place.

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Background Papers: Minute of Midlothian Council of 25 June 2019 - Revision of the Council's Standing Orders and Note of the Short Life Elected Member Working Group on the Review of Standing Orders held on 30 September 2019