



**Council**

**9 December 2014**

**Matter for Decision**

Title: **Adoption of Terms of Reference for Working Groups**

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## **1. Introduction**

This report requests the consideration and adoption of the appended terms of reference documents for the Armed Forces Task Group and Supporting Leicestershire Families.

## **2. Recommendations**

2.1 That the Committee considers and adopts the terms of reference documents, which are appended to this report as Appendix 1.

## **3. Information**

3.1 On 29 April 2014, the Council adopted the recommendations of the 'Evolving the Council's Governance' report.

3.2 As part of that report it was agreed that a review of all existing Working Groups should take place early in 2014/15 to assess their relevance, if they are still needed and if so to revisit and firm up their purpose, terms of reference, reporting lines, relationships to other groups (to prevent silo working), frequency of meetings (which would be published in the annual Calendar), and membership.

3.3 The attached terms of reference are based on a standard format and incorporate the key outcomes that have been discussed and agreed by each respective Task Group.

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### **Background Papers:- Evolving The Council's Governance – 29 April 2014**

| <b>Implications</b> |   |
|---------------------|---|
| Financial (PL)      | No significant implications                             |
| Risk                | CR6; Regulatory Governance                              |
| Equalities (KG)     | An EIA has been undertaken in respect of the task group |
| Legal (KG)          | No significant implications                             |