

Supporting Leicestershire Families Task Group

1. Purpose and Remit of the Group

- a. To receive updates on the progress of the Supporting Leicestershire Families Programme on behalf of the Council.
- b. To make comments and observations which will assist in determining the future direction of the SLF Programme in the Borough
- c. To consider any issues that the programme highlights in relation to Oadby & Wigston Council policies and priorities together with any cross cutting governance issues
- d. To advise and make recommendations to Council resulting from the review of the Leicestershire SLF Programme after its initial three years of operation including any further requests for funding.

2. Membership

- a. Members will be appointed to the Task Group at the Annual General Meeting each municipal year on the basis of those councillors appointed to the roles of Leader of the Councillor and Chairmen of Policy, Finance and Development, Service Delivery, Health and Wellbeing Board, Community Safety Partnership and Children and Young Persons Forum.
- b. The membership of the Board, wherever possible, will reflect the political representation of the Council as a whole.

3. Accountability and Duration

- a. As a minimum, the Lead Officer will meet with the Chairman of the Task Group at least one week prior to the Board meeting
- b. The Chairman of the Working Group is Councillor Lynda Eaton
- c. The Lead Officer is the Chief Executive.
- d. It is expected that the Task Group will exist for at least the 2014/15 municipal year
- e. The Task Group will report to Council at least twice each municipal year.
- f. The Task Group will cease when the outcomes have been completed.

4. Working Methods

- a. The agenda and supporting papers for meetings will normally be circulated electronically at least five clear days before the date of the meeting.

- b.** These terms of reference will be reviewed, and if necessary, updated at least annually.
- c.** The minutes of the meeting will be provided to the Chairman of the Task Group in a timely manner.
- d.** An action list will be drawn up following the meeting and provided to the Chairman with the minutes.

September 2014