

Governance Working Group

Terms of Reference

Name

The group shall be known as the Governance Working Group (GWG).

Membership

Any member of the Authority or its Officers may join the Group. The Group may agree to invite external service providers as and when required.

Quorum

If meetings are required, at least three members of the group must be present. It is envisaged that most development work will be achieved through e-mail correspondence.

Functional Delivery

The role of the GWG is to support the work of the Authority by undertaking the following tasks:

- Develop the overarching strategies to deliver the Authority's vision
- Review the Authority's governance structure and procedures
- Produce the Authority's Schemes of Delegation
- Develop the Authority's draft Annual Plans and Reports
- Develop policies on advocacy and communications to improve dialogue with stakeholders

Reporting

All work conducted by the GWG must be reported to the Finance and General Purposes Sub-Committee and/or the Full Authority for consideration and decision making.

End.

Authority Documentation: 2020/2021 (GWG established at the Authority Meeting – Oct 2020)