

Appendix 3

Terms of Reference: Governance Subgroup

Title	Governance Subgroup
Membership 09/10	To be appointed
Membership 08/09	Councillors Jones, Hitchen, Morrison, Sandiford and Watson
Lead Executive Members	Councillors Leese and Priest
Strategic Directors	Richard Paver – City Treasurer Geoff Little – Deputy Chief Executive (Performance)
Lead Officers	Carole Pattison – Interim Assistant Chief Executive (Performance)
Contact officer	Courtney Brightwell - Scrutiny Support
Rationale	To contribute to ongoing work to promote effective governance throughout the City Council and Manchester Partnership.
Operation	This sub group will meet periodically and report its findings to the Resources and Governance Overview and Scrutiny Committee by submitting minutes to the Committee.
Access to Information	Meetings of this Subgroup will be open to members of the press and public except where information which is confidential or exempt from publication is being considered. Papers for the Sub group will be made available to members of the press and public on the Council's website and the St Peter's Square entrance to the Town Hall Extension except where information which is confidential or exempt from publication is being considered.
Schedule of Meetings	

**Resources and Governance Overview and Scrutiny Committee
Governance Sub Group
Work Programme - 2009/10**

Monday 8 June 2009 at 10:00 AM – Committee Room 8				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Council's Code of Corporate Governance	To look at the draft Code of Corporate Governance. Feedback on members' sessions	Councillor Leese	Carole Pattison Karen Chadwick	
Monday 28 September 2009 at 10:00 AM – Committee Room 8				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Risk Management	Update on Risk Management, including looking at examples of Risk Registers.	Councillor Priest	John Bradley John Gill	
Manchester Partnership: Behaviours and Standards	Update on development of values and behaviour protocol, and feedback from the Stakeholder meeting.	Councillor Leese	Carole Pattison Emma Burnett	
Friday 15 January 2010 at 10:00 AM – Committee Room 8				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Partnership Governance Structures	To be scoped	Councillor Leese	Carole Pattison	

Wednesday 31 March 2010 at 10:00 AM – Committee Room 8				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Draft Annual Governance Statement	To comment on the draft annual governance statement at a very early stage in its development. To look at how actions included in last year's statement have been carried out.	Councillor Leese	Andrew Ballantyne	Date to be confirmed