

Party Group Leaders' Forum Terms of Reference	17 September 2019
Corporate Policy and Resources Committee For Decision	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Leader and Champion
Outcome	Provide civic leadership to our citizens
Lead Officer	Chief Executive
Cost: (If applicable)	Staff time depending on attendance.

1.0 Background

Following feedback from Elected Members the Governance Working Group considered the formal establishment of a Party Group Leaders' Forum

2.0 Party Group Leaders' Forum Terms of Reference

The following terms of reference were proposed:

The Party Group Leaders Forum considers a number of issues, as identified by the Senior Management Team and Causeway Coast and Glens Borough Council which includes; providing political leadership to the officers of Causeway Coast and Glens Borough Council, agreeing the composition of agendas for full council meetings, and identifying issues to be raised as appropriate; ensuring the financial and non-financial performance is properly monitored and to have a proper oversight of the financial reporting process.

Terms of Reference

- To provide oversight of Council Finances and Council Agenda setting process (including Notices of Motion).
- To track and monitor the achievement of financial savings.
- Hold officers account to the delivery of an agreed efficiency and transformation programme.
- Provide political support in terms of party groupings for the delivery of the Council's efficiency and transformation programme.
- To assist the oversight and monitoring of the Corporate Plan and Transformation Plan.

To meet before each full monthly council meeting with a Chair and Vice Chair to be agreed.

Membership:

Party Group Leaders, or Deputy, of any political party with at least 10% membership of council - 4 (as of 2019: DUP, Sinn Fein, UUP and SDLP).

Chief Executive, Council Solicitor, Head of Planning, Chief Finance Officer and Senior Officers when required are also to attend; they will have no votes at such meetings. A quorum shall be three members.

3.0 Recommendation

Members are asked to consider the formation of a Party Group Leaders' Forum. Suggested implementation would be October 2019.