

Bingham Improvement Board

Terms of Reference

Draft

Description

The Improvement Board is established to consider the operation of Bingham Town Council ("the Council") and to address any governance issues at the Council in response to the Bingham Deserves Better petition received by Rushcliffe Borough Council. The board will work with the Town Council and provide short progress reports to the Town Council and Rushcliffe Borough Council on a monthly basis for a period of up to 6 months.

Upon the board concluding its review and oversight of any actions recommended (expected at the end of the 6 months), a final report will be presented to Bingham Town Council and Rushcliffe Borough Council as principal authority.

Purpose

The purpose of the Improvement Board is to:

- Deliver an action plan responding to the issues raised in the petition presented by the Bingham Deserves Better group to Rushcliffe Borough Council on 30th September 2021
- Support improvement in the Council's wider governance arrangements
- Ensure that a range of voices, including those independent to the Council contribute to the development of governance at the Council
- Help the Council to develop a culture of respect between Councillors and between Councillors and employees

Objective

The board's objectives are to:

- Support Bingham Town Council to:
 - Enhance public confidence in the Council
 - Demonstrate its ambitions for the local areas and its local communities

It will:

- Assess the Council's current governance arrangements and identify and make recommendations to the Council on areas for improvement
- Review the standing orders of Bingham Town Council in relation to governance improvement and recommend any amendments to the Council as considered appropriate
- Identify best practice and gather views on matters within the boards remit from relevant internal and external sources
- Steer the implementation of the action plan (to be created) and wider governance improvement
- Monitor progress on the implementation of the action plan
- Make recommendations to the Council to support improved governance.

Membership and chairing

The board will consist of 5 members:

- An independent chairman (Neil Taylor, former Bassetlaw CEX)
- 2x Bingham Town Councillors – to be appointed by Bingham Town Council
- 1 advisor from the National Association of Local Councils – Jonathan Owen, CEX
- 1 advisor from the Local Government Association – David Pye (David is also a parish councillor)

The board will be chaired by the Independent Chairman.

The board will be supported by Bingham Town Council's proper officer (the Town Clerk) and the Monitoring Officer of Rushcliffe Borough Council. Admin support will be provided by RBC.

Substitutes

Substitute members may be appointed to this board for the Bingham Town Council representatives to be agreed by Bingham Town Council.

For all other positions substitutes may not be appointed.

Quorum

The quorum for the board is three members.

Field work/Review

Prior to the commencement of board meetings, the three independent members of the board (Neil Taylor, Jonathan Owen and David Pye) will undertake two days of field work/review work in Bingham in order to meet town councillors and staff, community members and to get a sense of the ambitions and objectives of the council for the future. It is anticipated this will be in January 2022.

Frequency of meetings

It is anticipated that the board will initially meet monthly for up to 6 months from January 2022.

Duration

The board may meet periodically following the completion of its work until March 2023 to review progress.

Status

The Board is a non-statutory improvement board and will report its recommendations back to Bingham Town Council and Rushcliffe Borough Council. Its recommendations will be in the public domain. It is intended to be supported and positive. It will be for Bingham Town Council to work with the board and to adopt any recommendations of the board.