

# **MINUTES OF LOCAL DEMOCRACY REVIEW WORKING GROUP**

## **26 September 2018**

Present: Cllrs Bonavia, Best, Codd, Elliot, Feis-Bryce and Gallagher.

In attendance: Kath Nicholson (Head of Law), Darren Bindloss (interim Head of Communications) Salena Mulhere (SGM Interagency, service development and integration) Rosalind Jeffrey (Principal officer Policy, Service Design and Analysis) Charlotte Parish (Graduate Trainee)

Apologies: Councillors Campbell and Sheikh, Barrie Neal (Head of Corporate Policy & Governance) and Liz Dart (Head of Cultural & Community Development).

### **1. Election of Chair and Vice Chair**

The Head of Law opened the meeting and invited nominations for Chair and Vice Chair. The Working Group unanimously agreed to appoint Councillor Bonavia as Chair and Councillor Sheikh as Vice Chair.

### **2. Declarations of Interest**

There were no declarations of interest.

### **3. Delivering the Local Democracy Review: Introductory Report**

Salena Mulhere (SGM Inter-Agency Service Development & Integration) presented the report and drew the Working Group's attention to the following key areas:

- Proposed timeline for the review (section 5.2)
- The Council's current arrangements for openness and transparency, public involvement in decision-making and effective decision-making (section 7)
- Potential areas of focus for the review (section 8)
- Proposed communication and consultation plan (section 9)

The following points were highlighted in the following discussion:

- Concerns were raised about the amount of time required by during the evidence-gathering phase. The Chair advised that other councillors could also provide support during this phase and officers will support with arrangements.
- The Working Group will review the events timetable and confirm their attendance at a minimum of three events (as well as identifying any additional events taking place in their ward)
- The areas of focus for the review should include the ways in which the Council can support and encourage public involvement in decision-making

Darren Bindloss (interim Head of Communications) presented an update on the communication and consultation plan. The following points were highlighted in the discussion:

- Review materials should be available in accessible formats wherever possible
- Equalities monitoring information will be captured as part of the online survey

- The Communications team will explore the feasibility of introducing email signatures promoting the review for officers and councillors
- Lewisham Young Advisors will design and deliver a series of workshops in schools as part of the review

The Working Group:

- Agreed the proposed timeline for the review
- Noted the Council's current arrangements for openness and transparency, public involvement in decision-making and effective decision-making
- Agreed the amended areas of focus for the review
- Agreed the proposed communication and consultation plan

The Chair closed the meeting at 7.48pm.