

## **Military Covenant Advisory Panel**

### **Terms of Reference**

1. The Panel shall comprise up to three Members from the Conservative Group and up to three Members from the Liberal Democrat Group. Note: should the political composition of the Council change in future year's representation will be revisited.
2. Substitutes will not be required.
3. The Panel's role is to advise on and steer the implementation of activities in support of the Covenant and suggest ideas that may be developed to further the principles of the Covenant.
4. The Panel will elect a Chairman and Vice Chairman annually at the first meeting in the municipal year. Note: for this initial year (2013/14) the Chairman and Vice Chairman will stand until 1 May 2014.
5. Any proposals that impact on Council policies, practice or budgets will have to be put forward as recommendations to the Executive and/or Council for approval.
6. The Panel may invite outside organisations, community/voluntary groups or other interested parties to participate in meetings but should voting on any issue be required this is reserved to the elected Councillors on the Panel. Should voting be required these will be determined by a simple majority of the Councillors present and in the event of a tie the Chairman shall have the casting vote. Note: given that the Panel has no executive or delegated authority it is anticipated that most decisions will be on the basis of general consensus rather than formal voting.
7. The Panel shall meet at least four times in any municipal year.

### **Addendum**

Members of the Panel until May 2014 are:

Cllr Bryan Cross

Cllr John Kingsbury

Cllr Dorothy Farrant

Cllr Louise Morales

Cllr Ian Eastwood

Cllr Tony Branagan