

Governance Review - Terms of Reference

Stockport Town Centre West Mayoral Development Corporation

BACKGROUND

Stockport Town Centre West Mayoral Development Corporation (the MDC) was established on 2nd September 2019¹. The object of the MDC is to secure regeneration within its area. The MDC's ambition is to create 'Greater Manchester's newest, coolest, greenest community' in line with the Strategic Regeneration Framework for Stockport Town Centre West.

In delivering its objectives and commitments in its Strategic Business Plan and Annual Action Plan it must do so in accordance with the law, its Constitution and adhere to appropriate governance arrangements.

The MDC is now in its 5th year of operation, and it is a timely that a governance review is being sought. This review is being conducted at the request of the GMCA's Monitoring Officer given the Monitoring Officer's role in respect of the MDC as set out in legislation.²

SCOPE

The review will consider the following themes:

- **Structure of the MDC**
- **Governance requirements and processes**
- **Decision making**
- **Information and Transparency**
- **Accountability**
- **Oversight**
- **Scrutiny**

To inform the themes above we will consider the following:

- **Constitution** – review of the constitution including decision making processes such as reserved decisions and scheme of delegation to officers and committees; who has authority to amend the constitution and the frequency of reviews undertaken.
- **MDC Board Membership** – make-up of the Board; appointment and termination processes; terms of appointment including remuneration; length of term of appointment for Board Members.
- **Board Meetings** – frequency; attendance; decision making; information and documents; conflicts of interest; access to meetings and documents.
- **Decision making** – review of how decisions are made, by whom and type and approach to risk management.

¹ By an Order: The Stockport Town Centre West Mayoral Development Corporation (Establishment) Order 2019 2019/1040

² Greater Manchester Combined Authority (Functions and Amendment Order) 2017/612, s.6

- **Role of Stockport Council** - responsibilities; liabilities; oversight; and scrutiny.
- **Role GMCA, GM Mayor and GMCA's Monitoring Officer** - responsibilities; liabilities; oversight; and scrutiny.
- **Role of Statutory Officers** – remit of roles and responsibilities; oversight; guidance; and directions given to the MDC.
- **Staffing** – appointment of Chief Executive and other officers; roles and responsibilities including decision making.
- **Policies and Procedures** – Member code of conduct; contract procedure rules; financial procedure rules; conflicts of interest; risk registers; information governance; data protection and transparency.
- **Reporting** – to whom and the types of reports including annual report, audited statement of accounts.
- **Transparency** – of decision-making; approaches to FOI; commercial sensitivity and confidentiality.
- **Contracts and joint ventures**

APPROACH TO REVIEW

- Desktop review of:
 - publicly available documents; and
 - information and documents to be provided by the MDC, Stockport Council and the GMCA.
- Meetings / interviews with relevant stakeholders.

TIMESCALES

- Headline findings to be shared by 31st July 2024 with report to be finalised and shared by 2nd September 2024.