

Polegate Town Council



DEVOLUTION WORKING GROUP TERMS OF REFERENCE

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Issue No.	Date completed	Details of amendments
1	30.06.25	Adopted at Full Council Meeting
2	11.05.26	Adopted at Annual Stat Meeting

1. Working Group Structure

- 1.1 The Working Group is appointed by the Buildings and Land Committee and will remain in existence until the committee determines otherwise, or its purpose is fulfilled
- 1.2 The Working Group will be constituted at the Annual Council Meeting in May each year.
- 1.3 The Working Group will meet as often as required. The working group has no delegated decision-making powers and will make recommendations to Buildings and Land for resolution.
- 1.4 The working group will consist of 15 Councillors, plus the Town Clerk, who will support the group in advisory and administrative capacity.
- 1.5 The working group will elect its own Chair and Vice-Chair

2. Specific Responsibilities

- 2.1 The Working Group will lead discussions and develop proposals on devolution matters relevant to the council.
- 2.2 The working group will research and review local government devolution opportunities, costs, policies, and legislation applicable in the UK context.
- 2.3 The group will engage with stakeholder, including local authorities and community partners, to inform recommendations.
- 2.4 The group will prepare written reports and recommendations for discussions and potential adoption by Full Council.

**Statement prepared for adoption by Polegate Town Council at its meeting on
11.05.26**

Signed by

Mayor of Polegate

Town Clerk/Proper Office/RFO