

## Attendance

### Members of the Governance Committee

Cllr Alan Bolshaw (Chair)  
Cllr Ian Brookfield  
Cllr Paula Brookfield  
Cllr Rita Potter  
Cllr Sandra Samuels OBE  
Cllr Stephen Simkins  
Cllr Wendy Thompson  
Cllr Simon Bennett

### Employees

Fabrica Hastings	Democratic Services Assistant (Observing)
Jas Kaur	Democratic Services Manager (Host)
Laura Noonan	Electoral Services Manager
David Pattison	Director of Governance
Kirsty Tuffin	Democratic Service Officer

## Part 1 – items open to the press and public

*Item No.*    *Title*

- 1 Apologies for absence**  
Apologies for absence were received from Councillor Craig Collingswood and Councillor Milkinder Jaspal.
- 2 Declarations of Interest**  
There were no declarations of interest made.
- 3 Minutes of the previous meeting**  
That it be agreed that the minutes of the previous meeting held on 20 November 2020 be approved as a correct record.
- 4 Matters arising**  
There were no matters arising.
- 5 Forward Plan for the 2020-2021 Municipal Year**  
Councillor Paula Brookfield, Cabinet Member for Governance, presented the report on the proposed forward plan to Governance Committee for the remainder of the 2020-2021 Municipal Year.

David Pattison, Director of Governance, advised the Committee that the Forward Plan would provide the Governance Committee with visibility and understanding on planned business. At future meetings the committee would consider reports on the triple election due to take place in May 2021, the Constitutional Review and the Boundary Review. Additional items could be added/suggested if required.

Resolved:

1. That the Governance Committee Forward Plan for the 2020-2021 Municipal Year be approved.

## 6 **Local Election Fees and Charges 2021-2022**

Councillor Paula Brookfield, Cabinet Member for Governance, presented the report that outlined the fees and charges relating to Local Elections, which must be set locally.

The Committee were advised that under the City of Wolverhampton Council's Constitution the fees and charges for the elections are set out by the Returning Officer. The fees and charges had been in line with those suggested by the Cabinet Office as reasonable for that role and in line with the West Midlands region.

Resolved:

1. That the proposed schedule of fees from now through to 31 March 2022, as shown in Appendix 1, be approved.