

MEMBER DEVELOPMENT COMMISSION**HELD: Tuesday, 4 February 2020**

Start: 6.00 pm

Finish: 6.55 pm

PRESENT:

Councillors: C Dereli (Chairman)

G Dowling (Vice-Chairman) Y Gagen

I Moran A Owens

D Westley

Officers: Jacqui Sinnott-Lacey, Chief Operating Officer
Jacky Denning, Member & Executive Services Manager
Julia Brown, Member Services / Civic Officer

19 APOLOGIES

There were no apologies for absence received.

20 SUBSTITUTIONS (IF ANY)

In accordance with Council Procedure Rule 4, Members noted the termination of membership of the Commission of Councillor D O'Toole and the appointment of Councillor D Westley for this meeting only, thereby giving effect to the wishes of the Political Groups.

21 DECLARATIONS OF INTEREST

There were no declarations of Interest.

22 NOTES OF THE PREVIOUS MEETING

AGREED: That the notes of the previous meeting held on 23 October 2019 be agreed as a correct record.

23 SORP - MEMBER DEVELOPMENT PROJECT - FEEDBACK FROM WORKSHOP/TRAINING SESSIONS

Members were asked to provide feedback following the Training / Workshop sessions that had been undertaken including; 'Understanding Strategy/ Strategic Thinking Skills', 'Best Practice Scrutiny' (Committee Work/Annual Report) & (Effective Review Groups) and 'Cabinet Strategy Workshop'.

Consideration was given to possible actions and proposals for change that could be included in a report to Executive Overview & Scrutiny Committee and Council, in accordance with the Terms of Reference of the Commission:

"In order to give effect to the augmented Member role proposed within the Sustainable Organisation Review, to examine how cross-party scrutiny and development of strategy could be strengthened via either existing or new committee arrangements, reporting to Executive Overview and Scrutiny and (then) to Council

by April 2020. Such activity to include the option of engaging external specialist advice with relevant expenditure being contained within the budget provided."

Comments and questions were raised in respect of the following:-

- Identifying a clear strategic role and focus for Members
- Members involvement in shaping the future Priorities/Themes of the Council Plan
- Committee Arrangements - possible merging of the two Scrutiny Committee's
- 'Task and Finish' Groups / 'One Hit' Items / Cabinet Working Groups
- Revision of the Annual Report –to focus on benefits and outcomes
- In depth Scrutiny Reviews Project Plans – review
- The Forward Plan – a tool for Pre-decision Scrutiny
- Members Items / CCfA process – lack of use
- Maintaining the interest of Council in the work of the Scrutiny Committee
- Unlocking the potential of Members in key Scrutiny Roles
- Topic Selection Scoring Exercise – suitability
- Cabinet / Scrutiny Protocol Development
- Resources
- Training – Scrutiny Review – Corporate Priorities

AGREED: A. That a Questionnaire be drafted for consideration at the next meeting, aimed at obtaining the views of Members in relation to Scrutiny generally, and also in relation to the following:

1. Committee Arrangements – possible merging of the two Scrutiny Committee's.
2. Resources.

B. That Members discuss with their Groups the 'Key Slides' from the training sessions held in order to receive their views, feedback and suggestions.

C. That a draft Cabinet / Scrutiny Protocol which defines the relationship between the Cabinet and Scrutiny be developed.

D. That the use of the Key Decision Forward Plan as a tool for improving greater Member involvement in pre-decision scrutiny and thereby developing a more strategic role be explored / reviewed.

E. That the process for submitting items to Committee from the Members Update and submitting Member Items and Councillor Call for Action items be reviewed.

F. That the 'Topic Selection Scoring Exercise' selection, be reviewed.

G. That future editions of the Overview and Scrutiny Annual Report to ensure that the focus is on the benefits and outcomes of the work undertaken.

- H. That the Project Plans currently used in relation to in-depth Scrutiny Reviews be reviewed.

- I That a Scrutiny Training/Workshop Session be considered as appropriate in order to develop greater Member Involvement in relation to Corporate Priorities or the themes contained in the Council Plan, with the assistance of an external training provider.

24 **DATE OF NEXT MEETING**

AGREED: That the next meeting of the Commission will be held on Thursday 12 March 2020 – 6.00pm.