

# Corporate Scrutiny

7<sup>th</sup> February 2019

## Report of the member support working group

### Purpose

To inform the Corporate scrutiny committee of the findings and recommendations of the Member support working group.

### Recommendations

1. At signing of the declaration newly elected and returning members will receive an up dated list of officers and details of their responsibilities.
2. At the earliest opportunity post local election existing members will receive an up dated list of officers and details of their responsibilities
3. At signing of the declaration newly elected and returning members will receive "First point" of contact details
4. At the earliest opportunity post local election existing members will receive "First point" of contact details
5. Contact details of officers and information how and who to escalate issues with will be circulated to all members in full at the start of the municipal year.
6. Updates from cabinet members and senior officers highlighting key projects of the year, risks and challenges against their corporate plans will be presented to all members at the earliest opportunity post the Council's AGM
7. Where scrutiny receives reports , papers must be updated with the latest information. Including cabinet papers as appendices.
8. 8 ther supply of paper to members be removed from the constitution and printed copies of reports to be administered on a case by case assessment.

### Executive Summary

During discussions at the start of the 2018-2019 municipal year it became apparent that the support for new members and existing members had changed over time and the focus on new member induction had also changed. The Corporate scrutiny committee included this challenge in its work plan and created a working group. It was quickly apparent that new member induction was only part of a wider issue and so the working group broke into sub groups to tackle the larger parts of this work. These were-

- Member Induction
- ICT support to members
- Information exchange with members

The member induction working group has now concluded its work with the above recommendations, the ICT and Information exchange with members is ongoing.

The above recommendations have been drafted by the working group to be presented to corporate scrutiny prior to cabinet. These are aimed at filling the current gap noticed by members to assist them in delivering their role. The reference to paper supply relates to a question of the constitution, It was felt that this should not be a general provision and hard copies of agendas etc should be administered by Democratic services on a case by case basis, this allows the supply to cater for the needs of the individual of impairment rather than a general distribution.