

# Item no

Report to: **Partnerships Scrutiny Committee**

Date: **15 November 2005**

Report of: **Head of Democratic Services and Administration**

Subject: **IDeA Member Development Project – Feedback Report**

Ward: **All**

## 1.0 **Purpose of the Report**

- 1.1 To inform members of the Scrutiny Committees of the feedback received from the Improvement and Development Agency (IDeA) in respect of the Member Development Project undertaken by them.
- 1.2 The report specifically addresses the feedback and potential areas for further development in respect of the bespoke Scrutiny work carried out as part of the project.

## 2.0 **Consultation**

- 2.1 In preparing this report I have consulted with the Executive Member for Organisational Development, the Scrutiny Management Board, the Assistant Chief Executive and the Scrutiny Support Manager.

## 3.0 **Background**

- 3.1 In January 2004 the Council decided to engage with the IDeA to “develop and deliver a training and development strategy for elected members”.
- 3.2 The aim of the project was to “adopt a sustainable strategic approach to Member Development identifying needs linked to the Council’s Corporate Objectives and Priorities, members community and leadership roles as well as their individual roles within the Council”.
- 3.3 The project also aimed to produce “Personal Development Plans for elected members and a training strategy linked to the Council’s Corporate Priorities, improvement agenda and members’ own needs”.
- 3.4 The IDeA project consisted of a 4-phase approach, namely:-
- Start up
  - Leadership/Member Development
  - Overview and Scrutiny Development
  - Project Review

3.5 For the purposes of this report, I intend to concentrate on Overview and Scrutiny Development.

#### 4.0 **Position Statement and Option Appraisal**

4.1 The Overview and Scrutiny Development element of the project consisted of four key stages also.

4.2 A consultant from the IDeA attended and observed two Scrutiny Committee meetings in July 2004. These were the Service Delivery Scrutiny Committee and the Audit Scrutiny Committee. The purpose of attendance was to observe the performance of Scrutiny members “in action” as well as the Council’s procedures for Scrutiny.

4.3 Thereafter, a feedback report was produced which was used to design two bespoke Scrutiny Training sessions for Scrutiny Committee members. The sessions were based upon the gaps identified in the feedback report.

4.4 Two scrutiny training sessions were held for members of the Scrutiny Committees based around the following themes:-

- Taking Overview and Scrutiny forward
- Conducting Scrutiny Reviews

4.5 Details of the two sessions and the areas of work covered are attached as Appendices A and B.

4.6 A second observational session of the Service Delivery Scrutiny Committee and the Audit Scrutiny Committee meetings took place on Monday 12 September 2005.

#### 5.0 **Findings**

5.1 The findings of the IDeA are attached as Appendix C.

#### 6.0 **The Way Forward**

6.1 The IDeA feedback report identified general areas of future action for improvement in terms of supporting the take up of member training and development. Additionally, specific areas of follow up work in respect of the development of Scrutiny were also highlighted.

6.2 With specific reference to the Scrutiny function a number of areas for improvement/development have been identified by the IDeA as part of the Member Development project.

6.3 These areas for improvement are centred around the conclusions identified within the feedback report of the IDeA.

6.4 These together with the general improvement areas identified will need to be considered as part of the development of an overarching Member Development Strategy which is linked to the Council’s Organisational Development Strategy as well as its own corporate priorities.

6.5 The Member Development Steering Group will be co-ordinating the production of a detailed Member Development Programme based upon:-

- The Council's Agreed Priorities and Objectives
- The Council's Organisational Development Strategy
- The Member Development Strategy when agreed
- The feedback and proposed areas for development specifically identified by the IDeA in respect of the Council's Scrutiny function.
- Areas of development and training identified by individual members as part of the Personal Development Planning process.

## 7.0 **Implications**

### 7.1 Financial Implications

7.1.1 This report has no financial implications.

### 7.2 Legal Implications

7.2.1 This report has no legal implications.

### 7.3 Policy Implications

7.3.1 The report highlights the fact that the Member Development Strategy when agreed by the Council will impact upon the Council's Organisational Development Strategy.

### 7.4 Risk Implications

7.4.1 A risk assessment has been undertaken and controls are in place to manage those risks.

### 7.5 Communication Implications

7.5.1 This report has no communication implications.

## 8.0 **Corporate Implications**

### 8.1 Corporate Plan and Priorities

8.1.1 The issues identified within the report will contribute to Council Priority 2, Striving for Excellence in the workplace, specifically Objective SFE2, developing capacity to achieve in the organisation.

### 8.2 Service Plan

8.2.1 The issues identified within the report form part of the Democratic Services and Administration Unit work plan.

### 8.3 Equality and Diversity

8.3.1 Whilst there are no direct Equality and Diversity Issues arising from the report, there is an acknowledgement that access to and timeliness of member training and development opportunities will need to be addressed as part of the Member Development Strategy.

8.4 E-Government

8.4.1 This report has no E-Government implications.

8.5 Procurement

8.5.1 This report has no procurement implications.

9.0 **Recommendations**

9.1 Members are requested to receive the report and note the issues detailed therein.

**Background Papers**

1 Agreement between District of Easington Council and the Improvement and Development Agency (IDeA) to undertake consultancy work in respect of Member Development.

2 Feedback Reports from IDeA.

3 Project Review Report from IDeA.

4 District of Easington Council Corporate and Performance Plan.

5 Democratic Services and Administration Unit Service Plan.

**Taking Overview & Scrutiny Forward**  
**Easington District Council**  
**11<sup>th</sup> November 2004**

**Outline**

9.15	Refreshments
9.30	Introductions
9.40	Overview and scrutiny -What's it all about?
10.00	Exercise 1 – Self Assessment
10.30	The challenge of chairing scrutiny
10.50	Break
11.00	Asking the right questions
11.20	Role Play
12.30	Debrief and Discussion
12.50	Review of Session
13.00	Close

**Conducting Scrutiny Reviews**  
**Easington District Council**  
**1<sup>st</sup> March 2005**

**Outline**

9.15	Refreshments
9.30	Aims of the session
9.40	Why conduct scrutiny reviews
10.00	Exercise 1
10.15	The review cycle
10.50	What's happening in other councils
11.00	Break
11.15	Exercise 2
12.15	Looking forward
13.00	Close