

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



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6 January 2014

NOTICE OF MEETING

A meeting of the **SHORT LIFE WORKING GROUP ON POLITICAL MANAGEMENT ARRANGEMENTS** will be held in the **COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD** on **MONDAY, 13 JANUARY 2014** at **3:00 PM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST (IF ANY)**
- 3. MINUTES**
Minutes of the Short Life Working Group on Political Management Arrangements of 11 December 2013 (Pages 1 - 2)
- 4. RESUME CONSIDERATION OF POLITICAL MANAGEMENT ARRANGEMENTS**

SHORT LIFE WORKING GROUP ON POLITICAL MANAGEMENT ARRANGEMENTS

Councillor Gordon Blair
Councillor Vivien Dance
Councillor Iain MacDonald
Councillor Ellen Morton
Councillor Douglas Philand
Councillor John Semple

Councillor Michael Breslin
Councillor Anne Horn
Councillor Roderick McCuish
Councillor Gary Mulvaney
Councillor Elaine Robertson
Councillor Dick Walsh

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MINUTES of MEETING of SHORT LIFE WORKING GROUP ON POLITICAL MANAGEMENT ARRANGEMENTS held in the COMMITTEE ROOM 1, KILMORY, LOCHGILPHEAD on WEDNESDAY, 11 DECEMBER 2013

Present:

Councillor Dick Walsh(Chair)

Councillor Gordon Blair
Councillor Vivien DanceCouncillor Ellen Morton
Councillor John Semple**Attending:**Sally Loudon, Chief Executive
Douglas Hendry, Executive Director of Customer Services
Charles Reppke, Head of Governance and Law
Laura Cameron, Directorate Support Officer**1. APOLOGIES FOR ABSENCE**

Apologies for absence were intimated from Councillors Breslin, Horn, MacDonald, McCuish, Mulvaney, Philand and Robertson.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

The Minutes of the Short Life Working Group on Political Management Arrangements held on 29 October 2013 were approved as a correct record.

4. RESUME CONSIDERATION OF POLITICAL MANAGEMENT ARRANGEMENTS**(a) DRAFT SCHEME OF DELEGATION**

The SLWG considered the draft changes to the Scheme of Delegation with regard to Sections 1 and 2, appointment of, constitution of, terms of reference and delegation to Committees. The SLWG also considered the expressions of interest from elected Members on the preferred Committee roles.

Decision

The SLWG met and agreed in principle to:

1. Continue with the current number of Members on the PPSL, PRS, Audit and Area Committees.
2. The Membership of the Policy & Resources, Community Services and Environment, Development and Infrastructure Committees be not less than 12 and not more than 16 and to Delegate authority to the Executive Director of Customer Services in consultation with Councillors Walsh, E Morton, Taylor and Semple to bring back recommendations for the SLWG's final

report.

3. Delegate authority to the Executive Director of Customer Services in consultation with Councillors Walsh, E Morton, Taylor and Semple to discuss and engage with elected members as to the membership of the Committees referred to at 2. above.
4. Endorse the draft scheme of delegation with the amendments discussed by the SLWG.

(Ref: Draft Scheme of Delegation to Committees dated 11 December 2013 and Note of Expressions of Interest, submitted)

(b) POLICY LEADS JOB ROLES

The SLWG considered the draft role profiles for the newly Elected Member Policy Leads. The draft roles had also been sent to all Policy Leads for comments.

Decision

The SLWG noted the draft role profiles which were out for discussion with Policy Leads and to note the Central Governance Manager will liaise directly with Policy Leads and the relevant Executive Director on the detail of these.

(Ref: Draft role profiles for the Policy Leads dated 11 December 2013, submitted)

(c) PROPOSAL FOR A MONITORING OFFICER PROFILE

The SLWG considered a report which advised on a proposed process for a protocol to confirm the duties and responsibilities of the Council's monitoring officer, and to allow for the efficient discharge of these.

Decision

The SLWG agreed:

1. to strengthen the role of the Monitoring Officer as outlined in the report.
2. to develop the protocol as attached to the report.
3. that the SLWG noted the various views on the proposal to establish a Standards Committee and would give further consideration to it;
4. that the matter of the Standards Committee be brought back to the SLWG to make a recommendation to the Council.

(Ref: Report by Executive Director of Customer Services dated 11 December 2013, submitted)