

EDI COMMITTEE DEVELOPMENT DAY AND WORK PLAN

1.0 EXECUTIVE SUMMARY

- 1.1 The key purpose of this report is to update committee members on key considerations arising from the Environment, Development and Infrastructure Committee Development Day on 8th August and to review the Committee Work Plan and forward agenda.
- 1.2 The Committee is asked to note the feedback from the Committee Development Day, to review the Forward Plan and to agree that this will be a future standing item on the agenda.

ED&I COMMITTEE DEVELOPMENT DAY AND WORK PLAN

1.0 INTRODUCTION

- 2.1 The key purpose of this report is to update committee members on key considerations arising from the Environment, Development and Infrastructure Committee Development Day on 8th August and to review the Committee Work Plan and forward agenda.

2.0 RECOMMENDATIONS

- 3.1 The Committee is asked to note the feedback from the Committee Development Day.
- 3.2 The Committee is asked to review the Forward Plan and agree that this will be a future standing item on the agenda.

3.0 DETAIL

- 4.1 The Environment, Development and Infrastructure Committee Development Day took place on 8th August with the purpose of supporting members in their role as a member of the Committee, to outline the role and function of the Committee, to support the development of skills to allow the Committee to fulfil its role, to identify key issues for the Committee to consider and to plan out the work of the Committee over the course of a year.
- 4.2 A comprehensive overview of policy and strategic issues for the Council and key services specific to the committee was presented to members and a number of aspirations were identified to support committee effectiveness as follows:
- Creation of space and flexibility to have Committee coming together at the right time to deal with big strategic issues – e.g. business day scenario
 - Need for awareness of priorities and sharing of knowledge within all 4 areas to ensure Committee has an understanding of these in taking matters forward for whole of Argyll.

- Adopting a strategic role in developing the whole area and not just parts
- Clear links to other committees in taking matters forward
- Ensuring a clear focus on Council priorities and objectives in order to contribute to overall strategic plan
- Clear distinction between operational and strategic policy issues
- Follow through on implementation of agreed actions
- Prioritisation of issues linked to the Single Outcome Agreement
- Avoidance of “silo thinking” mentality and ensuring work of committee is shared with other committees

4.3 In discussion on the arrangements to underpin effective governance and strengthen scrutiny members discussed scorecards and performance reporting measures. Areas highlighted included:

- Reporting mechanism to highlight strategic priorities for EDI
- Part of Business Day to have – time set aside for EDI Committee to discuss performance management
- Need for more elected Member training on understanding of Performance Management ongoing
- Scorecard fit for purpose.
- Need to improve success measures, more relevant ones, more balanced scorecard and approach more holistic view of performance
- Why green? – are they the right greens?
- More analysis of scorecard not just picking up on reds.
- Clear rationale for measures - Are we measuring what we want to measure?

4.4 The Committee also highlighted a number of areas to support effective working relationships included building a climate of trust and respect particularly in relation to challenge, ensuring an appropriate level of debate and engagement, involving members early in proposals, developing a strategic and positively focused agenda, using learning to support a risk averse culture, consistent and clear approach to policy development, and the creation of opportunities for tailored training linked to the committee portfolio and space for discussion and external visits.

4.5 Members discussed the draft forward plan for the Committee and it was noted that while this was a snapshot at a point in time and would be subject to change it would be a helpful tool in planning activity and supporting a focus on key priorities. It would also serve to support effective information flow across the committees, groups and lead roles.

5.0 CONCLUSION

5.1 Feedback on the Development Day was positive in reaching a common understanding on the role of the new committee, its interaction with other committees and key strategic policy areas. It highlighted the requirement to build some future opportunities into the work programme for the

committee to have the space for ongoing development and exploration of future strategy and issues. This will be incorporated into the ongoing development programme for Elected Members and the Committee schedule.

- 5.2 The draft work plan sets out the forward plan of reports that are scheduled to come to the Environment, Development and Infrastructure Committee and identifies Lead Officers. While it is recognised that this is a snapshot at a point in time and is subject to change it will assist Committee Members in knowing when issues will come before the Committee for consideration and will also improve knowledge and information flow between different committees and for all Elected Members and Council Officers. It is proposed that in future this is a standing item for review on the agenda and should be the final item on the agenda prior to exempt items.

6.0 IMPLICATIONS

- 6.1 Policy : Underpins commitment to support strategic focus on policy issues.
- 6.2 Financial : N/A
- 6.3 Legal : N/A
- 6.4 HR : N/A
- 6.5 Equalities: N/A
- 6.6 Risk: N/A
- 6.7 Customer Service: N/A

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APPENDICES

Appendix 1 : Draft Workplan