
ARGYLL AND BUTE COUNCIL

COMMUNITY SERVICES COMMITTEE

COMMUNITY SERVICES

11 DECEMBER 2014

COMMUNITY SERVICES COMMITTEE 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 Community Services Development Day in 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 and to consider what topics they would wish to see covered in future.

COMMUNITY SERVICES COMMITTEE WORK PLAN

2.0 INTRODUCTION

- 2.1 The key purpose of this report is to update committee members on key considerations arising from the Community Services Development Day on 11th August 2014 and to review the Committee Work Plan and forward agenda.

3.0 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.
- 3.3 The Committee is asked to consider which topics they would wish to see presented at future meetings of the Community Services Committee

4.0 DETAIL

- 4.1 The Community Services Committee Development Day took place on 11th August 2014 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 and Community Planning Partnership to ensure Committee has an understanding of these in taking matters forward for whole of Argyll.
 - 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
- Outcomes for communities to be visible and effective
- Prioritisation of issues linked to the Single Outcome Agreement
- Avoidance of “silo thinking” mentality and ensuring work of committee is shared with other committees
- Clarity on role of teacher representatives
- Clarity on fit with shadow board in respect of Health & Social Care Integration

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 Community Services
- Scorecard fit for purpose – could include short narrative summary and context behind trends and figures.
- Need to improve success measures, more relevant ones, more balanced scorecard and approach more holistic view of performance e.g. include positive information
- More analysis of scorecard not just picking up on reds.
- Measure the cost of outputs, as well as achievements
- Keep things simple
- Consideration of underlying reasons for change
- Look at including community impacts in the implications section of reports

4.4 The Committee also highlighted a number of areas to support effective working relationships including 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 policy discussion and development, consistent and clear approach to policy development, and the creation of opportunities for tailored training linked to the committee portfolio and space for discussion.

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 Community Services 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