

**Work Programme for 2019-20 for
the Corporate Scrutiny Committee**

Meeting Date	Item
18 July 2019	<ul style="list-style-type: none"> • End of Year Outturn for Corporate PDP for 2018-19 • Complaints - Annual Report 2018-19 • Annual Report on Work of the Committee for 2018-19 • Corporate PDP for 2019-20 • Determine Review Programme for 2019-20
19 November 2019	<ul style="list-style-type: none"> • Corporate PDP Progress Report April to September 2019 • Peer Review Follow-Up Visit Report • Work Programme Update
14 January 2020	This meeting is for consultation on the budget/financial strategy only
10 March 2020	<ul style="list-style-type: none"> • Corporate PDP Progress Report October to December 2019 • Complaints Report • Scrutiny Review (Members' Support and Training Requirements) • Scrutiny Review (LGA Peer Review Follow-Up Visit)

ITEM NO. 6.



SCRUTINY REVIEW SCOPING DOCUMENT

REVIEW TITLE
Members Support and Training Requirements
SCOPE OF THE REVIEW / TERMS OF REFERENCE
<p>The scope of the review includes:</p> <ul style="list-style-type: none"> • Information provided to Candidates prior to an election • Information provided to Members upon election to serve as a Councillor • Induction Training Programme • Ongoing training requirements <p>The review will consider how Members are supported by their political groups and the Council in fulfilling their role.</p>
REASON FOR SCRUTINY
<p>Members' induction and training provision is key to ensuring that Members understand and are equipped to full their role as Community Leaders. This is particularly important given the number of new Members that were elected at the May 2019 elections.</p>
MEMBERSHIP OF THE REVIEW GROUP
<p>The task & finish group comprises:</p> <ul style="list-style-type: none"> • Cllr Frank Allen (Chair) • Muriel Davis • Paul Fisher • Andrea Layton • Josh Newbury
KEY TASKS / REVIEW PLAN
<ol style="list-style-type: none"> 1. To assess the information provided to new Members to see whether it is still relevant, useful and whether there are any gaps. This will include a review of the Members Handbook. 2. To review the Members Induction Programme for 2019 to see how it could be improved for future years 3. To consider what information and training needs are required throughout their term of office and any barriers to training.

SOURCES OF EVIDENCE

Members induction Programme 2019

Training provided during 2018/19 and the year to date

Members handbook

Information provided on the Members Portal

LGA information re new Members and training

TIMESCALE

It is proposed to hold 3 meetings:

1. Discussion of the scoping of the review and review of Induction Programme 2019.
2. Review of Member Information;
3. Review of ongoing Training.

The review ideally needs to be completed by mid February if a report is to be completed for the 10 March 2020 meeting and to influence the Members Induction Programme for 2020.