

## MEMBER MANAGEMENT COMMITTEE

TUESDAY, 13TH OCTOBER, 2009

**PRESENT:** Councillor J Procter in the Chair

Councillors S Bentley, D Blackburn,  
P Gruen, T Hanley, G Latty, T Leadley,  
J Matthews and E Nash

### 17 Minutes

**RESOLVED** – That the minutes of the meetings held on 1<sup>st</sup> June and 15<sup>th</sup> July be approved as a correct record.

### 18 Matters Arising

(a) Consultation of Members on Proposed Appointments

**RESOLVED** - That a report be brought to the next meeting of this Committee on the current rule whereby all members of the Committee are individually consulted on certain proposed appointments to outside bodies and on the potential for the amendment of that rule to identify a lesser number of members to be consulted.

(b) Local Government Pension Scheme - Council Membership

**RESOLVED** - That a training session on the provisions of the Scheme as they apply to Members be arranged to be held and to be available to all Members on the day of the first business meeting of Council in each municipal year.

### 19 ALMO Area Panels - Council Member Nominations

The Head of Strategic Landlord submitted a report informing Member Management Committee of a change in the procedure to allow the nomination to Area Panels of local ward members who are also ALMO Board members.

**RESOLVED** –

a) That the change to the procedures be noted.

b) That the Director of Environment and Neighbourhoods bring a further report to this Committee reviewing and evaluating the current role of the ALMO Panels.

### 20 Members Casework Management Solution

The Chief Democratic Services Officer and the Chief Officer (ICT) submitted a joint report providing an update on the progress of the project to deliver a casework management solution to Members. A demonstration of the solution was given at the meeting.

**RESOLVED** - That, subject to the minor comments now made with respect to functionality, progress on the casework management solution to date and the intention to continue its development following introduction be noted.

## **21 Update on ICT Matters**

The Chief Officer (ICT) submitted a report providing a position statement on the ICT projects and services which will impact on elected members.

**RESOLVED** –

a) That the content of the report be noted.

b) That the co-operation required of Members in relation to the move to Microsoft Outlook, Exchange and Sharepoint under the Implementing the Collaboration Environment project be noted and that liaison be undertaken with Group Office staff to ensure that all Members laptops and PCs are available for upgrading

c) That, with reference to minute 5(b) of the meeting held on 1<sup>st</sup> June 2009, a detailed report be brought to the next meeting of this Committee with regard to the responsibilities and safeguards associated with ICT officers who have access to Members' email accounts and applications.

## **22 Approved Conference List**

Further to minute 10 of the meeting held on 10<sup>th</sup> June 2009 the Chief Democratic Services Officer submitted a report presenting the updated List of Approved Conferences and seeking views on the content and the continued validity of the list.

**RESOLVED** – That an exercise be undertaken to recast the list in terms of those conferences which Directors would recommend for Member attendance, which of those recommended conferences are attended by officers and proposals for a more proactive approach towards appropriate Member attendance; all to be the subject of a report back to this Committee.

## **23 Member Development**

The Chief Democratic Services Officer submitted a report providing Members with an update on training and development issues relating to elected Members. The report contained details of upcoming learning opportunities

and a summary of learning and development and conference activity undertaken by Members this municipal year to date.

Discussion was held on the proposal to change the current structuring and content of the Council Diary.

**RESOLVED –**

a) That the contents of the report and the attendance summary at appendix 1 be noted.

b) That the questionnaire previously circulated to all Members with regard to changed arrangements for the Council Diary be re-circulated and that Group Office support be utilised to ensure a representative response rate prior to reconsideration of the proposals referred to in the report.

c) That the Chief Democratic Services Officer be requested to investigate the application of the rules which are applied to secure the most economic cost of attendance at conferences.

**24 Local Codes and Protocols**

The Assistant Chief Executive (Corporate Governance) submitted a report providing information on the local codes and protocols contained in Part 5 of the Council's Constitution. In particular providing details of current responsibility for approving each local code and protocol, making Members aware of any changes to the codes and protocols and training for Members on the codes and protocols.

**RESOLVED –**

a) That the assistant Chief Executive (Corporate Governance) be requested to address the various concerns expressed by members at this meeting

b) That the Chief Democratic Services Officer provide members of this Committee with up to date information with regard to legal support for members subject to Standards complaints.

c) That Members of this Committee should undertake a review of Local Codes and Protocols for the purpose of ensuring that a representative Members perspective be fed into this formal review process.

**25 Compulsory Training for Members of Standards Committee**

The Assistant Chief Executive(Corporate Governance) submitted a report proposing the introduction of compulsory training for Members of the Standards Committee.

**RESOLVED –**

- a) That the schedule attached to the report be amended in accordance with the comments now made.
- b) That the assistance of Whips be sought to ensure that Members undertake necessary training but that the disbarment of any Member from undertaking duties associated with their appointment to a Committee shall be the prerogative of Whips.
- c) That the Standards Committee be requested to defer their consideration of these matters pending the further consideration of this Committee.

**26 North West (Inner) Area Committee - Local Authority Appointments to Outside Bodies**

The Chief Democratic Services Officer submitted a report on recommendations made of the North West (Inner) Area Committee in relation to appointments to three outside bodies.

**RESOLVED** – That the proposed changes of representation in respect of Bethel Elderly Day Centre Management Committee, Burley Lodge – Committee of Management and Caring Together in Woodhouse and Little London Management Committee, as proposed by the Area Committee, be approved.

**27 Local Authority Appointments to Outside Bodies**

The Chief Democratic Services Officer submitted a report providing an update on the current position regarding member appointments.

**RESOLVED** – That the report be noted.