

## **SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Standards Committee

**DATE:** 8<sup>th</sup> October 2008

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**WARD(S):** All

### **PART I FOR DECISION**

#### **MEMBERS' PERFORMANCE MONITORING 2007/2008**

##### **1. Purpose of Report**

To submit for consideration details of Members' attendance at Council/committee/panel meetings etc, training sessions and meetings of outside bodies during 2007/2008.

##### **2. Recommendation(s)/Proposed Action**

- 2.1 The Committee is asked to consider and comment on the information now submitted. Any comments the Committee may make will be reported to the Council meeting on 16<sup>th</sup> December 2008.

##### **3. Key Priorities – Taking Pride in Slough and Making a Difference to Communities and our Environment**

**Priority 5 – Maintaining excellent governance within the council to ensure it is efficient, effective and economic in everything it does.**

- 3.1 By putting in place the means for effectively monitoring Members' performance the Council will help ensure that governance of the highest order is maintained which will also contribute to achieving the Council's other key priorities.

##### **4. Other Implications**

- 4.1 There are no financial, or any direct legal (including human rights) implications arising from this report.

##### **5. Supporting Information**

- 5.1 The Council at its meeting on 25<sup>th</sup> April 2006 approved the following recommendations of the Standards Committee:

“

- (b) That, annually, an information report be submitted initially to all Group leaders, non-Group Members and Members of the Standards Committee and then to the Council showing in respect of each Member for the preceding municipal year the following:-

- The number of meetings called to attend and the number of meetings actually attended.
- In respect of meetings not attended whether or not apologies were tendered and the reasons for non-attendance given.
- The number of training sessions attended.
- The record of attendance at compulsory training sessions.
- Attendance record at meetings of outside bodies to which Members were appointed as the Council's representative.

(c) That, at the end of each municipal year, each Member appointed as the Council's representative on an outside body be required to submit a short feedback report including details of the number of meetings they were called to attend and the number they actually attended.

(d) That, in respect of (c) above, random checks on Members' attendance on outside body meetings be carried out annually with the Members being selected at random by the Chair of the Standards Committee. “

5.2 It is recognised that attendance at meetings form only part of the duties of an elected Member. A significant proportion of a Member's time may be spent in dealing with their constituents' enquiries and requests for help; representing the views, opinions and interests of their constituents in respect of ward issues/matters; representing the views and policies of the Council within their Ward which may require attendance at local tenants'/residents' meetings. Accordingly, the indicators now reported are only partially representative of a Member' s overall performance.

5.3 During the municipal year 2007/2008, a record of elected Members' attendance was maintained in accordance with recommendation (b) above and a summary of the information gathered is set out in **Appendix 1**. Set out in **Appendix 2** are details of the attendance of Members who were appointed to serve as the Council's representatives on Outside Bodies during 2007/2008 based on the feed back forms submitted by Members.

5.4 A copy of Appendix 1 was circulated to Group Leaders on behalf of their Group Members in August and Members were asked to submit any comments or queries they might have. To date no comments have been received.

5.5 As regards resolution (d) above, all the Members currently still serving on the Council who were appointed to serve on outside bodies in 2007/2008 were identified and were each allocated a number. A 10% sample (based on 41 Members) was then selected at random by the Chair of the Standards Committee. The Members selected through this process were Councillors Cryer, P Choudhry, Jenkins and Small. Those organisations to which they were appointed as the Council's representatives were asked to submit details of the total number of meetings they were called to attend; the actual number they attended and, if applicable, reasons for non-attendance, if available. A summary of their response is set out in **Appendix 3**.

5.6 At the Standards Committee Meeting on 14th January 2008 the Committee requested that the Members' Performance Monitoring Report should include a separate report on Members' attendance at meetings of the Committee during 2007/2008. This information is set out overleaf.

Member	18/06/07	10/10/07	14/01/08	13/02/08	15/04/08
P Lipscomb	✓	✓	✓	✓	✓
F Ashmore	✓	✓	✓	✓	✓
M Field	A	✓	✓	A	✓
H Khan	N/A (Not called)	✓	P	✓	P
M Aziz	A	✓	✓	✓	A
S Dhaliwal	P	X	X	A	✓
J Finn	P	✓	P	A	✓
L Khan	✓	✓	✓	✓	✓
M Mann	A	✓	✓	✓	✓
P O'Connor	✓	✓	✓	✓	✓
N Brandligt	✓	✓	A	✓	✓

Key: ✓ attended

X did not attend and did not submit apologies

P attended part of the meeting

A submitted apologies for non attendance

## 6. Background Papers

Standards Committee Report to Council and relevant Minute for meeting held on 25<sup>th</sup> April 2006.

## 7. Appendices Attached

Appendix 1 - Members' attendance record 2007/2008

Appendix 2 - Members' attendance at outside bodies' meetings.

Appendix 3 - Results of random check on attendance at outside bodies.