

SLOUGH BOROUGH COUNCIL

REPORT TO: Standards Committee

DATE: 7th October 2009

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WARD(S): All

PART I FOR INFORMATION

MEMBERS' PERFORMANCE MONITORING 2008/2009

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 2008/2009.

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 24th November 2009.

3. Community Strategy priorities

- 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 contribute to achieving the Council's community strategy priorities.

4. Other Implications

- (a) **Financial** – None
- (b) **Risk Management** – There are no specific risks arising from this report .
- (c) **Human Rights Act and Other Legal Implications** - None

5. Supporting Information

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

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- (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 2008/2009, 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 2008/2009 based on the feed back forms submitted by Members.
- 5.4 The meeting etc attendance information (**Appendix 1**), for the first time, has been compiled using data obtained from Modern.gov, the new committee management system. Modern.gov allows more detailed information about Members' attendance at individual meetings to be posted on the Council's web-site as the meetings occur. However, you will see from the attached schedule that Modern.gov does not provide the same detail as the manually compiled summary reports submitted in the past. Set against this is the fact that the recording of the data and preparation of these reports is less labour intensive and costly.
- 5.5 A printout showing attendance at all meetings included within Appendix 1 has been placed in the Members' Room and a copy will be available at your meeting.
- 5.6 The Group Leaders and all Members have received copies of Appendices 1 & 2 and have been asked to submit any feedback or queries they might have regarding the documents. At the time of writing this report no comments have been received. Any subsequent feedback submitted between now and the 7th October will be reported at the meeting.
- 5.7 As regards resolution (d) above, all the Members who were appointed to serve on outside bodies in 2008/2009 were identified and a 10% sample was then selected at random by the Chair of the Standards Committee. The Members selected through this process were Councillors A Dhaliwal, Dodds, Swindlehurst and

