

# Public Document Pack

## Overview Scrutiny Committee

Thursday, 5 April 2018

7.30 pm

### Present:

Cllr John Burden (Chair)  
Cllr David Hurley (Vice-Chair)

Councillors:        John Caller  
                          William Lambert  
                          Sara Langdale  
                          Brian Sangha  
                          Makhan Singh  
                          Michael Wenban

Note:                Cllr Jenny Wallace was also in attendance

Michelle Batstone    Corporate Change Manager  
Chris Wakeford       Committee Services Officer (Scrutiny)

### 53. Apologies

An apology for absence was received from Councillor Lee Croxton; Councillor Brian Sangha appeared as his substitute.

### 54. Minutes

The Minutes of the meeting held on 8 March 2018 were signed by the Chair.

### 55. Declarations of Interest

No declarations of interest were made.

### 56. Member Training 2017-18 - Annual Report

The Corporate Change Manager provided Members of the Overview Scrutiny Committee with a summary of the training that has taken place for Members during the 2017-18 municipal year.

The Committee commended the formalisation of the training programme and the continuous improvement that has been seen in this area.

The Committee considered the report, the attendance statistics at Appendix two and the feedback from Councillors and Officers at Appendix three. The Committee highlighted the following:

- Member attendance at training sessions needs to improve and this message should be fed back to both groups and be clearly outlined to new Councillors.
- When inviting members to a training session officers should provide a small narrative that provides further details about the training and indicates whether the session is i) a briefing ii) a development session or iii) a genuine training session that increases Member awareness.
- Consideration should be given to the wording used when inviting Members to training so that it emphasises the importance of training and attendance but Members felt that the word 'mandatory' should not be used.
- Trainers must ensure that all presentations / visual aids are legible.
- Need to ensure officers are being offered training on presentation skills / public speaking.
- Training on how to conduct Scrutiny Reviews should be included on the training programme for Members following the Borough Elections in May 2019.

Following a suggestion by the Chair; the Committee agreed that the Scrutiny Review Programme should be placed on the agenda of the June meeting so the Committee can discuss the work plan for the year.

**Resolved** that the Committee noted the report and requested that the above-mentioned comments are fed back.

### **Close of meeting**

The meeting ended at 7.55 pm