

Cabinet Response: Member-led Governance and Accountability**T&F Group Chairman:** Brian Roberts**Leader Scrutiny Officer:** Andrew Brown (ext. 7048)**Date reported to Cabinet:** 28 April 2014**Lead Cabinet Member:** Martin Tett**Lead Officer:** Sarah Ashmead

Recommendation	Agreed Yes/No	Cabinet Response including proposed action	Responsible Cabinet Member	Responsible Officer	Action by date
Recommendation 1: Member support – We recommend that a) as far as practicable within existing resources, advice and support for Members is brought together into a single ‘one stop shop’, and b) this Member Support function provides an agreed standard of service to Members. This could include a clear expectation that officer reports are provided in a timely manner, timescales around responses to Member queries, and timescales for providing action points and minutes following meetings.	Yes	We agree with the idea of a Member support function and will develop this through the Future Shape programme.	Martin Tett	Sarah Ashmead	March 2015
Recommendation 2: Communication – We recommend that consideration is given to how all Members can be consulted with and informed about proposals and decisions that affect their local divisions as a matter of course, without resulting in significant additional email traffic. This could include looking at the option of having a regular Member bulletin, or perhaps using an internal social network as an alternative to email.	Yes	We will explore options for improving the way in which Members are informed about issues that affect them.	Martin Tett	Sarah Ashmead	March 2015
Recommendation 3: Member roles in commissioning – We recommend that the commissioning cycle clearly identifies Member involvement opportunities, specifically in relation to different Member roles including Cabinet, Scrutiny and Local Members.	Yes	The Future Shape programme includes a model which sets out the involvement of Members in different stages of the commissioning model. Our focus is now on making sure that this model is turned into reality through the Future Shape programme.	Martin Tett	Sarah Ashmead	March 2015

Recommendation 4: Member Development – We recommend that consideration is given to the commissioning and commercial skills that all Members will need, and that Member Development learning programmes are updated accordingly.	Yes	The Member Development Working Group is already looking at the skills that Members will need in the future. We will shortly be talking to all Members to help inform the Member training and development programme for the year ahead.	Ruth Vigor-Hedderly	Frances Mills/Tricia Hook	Sept 2014
Recommendation 5: Member roles in contract management – We recommend that a protocol is developed that sets out how Members should work with Contract Managers in order to impart local knowledge and provide democratic oversight and appropriate challenge.	Yes	This protocol will be developed as part of the new Operating Framework.	Peter Hardy	Rose Younger	Sept 2014
Recommendation 6: Consistent contract management – We recommend that the Contract Management Framework is applied consistently across all contracted services and that all information relating to high value and / or high risk contracts is held centrally in one place (the Contract Management Application).	Yes	Once the high value/high risk contracts are consistently recorded, the ambition is to include medium or low value contracts on the system to provide the Council with management information across the full range of contracts.	Peter Hardy	Rose Younger	July 2014
Recommendation 7: Visibility of contract information – We recommend that professional advice is sought regarding Members having a Contract Management Application role that enables them to have visibility and oversight of contract information. This information would have to be treated as confidential and access should be dependent on Members receiving an appropriate level of training.	In part	Members need to have a clear understanding of their responsibilities in relation to contract management. We will identify ways in which Members can have access to the management information produced from the CMA.	Peter Hardy	Rose Younger	Sept 2014
Recommendation 8: Change management – We recommend that there is a central function and a clear governance structure responsible for managing major change projects in accordance with Prince 2 methodology.	Yes	This will be taken forward as a part of the Future Shape transformation programme. A governance structure and accountabilities will be developed that link the key MTP changes and Future Shape changes	Peter Hardy	Nick Cave	Sept 2014
Recommendation 9: Major contract extensions – We recommend that Cabinet Members are responsible for	Yes	This will be taken forward through the development of a new	Peter Hardy	Anne Davies	Sept 2014

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decisions relating to the extension of high value, high risk contracts.		Operating Framework under Future Shape.			
Recommendation 10: Joined up public sector accountability functions – We recommend that the Council explores options for co-ordinating accountability functions with other public sector providers, which could include the creation of a Local Public Accounts Committee for Buckinghamshire.	No	At this stage, our focus is rightly on developing our new Select Committee model to be more outward facing, for example through the involvement of external witnesses and key partners. Joined up arrangements may be a longer term ambition once we have more experience with this model.	Martin Tett	Sarah Ashmead	n/a