Terms of Reference: Members' Input Panel

Membership: Representation from all of the Council's political groups;
                                number of places to be confirmed

Status of the Panel: Not a formal decision-making body

Purpose of the Panel: To provide a collective, cross-party policy steer and joint
                                advocacy on the matters set out in the terms of reference

Reporting to: The relevant decision-making committee will be invited to
                                consider any policy recommendations of the Panel

Frequency of meetings: Ad hoc

Outputs: To be confirmed by the Panel

Objectives:

Culture

The Panel will champion the organisation's culture by shaping and supporting the Brighter Future Culture Workstream, ensuring the council's vision, aspirations, objectives and outcomes are met.

Members of the Panel will act as "change agents" within and across their political parties, recognising role models of the cultural vision and challenging behaviours which are not acceptable and taking necessary and appropriate action.

Members' ICT

The Panel will represent the views of Members regarding their information technology and communication (ICT) requirements.

The Panel will champion new ways of working using information technology and will assess, monitor and recommend appropriate training to enable Members to carry out their duties effectively and improve the overall standards of ICT literacy amongst Councillors.

Members' Enquiries

The Panel will promote the Members' Enquiries Service as an equal service for all Members to submit enquiries.

The Panel will monitor the effectiveness of the service by considering statistical reports on response times and feedback on performance. It may suggest improvements as appropriate to maintain the high quality of service provided to Councillors.

Community Engagement

Subject to formal resolutions, the Panel will engage and influence other internal and external stakeholders, providing assurance that they are role modelling positive behaviours and challenging inappropriate conduct.

The Panel will advise officers of wider community connections, issues and opportunities that may need to be considered, as these may impact negatively or positively on the defined Brighter Future programme outcomes.

Governance

The Panel will identify priorities for training and undertake delivery of the Member Development Framework and Training Programme, to ensure that Members appointed to the Council are fully equipped with the knowledge and skills required to discharge the duties and responsibilities placed upon them.

The Panel will seek to ensure that member behaviours are embedded across the Council; to enhance the member/officer relations beginning with the Induction Programme for newly elected Members.

The Panel will act as ambassadors for training and development; by reviewing the content of the Member Development Programme, supporting and encouraging colleagues to identify their own individual training needs and raising awareness of member development opportunities.

Risk Management

The Panel will identify, manage and mitigate those risks which may impact on the delivery of the outcomes and outputs set out in the terms of reference above.