

# Topic Request Form

Available on Mod.Gov or by contacting the Democratic Services lead for PPI. To be considered at the next PPI Committee the form must be submitted 20 working days before the next meeting.

<b>Topic Request Form</b>	
Please complete the first section of this form to request that a topic is considered by the Policy and Performance Improvement Committee. Please send the completed form to Helen Brandham	
<b>Section 1: Member Request</b>	
<b>Proposed topic</b>	Information sharing with elected Councillors relevant to their ward duties
<b>I would like to understand (key lines of enquiry)</b>	What and how information relevant to their ward and residents can be shared with elected Councillors.
<b>I think this topic should be considered because</b>	<p>Councillors are elected local representatives and are seen as a point of information to the residents in their ward. They need to be kept informed of what is happening in their areas so that they can answer questions when asked.</p> <p>Councillors can be approached by individual or groups of residents wanting them to raise issues on their behalf, and councillors need to be kept up to date with the actions this triggers.</p> <p>At the moment Councillors sometimes feel at a disadvantage because they do not have the information they need. We would like a working group to discuss what information can be shared, what format and frequency that can take.</p>
<b>(if applicable) High level evidence supporting the reason for consideration</b>	At full Council this exact topic was debated and there was support generally that members should have further information available to them. However, this debate did not come to a conclusion on exactly what and how this could be achieved but did highlight an appetite for developing a stronger understanding of what measures may be possible.
<b>Proposed by (name of member)</b>	Cllr Jack Kellas Ward: Farndon & Fernwood Party: Conservative
<b>Seconded by (name of member)</b>	Cllr Roger Jackson Ward: Dover Beck Party: Conservative
<b>Date Form Submitted</b>	17.08.23
<b>Section 2: Officer Recommendation</b>	
<b>Officer Comments</b>	<p>It is important that councillors are informed about activities and issues in their ward. This has to be balanced with the rules around data protection and privacy and the resource required to provide this.</p> <p>It would be appropriate to have a working group consider what could be shared and the format that could take, and to further understand what members would find useful in terms of updates. It is considered that this is better</p>

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	approached as a discursive working group and that an officer report would not enable members to feed into this line of enquiry adequately.	
<b>Officer Recommendation</b>	Do undertake a review	
<b>Officer Name</b>	Deborah Johnson	Role: Director
<b>Date information added</b>	17.08.23	
<b>Section 3: PPI Chair Recommendation</b>		
<b>PPI Chair Comment</b>	The discussion at Full Council ended with an agreement to further explore this topic. A working group of PPIC is agreed to be the best way to undertake this.	
<b>PPI Chair Recommendation</b>	Do undertake a review	
<b>Date Information Added</b>	17.08.23	Role: Chair, PPIC
<b>Next step</b>	Completed form to be taken to PPI on 11.09.23	