



Workshop: The role of the executive, area and regulatory committees

WORKSHOP AIMS

1. To introduce ideas about how sustainable development might be promoted through the new political structures.
2. To arrive at recommendations on changes to the council's executive, area and regulatory committees to better support sustainable development.

Resources

- Briefing: [“How can sustainable development be incorporated through executive structures and the council’s constitution?”](#)
- PowerPoint presentations: four slides on the role of the executive, area and regulatory committees. One slide on the experience of executives from other councils.
- The case studies on new political structures.
- Workshop resources: [“The role of the executive, area and regulatory committees”](#) and [“Example ‘What are we doing?’ matrix”](#).

NB Click on [Hints for managing workshops](#) for general guidance on running successful workshops.

SUMMARY (indicative timings are shown in brackets)

This workshop should follow steps 1 and 2 of the Workshop [“Keeping sustainable development in mind”](#).

1. Introduction (10 minutes)

Introductions, agree workshop objectives and arrange small group membership.

2. The role of the executive, area and regulatory committees (15 minutes)

Give one copy of the *role of the executive, area and regulatory committees* sheet to each group. Ask each group to look at this and the consolidated list of sustainable development management functions prepared in exercise 1. Ask groups to summarise against each role what the executive and committees should be doing to promote sustainable development. Remind people that not every sustainable development management function need be covered, as some might be the

responsibility of overview and scrutiny or officers. Ask half of the participants to look at the executive roles and half to look at the area and regulatory committees.

3. Agreeing the roles of the executive and committees (15 minutes)

Ask one group to report back. List their proposals against the roles on a pre-prepared flip-chart. Ask the other groups if they have suggested anything different. If so ask them to explain and record their suggestions on the flip-chart. After working through all the groups, discuss their suggestions and try to reach agreement on any differences in approach.

4. Current terms of reference of the executive, area and regulatory committees (15 minutes)

Give a brief presentation on what the council's constitution currently says about the executive's and area and regulatory committees' responsibility for sustainable development (or well-being). Summarise this in a handout or on a pre-prepared flip-chart. Hold a plenary discussion about how well the roles identified in step 3 are covered by the constitution.

5. Experience from other councils (15 minutes)

Hand out the briefing and case study sheets. Then briefly summarise the case study examples of full council and the executive, using the overheads provided.

6. Changes to the constitution (15 minutes)

Hand out the Workshop resource [“Example ‘What are we doing?’ matrix”](#). Ask each group to *very briefly* fill in the matrix, answering for each row:

- What is the executive member or committee currently doing to promote sustainable development?
- Are they doing anything that might work against sustainable development?
- How should their remit / role be changed?

7. Agreeing the changes needed (20 minutes)

Ask one group to report back their conclusions on the first row in the matrix, concentrating on their suggestions for changes to the remit/role of the leader or mayor. Ask the other groups if they have suggested any alternatives. If possible, reach agreement on the changes needed and record these on the pre-prepared flip-chart sized matrix.

Then continue to the next row and ask another group to report back on its conclusions. Ask other groups for their alternative suggestions and record the agreed changes on the flip-chart. Continue through all of the rows on the matrix as above. Summarise the conclusions.