



AGENDA ITEM: 9

**INTERNAL REVIEW
COMMITTEE**

6 JULY 2006

Report of: Council Secretary and Solicitor and Human Resources Manager

Contact for further information: Cathryn Jackson (Extn. 5016) or
Christine Jones (Extn. 5027)

SUBJECT: MEMBER DEVELOPMENT COMMISSION – PROGRESS REPORT

District wide interest

1.0 PURPOSE OF THE REPORT

1.1 To advise Members of the developments and progress made by the Member Development Commission.

2.0 RECOMMENDATIONS

2.1 That the report be noted.

3.0 BACKGROUND

3.1 The Member Development Working Group was established by the Council in 2000 and its main aim was to work towards achievement of the North West Charter for Elected Members and elected members signed up to the principles of that Charter.

3.2 In July 2003 the remit of the Member Development Working Group was taken over by the Member Development Commission and its terms of reference incorporated into the Project Plan as contained in the Council's Constitution.

3.3 The Member Development Commission has met regularly since its establishment and its progress reported to the Internal Review Committee via the notes of its meetings.

4.0 CURRENT POSITION

- 4.1 The majority of the standards of progress towards the North West Charter for Elected Members have been undertaken and whilst the Member Development Commission regard recognition of its Member Development through this award as achievable, took a decision at its meeting on 31 August 2005 to defer final assessment towards Charter status.
- 4.2 Attached at Appendix 1 is a Summary of Achievements (Action Plan for achieving the North West Charter on Member Development) from June 2000, presented to the Member Development Commission's meeting held on 7 June 2006, for information.
- 4.3 The Project Plan of the Commission is updated regularly to reflect the workings of the Commission (Appendix 2). This is in the process of being updated and the revised Action Plan will be presented to next meeting of the Member Development Commission due to be held on 1 August 2006.
- 4.4 At its meeting on 7 June 2006 the Commission discussed the raising of the profile of Member Development and commitment towards training and, as a result, it is hoped that Member Development will become a regular item at Group meetings.

5.0 OUTCOMES

- 5.1 Over the past six years elected members have attended various internal and external training sessions covering a variety of topics. Some form of IT training has also been undertaken by most members since laptops were rolled-out to them. Additional IT support is provided via the helpline.
- 5.2 Since undertaking the Council's commitment towards Member training, achievements have included:
- The development of a Member Strategy
 - The introduction of a Members' Training Handbook
 - The identification of Training Needs
 - The introduction of the Member Development intranet site
 - Access to Open Learning materials, via Members' intranet pages
 - An update of the induction process, including the issue of an electronic Induction Pack for new Members of the Council

6.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 6.1 On-going member development gives support to members in their responsibilities under legislation and in their wider community role.

7.0 FINANCIAL AND RESOURCE IMPLICATIONS

7.1 There are no significant financial and resource implications arising from this report.

8.0 RISK ASSESSMENT

8.1 There are no significant risks arising from this report.

9.0 SUMMARY

9.1 The report gives an overview of the progress to date of the Member Development Commission and Members are asked to note that progress.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

Appendices

Appendix 1 Action Plan for Achieving the North West Charter on Member Development – Summary of Achievements (June 2000 – Present)

Appendix 2 Draft Project Plan (June 2006)