

MEMBER DEVELOPMENT COMMISSION

HELD:22 FEBRUARY 2011

Start: 7.30pm

Finish: 8.45pm

PRESENT: Councillor Greenall (Chairman)
Councillor Ms Melling (Vice Chairman)

Councillors: Hennessey

Officers: Member Services Manager (Mr G Martin)
Principal Overview & Scrutiny Officer (Mrs C A Jackson)

In attendance:
Councillor: Ashcroft (Portfolio Holder for Human Resources & Partnership)

Also in attendance: Member Development Officer Lancashire County Council
(Ms C Earnshaw)
Member Development Gateway Advisor North West Employers
(Mr M Wharton)

11. APOLOGIES

Apologies for absence were submitted on behalf of Councillor Pratt.

12. SUBSTITUTIONS

In accordance with Council Procedure Rule 4, the Commission noted the termination of membership of Councillor Grice and the appointment of Councillor Pratt for this meeting only, thereby giving effect to the wishes of the political groups.

13. DECLARATIONS OF INTEREST

There were no declarations of interest.

14. MINUTES

RESOLVED: That the Minutes of the meeting of the Member Development Commission held on 21 October 2010 be noted.

15. INDIVIDUAL TRAINING NEEDS ASSESSMENTS, INDIVIDUAL TRAINING PLANS AND TRAINING RECORDS

Consideration was given to the report of the Council Secretary and Solicitor as contained on pages 41 to 46 of the Book of Reports which updated Members on progress in relation to Individual Training Needs (ITN) Assessments, Individual Training Plans (ITPs) and Training Records. Further information, as contained on pages 47 to 72 of the Book of Reports, was circulated in relation to the West Lancashire Member Development Training Needs Analysis (TNA). The information summarised the training needs analysis assessment exercise undertaken with Members as part of the agreement with Lancashire County Council (LCC).

The County Council's Member Development Officer was in attendance and gave an overview and took questions on the findings of the TNA assessment.

The Portfolio Holder Human Resources and Partnerships also attended the meeting and with the consent of the Chairman participated in the discussion.

In the ensuing discussion the following comments/observations were noted:

- Progress in relation to the ITPs.
- Accessing LCC Member Training Courses in the near future.
- Participation by Members in training courses organised for WLBC staff on topics of mutual interest.
- Using in-house expertise to assist delivery of related training.

It was reported that the County Council is currently finishing an ITN exercise with its own Members and once this was completed, where there are key topic overlaps, for example, Chairing Skills and Local Government Finance, it was anticipated the organised training would be accessible by WLBC Members, where a need had been identified.

It was further reported that the ITPs for the 21 Members who had undergone the ITN assessment exercise had now been produced and would be circulated to the Members involved.

In considering whether the Council should enter into a further arrangement with Lancashire County Council as outlined at paragraph 3.3 of the Council Secretary and Solicitor's report, Members felt that the one to one interviews and resulting identification of training needs had been beneficial and should continue, subject to demand.

Thanks were extended to the County Council's Member Development Officer for her presentation and attendance.

- RESOLVED:
- A That the presentation from the Member Development Officer (LCC) be noted.
 - B That the arrangements for moving forward, as outlined in paragraph 4.4 of the report, in relation to the ITN exercise 2010/11 being used as a basis for courses to be offered to those Members, be confirmed.
 - C That the Council's arrangement with LCC's Member Development Unit be revisited later in the year to give an opportunity of considering alternative arrangements, including a fresh approach to the County Council for a lower level of service (tailored to demand) once the number of new members is known after the May 2011 elections.

16. MEMBER DEVELOPMENT - NORTH WEST EMPLOYERS

Consideration was given to the presentation from Mr Mike Wharton, Member Development Gateway Advisor (North West Employers) in relation to North West Charter on Elected Member Development – Charter Process, Level 1. The presentation was supported by a handout as contained on pages 73 to 88 of the Book of Reports.

In his presentation the Member Development Gateway Advisor gave an overview of the documentation circulated, referring to the process and stages involved in achieving Charter Status.

In the ensuing discussion the following comments/questions were noted:

- The commitment of the Council to the Charter process.
- The evaluation process and the need to encourage Members to get involved with that process.
- The value of mentoring arrangements, particularly for newly elected Members.
- The need for a cross-party approach to Member Training.
- Examples of projects undertaken and used as part of the assessment for achievement at Level 2 of the Charter.

Thanks were extended to Mr Wharton for his presentation and attendance.

RESOLVED: That the presentation from the Member Development Gateway Advisor (North West Employers) be noted.

17. MEMBER DEVELOPMENT COMMISSION WORK PROGRAMME 2010-11

Members considered the Work Programme as circulated and contained on page 39 of the Book of Reports.

It was noted that a report in relation to the Council's future involvement with the North West Employers (Member Training) Development Programme would be submitted to the next meeting of the Commission.

RESOLVED: That the Work Programme be confirmed.

18. DATE OF NEXT MEETING

It was agreed that, subject to confirmation by the Chairman, the next meeting of the Commission would take place on Thursday 7 April 2011 commencing at 7.30pm.