

MEMBER DEVELOPMENT COMMISSION

HELD: 14 JULY 2011
Start: 7.30pm
Finish: 8.25pm

PRESENT: Councillor Greenall (Chairman)

Councillors: Baldock M Pendleton
Houlgrave Savage

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

1. APOLOGIES

Apologies for absence were submitted on behalf of Councillor Ms Melling.

2. SUBSTITUTIONS

In accordance with Council Procedure Rule 4, the Committee noted the termination of membership of Councillor Pryce-Roberts and the appointment of Councillor Savage for this meeting only, thereby giving effect to the wishes of the political groups.

3. DECLARATIONS OF INTEREST

There were no declarations of interests.

4. MINUTES

RESOLVED: That the Minutes of the meeting of the Member Development Commission held on 7 April 2011 be noted.

5. UPDATE OF MEMBER DEVELOPMENT INVOLVEMENT - LANCASHIRE COUNTY COUNCIL

The Member Services Manager provided an update in relation to member development involvement with Lancashire County Council (LCC).

He reported that the agreement with LCC had expired on 30 June 2011 and that 21 out of 54 Council Members had taken up the opportunity to attend an Individual Training Needs (ITN) session under the terms of the agreement. In relation to the Borough Councillors having free access to relevant member training provided by LCC this activity had proved less successful.

Officers agreed to confirm with the County Council whether there would be any scope for further access to that Council's Member training activities and to report on the outcome at the next meeting of the Commission.

Members also noted that the opportunity to attend an ITN exercise later in the year, facilitated through Member Services, would be offered to those Members new to the Council in 2011.

RESOLVED: A. That the position in relation to the agreement in respect of member training with LCC be noted.

B. That Member Development Activity with Lancashire County Council be an item for consideration at the next meeting of the Member Development Commission.

C. That the opportunity for those Members new to the Council in 2011 to attend an ITN session be noted.

6. TRAINING EVENT - EQUALITIES ACT

Members noted the training event relating to the new Equalities Act scheduled to be held on 26 July 2011.

7. MEMBER INDUCTION

Consideration was given to the report of the Director of People and Places as contained on pages 7 to 9 of the Book of Reports relating to the induction process undertaken with Members who were new to the Council in 2011.

It was reported that those who had participated in the Induction Session held on 12 May 2011 had found it very useful and informative.

Feedback was also provided by Commission members, who were new to the Council in May 2011, on their experiences as a new Member during the first few months of office.

During the discussion members indicated that the following items would assist new members in their understanding and participation at meetings:

- a summary of the procedures to be followed at Council meetings;
- name plates for each member for use at Council meetings;
- name cards for the Senior Officers present at Council meetings;
- a reference sheet containing the photographs and names of each Member of the Council;
- early training for new Councillors particularly on the work of regulatory Committees.

The Member Services Manager undertook to raise comments with the appropriate Officers and reaffirmed his and the Member Services team as a point of contact for advice and information.

RESOLVED: That the report and feedback be noted.

8. MEMBER TRAINING AND DEVELOPMENT STRATEGY

Consideration was given to the report of the Director of People and Places relating to the Member Training and Development Strategy as contained on pages 11 to 19 of the Book of Reports.

Members had previously considered the draft Strategy at its meeting in April 2011 but had delayed final consideration until the future of the arrangements with the County's Member Development Unit had been determined.

Minor amendments were noted.

RESOLVED: That the Member Training and Development Strategy, attached as Appendix 1, be agreed.

9. MEMBER DEVELOPMENT COMMISSION WORK PROGRAMME 2011-12

Members considered the Work Programme as circulated and contained on page 21 of the Book of Reports.

As detailed at Minute 5 Member Development Activity with Lancashire County Council would be added as an item for consideration at the next meeting of the Commission.

RESOLVED: That the Work Programme be updated to include an item on Member Development Activity with Lancashire County Council for consideration at the next meeting of the Commission.

10. DATE OF NEXT MEETING

It was agreed that the date of the next meeting would be subject to confirmation but was tentatively advised to be a suitable Thursday in October.