

MEMBERS INTERESTS 2012

A Member with a disclosable pecuniary interest in any matter considered at a meeting must disclose the interest to the meeting at which they are present, except where it has been entered on the Register.

A Member with a non pecuniary or pecuniary interest in any business of the Council must disclose the existence and nature of that interest at commencement of consideration or when the interest becomes apparent.

Where sensitive information relating to an interest is not registered in the register, you must indicate that you have an interest, but need not disclose the sensitive information.

Please tick relevant boxes

Notes

	General		
1.	I have a disclosable pecuniary interest.	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 below</i>
2.	I have a non-pecuniary interest.	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a pecuniary interest because it affects my financial position or the financial position of a connected person or, a body described in 10.1(1)(i) and (ii) and the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest or it relates to the determining of any approval consent, licence, permission or registration in relation to me or a connected person or, a body described in 10.1(1)(i) and (ii) and the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/> <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i> <i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>
4.	I have a disclosable pecuniary interest (Dispensation 16/7/12) or a pecuniary interest but it relates to the functions of my Council in respect of: (i) Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease. (ii) school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends. (iii) Statutory sick pay where I am in receipt or entitled to receipt of such pay. (iv) An allowance, payment or indemnity given to Members (v) Any ceremonial honour given to Members (vi) Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<i>You may speak and vote</i> <i>You may speak and vote</i>
5.	A Standards Committee dispensation applies (relevant lines in the budget – Dispensation 20/2/13 – 19/2/17)	<input type="checkbox"/>	<i>See the terms of the dispensation</i>
6.	I have a pecuniary interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>

'disclosable pecuniary interest' (DPI) means an interest of a description specified below which is your interest, your spouse's or civil partner's or the interest of somebody who you are living with as a husband or wife, or as if you were civil partners and you are aware that that other person has the interest.

Interest

Employment, office, trade, profession or vocation

Sponsorship

Prescribed description

Any employment, office, trade, profession or vocation carried on for profit or gain.

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;

"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;

"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;

"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;

"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;

"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

'non pecuniary interest' means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

'a connected person' means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

'body exercising functions of a public nature' means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

NB Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

MEMBER DEVELOPMENT COMMISSION

HELD:18 SEPTEMBER 2014

Start: 7.00pm

Finish: 7.50pm

PRESENT: Councillor Mrs Blake (Chairman)

Councillors: Ashcroft
Dowling
Pye

1. WELCOME AND APOLOGIES

The Chairman welcomed New Members to the Commission.

There were no apologies for absence.

2. SUBSTITUTIONS

In accordance with Council Procedure Rule 4, the Commission noted the termination of Membership of Councillor Mrs R Evans and the appointment of Councillor Ashcroft for this meeting only, thereby giving effect to the wishes of the political group.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES

In consideration of the Minutes (Minute 37 Training Events) a further request was raised for information on the explanation of acronyms and reference numbers used in Planning applications and associated reports.

- RESOLVED:
- A. That the Minutes of the meeting of the Member Development Commission held on 27 February 2014 be noted.
 - B. That the request for explanatory information in relation to acronyms and reference numbers related to Planning matters be forwarded to the Assistant Director Planning.

5. MEMBER TRAINING - SUMMARY OF EVENTS FEBRUARY 2014 TO PRESENT

Members considered the report of the Borough Solicitor as contained on pages 5 to 9 of the Book of Reports, which provided an update on Member training undertaken since February 2014.

The good feedback from the Planning Propriety and Good Practice event held in July was noted. In addition, Members were advised that the Planning Services offered 'one to one' sessions for 'new' Members of the Planning Committee.

RESOLVED: That the update be noted.

6. MEMBER INDUCTION 2014

Members considered the report of the Borough Solicitor as contained on pages 11 to 21 of the Book of Reports, which provided feedback on the induction process offered to newly elected Members in June 2014.

In discussion an enquiry was made in regard to possible “training” for prospective candidates. In response it was explained that prospective candidates receive details of training they can expect to undertake, if successful. The LGA is also a good source of information for prospective and successful candidates.

Members agreed that a training event on ‘Chairman’s Skills’ would be useful.

During feedback it was reported that ‘new’ Members had not received the LGA ‘New Councillor Guide 2014/15’. The Principal Overview and Scrutiny Officer made an undertaking to contact LGA regarding this matter.

RESOLVED: A. That it be recommended that a training session on Chairmanship Skills be arranged, subject to feedback from the Groups.

B. That the report be noted.

7. FEEDBACK FROM MEMBER DEVELOPMENT REPRESENTATIVES

Members were asked if feedback from the Groups in relation to training identified, be passed to Member Services.

In relation to the request for ‘Chairmanship Skills’ training, Member Development representatives stated that they would put this suggestion forward to the next Group meetings and feed back to Member Services.

It was also suggested that more in-depth Planning training especially to fit in with the National Framework and Local Policies would be useful.

The Commission also recognised that North West Employers (NWE) are keen to develop well trained Councillors, and discussed the possibility of a representative attending a future meeting of the Commission. It was reported that North West Employer’s Training information Programmes and other events offered by them are circulated by e-mail to Members.

RESOLVED: A. That the request for further Planning training be passed to the Assistant Director Planning.

B. That the request for a representative from NWE to attend a future meeting be explored.

C. That the feedback be noted.

8. WORK PROGRAMME 2014/2015

Members considered the Work Programme as circulated on page 23 of the Book of Reports.

RESOLVED That the Work Programme be noted.

9. DATE AND TIME OF NEXT MEETING

The date of the next meeting was agreed.

RESOLVED That the next meeting of the Member Development Commission be held on 12 March 2015, subject to confirmation with the Chairman.



AGENDA ITEM: 6

**MEMBER DEVELOPMENT
COMMISSION:**

12 March 2015

Report of: Borough Solicitor

Relevant Managing Director: Managing Director (People and Places)

**Contact for further information: Mrs J Brown (Extn 5065)
(E -mail: julia.brown@westlancs.gov.uk)**

**SUBJECT: MEMBER TRAINING – SUMMARY OF EVENTS SEPTEMBER 2014 TO
PRESENT**

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To provide an update on Member training undertaken September 2014 to present.

2.0 RECOMMENDATION

2.1 That the update be noted.

3.0 BACKGROUND

3.1 The Member Development Commission are kept informed periodically of the training and development undertaken by Members of the Council.

3.2 The Corporate and Environmental Overview and Scrutiny Committee are kept informed of the work of the Member Development Commission through the Notes of its meetings.

4.0 CURRENT POSITION

4.1 Since September 2014, Members have attended events covering a variety of subjects related to their role as elected Members and community leaders.

4.2 Appendix 1 summarises events attended by Members under the Protocol for Members Attending Conferences/Courses from September 2014 and presents information on the cost and location of training undertaken.

5.0 CONCLUSION

- 5.1 Development of elected Members in their role as effective community leaders is important and the training undertaken by Members reflects the Council's commitment towards Member training and its response to emerging legislation.

6.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 6.1 On-going Member Development gives support to Members in discharging their responsibilities and in their wider community role.

7.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 7.1 There are some financial / resource implications arising from this report in respect of the training of Members, however these will be met using existing resources.

8.0 RISK ASSESSMENT

- 8.1 This item is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers as a result of this report.

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

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

Appendices

1. Member Training – Summary of Events September 2014 to present.

**MEMBER TRAINING
SUMMARY OF EVENTS ATTENDED
September 2014 to Present**

Date	Title	Training Provider	Cost	Attendees
10 September 2014	Encouraging Cycling in the UK	Government Knowledge London	£295	Councillor: Forshaw Total: 1
13-14 September 2014	From opposition to Power	LGA Warwick Conference Centre	FREE	Councillor: Bell Total: 1
18 September 2014	West Lancashire Economy Study -	WLBC Regeneris Consulting Ltd	Cost TBC	Councillor: Aldridge, Ashcroft, Barron, Bell, Dereli, Devine, Dowling, Forshaw, Furey, Gagen, Greenall, Hennessy, Owens, Pendleton, Pryce – Roberts, Westley, Whittington Total: 17
23 September 2014	Data Protection Training (Prior to A&G)	WLBC	FREE	Councillor Barron, Dereli, Gagen, Greenall, G Hodson, Jones, Oliver, O'Toole, Pendleton, Pope, Westley, Whittington Total: 12

25 September 2014	Skelmersdale Town Centre Briefing	WLBC	FREE	Councillor: Aldridge, Ashcroft, Mrs Atherley, Barron, Bell, Mrs Blake, Devine, Mrs C Evans, Furey, Gagen, Hennessy, Mrs Houlgrave, Moran, Oliver, Owen, Pendleton, Pye, Westley, Wilkie Total: 19
26 September 2014	ICT Clinic	BTLS	Free	Councillor: Oliver, Owen Total: 2
7 October 2014	Human Rights Act	Weightmans	£750	Councillor: Barron, Dereli, Devine, Kay, Mee, Oliver, Westley Total: 7
8 October 2014	International Local Government Conference on Surface Water Flooding	Local Government Information Unit London	FREE	Councillor: Forshaw Total: 1
23 October 2014	Universal Credit and Welfare Reform Briefing	BTLS	FREE	Councillor: Ashcroft, Bailey, Baybutt, Bell, Mrs Blake, Dereli, Devine, Mrs C Evans, Furey, Greenall, G Hodson, J Hodson, L Hodson, Mrs Houlgrave, Marshall,

				Mee, Ms Melling, Oliver, Pope, West, Westley Total: 21
8 November 2014	Armed Forces Briefings	Warrington Barracks	FREE	Councillor: Ashcroft Total: 1
18 November 2014	Public Sector Equality Duty (PSED)	WLBC	FREE	CANCELLED (due to low numbers)
19 November 2014	Health and Safety Training	WLBC	FREE	Councillor: Ashcroft, Dereli, Mrs Houlgrave, Mee, Oliver, Owens, Pope, Westley Total: 8
22 - 23 November 2014	From opposition to power	LGA – Warwick Conference Centre	FREE	Councillor: Bell Total: 1
28 November 2014	North West Councillor Member Development Conference	North West Employers Bolton	FREE	Councillor: Mrs Blake Total: 1
3 December 2014	The Tree Council's 40th National Tree	The Tree Council House of Lords London	FREE	Councillor: Forshaw Total: 1
5 December 2014	ICT Clinic	BTLS	FREE	Councillors: Ashcroft, Barron Total: 2

9 December 2014	ICT Training (Outlook and Word)	LCC	£200	Councillor: Delaney, Devine, Oliver Total: 3
28 January 2015	Modular Construction Presentation	Saffer Cooper	£250	Councillor: Bell, Delaney, Dereli, Forshaw, Mrs Houlgrave, Mee, Ms Melling, Moran, Owen, Owens, Patterson, Pye, Westley, Wilkie Total: 14
29 January 2015	Briefing on the Impact of welfare Reform/Universal Credit in West Lancashire	BTLS/WLBC	FREE	Councillor: Bell, Mrs Blake, Dereli, Furey, Greenall, Mrs Houlgrave, Mee, Owen, Owens, Wilkie Total: 10
5 February 2015	ICT Clinic	BTLS	FREE	No attendees
10 February 2015	Chairing Skills	North West Employers	£450	Councillor: S Bailey, Delaney, Dereli, Dowling, McKay, Ms Melling, Oliver, Owen, Patterson, Pye Total: 10
9/10 March 2015	PAS Spring Conference	PAS	FREE	Councillor: Forshaw Total: 1

MEMBER DEVELOPMENT COMMISSION

WORK PROGRAMME 2015/16

<p>24 September 2015</p>	<ol style="list-style-type: none"> 1. Member Training – Summary of Events March 2015 to Present 2. Feedback from Member Development Representatives – Oral Report 3. Training Events – Oral Report 4. Work Programme 2015/16 5. Date of next meeting (t b c)
<p>17 March 2016</p>	<ol style="list-style-type: none"> 1. Member Training – Summary of Events held 2015/16 2. Member Training - Summary of Events held September 2015 to Present 3. Feedback from Member Development Representatives – Oral Report 4. Training Events – Oral Report 5. Work Programme 2016/17 6. Date of next meeting (t b c)