

## 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		Notes
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 <b>because</b> it affects my financial position or the financial position of a person or body described in 10.1(1)(i) and (ii) <b>and</b> 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 any person or body described in 10.1(1)(i) and (ii) <b>and</b> 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>          <i>You may speak and vote</i>          <i>You may speak and vote</i>          <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.

**PRESENT:** Councillor Greenall (Chairman)

Councillors: Mrs Blake Owen  
Mrs R Evans

Officers: Principal Overview & Scrutiny Officer (Mrs C A Jackson)  
Member Services Officer / Civic Support Officer (Mrs J Brown)

**12. APOLOGIES**

Apologies were submitted on behalf of Councillors Mrs Houlgrave and L Hodson.

**13. SUBSTITUTIONS**

There were no substitutions.

**14. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**15. MINUTES**

RESOLVED: That the Minutes of the meeting of the Member Development Commission held on 27 November 2012 be noted.

**16. MEMBER TRAINING - SUMMARY OF EVENTS NOVEMBER 2012 TO PRESENT**

Members considered the report of the Borough Solicitor as contained on pages 45 to 47 of the Book of Reports, which provided an update on Member training undertaken since November 2012.

Members commented that 'In – House' training events were well attended. They also commented that the additional information provided at Appendix 1 in relation to location, cost and attendance figures of training events was useful.

RESOLVED: That the update be noted.

**17. FEEDBACK FROM MEMBER DEVELOPMENT REPRESENTATIVES**

The Chairman explained that Members are regularly kept informed of upcoming training events by e-mail. Different ways of keeping Members informed of training was also discussed.

The Group Representative made an undertaking to raise at the Group meetings

RESOLVED: That the feedback be noted.

**18. TRAINING EVENTS**

The Principal Overview & Scrutiny Officer provided an update in relation to proposed future training events including the Licensing and Gambling 'In-House' training to be held on 26 February 2013, further details of which would be circulated to Members.

RESOLVED: That the update be noted.

**19. WORK PROGRAMME 2013/14**

Members considered the Work Programme and the proposed meeting dates for 2013/14 as circulated on page 49 of the Book of Reports.

RESOLVED: That the Work Programme and dates of meetings for 2013/14 be noted.

**20. DATE AND TIME OF NEXT MEETING**

It was agreed that the next meeting would be held on 19 September 2013.



**AGENDA ITEM: 5**

**MEMBER DEVELOPMENT  
COMMISSION:**

**19 September 2013**

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**Report of: Borough Solicitor**

**Relevant Managing Director: Managing Director (People and Places)**

**Contact for further information:** Mrs C A Jackson (Extn 5016)  
(E-mail: [cathryn.jackson@westlancs.gov.uk](mailto:cathryn.jackson@westlancs.gov.uk))  
Mrs J Brown (Extn 5065)  
(E -mail: [julia.brown@westlancs.gov.uk](mailto:julia.brown@westlancs.gov.uk))

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**SUBJECT: MEMBER TRAINING – SUMMARY OF EVENTS HELD 2012/13**

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Wards affected: Borough wide

### **1.0 PURPOSE OF THE REPORT**

1.1 To provide an update on Member training undertaken during 2012/13.

### **2.0 RECOMMENDATION**

2.1 That the update be noted.

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### **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 During 2012/13 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 during 2012/13 and presents information on the cost and location of training undertaken.

4.3 The various 'in - house' training sessions arranged for Members have proved very successful and Members have commented on how informative and helpful the training has been.

## **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.

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### **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 held 2012 – 2013.

Appendix 1

**MEMBER TRAINING  
SUMMARY OF EVENTS ATTENDED  
May 2012 to May 2013**

<b>DATE</b>	<b>TITLE</b>	<b>Training Provider</b>	<b>Attendees</b>
11 May 2012	New Member Induction session	WLBC	8
22 May 2012	Introduction to Licensing Training	WLBC	13
24 May 2012	Planning Training	WLBC	33
29 May 2012	Cuadrilla Presentation - Hydraulic Fracturing	CUADRILLA	14
13 June 2012	LDF Briefing	WLBC	27
14 June 2012	Overview & Scrutiny Workshop	WLBC	11
18 June 2012	Royal Geological Society – Shale Gas Extraction	GEOLOGICAL SOCIETY	2
26 June 2012	The role of Audit and Governance Committee	WLBC	11
2 July 2012	Code of Conduct	WLBC	45
10 July 2012	'The High Street of the future - Beyond the Portas Review'	INSIDE GOVERNMENT	1
17 July 2012	The Public Sector Reform – The current Landscape	NWE	1
4 Sept 2012	Welfare Reform Act Training	WLBC	18

<b>DATE</b>	<b>TITLE</b>	<b>Training Provider</b>	<b>Attendees</b>
6 Sept 2012	Planning Presentation	WLBC	21
10 Sept 2012	Annual Rural Conference	LGA	1
25 Sept 2012	Statement of Accounts – Briefing	WLBC	10
27 Sept 2012	Community Budgeting – Opportunity or Threat?	LGA	3
9 Oct 2012	Demystifying Commissioning	NWE	1
16 Oct 2012	Winter Briefing	LCC	11
23 Oct 2012	Understanding the new Local Standards Framework – a workshop for independent persons	Hoey Ainscough Associates Ltd	2
31 Oct 2012	Making Accountability Work	CfPS	1
3 Nov 2012	Delivering Local Planning: getting the most from the new framework. The RTPI Politicians in Planning Network (PIPA) Conference 2012.	RTPI	1
29 Nov 2012	Myriad CEG Wind Limited - wind turbine open day	Myriad CEG Wind Ltd	2
13 Dec 2012	Presentation on Fracking by the Environment Agency at WLBC	Environment Agency	18



<b>Date</b>	<b>Title</b>	<b>Training Provider</b>	<b>Cost</b>	<b>Attendees</b>
16 Jan 2013	Presentation by Hospital Trust - Public Health and Foundation Trust Status	Hospital Trust WLBC	FREE	Councillors:-Ashcroft, Atherley, Blake, Davis, Dereli, Fillis, Gagen, Gibson, Grant, Hennessy, Nolan, Oliver, Pendleton, Pope, Pye, Mrs Stephenson, Sudworth, Wright. <b>Total: 18</b>
28 Jan 2013	CLASP - Sustainability, Climate Resilience and the Low Carbon Economy	CLASP Blackburn Town Hall	FREE	Councillors Dereli, Forshaw <b>Total: 2</b>
29 Jan 2013	Briefing on Risk Management	WLBC	FREE	Councillors:- Cropper, Dereli, Grant, Greenall, Jones, Oliver, Pendleton, Pope, Westley. <b>Total: 9</b>
5 Feb 2013	Collective and co operative approaches to service delivery	LGA Preston	FREE	Councillor Dereli <b>Total: 1</b>
26 Feb 2013	Licensing Act 2003 – The Role of Members	WLBC	FREE	Councillors:- Cropper, Furey, Kay, Melling, Oliver, Owens, Pye, Savage, Mrs Stephenson, Wright. <b>Total: 10</b>

<b>Date</b>	<b>Title</b>	<b>Training Provider</b>	<b>Cost</b>	<b>Attendees</b>
26 Feb 2013	A hand up or a hand out? Welfare Reform and implications for local communities	LGA St Helens	£50	Councillor Davis <b>Total: 1</b>
5 Mar 2013	Collective and Cooperative approaches to Service Delivery	LGA Preston	FREE	Councillor Dereli <b>Total: 1</b>
26 Mar 2013	Contract Procedure Rules	WLBC	FREE	Councillor Dereli, Forshaw, Grant, Oliver, Pendleton, Pope, Pryce – Roberts, Westley <b>Total: 8</b>
28 Mar 2013	Civic Heads Training Day	Warrington BC	£125	Councillor Ashcroft <b>Total: 1</b>
5 April 2013	North West Employers/Centre for Public Scrutiny - Health Training - Public Health and District Role	North West Employers/ Centre for Public Scrutiny Lancaster	FREE	Councillor Ashcroft <b>Total: 1</b>

Date	Title	Training Provider	Cost	Attendees
26 April 2013	Heart Start Training	British Heart Foundation WLBC	FREE	Councillor Grant, Owens, Pope, Westley <b>Total: 4</b>
22 May 2013	Community Infrastructure Levy - Member Briefing –	WLBC	FREE	Councillor Atherley, Baldock, Baybutt, Bell, Blake, Blane, Cheetham, Davis, Dereli, R Evans, Forshaw, Furey, Grant, Greenall, J Hodson, L Hodson, Hopley, Houlgrave, Kay, Moran, Nolan, Oliver, Owen, Pope, Pryce – Roberts, Sudworth, West, Westley, Wilkie, Wynn <b>Total: 30</b>





**AGENDA ITEM: 6**

**MEMBER DEVELOPMENT  
COMMISSION:**

**19 September 2013**

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**Report of: Borough Solicitor**

**Relevant Managing Director: Managing Director (People and Places)**

**Contact for further information:** Mrs C A Jackson (Extn 5016)  
(E-mail: [cathryn.jackson@westlancs.gov.uk](mailto:cathryn.jackson@westlancs.gov.uk))  
Mrs J Brown (Extn 5065)  
(E -mail: [julia.brown@westlancs.gov.uk](mailto:julia.brown@westlancs.gov.uk))

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**SUBJECT: MEMBER TRAINING – SUMMARY OF EVENTS MAY 2013 TO  
PRESENT**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To provide an update on Member training undertaken May 2013 to present.

**2.0 RECOMMENDATION**

2.1 That the update be noted.

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**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 May 2013, 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 May 2013 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.

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### **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 May 2013 to present.

**MEMBER TRAINING  
SUMMARY OF EVENTS ATTENDED  
May 2013 to Present**

<b>Date</b>	<b>Title</b>	<b>Training Provider</b>	<b>Cost</b>	<b>Attendees</b>
25 June 2013	Financial Regulation's Briefing	WLBC	FREE	Councillor Davis, Forshaw, Grant, Greenall, P Hodson, Jones, Oliver, Pope, Pryce – Roberts, Westley <b>Total: 10</b>
27 June 2013	Renewable Energy – Local Opportunities	CLASP Preston	FREE	Councillor Dereli <b>Total: 1</b>
27 June 2013	Delivering Services and Facilities for Gypsies and Travellers	Neil Stewart Associates London	£406.80	Councillor: Forshaw <b>Total: 1</b>
9 July 2013	Always on Message	North West Employers Manchester	£90	Councillor: Wynn
4-5 September 2013	Rural Annual Conference	LGA	£229	Councillor: Cropper





**Training Events**

October 2013	Development Management – Decision Making, Committees and Probity	WLBC	FREE	Open to <b>ALL Members</b>
September 2013	Housing Self Financing	WLBC (Prior to Audit & Governance)	FREE	Open to <b>ALL Members</b>
December 2013	The New Local Plan Briefing Session	WLBC	FREE	Open to <b>ALL Members</b>
January 2014	Basic Guide to Governance	WLBC (Prior to Audit & Governance)	FREE	Open to <b>ALL Members</b>
February 2014	Flood Risk and Drainage in Development	WLBC (Prior to Audit & Governance)	FREE	Open to <b>ALL Members</b>



**MEMBER DEVELOPMENT COMMISSION**

**WORK PROGRAMME 2013/14**

<p>19 September 2013</p>	<ol style="list-style-type: none"> <li>1. Member Training – Summary of Events held 2012/13</li> <li>2. Member Training – Summary of Events May 2013 to Present</li> <li>3. Feedback from Member Development Representatives – Oral Report</li> <li>4. Training Events – Oral Report</li> <li>5. Work Programme 2013/14</li> <li>6. Date of next meeting – 23 January 2014 (t.b.c)</li> </ol>
<p>23 January 2014 (t.b.c)</p>	<ol style="list-style-type: none"> <li>1. Member Training – Summary of Events September/October to Present</li> <li>2. Feedback from Member Development Representatives – Oral Report</li> <li>3. Training Events – Oral Report</li> <li>4. Work Programme 2014/15</li> <li>5. Date of next meeting – (t.b.c)</li> </ol>