

**MEMBER DEVELOPMENT COMMISSION**

**HELD: Thursday, 14 March 2019**

Start: 6.00 pm

Finish: 6.15 pm

**PRESENT:**

Councillor: Y Gagen (In the Chair)

Councillors: G Dowling  
I Moran

Officers: Julia Brown, Member Services /Civic Officer

27 **APOLOGIES**

Apologies were received on behalf of Councillor C Dereli.

Note: Councillor Dowling informed the Commission of late arrival.

28 **SUBSTITUTIONS (IF ANY)**

There were no substitutions.

29 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

30 **NOTES OF THE PREVIOUS MEETING**

AGREED: That the notes of the meeting held on 20 September 2018 be noted.

31 **MEMBER TRAINING-SUMMARY OF EVENTS HELD SEPTEMBER 2018 TO PRESENT**

Members considered the report of the Borough Solicitor as contained on pages 19 to 23 of the Book of Reports which provided an update on Member training undertaken since September 2018.

AGREED: That the update be noted.

32 **FEEDBACK FROM THE MEMBER DEVELOPMENT GROUP REPRESENTATIVES FROM THEIR MEMBERS**

In discussion, the Group Representatives would encourage Members to attend future training events relating to their current role and development.

It was also suggested that LGA be approached in respect of organising the future Charing Skills Training.

AGREED: That the feedback and comments from the Commission be noted.

**33 REVISED COUNCILLOR IDENTIFICATION OF TRAINING NEEDS FORM**

The Member Services / Civic Officer explained to Members that at the previous meeting, the Commission suggested that it would be useful to update and revise the 'Councillor Identification of Training Needs Questionnaire', in order to better assist Members with their training needs.

Comments were raised in relation to:-

- Good variety / range of needs covered
- Clearer of needs / priority
- IT Training
- Length of Service measured by Term of Office

AGREED: A. That comments and feedback from the Commission be noted.

B. That the revised Councillor Identification of Training Needs Form be agreed for future use.

**34 MINUTE OF CORPORATE AND ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE 6.12.18 - MEMBER INDUCTION**

Consideration was given to a Councillor Call for Action item included on the Agenda of Corporate & Environmental Overview and Scrutiny Committee held on 6 December 2018 in respect of ensuring that Members are clear on their roles.

The Member Services/Civic Officer explained to Members that a Councillor Call for Action item had been submitted to clarify the role of Members in respect of Planning and also the role of Members / Officers. It was suggested to assist Members that the protocol be presented at future Member Inductions.

AGREED: That the Member / Officer Protocol and the role of Members be included in the future Member Induction process.

**35 FUTURE TRAINING**

The Member Services / Civic Officer outlined the future training dates for Members, including:-

- Audit & Governance Committee (Social Value) – 28 May – 6.00pm
- Overview & Scrutiny Essentials – 18 June – 6.00pm
- Role of Licensing – 25 June – 6.00pm
- Code of Conduct – 9 July – 6.00pm
- Role of Planning – Date TBC
- Chairman Skills – Date TBC

AGREED: That the above future training arrangements be noted.

**36 WORK PROGRAMME 2019/20 AND DATES OF FUTURE MEETINGS**

Members considered the Work Programme for 2019/20 and the dates of future meetings of the Commission.

**AGREED:** That the Work Programme for 2019/20 and future meetings of 19 September 2019 and 12 March 2020 be confirmed.

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**Chairman**