

**MEMBER DEVELOPMENT COMMISSION****HELD: Thursday, 2 March 2023**

Start: 6.00 pm

Finish: 6.30 pm

**PRESENT:**

Councillor: V Cummins (Chairman)

Councillors: G Dowling (Vice-Chair) R Bailey  
A OwensOfficers: Jacky Denning, Democratic Services Manager  
Julia Brown, Democratic Services Officer97 **APOLOGIES**

There were no apologies for absence received.

98 **SUBSTITUTIONS (IF ANY)**

There were no changes to membership of the Commission.

99 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

100 **NOTES OF THE PREVIOUS MEETING**

AGREED: That the notes of the meeting held on 22 September 2022 were received as a correct record.

101 **MEMBER TRAINING-SUMMARY OF EVENTS HELD SEPTEMBER 2022 TO PRESENT**

Consideration was given to the report of the Corporate Director of Transformation, Housing and Resources, which provided an update on Training and Briefings undertaken since September 2022.

The Democratic Services Officer informed that she had been informed of some additional training undertaken by Members that had not formed part of the data circulated, and that this would be added to the individual training records.

The Chair suggested that any training undertaken via self-registration or in the Members professional role be provided to Member Services, to be detailed on individual training records.

Councillor Dowling informed that the 'Credit Union - Lunch n Learn' Session held for Staff and Members was found to be very helpful.

Councillor Bailey suggested that future Annual Planning Training could be provided internally to Members via a recording with the potential to charge other Local Authorities for the provision of this.

AGREED: That the update and comments raised be noted.

102 **MEMBER TRAINING & DEVELOPMENT STRATEGY**

Consideration was given to the report of the Corporate Director of Transformation, Housing and Resources for Members to consider the Member Development Strategy and to agree their Group Representatives.

In discussion it was suggested and agreed that the report be deferred until the next meeting following the election. It was also agreed that the Groups would inform Member Services of their Group Representatives following the meeting.

AGREED

- A. That the report be noted and deferred to the next meeting of the Commission following the elections.
- B. That the Groups inform Member Services of their nominated Member Development Group Representative.

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

In discussion the following feedback and comments were raised by Members:

- Opportunities for Members to upskill including long standing Members
- 'Clean Slate' for Member Training following 'all out' election in May
- Members to inform Member Services of any training undertaken in their professional role

AGREED: That the feedback be noted.

104 **FUTURE TRAINING**

The Democratic Services Officer informed that HR are in the process of procuring a new e-learning system to support Member Development. Once this is in place a demonstration will be offered to Members, which is expected to be the end of April 2023. The Chairman suggested that it would be beneficial if the provision of sessions could be available both day and evening for Members.

The Democratic Services Manager informed that there will be a Council Plan Development Session on Wednesday 15 March 2023 at 6pm being held virtually.

In discussion, Councillor Bailey suggested that the New Member Induction packs be reviewed, due to the content of lots of data for new employees. The Democratic Services Manager informed that she would address this with HR.

AGREED: That the Training/Briefings listed below be noted.

Council Plan Development – Wednesday 15 March 2023 6pm Virtual

New Member Induction - Thursday 11 May 2023 6pm

Planning Training (Open to All Members) - Tuesday 23 May 2023 6pm

Internal/External Audit on 'Annual Accounts' Training (Open to All Members) (Date in May/June TBC)

Licensing Training (Open to All Members) (Date in May/June TBC)

Scrutiny Training (Open to All Members) (Date TBC)

Code of Conduct Training (Open to All Members) (Date TBC)

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**WORK PROGRAMME 23/24 AND DATE OF NEXT MEETING**

The Democratic Services Manager informed that Duncan Jowett will be joining Democratic Services on 7 March 2023 and will facilitate Member Development in ascertaining Charter Status. The Chairman suggested that it would be helpful if Duncan sends an introductory email to all Members.

In discussion Members suggested that the 18 April 2024 date be reverted to March 2024, as this was found to be too close to election period. The Democratic Services Manager informed that this could be facilitated in March and the Work Programme updated to reflect this.

**AGREED:**

- A. That the Work Programme be noted.
- B. That the 18 April 2024 meeting be reverted to be held on 6 March 2024.