

MEMBER DEVELOPMENT COMMISSION

HELD: Thursday, 20 September 2018

Start: 6.00 pm

Finish: 6.30 pm

PRESENT:

Councillor: C Dereli (Chairman)

Councillors: G Dowling Y Gagen
Mrs J Marshall

Officers: John Addison, Principal Overview and Scrutiny Officer
Julia Brown, Member Services / Civic Support Officer

19 **APOLOGIES**

Apologies were received on behalf of Councillors Moran and O'Toole.

20 **SUBSTITUTIONS (IF ANY)**

There were no substitutions.

21 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

22 **NOTES OF THE PREVIOUS MEETING**

AGREED: That the notes of the meeting held on 15 March 2018 be noted.

23 **MEMBER TRAINING-SUMMARY OF EVENTS HELD MARCH 2018 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 March 2018.

In discussion comments were raised in relation to:-

- Training budgets
- Charing Skills training, style / provision
- Overview & Scrutiny training, style / provision

AGREED: That the update be noted

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

The Chairman suggested that it would be useful to update and revise the Councillor Identification of Training Needs Questionnaire, in order to better assist the identification and analysis of Members training needs.

In discussion it was expressed that the 'essential' Annual Planning and Licensing Training sessions should highlight the legal requirements and implications if Members do not attend these sessions.

The Commission also noted feedback from Standards Committee, that Members requested provision of Chaining Skills Training. The Principal Overview and Scrutiny Officer explained to Members that the Corporate 'E-merge' E-Learning system provides a section for Councillors containing a module for Chaining Skills, however, Members felt that an external training provider would be more beneficial to assist their needs and requirements in respect of this. He also went on to explain that Overview & Scrutiny Training was now due for Members and asked their preference in respect of the type and style of training they wished to undertake.

The Principal Overview and Scrutiny Officer outlined the current available training budget to Members. The Commission felt that their preference on this occasion would be provision of an external provider for 'Chaining Skills' training and that Overview & Scrutiny training be provided the 'West Lancs' way.

- AGREED: A. That comments and feedback from the Commission be noted.
- B. That the 'Councillor Identification of Training Needs' form be revised and brought to the next meeting on 14 March 2019 for comments.
- C. That the provision of external 'Chaining Skills' training shall be offered to Members, details will be sent to Members in due course.
- D. That the provision of 'West Lancs Overview and Scrutiny' Training shall be offered to Members, details will be sent to Members in due course.

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FUTURE TRAINING

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

- Development Company – All Member Briefing prior to Executive O&S Committee – 27 September - 5.45pm
- Development Company – All Member Briefing prior to A&G Committee 30 October - 6.00pm
- I-Pad Training – 7 November - 2pm
- Project Griffin Counter Terrorist Training – 8 November - 6.00pm
- Scrutiny Training – 27 November – 6.00pm
- LGA Women Councillors Weekend – 8 & 9 December – Warwick Conference Centre, Coventry
- Laptop Training – 11 December – 10.00am
- Chaining Skills - date TBC

AGREED: That the above future training arrangements be noted.

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WORK PROGRAMME 2019/20 AND DATES OF FUTURE MEETINGS

Members considered the Work Programme for 2019/20, the dates of future meetings of the Commission and noted the Councillor Identification of Training Needs Questionnaire form would be considered at the next meeting.

AGREED: A. That the Work Programme be updated to include on 14 March 2019, a revised Councillor identification of Training Needs Assessment Form.

B. That the Work Programme for 2019/20 and future meetings of 14 March 2019 and 19 September 2019 be confirmed.

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Chairman