

**MEMBER DEVELOPMENT COMMISSION**

**HELD: Wednesday, 31 March 2021**

Start: 6.00 pm

Finish: 6.40 pm

**PRESENT:**

Councillor: C Dereli (Chairman)

Councillors: G Dowling (Vice-Chair) Y Gagen  
Mrs J Marshall I Moran  
A Owens D Westley

Officers: J Denning, Democratic Services Manager  
J Brown, Member Services Officer

51 **APOLOGIES**

There were no apologies for absence.

52 **SUBSTITUTIONS (IF ANY)**

There were no substitutions.

53 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

54 **NOTES OF THE PREVIOUS MEETING**

The Notes of the previous meeting held on 17 November 2020, were received as a correct record.

55 **MEMBER TRAINING-SUMMARY OF EVENTS HELD SEPTEMBER 2020 TO PRESENT**

Members considered the report of the Corporate Director of Transformation and Resources, which provided an update on Training and Briefings undertaken since September 2020.

AGREED: That the update be noted.

56 **OVERVIEW & SCRUTINY FUNCTION REVIEW - UPDATE**

The Democratic Services Manager outlined that the Overview & Scrutiny Function Review report including the recommendations of Executive Overview & Scrutiny Committee held 28 January 2021 and Corporate & Environmental Overview & Scrutiny Committee held 11 March 2021, would be submitted to Council on 14 April 2021 for Members consideration. She explained that the recommendations of the Member Development Commission held 17 November 2020 were also contained within the content of the report.

It was also noted, that further to the recommendations made by the Commission, that the Timetable of Meetings 2021-2022 had previously been agreed by Council to include extra meetings for Call in if necessary to facilitate pre-scrutiny.

In discussion, the Commission support the review of the number and remit of Overview and Scrutiny Committees at West Lancashire, including the Member Update procedure rules.

**AGREED:** That the decision of Executive Overview & Scrutiny Committee held 28 January 2021 and Corporate & Environmental Overview & Scrutiny Committee held 11 March 2021 be noted.

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

Feedback was given, that a Member had registered to take part on a 'Climate Emergency' Webinar. It was expressed that Members would be supportive of the inclusion of 'Climate Change' on this years' Training Schedule.

The Leader explained that he had taken part in the MS Teams Working Group. He advised that this will be the new way of remote working as a way of moving forward in place of Skype for Business.

It was expressed that the on line 'Declaration of Interest' form was not 'user friendly'. The Democratic Services Manager responded and made an undertaking to look into the issues Members had raised.

The format of the New Members Induction meeting was raised. The Democratic Services Manager explained that a virtual meeting would take place on this occasion due to Covid. She also explained that arrangement would be made for new Members who required one to one ICT support and that an Officer from Member Services Team would also be available in the Office at Derby Street following the Elections in May.

**AGREED:**

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

B. That 'Climate Change' Training be included on this years' Training Schedule.

58 **FUTURE TRAINING**

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

- 22 April 2021-14.00 – 15.00 - Prevent - Lancashire Prevent Partnership  
<https://www.eventbrite.co.uk/e/elected-members-ct-briefing-tickets-140252359583> (Open to all Members – Free)
- 12 May 2021- 6.00pm - New Member Induction
- 25 May 2021 – 6.00pm - 'Key Features of the Accounts' – Prior to A&G

Committee (Open to all Members)

- 26 May 2021 – 6.30pm - Role of Licensing (Open to all Members)
- 3 June 2021 – 6.30pm – Planning Training (Date to be confirmed)
- 13 July 2021 – 6.30pm – Scrutiny Training (Date to be confirmed)
- 28 July 2021- 6.00pm - Social Value in the Procurement Process – Prior to A&G Committee (Open to all Members)

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**WORK PROGRAMME 21/22 AND DATE OF NEXT MEETING**

It was suggested that further meetings of the Commission be added to the Work Programme schedule in consultation with the Chairman, pending the outcome of the Overview & Scrutiny Function Review report, to be submitted to Council on 14 April 2021.

**AGREED:** That the Work Programme of the Commission and future meeting dates be noted.