

MEMBER DEVELOPMENT COMMISSION

HELD: Thursday, 16 March 2017

Start: 6.00 pm

Finish: 6.25 pm

PRESENT:

Councillors: R Pendleton (Chairman)

D Evans

J Marshall

Y Gagen

I Moran

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

11 APOLOGIES

There were no apologies for absence.

12 SUBSTITUTIONS (IF ANY)

In accordance with Council Procedure Rule 4, the Commission noted the termination of membership of Councillor Davis and the appointment of Councillor D Evans for this meeting only, thereby giving effect to the wishes of the political groups.

13 DECLARATIONS OF INTEREST

There were no declarations of interest.

14 MINUTES

AGREED: That the Minutes of the meeting held on 22 September 2016 be noted.

15 MEMBER TRAINING - SUMMARY OF EVENTS HELD SEPTEMBER 2016 TO PRESENT

Members considered the report of the Borough Solicitor as contained on pages 39 to 43 of the Book of Reports which provided an update on Member training undertaken since September 2016.

In discussion, a query was raised in relation to Appendix 1 'Summary of Events Attended' and the inclusion of briefings alongside, 'in house' and external training. It was explained that although the 'briefings' were not classed as training, they provided valuable information to assist the development of Members, broadening knowledge and further understanding on a particular topic/subject.

AGREED: That the update be noted.

16 ANALYSIS OF COUNCILLOR IDENTIFICATION OF TRAINING NEEDS QUESTIONNAIRE

Members considered the report of the Borough Solicitor as contained on pages 45 to 46 of the Book of Reports which provided an update on the analysis of completed Councillor Identification of Training Needs Questionnaires.

It was suggested by the Commission that it would be helpful to identify Members ICT needs / knowledge in order to prescript the correct level of future training and to specify any particular ICT topics that they wish to partake in.

- AGREED:
- A. That the update be noted.
 - B. That an ICT Councillor Identification of Training Needs questionnaire be circulated to all Members in order to process an audit of Councillors ICT needs by Member Services. The results of the analysis will be brought to the next meeting of the Commission.

17 FEEDBACK FROM THE MEMBER DEVELOPMENT GROUP REPRESENTATIVES FROM THEIR MEMBERS

The Leader informed the Commission that as part of the 'Digital Agenda' Members will become 'paperless' by 2018. To assist Members with this process, he added that I-Pad training sessions would be rolled out to Members in due course and details of these will follow from Transformation / Member Services.

- AGREED:
- A. That feedback from the Member Development Group Representatives be noted.
 - B. That provision of I-Pad Training Sessions shall be offered to Members in preparation of becoming 'paperless' by April 2018, details of these sessions will be sent to Members in due course.

18 FUTURE TRAINING

The Principal Overview and Scrutiny Officer informed Members of the launch of the new E-Learning Portal 'Emerge' which took place on 27 February 2017.

She went on to detail the courses currently available to Members including some of the essential / required training for Members including Chaining Meetings, Equality and Diversity for Councillors, Health and Safety for Elected Members, Induction for New Councillors and Licensing and Regulation. It also includes a number of courses obtained from the Local Government Association.

Members were invited to send any feedback or issues concerning the new Emerge E-Learning Portal to Member Services.

19 WORK PROGRAMME 2017/18 AND DATE OF NEXT MEETING

Members considered the Work Programme for 2017/18, the dates of future meetings of the commission and noted that the analysis from the ICT Identification of Training Needs Questionnaire would be considered at the next meeting.

- AGREED:
- A. That the Work Programme be updated to include on 21 September 2017 the analysis from the ICT Identification of Training Needs Questionnaire exercise.
 - B. That the dates of future meetings of 21 September 2017 and 15 March 2018 be confirmed.