

MEMBER TRAINING AND DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 13 OCTOBER 2006

Present: Councillors Mrs M Barnes (Chairman); K Hitchen; F McPhillips.

Apologies for absence were received from Councillors B Dixon; J Hewitson; P Watson; N Williams

Officers: Tim Capper, Democratic Services Manager.

Minutes

The minutes of the meeting held on 29 September 2006 were signed by the Chairman as a correct record.

MTP 50 Member Job Profiles

The Panel were updated on discussions with North West Employers on the possible commissioning of a piece of work assisting the Council in producing member role descriptions. It was noted that NWEO had agreed to produce an options paper with costs on how they could assist in the project in 3/4 weeks. It was agreed to await the NWEO report before taking any decisions on how to move the project forward, but it was agreed also that the project must be finished and agreed role descriptions in place before May 2007.

The Panel also considered and noted sample role descriptions from other authorities and the IDeA Skills Framework for Elected Members.

MTP 51 17 November Arrangements

The Panel discussed arrangements for the Awards Presentation Ceremony on 17 November. It was agreed that the Leader and Chief Executive be invited to attend in addition to the Panel Members.

MTP 52 Media Training

The Panel briefly discussed media training due to be delivered on 30 October.

MTP 53 Date of Next Meeting

Friday 10 November 2006, 2.30 pm

The meeting closed at 3.15 pm.

Chairman.