

MEMBER TRAINING AND DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 1 JUNE 2007

Present: Councillors B Dixon; Mrs E Eastwood; K Hitchen; N Williams.

Apologies for absence were received from Councillors Mrs YRT Clarkson; S Meteer; P Watson.

Officers: T Capper, Democratic Services Manager; L Taylor, Member Services Technical Support Officer.

MTP 01 Appointment of Chairman

It was moved by Councillor Mrs E Eastwood, duly seconded and

RESOLVED that Councillor K Hitchen be appointed Chairman of the Panel for the current year.

MTP 02 Appointment of Deputy Chairman

It was moved by Councillor N Williams, duly seconded and

RESOLVED that Councillor S Meteer be appointed Deputy Chairman of the Panel for the current year.

MTP 03 Minutes

The minutes of the meeting held on 22 March 2007 were signed by the Chairman as a correct record.

The Panel requested that a letter be sent to the former Chairman, Deputy Chairman and retired member of the Panel thanking them for their hard work in the past year.

MTP 04 PDP's for All Councillors

Consideration was given to the timetable for conducting Personal Development Plan (PDP) interviews for all Councillors. Members discussed options for the facilitating of the interviews, it was noted that an offer to facilitate had been received from two former members of the Panel and agreed that this would be progressed. The Panel agreed that the interview process should begin mid June to allow time to develop the training programme for 2007/08. It was agreed that a training analysis report followed by a draft training programme would

be brought back to the Committee following the completion of the Interviews.

MTP 05 Member Training Budget

Members were informed of an increase in the Member Training Budget of £10,000 for the current year. The Panel supported a training away day for all Executive Members and agreed that if successful this facility should also be available to Shadow Executive Members.

MTP 06 Renewal of Accreditation Status

The Panel discussed preparations for the renewal of NWEO Accreditation status, Members were informed that evidence of both the training and development of Members and the difference in service delivery would need to be provided. It was agreed that a copy of the requirements would be circulated to the Members of the Panel.

MTP 07 Time of Future Meetings

It was agreed that the time for all future meetings of the Panel would be changed to 10:00am.

The Meeting closed at 11.15 am

Chairman