

## **MEMBER DEVELOPMENT PANEL**

### **MINUTES OF MEETING HELD ON 20 JANUARY 2012 AT THE BAINBRIDGE ROOM, COPELAND CENTRE AT 2:00pm**

**Present:** Councillors John Kane (Chairman); John Bowman; Ian Hill; David Riley and Robert Salkeld.

**Officers:** Tim Capper, Democratic Services Manager; Rob Somerville, ICT Technical Officer (Agenda Item 6 only) and Clive Willoughby, Member Services Technical Support Officer.

**Apologies for Absence:** Councillor Lena Hogg and Jeanette Williams.

#### **MDP 53/11 Minutes**

The minutes of the meeting held on 18 November 2011 were agreed and signed by the Chairman as a correct record.

#### **MDP 54/11 New Web Site**

Members received an overview of the process being used in the redesign of Council's new web site by means of a presentation from Rob Somerville, ICT Technical Officer.

Members were advised that the first stage, consultation, was currently underway and ends on 31 January 2012.

A meeting of the website design team to agree the final functionality was to be arranged for mid-February.

The Panel was encouraged to feed in to the consultation process.

**RESOLVED** – that the presentation be received.

#### **MDP 55/11 Update on 2011/2012 Member Training Programme**

Members reviewed the Member Development Programme 2011/12.

Within Section B (Essential Training) it was stated that training for the Audit Committee was still to be arranged.

The Leadership Top Team training shown was in the course of being delivered.

A Workshop on the future of the Standards Committee has been arranged for 30 January 2012 and all Members have been invited to attend.

A Partnership Working session was held on 29 November 2011. This was well attended. Although we had 12 spaces available on this course, 14 Members attended.

A Time Management Training session was held on 10 January 2012 and was attended by 9 Members.

It was noted that Glen Sanderson and Susan Dunworth would be running a Leading, Chairing and Facilitating Meetings session on 20 February 2012.

It was hoped that by the end of the Financial Year, Claire Dunne would be able to hold a session on Mentoring and Craig Robson a session on Health Inequalities

Councillor Bowman advised the Panel that he received via email details of free events from North West Employers Organisation, although there were none currently in Copeland.

Members also enquired regarding the latest position on Sharepoint.

**RESOLVED** – that

- a) the 2011/2012 Member Development Programme be agreed and updated with the amendments discussed.
- b) the Democratic Services Manager be asked to contact the IT Manager to obtain an update on Sharepoint.

**MDP 56/11 North West Employers Organisation Member Development Charter**

The Panel considered the detailed requirements to renew the North West Charter on Elected Member Development at Level 1 and the additional requirements to achieve Level 2.

It was suggested that North West Employers Organisation be invited to a future meeting of this Panel to outline the implications to achieve Level 2.

**RESOLVED** – that the North West Employers Organisation be contacted and invited to attend a future meeting of this Panel to outline the implications to achieve Level 2.

**MDP 57/11 Review of the Member Development Strategy**

Members considered reviewing the Development Strategy document, which was last updated in 2008.

It was suggested that an updated version be drafted and added as an agenda item for the next meeting of this Panel.

**RESOLVED** – that the Member Development Strategy be updated and a revised version be drafted and added as an agenda item for the next meeting of this Panel.

**MDP 59/11 Councillors' IT needs**

Councillor Riley advised the Panel that he was able to set up IT training for Members if required.

It was suggested that the Member's Personal Development Plans (PDP's) be revisited and IT training needs identified.

**RESOLVED** – that

- a) the Democratic Services Manager be asked to revisit Member's PDP's and identify IT training needs, then
- b) the Democratic Services Manager liaise with Councillor Riley to arrange appropriate training.

**MDP 60/11 Councillors' Training**

Councillor Riley advised the Panel that he was able to provide various training courses to Members and would send out a link for all Councillors.

**MDP 61/11 Wi-Fi**

Members enquired if Wi-Fi could be installed in the Copeland Centre.

**RESOLVED** – that the Democratic Services Manager be asked to contact the IT Manager to ask if Wi-Fi could be installed in the Copeland Centre.

**MDP 62/11 North West Connex**

Councillor John Bowman advised the Panel that North West Connex is a new Virtual Platform sponsored by North West Employers and NWIEP (North West Improvement and Efficiency Partnership) which anyone can access via the NWEIO website.

It was suggested that all Councillors be given details of how to access the site.

**RESOLVED** – that all Councillors be given details of how to access the North West Connex website.

The meeting closed at 3:35 pm.

Chairman.....

Date.....