

MEMBER DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 17 MARCH 2015 IN THE MAYOR'S PARLOUR, COPELAND CENTRE AT 10:00AM

Present: Councillors Lena Hogg (Chair); Ian Hill and Keith Hitchen.

Officers: Lindsay Tomlinson, Democratic Services Manager and Clive Willoughby, Member Services Technical Support Officer.

Apologies for Absence: Councillors David Riley and Jeanette Williams.

MDP 18/14 Minutes

The minutes of the meeting held on 18 December 2014 were agreed and signed by the Chairman as a correct record.

MDP 19/14 Member Induction Programme 2015

The Member Services Technical Support Officer provided Members with an update on the arrangements for new councillors following the elections on May 7th including details of documents to be included in the Induction Pack and the draft Induction Programme.

In addition to the documents already identified for inclusion in the Induction Pack, it was suggested that a Councillor Role Profile, a list of responsibilities for the Borough, County and Town/Parish Councils and an electronic Constitution Request Form also be included.

The Panel was also updated on the arrangements for the Councillor Acceptance of Office and Welcome meeting planned for Tuesday 12 May 2015.

Members were comfortable with the progress being made and thanked the Officers for their hard work.

It was suggested that a further meeting of the Panel be arranged in April to sign off the final version of the Induction Pack.

RESOLVED – that

- a)** preparation work on the Induction Pack for 2015 continue,
- b)** arrangements for the Induction Programme 2015 continue, and
- c)** a further meeting of the Panel be arranged in April.

The meeting closed at 11:15am

Chairman.....

Date.....