

## **MEMBER TRAINING AND DEVELOPMENT PANEL**

### **MINUTES OF MEETING HELD ON 11 JANUARY 2008**

**Present:** Councillors K Hitchen (Chairman); B A Dixon; P Watson; N Williams and Mrs E Eastwood.

Apologies for absence were received from Councillors S Meteer and Mrs Y Clarkson.

**Officers:** T Capper, Democratic Services Manager; C Willoughby, Technical Support Officer.

#### **MTP 28 Minutes**

The minutes of the meeting held on 7 December 2007 were signed by the Chairman as a correct record.

#### **MTP 29 Updated Member Training Programme**

The Panel were provided with an updated Member Training Programme displaying the courses held in the current financial year to date and those planned/to be arranged.

It was noted that training sessions for Planning and Licensing took place in December 2007 and the Ethical Governance workshop has also taken place, with further development events to follow.

It was also noted that there remains currently no IT trainer available. The Democratic Services Manager will contact Allerdale to ascertain what arrangements they have for IT training.

The Finance and Budget workshop has still to be arranged, again this is due to the lack of a trainer.

The possibility of joint training sessions with Allerdale will be explored at the meeting on 18 January 2008 to include: Code of Conduct, S17 (Crime & Disorder) and IT.

The provision of Media Training is to be explored and made available to all members, with appropriate individuals being identified from their PDPs.

Two Councillors (A Carroll and J Kane) have been registered for the Leadership Academy, commencing in 2008.

It was noted that the recent Planning training course was very well attended. Further training can be made available to non-Planning

Panel Members if required and similarly for other panels (e.g. Licensing, Personnel, Overview and Scrutiny).

**RESOLVED** that a letter be sent to both leaders supporting the Chair of the Planning Panel regarding training for any member interested in being on a future Planning Panel.

### **MTP 30 Modern Councillor Update**

The Panel were updated on the very low monthly uptake of the on-line Modern Councillor website.

It was **AGREED** that Members of the Panel look at the Modern Councillor website prior to the next meeting and the following areas were allocated:

Councillor Eastwood	-	Overview and Scrutiny
Councillor N Williams	-	Introduction to Local Government
Councillor Watson	-	Community Leadership
Councillor Dixon	-	Media
Councillor Hitchen	-	IT
Councillor Y Clarkson	-	Public Speaking
All Panel Members	-	Your role as a modern Councillor.

### **MTP 31 Update on Joint Training**

The Panel were provided with an Agenda for the Joint Member Development meeting on 18 January.

It was **AGREED** that IT training be discussed under AOB.

### **MTP 32 PDP reviews**

The Panel discussed Personal Development Plans with a view to ensuring that any issues raised are being addressed.

It was **AGREED** that a note be issued to all Members asking them to look at their PDP, review and complete a self assessment.

The meeting closed at 11:10 am.

Chairman