

MEMBER TRAINING AND DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 5 MAY 2006

Present: Councillor Mrs M Barnes (Chairman); J Hewitson (Deputy Chairman); K Hitchen; P Watson.

Officers: Tim Capper, Democratic Services Manager

Minutes

The minutes of the meeting held on 8 March 2006 were signed by the Chairman as a correct record

MTP 15 NWEO Accreditation

The Panel discussed various issues relating to outstanding work needed in preparation for assessment for NWEO Accreditation.

The first version of the Intranet based newsletter was noted, and it was agreed that photos of the Panel would be added together with an interactive section, and pop up boxes containing quotes from members on training attended.

This will be issued every 2 weeks electronically and in paper format to all Councillors.

Use of a logo for member training was discussed. It was agreed that this should be discussed with the Communications Manager and the chairman authorised to agree a way forward if appropriate.

A training evaluation form for use in assessing training events attended by members was discussed and agreed, subject to addition of a section on how learning will be fed back to other Councillors.

A training request process was discussed and it was agreed that all training to be funded from the Member Training and Development budget will need to be subject to a training request except issues which have been identified as training needs in PDP's. Training requests would need to link clearly with the Council's key objectives. Criteria for how these links could be demonstrated would be reported to the next meeting.

Agreed to include some days reserved for training in Members' diaries to be issued for 2006/2007.

Agreed to invite Councillor Brennan to remaining induction modules for new Councillors.

The meeting closed at 12.20 pm

Chairman