

## **MEMBER TRAINING AND DEVELOPMENT PANEL**

### **MINUTES OF MEETING HELD ON 28 JULY 2006**

**Present:** Councillors J Hewitson (Deputy Chairman in the Chair); B Dixon; K Hitchen; F McPhillips

Apologies for absence were received from Councillors Mrs M Barnes; N Williams

**Officers:** Tim Capper, Democratic Services Manager; Lesley Taylor, Member Services (Technical Support) Officer.

#### **Minutes**

The minutes of the meeting held on 14 July 2006 were signed by the Chairman as a correct record.

#### **Arrangement of Agenda**

It was requested by Councillor J Hewitson that the NWEO Accreditation Awards Presentation be discussed as Item 8

#### **MTP 33 Follow Up to NWEO Meeting – 18 July 2006**

The Panel discussed the outcome of their meeting with Ruth Ashworth on the 18 July, reviewing the evidence portfolio for accreditation. It was felt that feedback had been encouraging and that the portfolio would be adequate to achieve accreditation in September.

Members were informed that the Chief Executive would not be available for the assessment visit on the 7 September but that arrangements had been made for the Corporate Director (Quality of Life) to stand in and as such there would be a need to brief him.

#### **MTP 34 Review of Training & Development Programme**

The Panel were updated on the progress of the Member Training Programme for 2006/07. The following additions/amendments were noted

- Planning – To amend the timescale
- Modernisation – To amend the timescale to 'ongoing'
- IT – To reorder the modules

- Communications – Dealing with the media to be made available to OSC Chairs
- Personnel – Topic for training to be discussed at a future meeting of the Personnel Panel to identify training needs
- Equality and Diversity Training be included in the programme

Members discussed the issue of video conferencing. It was agreed that the Member Training and Development Panel would help build the case for video conferencing and pilot the scheme.

It was **RESOLVED** that the amended version of the Member Training Programme would be included in the Evidence Portfolio.

#### **MTP 35 IDEA Leadership Academy Vacancies**

Members were informed of two vacancies on Programmes 60 and 63 of the IDeA Leadership Academy. It was noted that only three Members had flagged up the need to attend the academy on their PDP's.

It was **RESOLVED** that Members of the Executive and Shadow Executive would be asked to review their PDP's to identify whether any other Members would benefit from attending the leadership academy

#### **MTP 36 Induction Training May 2007**

The Panel considered Induction Training for new Members for May 2007. It was agreed that the most recent Members would be approached for their views on any training they had received.

It was **RESOLVED** that joint working with Allerdale on Induction Training for new members in 2007 be agreed and progressed further.

#### **MTP 37 Joint Member/Officer Training September/October 2006**

The Panel considered Joint Member/Officer Training for September /October 2006.

Members were informed that Training Sessions scheduled for September/October 2006 would include Charing Meetings, Public Speaking and Time Management, some of which officers may find useful.

It was **RESOLVED** that the response from Members for the training sessions should first be established and, if places are still available then Officers should be given the opportunity to attend.

**MTP 38 NWEO Accreditation Awards Presentation**

The Panel discussed their attendance at the NWEO Accreditation Awards presentation scheduled to take place in November pending attainment of accreditation in September.

Members noted that two free places were allocated to the authority, and discussed the possibility of more Members of the panel attending along with the Chief Executive and Leader.

It was noted that Members would be expected to give a 'light hearted' ten minute presentation.

**RESOLVED** that preparations for the presentation be made at a future meeting of the Panel

The Meeting closed at 11.55am

Chairman