

## **MEMBER DEVELOPMENT PANEL**

### **MINUTES OF MEETING HELD ON 22 JUNE 2012 AT THE BAINBRIDGE ROOM, COPELAND CENTRE AT 10:00am**

**Present:** Councillors Lena Hogg (Chairman); John Kane; Robert Salkeld and Jeanette Williams;

**Officers:** Tim Capper, Democratic Services Manager and Clive Willoughby, Member Services Technical Support Officer.

**Apologies for Absence:** Councillors Ian Hill and David Riley.

#### **MDP 09/12 Minutes**

The minutes of the meetings held on 31 May 2012 were agreed and signed by the Chairman as a correct record.

#### **MDP 10/12 Arrangement of Agenda**

With the permission of the Chairman, three additional items were added to the Agenda, being Update on PDPs, EIA training for OSC Members and possible Training at Lakes College.

#### **MDP 11/12 North West Charter on Elected Member Development Level 1 Review**

Members received a demonstration of the North West Employers website to which the evidence to support the Councils re-accreditation bid has begun to be uploaded.

Evidence would continue to be added as it was being gathered.

**RESOLVED** – that the NWEO website update and demonstration be received.

#### **MDP 12/12 Member Development Strategy**

The updated version of the Member Development Strategy had been agreed by Council on 14 June 2012 and this would now be uploaded to the re-accreditation website as further evidence.

During the discussion that followed, the Panel considered possible reasons for other Members, particularly long standing Members, not to

attend training sessions. It was noted that this is a problem not only within Copeland, but across many local authorities.

Suggestions were made regarding highlighting Council's statutory requirements, the Timing of training sessions, the publication of attendances at training and appointments to committees based on training undertaken.

The Democratic Services Manager advised the Panel that he would be attending the County wide Member Training Officer Group on Monday 25 June and would update Members at the following meeting.

**RESOLVED** – that the subject of Members attendance at Training / Awareness Sessions be an agenda item for the next meeting.

**MDP 13/12**    **Member Development Newsletter**

Members were aware that the latest edition of the Member Development Newsletter was issued on 8 June 2012 and the feedback received had all been positive.

Items for the next edition were requested and a number of suggestions were forthcoming.

It was suggested that an email be sent to all Members reminding them that items for the Newsletter were required.

A draft Newsletter would now be prepared this would be emailed to the Chair and Vice Chair for approval prior to its issue.

**RESOLVED** – that

- a) an email be sent to all Members reminding them that items for the Newsletter were required, and
- b) the suggestions for articles to be included be taken forward and a draft Newsletter prepared. The draft would be emailed to the Chair and Vice Chair for approval prior to its issue.

**MDP 14/12**    **Personal Development Plans (PDPs) update**

Members were updated on the PDP process for 2012. It was stated that the PDP pack would be sent to all Members during the week commencing 25 June 2012 for return by the 2<sup>nd</sup> week of July.

A Training Programme for the period August 2012 – April 2013 would then be prepared. This would also be added to the re-accreditation website as further evidence.

**RESOLVED** – that the Personal Development Plan update be received.

**MDP 15/12 EIA Training for OSC Members**

Members were advised that at the Joint meeting of the Internal and External Overview and Scrutiny Committees held on 21 June 2012, a request was made for Equality Impact Assessment training for all OSC members and that this training was essential for those wishing to be appointed to a Task and Finish Group.

The request made was for both on-line and face to face training.

**RESOLVED** – that the request for Equality Impact Assessment training be agreed and that arrangements for this to be held as soon as possible be put in place.

**MDP 16/12 Possible Training at Lakes College**

Councillor John Bowman made the Panel aware of possible training opportunities for Members and Staff provided by Lakes College.

Following discussion, it was suggested that Councillor Bowman’s contact at Lakes College be invited to a future meeting of this Panel to discuss further.

**RESOLVED** – that a representative of Lakes College be invited to attend a future meeting of this Panel to discuss possible training opportunities.

The meeting closed at 11:25 am.

Chairman.....

Date.....