

MEMBER DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 17 APRIL 2009

Present: Councillors K Hitchen (Chairman); N Williams; Mrs E Eastwood; P Watson and Mrs J Williams.

Apologies for absence were received from Councillor B Dixon.

Officers: T Capper, Democratic Services Manager; M Stroud, ICT Manager and C Willoughby, Member Services Technical Support Officer.

MDP 76 Minutes

The minutes of the meeting held on 20 March 2009 were signed by the Chairman as a correct record.

MDP 77 Arrangement of Agenda

With the agreement of the Chairman, an extra item on the Report to Executive was added to the agenda.

MDP 78 CoCo Regulations

Members were provided with an update changes to the CoCo Regulations (Code of Connection Protocol) affecting secure Government networks due to be implemented in September 2009 by the ICT Manager.

It was noted that one of the biggest changes was the extra security on laptops which requires all Copeland Borough Council laptops to be refigured and checked on a regular basis.

USB sticks/CDs would need to be audited before being used in any Copeland Borough Council machine.

The Panel was advised that further Member training was to be undertaken and would last approximately two hours.

A further level of security was applicable to Blackberrys.

It was suggested that this Panel be first to undertake the training and a suitable date be arranged.

The ICT Manager was thanked for the update.

AGREED that

- a) the update from the ICT manager be received and
- b) the Member Development Panel be first to undertake the training and a this be arranged for Thursday 23 April at 11:00am in the Mayor's Parlour.

MDP 79 Member Development Programme

The Panel was updated on the Member Development Programme and advised that the Development Control training day would be held on 19 May 2009. It was suggested that the Democratic Services Manager email the Leader and Deputy Leader to remind them of the need for members appointed to the Planning Panel for the next municipal year to attend.

Members were also advised that update training on LGPIHA 07 was planned for 24 April and would be facilitated by the Democratic Services Manager and Scrutiny Support Officer. Recruitment and Selection Skills Coaching was to be held later today

AGREED That

- a) the Member Development Programme update be received, and
- b) the Democratic Services Manager email the Leader and Deputy Leader to remind them of the need for members appointed to the Planning Panel for the next municipal year to attend the Development Control training day .

MDP 80 Member Action Plan (MAP) update

The Panel were updated on progress being made in booking Members for a Member Action Plan (MAP) interview. To date, twelve Members had contacted Member Services to book an interview.

The Chairman requested details of those Members who had signed up to chase up the remainder.

AGREED That

- a) the update be received, and
- b) the Chairman be supplied with the details of those Members who had signed up in order to enable him to chase up the remainder.

MDP 81 Accreditation Renewal Update

Members were given an update on the Accreditation Renewal process and advised that the accreditation visit was expected in September 2009. The importance of MAPs was again highlighted.

It was suggested that the Chairman and Deputy Chairman send a joint letter to those Members yet to book an appointment to emphasise the

importance of Member Action Plans in the re-accreditation process and to encourage Members to sign up.

AGREED That

- a) the update be received, and
- b) the Chairman and Deputy Chairman send a joint letter to those Members yet to book an appointment to emphasise the importance of Member Action Plans in the re-accreditation process and to encourage Members to sign up.

MDP 82 Report to Executive

The Panel were advised that a report was being put to Executive next week recommending this Panel be disbanded and the 'Halton' model be adopted.

It was proposed and **AGREED** that Councillor Hitchen be nominated as Training Champion.

MDP 83 Innovation Funding

An update was requested on the Innovation Funding project. Councillor Hitchen was requested to co-ordinate progress and arrange a meeting of the Project Group.

MDP 84 Older Person's Champion

Councillor Mrs J Williams advised the Panel that a meeting with David Halpin had yet to be arranged and alternative meeting dates were awaited.

MDP 85 Inspiring Community Engagement Through Appreciative Inquiry Course

Councillor Mrs J Williams advised the Panel that the Inspiring Community Engagement Through Appreciative Inquiry Course arranged for 11 May 2009 had been cancelled due to low booking numbers.

MDP 86 Training Success

The Chairman suggested some form of recognition for Members who had received a significant amount of training during the year. Member Services were requested to provide the Chairman with the names of Members who have attended 25 hours of training in the year.

AGREED that Member Services provide the Chairman with the names of Members who had attended 25 hours of training in the year.

The meeting closed at 11:35am.

Chairman.....

Date.....