

MEMBER DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 15 APRIL 2011 AT 11:00am

Present: Councillors K Hitchen (Chairman); J Bowman; A Mossop and Mrs C Watson.

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

Apologies for Absence: Councillor Mrs E Eastwood, J Kane and M McVeigh.

MDP 60/10 Minutes

The minutes of the meetings held on 1 April 2011 and 8 April 2011 were signed by the Chairman as a correct record.

MDP 61/10 Mentoring for New Members

The Panel was provided with a verbal update on the Mentoring scheme for new Members. Claire Dunn had agreed to undertake mentor training for the 16 Officer volunteers. Two sessions had been arranged for Tuesday 19 April at 2:00pm and 20 April at 5:00pm. Mentor Training for Members was to be arranged for a half day on either 23 or 24 May 2011.

RESOLVED – that

- a) the update on Mentoring be received, and
- b) Claire Dunn be approached to undertake Mentor training for Members on either 23 or 24 May 2011.

MDP 62/10 Members Induction Pack Contents

The Panel considered which items should be included in the Members Induction Pack.

In addition to those listed in the report, it was suggested that the Member Development section of the Constitution and the Member Development Strategy also be included.

RESOLVED – that the list of items for inclusion in the Member Induction Pack be amended as discussed and agreed.

MDP 63/10 Member Development Strategy and Review of Rule 6 (Personal Development for Members of Committees)

Members were provided with a current version of the Member Development Strategy and considered it alongside Rule 6 of Council's Constitution.

During the discussion that followed, it was suggested that:

- Members PDPs be mandatory for all Members
- Members take responsibility for their own training
- Details of attendances at Training Sessions be provided to the Panel on a regular basis.

Members also discussed the timeframe for PDP completion, which it was suggested, would alter in years when Elections are being held.

It was further recommended that the Chair and Vice-Chair of each Committee be responsible for the training of their Committee Members

RESOLVED – that the Member Development Strategy and Rule 6 of Council's Constitution be updated.

MDP 64/10 Date of Next Meeting

It was suggested that the next meeting of this Panel be arranged before Election Day (5 May 2011) and that an additional meeting be arranged for Monday 16 May 2011.

RESOLVED – that the next meeting of this Panel be arranged before Election Day (5 May 2011) and that an additional meeting be arranged for Monday 16 May 2011.

The meeting closed at 12:35 pm.

Chairman.....

Date.....