

MEMBER DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 8 JUNE 2011 AT 10:00am

Present: Councillors J Bowman; I Hill, Mrs L Hogg, D Riley, R Salkeld and Mrs J Williams.

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

Apologies for Absence: Councillor J Kane.

Also Present: Mr G Sanderson and Ms S Dunworth, LGID.

MDP 01/11 Appointment of Chairman

It was moved by Councillor Mrs J Williams, duly seconded and

RESOLVED – that Councillor J Kane be appointed Chairman of the Panel for the current municipal year.

MDP 02/11 Appointment of Deputy Chairman

It was then moved by Councillor L Hogg duly seconded and

RESOLVED – that Councillor D Riley be appointed Deputy Chairman of the Panel for the current municipal year and in the absence of Councillor Kane, Councillor Riley took the Chair.

MDP 03/11 Vote of thanks

It was requested that a vote of thanks be recorded for Councillor K Hitchen, the outgoing Chair of this Panel, for his work over the past year.

MDP 04/11 Minutes

The minutes of the meetings held on 15 April 2011 were signed by the Deputy Chairman as a correct record.

MDP 05/11 Declarations of Personal and Prejudicial Interests in Agenda Items

None

MDP 06/11 Introduction to the role of the Member Development Panel at Copeland Borough Council.

The Democratic Services Manager provided the Panel with an overview of the role of the Member Development Panel at Copeland Borough Council.

This included the Strategy, Annual Development Programme, Member Action Plan (MAP) interviews, North West Employer's Organisation (NWEO), The Role of the Panel & Officers, Joint Working and the Budget.

During the discussion that followed, Members explored the possibility of recognition for those undertaking training, with perhaps a Certificate Awarded by the Mayor.

Members were advised that the last round of MAP interviews saw a take up rate of 75% and that training courses usually have a take up rate of 20%.

It was requested that the requirements for Level 2 accreditation and the timescale to achieve this be made an agenda item for a future meeting.

RESOLVED – that

- a) the overview be received, and
- b) the requirements for Level 2 accreditation and the timescale to achieve this be made an agenda item for a future meeting.

MDP 07/11 2011 Member Action Plans

Members were provided with a brief history and the importance of MAPs including how they form the basis for the training programme.

With regards to the 2011 MAPs, it was hoped to have these completed as soon as possible in order to progress the Member Training Programme for the remainder of the municipal year.

A number of options were discussed regarding the facilitating of interviews including 'In-House', Group Leaders (with support), External facilitators and Mr Sanderson/Ms Dunworth (LGID).

The Panel considered asking Mr Sanderson/Ms Dunworth (LGID) to be their preferred option and requested the Democratic Services Manager to check the feasibility of this with the Chief Executive.

RESOLVED – that the Democratic Services Manager be asked to check with the Chief Executive the feasibility of Mr Sanderson/Ms Dunworth (LGID) facilitating the 2011 MAP interviews.

MDP 08/11 2011-12 Member Development Programme

The Panel was advised that until MAPs were completed progress on the Member Development Programme could not be made. As soon as the MAP interviews were completed and development needs identified, a programme would be devised and brought before this Panel.

MDP 09/11 Council Procedure Rules - Member Development Requirements

Members considered the existing Rule 6 of Chapter 5 in Council's Constitution, which is due for review.

Following discussion, the Democratic Services Manager was asked to draft a revised Rule 6 for discussion and/or approval at the next meeting of this Panel.

RESOLVED – that the Democratic Services Manager be asked to draft a revised Rule 6 for discussion and/or approval at the next meeting of this Panel.

MDP 10/11 Adult & Community Learning Fund

An additional item was put before the Panel by Councillor Riley.

Copies of a completed Draft application to The Community Learning Fund of The National Institute of Adult Continuing Education (NIACE) were circulated to Members.

Councillor Riley provided an overview and advised the Panel that the deadline for application submission was noon on Friday 10 June 2011, a discussion followed.

The Panel was generally in favour of external funding, but considered 48 hours notice desperately short in which to consider this proposal and make a decision. Members were also reminded that proper Council procedures needed to be followed.

RESOLVED – that the Application be progressed, subject to the agreement of the Chief Executive Officer.

MDP 11/11 Date of Next Meeting

It was suggested that the next meeting of this Panel be arranged for Wednesday 15 June 2011 at 10:00am.

RESOLVED – that the next meeting of this Panel be arranged for Wednesday 15 June 2011 at 10:00am.

The meeting closed at 12:00 noon.

Chairman.....

Date.....