

MEMBER DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 30 AUGUST 2011 AT THE BAINBRIDGE ROOM, COPELAND CENTRE AT 2:00pm

Present: Councillors David Riley (Deputy Chairman in the chair); John Bowman; Ian Hill; Lena Hogg; Robert Salkeld and Jeanette Williams.

Officers: Tim Capper, Democratic Services Manager; Darienne Law, Head of Corporate Resources; Martin Stroud, IT Manager and Clive Willoughby, Member Services Technical Support Officer.

Apologies for Absence: Councillor John Kane

MDP 36/11 **Minutes**

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

MDP 37/11 **Declarations of Personal and Prejudicial Interests in Agenda Items**

None

MDP 38/11 **Order of Agenda Items**

With the permission of the Chairman, it was agreed to take Item 7 (2011-2012 Member Training Programme) first.

MDP 39/11 **Update on 2011/2012 Member Training Programme**

Members were advised that the raw material resulting from the recent round of Personal Development Plans (PDP) had now been received and a draft Member Training Programme prepared.

Following discussion it was suggested that an additional subject (Performance Management Framework) be added. It was also noted that Members had not yet received their individual feedback from the PDP sessions.

RESOLVED – that the draft 2011/2012 Member Training Programme be agreed subject to minor amendment when Members receive their individual PDP feedback.

MDP 40/11 **'Sharepoint'**

The Panel received a demonstration of Sharepoint from the IT Manager and were advised that this application would be rolled out to Members by the end of September 2011.

Following a question and answer session, the IT Manager was thanked for his presentation.

RESOLVED – that the demonstration be received.

MDP 41/11 **Review of Induction Training**

Members were advised that the survey form agreed at the last meeting, was sent out on 11 August 2011 to all newly elected Members and those re-elected Members who attended Induction sessions. A reminder was then issued on 23 August 2011.

To date, 9 responses out of a possible 20 had been received.

The Panel was disappointed at the low response rate and requested a further reminder be issued and the item be placed on the Agenda for the next meeting.

RESOLVED – that

- a) a further reminder be issued to those Members yet to return the Survey Form, and
- b) the item be added to the Agenda for the next meeting.

MDP 42/11 **BBC First Click**

Councillor Riley raised with the Panel, a training package produced by the BBC called First Click and aimed at those with no or little IT experience. It was suggested that this be an item for the next Member Development Newsletter.

RESOLVED – that details of the BBC First Click training package be included in the next issue of the Member Development Newsletter.

MDP 43/11 North West Employers Visit

The Panel was reminded that North West Employers Organisation (NWEO) would be visiting Copeland on Thursday 15 September 2011. Members of this Panel were invited to meet with NWEO at 2:30pm in the Bainbridge Room, with all Members invited at 3:00pm.

MDP 44/11 Date of Next Meeting

With the permission of the Chairman, it was suggested that the next scheduled meeting of this Panel on 23 September 2011 be cancelled, due to the unavailability of Officers. A revised meeting date would be arranged and communicated to the Panel members.

RESOLVED – that

- a) the next scheduled meeting of this Panel on 23 September 2011 be cancelled, and
- b) a revised meeting date be arranged and communicated to the Panel members.

The meeting closed at 3:40 pm.

Chairman.....

Date.....