

MEMBER DEVELOPMENT PANEL

MINUTES OF MEETING HELD ON 2 MAY 2012 AT THE BAINBRIDGE ROOM, COPELAND CENTRE AT 2:00pm

Present: Councillors David Riley (Deputy Chairman in the Chair); John Bowman and Lena Hogg;

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

Also Present: Ms Debbie Stephens, JHP Training.

Apologies for Absence: Councillors Ian Hill, John Kane; Robert Salkeld and Jeanette Williams.

MDP 72/11 Minutes

The minutes of the meetings held on 16 March 2012 and 12 April 2012 were agreed and signed by the Deputy Chairman as a correct record.

MDP 73/11 Arrangement of Agenda

With the permission of the Chair, an additional item was added to the agenda, being a request for Benefits training/awareness.

It was also agreed that Agenda Item 6 (presentation from JHP Training) be moved to the last on the Agenda.

MDP 74/11 North West Charter on Elected Member Development Level 1 Review

Members were updated on the North West Charter on Elected Member Development Level 1 Review following the presentation given at the last meeting by Councillor Mike Wharton.

Members were advised that Copeland had registered for level 1 Renewal and access to the NWE0 website had been granted to the Democratic Services Manager and Member Services Technical Support Officer in order that the portfolio of evidence would now be uploaded.

The revised Member Development Strategy would also be uploaded, once agreed by Council.

A demonstration of the 'live' system was suggested for inclusion on the agenda for the next meeting.

It was anticipated that the Charter renewal Inspection visit would take place before the end of August 2012.

It was also suggested that more frequent meetings of this Panel may be necessary in the lead up to the accreditation visit.

RESOLVED – that

- a) the portfolio of evidence for level 1 renewal be uploaded to the NWEO website,
- b) a demonstration of the 'live' system be an Agenda item for the next meeting, and
- c) more frequent meetings of this Panel be arranged in the lead up to the accreditation visit, if necessary.

MDP 75/11 Review of the Member Development Strategy

Members considered a draft revision of the Member Development Strategy document at the meeting on 16 March. This has been updated as agreed and a further draft Strategy was circulated for Member's final comments. Any comments should be made by the next meeting which was requested for 21 May 2012. The agreed draft Strategy would then be put before Council for consideration at the next available meeting.

RESOLVED – that the revised draft Member Development Strategy be reviewed and any final comments be passed to the Democratic Services Manager prior to the next meeting of this Panel.

MDP 76/11 Risk Management Training

Members were advised of the need for Risk Assessment Training for Elected Members which was highlighted in the Audit report. The training would be interactive and workshop based and would involve Members receiving a short sharp, focused training session. This would provide a general overview on risk management, the risk management process at the Council, but would concentrate on the role of elected Members in terms of managing risk. It would also cover emerging issues/risks facing local government in a period of significant change.

The training would be delivered free of charge by the Council's insurer, Zurich.

Members welcomed the proposal and suggested that, if possible, two dates be arranged to enable as many Members as possible to attend.

RESOLVED – that Risk Management training for Elected Members be arranged with Zurich.

MDP 77/11 Consideration of Member's Training Requests

Councillor Lena Hogg took the Chair for this item.

The Panel considered four requests for training from Councillors David Riley, Carole Woodman, Peter Kane and Phillip Greatorex all of whom had requested to attend the Summer School for Elected Members at the University of Birmingham from 20th to 22nd July 2012.

Each request was looked at individually and scored against the agreed assessment criteria.

The Panel scored each request as follows:

Section 1 - To support the development of strong, healthy and engaged communities. **5 points**

Section 2 – To build a sustainable, modern, low carbon economy that delivers economic security to the whole community. **7.5 points**

Section 3 - To support Copeland becoming an attractive, safer and greener place to be. **10 points**

Section 4 - Delivering excellent and value for money services **10 Points**

Giving a total of **32.5 points**.

RESOLVED – that Councillors David Riley, Carole Woodman, Peter Kane and Phillip Greatorex be advised that their attendance at the Summer School for Elected Members at the University of Birmingham from 20th to 22nd July 2012 be approved. Accommodation and transport would also now be arranged.

MDP 78/11 Presentation from JHP Training

Councillor David Riley back in the Chair.

Ms Debbie Stephens, JHP Training, made a short presentation to the panel on the work of JHP Training and the services they could provide to Members.

A discussion then followed where Member's Personal Development Plans were considered in more detail.

JHP Training were asked to provide an indicative cost of conducting the PDP process for Members this summer

Ms Stephens was thanked for her presentation.

RESOLVED – that the presentation be received.

MDP 79/11 Thanks

At this point, an email from the Chairman Councillor John Kane was read out thanking Members and Officers for their hard work during the year.

The meeting closed at 3:30 pm.

Chairman.....

Date.....