

At a meeting of the MEMBER DEVELOPMENT SUB-COMMITTEE held in the CIVIC CENTRE on 12 MARCH, 2008 at 4.30 p.m.

Present:-

Councillor T. Wright in the Chair

Councillor Allan

Apologies

Apologies for absence were submitted to the meeting on behalf of Councillors Symonds and S. Watson.

Minutes

1. RESOLVED that the minutes of the meeting held on 13 December, 2007 (copy circulated) be signed as a correct record.

Member Development Sub-Committee Report

The Corporate Head of Personnel submitted a report (copy circulated) which provided the Committee with information on Member Development issues.

(For copy report – see original minutes).

Member Self Assessment/Member Programme 2008/2009

Ms. C. Mordecai advised that following the recent training needs analysis, development needs had been categorised into four key areas from which it was intended that the 2008/09 programme be based.

The Chairman expressed his frustration at the fact that there had only been sixteen replies from the seventy five questionnaires sent out. A discussion ensued regarding the questionnaires not returned and it was decided that it would be considered outside of the meeting what course of action to take to try and get more completed.

With reference to the 2008/09 programme Councillor Allan stated that he was surprised to see that time management had not been identified as a training need, and the Chairman stated that he would have liked to see more ICT training. Ms. Mordecai reported that part of the new Member induction would look at ICT needs and there would be the normal rolling programme for existing Councillors. Mr M Frankland advised that this was a programme for all members and didn't stop individual needs being met. He stated that there was no reason why time management and ICT could not be catered for with training outside of this programme.

Following discussions, Ms. Mordecai advised that she would compile a more formal programme to bring back for the Committee's consideration. The Chairman advised that the scheduled days of training had proved very helpful and should therefore continue.

New Member Induction

Programme

Ms. Mordecai brought attention to the outlined induction programme for 2008 which would now include Corporate Parenting, Licensing and Planning. The Chairman requested that letters be sent out to make the Leaders of the Opposition parties aware of the dates.

City Tour

Members were advised that following the great success last year it was proposed to offer the tour again as part of the induction process. Ms. Mordecai tabled a suggested itinerary for the consideration of Members.

Following detailed discussion the Committee advised that the itinerary would take longer than expected and therefore some of the sites should be removed. It was agreed that the list be delegated to the Corporate Personnel Department to make it more practical.

Exhibition

Ms. Mordecai advised that the exhibition had been provided over the last two years for Directorates to outline their services to new and existing Members. The Committee were presented with three dates and were asked to consider which would be the most appropriate to host this year's event in order to maximise attendance.

Upon discussion the Committee agreed that the exhibition be held on Wednesday, 14 May, 2008 from 4.00 p.m. till 5.30 p.m., prior to Annual Council.

Scrutiny Training

The Committee were advised that following recent discussions with both the Review Team and Councillors, consultations had taken place with IDeA and Aware UK who were able to provide training, focused at Review Chairs and also to each of the Review Committees as a whole. Details of the proposals could be seen in Appendix 3 to the report.

Ms. R. Hood advised that it was important to have a more consistent approach therefore the training was to be aimed at both Cabinet and the Review Committees. She stated that the training IDeA would provide would help do this and ensure there was a common understanding of how they could work together.

Ms. Mordecai advised that the Aware UK training would be mainly aimed at Review Committees but stated that it might be helpful for Cabinet Members to attend also.

The Chairman welcomed the report stating that it was clear from the CPA that the Council needed to add more teeth to their scrutiny processes, and this training was a good start to addressing this. Councillor Allan agreed with the comments stating that this training would be a good step forward.

Upon discussion of the issues raised in the report, it was:-

2. RESOLVED that:-

- (i) the outline proposal of the topics to be covered within the Elected Member Development Programme for 2008/09, be approved;
- (ii) the itinerary for the City Tour be reduced to make it shorter and this be carried out by Officers;
- (iii) the exhibition be held on 14 May, 2008 between 4.00 p.m. and 5.30 p.m.; and
- (iv) the recommendations regarding Scrutiny Training be approved and the arrangements for the proposed training be confirmed.

The Chairman having thanked Members and Officers for their attendance then closed the meeting.

(Signed) T. WRIGHT,
Chairman.

