

**MEMBERS' TRAINING AND DEVELOPMENT PANEL
THURSDAY, 28TH JULY, 2011**

Present:- Councillor Gosling (in the Chair); Councillors Dodson, Pickering, G. A. Russell, Steele, Whelbourn, Wootton and Mrs. C. Cockayne.

Apologies for Absence were received from Councillors Buckley, Lakin, Rushforth, Sharman and Stone.

53. MINUTES OF THE PREVIOUS MEETING HELD ON 21ST APRIL, 2011

The minutes of the previous meeting held on 21st April, 2011 were agreed as a correct record.

With regards to Minute No. 45 (Member Development Charter) it was noted that the areas where further improvement could be made would be looked at in more detail and reported back to the next meeting.

Reference was also made to Minute No. 49 (Personal Safety Guide for Councillors) which should have been issued to all Members. Clarification would be sought on whether this had been done and re-issued in due course.

54. CONFERENCE REQUESTS

Consideration was given to the two Conference requests to be paid from the Members' Training and Development Budget made by Councillor Wyatt, Cabinet Member for Health and Wellbeing.

Agreed:- (1) That Councillor Wyatt be authorised to attend the Improvement and Development Agency - Adults', Children's, Health and Wellbeing Leadership Academy Programme on the 10th to 11th September, 2011 and 12th to 13th November, 2011 in Coventry.

(2) That the request for Councillor Wyatt to attend the Local Government Information Unit - Local Health Network 2011 in London be referred back to the relevant Directorate for consideration.

55. FORTHCOMING TRAINING EVENTS

Consideration was given to the information that had been circulated with the agenda relating to forthcoming training events for Elected Members.

In addition, attention was also drawn to the Safeguarding E-Module that was currently available. It was suggested that this be added to the training programme and all Members notified in due course.

Members also requested that a further safeguarding training session be provided, particularly for new Members.

The Self Regulation Select Commission had also received a presentation from a representative from the Local Government Group advising them on the provision available to all Local Authorities to contribute data to a Knowledge Hub, which would allow for the sharing of performance data for benchmarking

and comparison purposes. The Select Commission, therefore, requests that this be explored by this Panel.

A request had also been received from Councillor Darren Hughes, Chairman of the Self Regulation Select Commission, regarding the possibility of independent financial training being provided for Commission Members.

Discussion ensued on the merits of independent financial training and whether consideration could be given to this being provided in-house instead. This would be subject to further investigation and reported back to the next meeting.

Agreed:- (1) That the forthcoming training events be noted.

(2) That the Safeguarding E-Module be incorporated into the training programme and all Members notified.

(3) That the Local Government Group's Knowledge Hub be explored further by this Panel and that this be showcased as part of a presentation by Richard Copley at the next meeting.

(4) That investigation take place into the availability of independent financial training and the possibility of this being provided in-house.

56. TRAINING REQUIREMENTS/FORWARD PLANNING

Tracey Parkin, Human Resources Manager, asked the Panel what sorts of training they wished to take forward this municipal year and if Personal Development Plans for Members should continue to be discussed and updated.

Discussion ensued on the merits of the Personal Development Plans, for what purposes they were used for and whether there was a need for them to be updated on an annual basis.

Agreed:- That all Personal Development Plans be completed by Members to facilitate planning of training interventions.

57. REGIONAL UPDATE

Tracey Parkin, Human Resources Manager, gave an update following her attendance at the regional Member Development Officers Group.

Further information was provided on the e-learning package relating to the Modern Councillor, which required a separate license to the one currently purchased for staff.

A presentation had also been received on the project funded by R.I.E.P., relating to a resource package being developed by West Yorkshire colleagues which was a "one stop shop" facility providing the relevant links for Members.

Further updates would be provided in due course and it was suggested that this be showcased at the meeting in September by Richard Copley, Client Officer.

The Local Government Office Yorkshire and Humber had also forwarded some

information onto Councillors regarding the regional induction programme. Clarification was to be sought on whether all Members had received a copy.

The Panel were mindful about business continuity and stressed that an officer should take lead responsibility for Member Training and Development, including the budget.

Agreed:- (1) That the information, as reported, be noted.

(2) That Richard Copley be asked to give a short presentation on various issues at the next meeting.

(3) That a copy of the regional induction programme be provided for all Members.

58. DATE AND TIME OF NEXT MEETING

Agreed:- That the next meeting of the Members' Training and Development Panel take place on Thursday, 29th September, 2011 at 2.00 p.m.