

## Member Development Group

At a meeting of the Member Development Group held on 21st January 2016  
at the Municipal Building, Kingsway, Widnes

**Present:** Councillors J. Stockton (Chairman), P. Wallace, M. Wharton and G. Zygadlo.

**Officers:** K. Mackenzie, J. Greenough and A. Scott.

**Apologies for absence:** Councillors J. Bradshaw, Gilligan, C. Plumpton Walsh, N. Plumpton Walsh, C. Rowe, Wainwright and Wright.

MDG13	NOTES OF THE LAST MEETING	
	The notes of the last meeting held on 24 September 2015 were approved as a correct record.	
MDG14	REVIEW OF CURRENT PERFORMANCE AGAINST TARGETS	
	<p><b>LOD2 – Number of Members with a Member Action Plan (MAP.)</b></p> <p>The Number of Members with a MAP to date since April 2015 remained unchanged at 54 of 56. Members were reminded that MAP's should be held with Christine Lawley or Mark Reaney every 12 months.</p>	KM
	<p><b>LOD3 – Percentage of Members attending at least one organised training event in the current financial year.</b></p> <p>Since April 2015, 84% (47 of 56 Members) had attended at least one training and development event. The target was 100% for the year 2015-16.</p>	KM
MDG15	LEARNING AND DEVELOPMENT UPDATE	
	<p><b>Update on e-learning packages available:</b> A small group of Members had piloted the e-learning packages available. Members discussed the problems they had in logging on to the system. Once this had been rectified, the package would be a useful resource. The courses could be used at any time, for the user's convenience.</p> <p><b>Mentoring:</b> A list of elected Member and officer mentors who had been trained was available. Any newly elected Members to the Council following the local election in May 2016 would be offered an officer and Member mentor.</p> <p><b>New Member Induction Programme:</b> The Group considered the four Induction date programmes that were offered to all newly elected Members in Halton, which had proved very popular with positive feedback received from new Members elected in 2015.</p> <p>Members of the Group agreed that a similar format for Induction should be used in 2016. It was felt that the first two dates were complete, and that it would be difficult to include any further subject areas.</p>	AS  KM/ JS  KM/JS

	<p><b>Member Action Plans:</b> Some Members had not reviewed their plans for some time, and it was important that they were updated to adhere to the North West Development Charter conditions of having a development plan every 12 months.</p> <p><b>ILM Award for Elected Member Development:</b> Two Members had recently achieved the ILM Award and were congratulated by the Group.</p>	
<b>MDG16</b>	<p><b>MEMBERS' IT UPDATE</b></p> <p>Members were informed of a new electronic system of claiming mileage to be used. Members could make a claim from their I-pad or PC in the Members' room. Emma Danton should be contacted to install the application on the Ipad. Instructions on how to use the system had been e-mailed to all Members.</p> <p>A drop-in session would be arranged for Members, where they could discuss any IT issues.</p>	<p>JG/ ED</p> <p>JG</p>
<b>MDG 17</b>	<p><b>ANY OTHER BUSINESS/MEMBER SUPPORT ISSUES</b></p> <ul style="list-style-type: none"> <li>• Could a briefing session be arranged for all Members who are not members of the Regulatory Committee on how they can instigate the review of licences?</li> <li>• Could a drop in session be arranged for Ipad use?</li> <li>• Could some aspects of meetings protocol be further explained?</li> <li>• Could a contact list of officers be made available?</li> </ul> <p>All of the issues above would be responded to.</p>	<p>KM/JS</p>
<b>MDG 18</b>	<p><b>DATE OF THE NEXT MEETING</b></p> <p><b>RESOLVED:</b> The next meeting will be held at 4.30pm in the Willow Room, 1st Floor, Municipal Building Widnes on Thursday 31 March 2016.</p>	
	<p>The meeting closed at 5.30pm</p>	