Member Development Group

At a meeting of the Member Development Group held on 26th June 2014 at the Municipal Building, Kingsway, Widnes

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

Officers: K Mackenzie, A Miller and Alison Scott.

Apologies for absence: Councillors Gilligan, C Plumpton Walsh, N Plumpton Walsh, Ratcliffe, Wainwright and Wright.

Councillor Wharton chaired the meeting as Councillor Stockton was delayed at another meeting.

MDG1	NOTES OF THE LAST MEETING	
WDGT	The notes of the last meeting held on 25 March 2014 were approved as	
	a correct record.	
MDG2	REVIEW OF CURRENT PERFORMANCE AGAINST TARGETS	
	LOD2 – Number of Members with a Member Action Plan (MAP.)	
	The Number of Members with a MAP to date since April 2014 remained unchanged at 54 of 56.	КМ
	It was suggested that the MAP paperwork could be made simpler to complete for those Members who had been elected for over four years. The Group agreed that this was a good idea, and a revised form should be produced.	KM/JS
	LOD3 – Percentage of Members attending at least one organised training event in the current financial year.	
	Since April 2014, 69% of Members had attended at least one organised training event. The target was 100% for the year 2014-15.	КМ
MDG3	LEARNING AND DEVELOPMENT UPDATE	
	New Member Induction 2014 – One new Member had been elected at the June 2014 local election. Councillor June Roberts attended both days of her Induction, and also attend the Tour of the Borough. Her feedback had been very positive and she had enjoyed the entire process. A guided tour of Sci-Tec Daresbury had been included at the beginning of the Tour, which was new for 2014. Councillor Roberts thanked all officers, Members and staff at Sci-Tec who had been involved in the Induction process, thanking them both for their time and support in making it so enjoyable and worthwhile.	
	New Programme for 2014-15 – Kathryn would work with Alison Scott, Training and Development Officer to put together a programme of both e-learning courses and workshops. It was also important that Members attended their yearly MAP's with Christine and Mark, and this was the opportunity to raise any areas where further support was needed. This	

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	could be individual one to one training or support for a group of Members.	
	It was suggested that if necessary, a workshop could be arranged for Members to explain the benefit of e-learning, and guide Members through some of the modules on offer to them.	KM/AS
	When available, Kathryn would e-mail all Members with details of the e- learning modules on offer.	
MDG4	MEMBERS' VIRTUAL DESKTOP UPDATE	
	Alan Miller informed the Group that there had been a delay with the new IT equipment being installed in the Members' rooms as some of the Microsoft licensing terms and conditions had been changed recently. Alan would keep the group informed of developments.	AM
	A further two Members had been issued with I pads to enable them to be paperless at meetings. Alan agreed that embedded documents were still a problem for some Members, and he should be contacted if this was occurring.	
	Alan informed Members that a new PSN (Public Sector Network) code of connection was due to be implemented that would be more stringent than before. The group would be kept updated on its progress of implementation.	
	The group asked Alan if the rota of Council meeting could be added to the calendar on Members I pads. Alan would look into this. One of the Members of the group mentioned an app called "My Calendar" that could also be used.	AM
MDG 5	ANY OTHER BUSINESS/MEMBER SUPPORT ISSUES	
	A Member had asked at the last Corporate Services PPB if Councillors from other authorities in the region could be used for training Members in Halton as opposed to using officers of the Authority.	
	The Group agreed that whilst it was appropriate in some cases to use trainers who may be Elected Members (normally through North West Employers training and events programme,) in most cases it was more cost effective and beneficial to Members to use the in-house expertise of Halton officers to facilitate workshops for Members locally.	
MDG 6	DATE OF THE NEXT MEETING	
	RESOLVED: The next meeting will be held at 4.30pm in the Willow Room, 1st Floor, Municipal Building on Thursday 18 September. The Group will then meet on Thursday 15 January and Thursday 26 March 2015.	KM /JS
<u> </u>	The meeting closed at 5.15pm	
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