



Notice of meeting of

Member Development Steering Group

To: Councillors Runciman (Chair), Wiseman and Gunnell

Date: Tuesday, 12 January 2010

Time: 4.30 pm

Venue: The Guildhall, York.

AGENDA

1. **Declarations of Interest**

At this point in the meeting, members are invited to declare any personal or prejudicial interests they may have in the business on the Agenda.

2. **Minutes** (Pages 3 - 8)

To approve and sign the minutes of the meeting of the Member Development Steering Group on 25 November 2009.

3. **Public Participation**

It is at this point in the meeting that members of the public who have registered their wish to speak can do so. The deadline for registering is **5pm on Monday 11 January 2010**.

4. **The Charter Journey**

Chris Farquar, former Member Training & Development Officer for Calderdale Council will give a verbal briefing to Members, reflecting on his experience of achieving the Charter during his time working at Calderdale. It is hoped that he will share with the Group any lessons learned as he embarks on the Charter Journey again, this time with Bradford MDC.

5. Introduction of Role Profiles (Pages 9 - 36)
This report puts before Members a range of individual role profiles for Members which have been drafted with a view to them being formally adopted by the Council.

6. Protocol for Agreeing Ad-Hoc Requests from Members for Training and Development (Pages 37 - 44)

This report presents to members the final draft of a protocol which has been established to deal with ad-hoc requests from Members for individual training and development events or activities outside of the Annual Core Programme and Personal Development Reviews.

7. Budget Report (Pages 45 - 48)

This report sets out the position to date regarding expenditure against the Member Training and Development budget and seeks Members views on increasing the available budget for 2010/11.

Democracy Officer
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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting Laura Bootland Democracy Officer

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports