



**Notice of meeting of
Member Development Steering Group**

To: Councillors Gunnell (Chair), Barnes, Williams, Jeffries (Substitute), Runciman (Vice-Chair) and Wiseman

Date: Wednesday, 12 October 2011

Time: 4.00 pm

Venue: The Guildhall, York.

AGENDA

1. Declarations of Interest

At this point in the meeting, Members are asked to declare any personal or prejudicial interests they may have in the business on the agenda.

2. Minutes (Pages 3 - 6)

To approve and sign the minutes of the meeting of the Member Development Steering Group held on 20th July 2011.

3. Public Participation

At this pointing the meeting, members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committees remit can do so. The deadline for registering is **5:00pm on Tuesday 11th October 2011.**

4. Local Democracy Week Events. (Pages 7 - 10)

This report summarises the events and activities planned during Local Democracy Week between 10-16 October 2011, in support of raising awareness about the democratic process and the role of Councillors.

5. Feedback from Members Exit Questionnaires (Verbal Update).

Officers will provide a verbal update to the Committee on the recently completed Members exit questionnaires which were undertaken following the recent election.

6. Review of Training and Development (Pages 11 - 32) Evaluation Process and Form.

At a meeting of the Member Development Steering Group held on 20 July 2011 it was agreed that the form currently used to evaluate member training sessions be reviewed. This report asks Members to consider the style of any new evaluation form and the process for gathering information.

7. Work Plan (Pages 33 - 34)

Members are asked to consider the work plan for the Steering Group.

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