

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

To: Councillors Gunnell (Chair), Barnes, Douglas, Runciman (Vice-Chair) and Wiseman

Date: Thursday, 8 March 2012

Time: 5.00 pm

Venue: The Guildhall, York.

AGENDA

1. Declarations of Interest

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

2. Minutes (Pages 3 - 8)

To approve and sign the minutes of the meeting held on 26 January 2012.

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 Committee's remit can do so. The deadline for registering is **5:00pm on Wednesday 7th March 2012.**

**4. Member Training and Development Policy (Pages 9 - 38)
Update and Revised Protocol on External
Conferences**

The report provides the updated Member Training & Development Policy (MT&DP), as previously reviewed by Members in December 2011, for their consideration. Specifically it includes a proposed revised protocol on attendance by Members at external conferences/events.

**5. Remit of the Member Development Steering
Group (Pages 39 - 44)**

This report proposes a revised remit for the Steering Group to enable it to advise on some proposed new terms of reference and a subsequent renaming of the Group.

**6. Outcomes from the Member Training and
Development Survey (Pages 45 - 60)**

This report sets out the outcomes from the recently undertaken Member Training & Development survey. Members are asked to comment on the outcomes, which are summarised in Annex A to this report.

**7. Evaluation Report on the Core Training
Programme (Pages 61 - 86)**

This report informs Members of:

- The take up at events offered to date
- A summary of the feedback received
- Analysis of the take-up
- Next steps in the core programme

8. Work Plan (Pages 87 - 88)

Members are asked to consider the Work Plan for the Member Development Steering Group.

9. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

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For more information about any of the following please contact the Democracy Officer detailed above who is responsible for servicing this meeting.

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