

**Notice of meeting of  
Member Support Steering Group**

**To:** Councillors Douglas (Chair), Barnes, Cunningham-Cross, Runciman (Vice-Chair) and Wiseman

**Date:** Thursday, 19 July 2012

**Time:** 5.00 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 held on 16<sup>th</sup> April 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 Committees remit can do so. The deadline for registering is **5:00pm on Wednesday 18<sup>th</sup> July 2012.**

**4. The New Remit for the Member Support (Pages 7 - 10) Steering Group.**

This report sets out the revised remit for the Steering Group, as agreed by Council on 12 July, in relation to its advisory role on the wider Member support function.

**5. Review of the Personal Development (Pages 11 - 18) Review Process for Elected Members.**

This report sets out further information for the Steering Group to consider as part of their review of Personal Development Reviews.

**6. Annual Monitor of Take-Up and Evaluation (Pages 19 - 32) for the Municipal Year 2011/12**

This report informs Members of the take-up and evaluation from the municipal year 2011/12.

**7. Work Plan. (Pages 33 - 34)**

Members are asked to consider the Work Plan for the Member Support 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