

Notice of meeting of

Member Development Steering Group

- To:** Councillors Gunnell (Chair), Jeffries (Substitute), Runciman (Vice-Chair), Wiseman and Douglas
- Date:** Monday, 16 April 2012
- Time:** 5.00 pm
- Venue:** The Guildhall, York.

A G E N D A

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 8th March 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 Friday 13th April 2012.**

**4. Member Training and Development Core (Pages 9 - 16)
Programme 2012-13.**

This report sets out the draft proposed core programme of training and development opportunities for Members for the 2012/13 municipal year.

**5. Review of the Personal Development (Pages 17 - 22)
Plan Process.**

This report sets out the beginnings of a review of Personal Development Reviews, which are offered to all Councillors on an annual basis.

6. Councillors Personal Portfolios. (Pages 23 - 26)

This report sets out some provisional ideas about the best way to provide Personal Portfolios for Councillors.

7. Work Plan.

Members are asked to consider the Work Plan for the Member Development Steering Group. A copy of the Work Plan will be tabled at the meeting.

Democracy Officer:

Laura Bootland

Tel:01904 552062

Email: laura.bootland@york.gov.uk

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