

Meeting	Member Support Steering Group
Date	9 July 2015
Present	Councillors Douglas (Chair), Boyce, Hayes and Kramm
Apologies	Councillors Runciman

1. **Declarations of Interest**

At this point in the meeting, Members were asked to declare any personal, prejudicial or pecuniary interests they may have in the business on the agenda. None were declared.

2. **Minutes**

Resolved: That the minutes of the meeting held on 12th March 2015 be approved and signed by the Chair as a correct record.

3. **Public Participation**

It was reported that there had been no registrations to speak under the councils public participation scheme.

4. **REVIEW OF INDUCTION PROGRAMME 2015**

Members considered a report which provided a review of the induction programme for newly elected and returning Members 2015/16, including the take-up of events and feedback received.

Members made the following general comments about the induction programme:

- The timing of some of the sessions were unsuitable for Members who work full time.
- For Members who missed some of the sessions, it would of been useful for them to access training course content by video and asked whether in future, sessions might be recorded to be played back at a later date.
- The one-to-ones were useful for newly elected members.

- Better provision for IT support should be offered, particularly to new members who are not familiar with the Council's IT systems.

In relation to the attendance figures, Members were pleased to note that attendance had generally been good across all events with nearly all newly elected members attending the mandatory and statutory training. As seen in previous election years, it had been a challenge to encourage returned members to participate in all events but all required members had undertaken the statutory training for Licensing, Planning and Corporate Appeals.

The Steering Group noted that it was the intention to run some Scrutiny Training using the funds remaining in the Member Training budget. Members also suggested that the following should be included in the core programme 2015/16:

- Ward Committee Training
- Another opportunity to attend the Customer Centre Tour and Eco Depot Tour.
- An offer of a further one-to-one for any Member that may require one.

Members noted that the Membersphere application would be launched in the coming weeks.

Resolved: That the Steering Group noted the attendance and feedback received.

That the Steering Group recommended the above additions to the core programme for 2015/16.

Reason: In order to comply with the Council's agreed training and development policy for Members and monitor the provision of successful training.

5. WORKPLAN

Consideration was given to the work plan for the Member Support Steering Group for the 2015/16 municipal year.

Members were invited to put forward suggestions for inclusion on the work plan:

- The addition of a meeting in November/December to update on the Membersphere and Core Programme.

Resolved: That, subject to the inclusion of the above items, the work plan be approved.

Reason: To provide the Steering Group with a planned programme of work.

Councillor Douglas Chair

[The meeting started at 4.30 pm and finished at 5.45 pm].