
Meeting	Member Support Steering Group
Date	29 January 2015
Present	Councillors Runciman (Chair), Douglas (Vice-Chair) and Looker
Apologies	Councillor Boyce

42. Declarations of Interest

Members were asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests which they may have in respect of business on the agenda. None were declared.

43. Minutes

Resolved: That the minutes of the meeting held on 27 November 2014 be approved and signed as a correct record.

44. Public Participation

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

45. Update on Membersphere - a Website for Members

Members considered a report which provided a contextual update on the proposals for a "Membersphere" website. ICT officers gave a presentation on the latest version, including the functions that would be in place to improve communication and to ensure that information was more readily accessible.

An opportunity was given for Members to provide feedback and ask questions.

Members' views were sought on the current format of "Membersphere", which had been redeveloped in the light of Government changes to the Public Sector Network (PSN). Generally, Members were pleased with the revised format, devised as a web app, but requested that consideration be

given to a feature which would enable Members to make reminders to self. They agreed that it would be a very useful tool, particularly for newly appointed Members. For this reason they were keen to ensure that the app was tested by the same group of Members involved in testing previously, with a view to it being launched from May 2015.

Officers were thanked for their presentation and for their ongoing work in the development of “Membersphere”.

- Resolved: (i) That the update on the development of the “Membersphere” site be noted.
- (ii) That “Membersphere” continue to be developed in its current format in preparation for its launch in May 2015.

Reason: To enable arrangements for “Membersphere” to be introduced as part of the induction of newly elected Members for the 2015/16 municipal year.

46. Work Plan

Consideration was given to the work plan for the Member Support Steering Group for the remainder of the 2014/15 municipal year.

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

Resolved: That, subject to the inclusion of the following items on the agenda for the meeting on 12 March 2015, the work plan be approved:

- Update on development of Membersphere
- Update on Induction Programme for Newly Elected Members (to include training programme)

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

Councillor Runciman, Chair
[The meeting started at 4.30 pm and finished at 5.25 pm].