

# MEMBER DEVELOPMENT PANEL MINUTES

## 22 FEBRUARY 2010

**Chairman:** \* Councillor Yogesh Teli

**Councillors:** \* B E Gate † Phillip O'Dell  
\* Jean Lammiman \* Paul Osborn

\* Denotes Member present  
† Denotes apologies received

### 106. Attendance by Reserve Members

**RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.

### 107. Declarations of Interest

**RESOLVED:** To note that no declarations of interest were made.

### 108. Minutes

**RESOLVED:** That the minutes of the meeting held on 7 January 2010 be taken as read and signed as a correct record.

### 109. Public Questions, Petitions and Deputations

**RESOLVED:** To note that no public questions were put or petitions or deputations received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rules 16, 14 and 15 (Part 4E of the Constitution) respectively.

## RESOLVED ITEMS

### 110. INFORMATION REPORT - Member Development Programme Update

The Divisional Director Human Resources and Development introduced a report which set out the Member Development Programme for the remainder of the financial year 2009/10, and outlined forthcoming events.

A discussion took place regarding the lack of attendance at the Safeguarding Children and Adults on 17 February 2010. It was noted that Councillors had been reminded of the importance of attending this event. The Divisional Director undertook to provide the Panel with a list of Councillors who had attended this training event.

The Divisional Director advised Members that evaluation was undertaken through 'feedback' forms and that focus groups were also an effective method to collect feedback.

**RESOLVED:** That

- (1) the report be noted;
- (2) Panel Members be provided with the attendance list of the Safeguarding Children and Adults event, held on 17 February 2010.

### 111. Planning for 2010 Member Induction Update

The Project Manager Member Development provided an oral report on the progress made towards compiling a Handbook for new Members following the local election in May 2010. He informed the Panel that a substantial amount of material was yet to be included. A draft was circulated at the meeting and the Panel made a series of suggested amendments.

In response to various questions, officers advised that:

- all Candidates for the local election would be made aware of the proposed training events;
- the Handbook would be printed at the end of April 2010.

**RESOLVED:** That the update be noted.

(Note: The meeting, having commenced at 7.30 pm, closed at 9.00 pm).

(Signed) COUNCILLOR YOGESH TELI  
Chairman