

**NOTES OF A MEETING OF THE MEMBER DEVELOPMENT WORKING
GROUP HELD AT COUNTY HALL, LLANDRINDOD WELLS ON
1ST DECEMBER, 2014**

PRESENT: County Councillor L.V. Corfield [Chair]
County Councillors P.J. Ashton and D.O. Evans

Officers in Attendance: Stephen Boyd (Cabinet Manager), Carol Johnson (Democratic Services Officer) and Wyn Richards (Head of Democratic Services)

1. APOLOGIES

Apologies were received from County Councillors D.H. Williams and County Councillor Sandra C. Davies who was on other Council business.

2. NOTES OF PREVIOUS MEETING

The notes of the previous meeting held on 8th September, 2014 were agreed as a correct record.

3. MEMBER SUPPORT AND DEVELOPMENT CHARTER

The Head of Democratic Services advised that the Standard Charter for Member Support and Development had been awarded for a further three years. Arrangements were being made for the Welsh Local Government Association [WLGA] to present the Award to the Chair of Council at the Full Council meeting in January 2015. The Working Group noted that the Advanced Charter required that all aspects of the Charter were fully embedded in daily practice. The Working Group would look at how this could be developed over the next three years.

Members thanked the Working Group Members and Officers for the work involved in the successful application.

4. MEMBER DEVELOPMENT PROGRAMME 2015

The Working Group received the draft programme and requests for member development sessions. It was noted that the Chamber and Committee Room A would be unavailable from mid-January to early February 2015 to enable the new microphone system and other equipment to be installed.

The Working Group agreed the draft programme and asked officers to liaise with departments as to convenient dates. It was noted that the Information Governance Manager had confirmed that the Data Protection refresher training could be provided via e-learning. Information on how to access this would be sent to Members.

The Working Group agreed that the cost of bringing the Youth Forum members to the session would be covered from the Member Development budget.

5. MEMBER DEVELOPMENT STRATEGY 2015-2017

The Working Group received the draft strategy for consideration [copy filed with the signed notes].

The 2011 Strategy had been updated to take account of work undertaken over the last three years and also to reflect the changes in the Authority and the envisaged changes in local government in the next three years. An Action Plan would be developed.

It was noted that the Standards Committee had recommended that attendance at non-mandatory member development sessions should be at 80%. It was noted that completed e-learning would contribute to this attendance.

It was agreed that appropriate development undertaken via appointments to other organisations, such as the National Park, should contribute to Members development records.

Details of the level of development expected of a member would be included in the Member Induction Pack.

The draft Member Development Strategy 2015-17 was recommended to the Democratic Services Committee for approval.

6. MEMBER DEVELOPMENT

The Working Group noted that Councillor D. Mayor was participating in the Leadership Academy and that Councillors M. Dorrance and S. Williams were participating in the Young Councillors Weekend. [Post meeting note: The Head of Democratic Services confirmed the following correction to the above: - Councillor S. Williams was participating in the Leadership Academy and Councillor G.J. Bowker was attending the Young Councillors' Weekend. Councillor M. Dorrance had sought further information about the Young Councillors Weekend before booking and did not attend.] Both of these development opportunities were funded by the WLGA. In addition to being good learning opportunities involvement also enabled members to meet other councillors and develop networks.

The Working Group asked that the participating Members provide feedback on these opportunities once these had been completed.

7. MEMBER DEVELOPMENT

The Working Group received the summary evaluation form for the Code of Conduct session held on 10th October, 2014 and noted the positive feedback.

County Councillor L.V. Corfield
Chair