

Member Development Group

At a meeting of the Member Development Group held on 31st March 2016
at the Municipal Building, Kingsway, Widnes

Present: Councillors J. Stockton (Chairman), P. Wallace and M. Wharton.

Officers: K. Mackenzie and A. Scott.

Apologies for absence: Councillors J. Bradshaw, Gilligan, C. Plumpton Walsh, C. Rowe, Wainwright, Wright and Zygadlo.

MDG 19	NOTES OF THE LAST MEETING	
	The notes of the last meeting held on 21 January 2016 were approved as a correct record.	
MDG 20	REVIEW OF CURRENT PERFORMANCE AGAINST TARGETS	
	<p>LOD2 – Number of Members with a Member Action Plan (MAP.)</p> <p>The Number of Members with a MAP to date since April 2015 remained unchanged at 54 of 56. Members were reminded that MAP's should be held with Christine Lawley or Mark Reaney every 12 months.</p> <p>The Group considered how the completion of MAPs could be made more accessible for Members who had been elected for some time. It was suggested that when Members were invited to attend a meeting, they could also be given the option of completing the paperwork themselves and returning it every 12 months. The Group agreed that this could be trialled after the local election in May.</p>	K Mackenzie (KM)
	<p>LOD3 – Percentage of Members attending at least one organised training event in the current financial year.</p> <p>Since April 2015, 86% (48 of 56 Members) had attended at least one training and development event. This was the final figure for the year end. The target was 100%.</p>	KM
MDG 21	LEARNING AND DEVELOPMENT UPDATE	
	<p>Update on e-learning packages available: Members were informed that Wirral were no longer in partnership with Halton for the corporate on-line learning package. The contract for Halton would continue for two more years. Members present noted that several Members had successfully completed the on-line learning packages and had been encouraged by the support given where necessary by Alison in the training section.</p> <p>Members present suggested that an e-learning topic on devolution would be useful. Alison would see if this was available.</p> <p>Emergency Planning Update: A member of the group suggested that</p>	Alison Scott

	<p>an update on emergency planning in the Borough would be useful for all Members, in the event of an emergency and the role that Members should take. This would be taken forward, to be arranged for after the local election in May.</p> <p>Members MAP's: The Group considered the take up of Members having their Member Action Plan every 12 months, as requested by North West Employers as part of their Charter for Elected Member Development. It was suggested that Members who were not newly elected could be asked if they preferred to complete the double sided MAP paperwork and return it to Kathryn. The group agreed that this could be trialled after the local election in May.</p> <p>Member Training Awards: The Group were informed that the joint Member Training Awards arranged with the Staff Recognition Awards had been well received in 2015. The Staff Development Awards were proposed to be held again at the end of 2016, and it was planned to hold a similar ceremony again in 2016.</p>	<p>KM/ M Cotgreave</p> <p>KM</p> <p>KM/ J Gallagher</p>
MDG 22	MEMBERS' IT UPDATE	
	<p>Electronic Members Expenses – The new electronic system for claiming Members expenses was now live. Should Members wish to claim on their I-Pads, an App could be installed. Members could also use the PC's in the Members' Rooms to submit a claim. Should Members wish to claim business mileage, their car/drivers licence/car insurance details needed to be submitted to Democratic Services to be verified and scanned to HR. Members must have business use included with their car insurance cover whether or not they chose to claim business miles, when they drove for council business.</p>	J Greenough
MDG 23	ANY OTHER BUSINESS/MEMBER SUPPORT ISSUES	
	<p>Diary of Meetings: The Group considered the number of Members who had requested a paper diary for 2016 – 2017 meeting dates, as an alternative to using their electronic diary. A total of 23 Members had requested a paper diary, so this would be produced for 2016 – 2017.</p> <p>Membership of the Group: Following the local election in May, the Chairman of the Group would contact all Members to establish if they wished to continue being a Member of the Development Group, or if they wished to join the Group as a new Member. The Group was cross-party and was represented by all political groups.</p>	<p>KM</p> <p>J Stockton</p>
MDG 24	DATE OF THE NEXT MEETING	
	<p>RESOLVED: The next meeting will be held at 4.30pm in the Willow Room, 1st Floor, Municipal Building Widnes on Thursday 30 June 2016.</p> <p>Future meetings had been arranged at 4.30pm in the Willow Room on Thursday 22 September, Thursday 15 December 2016 and Thursday 9 March 2017.</p>	KM
	The meeting closed at 5.30pm	