

## Member Development Group

At a meeting of the Member Development Group held on 26<sup>th</sup> September 2024  
in the Boardroom, Municipal Building Widnes

**Present:** Councillors A. Teeling (Chair), I Bramwell, B Gilligan, T McDermott,  
D Thompson, P Wallace

**Officers:** K Sparks

**Apologies for absence:** Councillors A Ball, V Begg, A Lowe, T Stretch

<b>MDG 1</b>	<b>NOTES OF THE LAST MEETING</b>	
	The notes of the last meeting held on 14 <sup>th</sup> December 2023 were approved as a correct record.	
	Cllr Angela Teeling, as Chair, thanked everyone for coming to the meeting and apologised for the delay in arranging the meeting. This had been due to the elections in May and July, and subsequent holidays in July and August.	
<b>MDG 2</b>	<b>RUNCORN TOWN HALL COUNCIL CHAMBER – MICROPHONES</b>	
	<p>It was reported that the new microphones in the Civic Suite were working well and had been used at a Safer PPB meeting.</p> <p>The question was asked when would the new microphones be installed in the Council Chamber. IT will report back on this at the next meeting.</p> <p>It was noted that some Members do struggle to hear and it was suggested that whoever is Chairing a meeting in the Council Chamber could take a few moments at the beginning of the meeting remind everyone in attendance that they may need to adjust their hearing aids to the Induction Loop system, and to move closer the microphones when speaking.</p>	
<b>MDG 3</b>	<b>REVIEW OF CURRENT PERFORMANCE AGAINST TARGETS</b>	
	<p><b>LOD2 – Number of Members with a Member Action Plan (MAP)</b> It was noted that no Members had received a MAP since the elections in May 2024, and this was an item that the Chair wished to discuss in more detail with everyone.</p> <p>The meeting discussed the MAP Form and agreed that it was still relevant but that it needed to be updated. The meeting agreed to come together for a one item Agenda meeting on Thursday 10<sup>th</sup> October 2024, to discuss the form and how it can be updated.</p> <p>The meeting agreed that training needs to be delivered in different ways to suit the learning styles of the Members, and can be delivered:</p> <ul style="list-style-type: none"> <li>• In person – one to one, or in a group</li> <li>• Group training on Teams</li> </ul>	

	<ul style="list-style-type: none"> <li>• Individual e-learning on line</li> <li>• External Webinar sessions</li> </ul> <p><b>LOD3 – Percentage of Members attending at least one organised training event in the current financial year.</b>  Since May 2024, 56% of Members had attended at least one training and development event. The target is 100% for the year 2024-2025.</p>	
<b>MDG 4</b>	<b>LEARNING AND DEVELOPMENT UPDATE</b>	
	<p>Members noted that training session had been held for:</p> <p>10<sup>th</sup> September - Regulatory Committee for Taxi Licensing</p> <p>5<sup>th</sup> September - Regulator Committee - Gambling Act  5<sup>th</sup> August - Development Management Committee  Introduction to changes to the planning system</p> <p>30<sup>th</sup> July - Emergency Planning</p> <p>23<sup>rd</sup> July - Domestic Abuse Awareness</p> <p>18<sup>th</sup> July - Regulatory Committee – Licensing Act 2003</p> <p>Members noted that attendance was recorded but not mandatory</p> <p>The Chair expressed her wish to develop different ways of delivering training and the meeting discussed training on the various services provided by the Council.</p> <p><b>1 Homelessness Procedure</b>  What is the role of the Councillor? - the meeting agreed that a briefing by Patricia Preston and her team, possibly involving Halton Housing, Nightstop Communities NorthWest.</p> <p><b>Open Spaces/Street Scene</b>  What are these departments responsible for and what are the differences between them?</p> <p>Training sessions on the above could be held in the Council Chamber before a Council meeting.</p> <p><b>Insight Briefings</b>  Visits to the Council’s Depots to get an overview of how they work and the services the Council provide - Picow Farm Road and Lower House Lane.</p> <p><b>2 Tour of the Borough</b>  The Tour of the Borough formed part of the New Member Induction programme, and a whole day was spent visiting various venues throughout the Borough. However, no tours had taken place following COVID. It was agreed that spending a whole day touring the Borough was probably not practical, and it was suggested that perhaps a series of shorter 2/3 hour visits should be organised and</p>	

	<p>open to all Members not just new Members. A few suggestions for visits were - the solar farm, The Brindley, Mersey Gateway Offices, Alstrom.</p> <p><b>3 Development Management Committee</b>  Training sessions are regularly held before the Development Management Committee meetings. These training sessions are open to all Members not just those on the Committee. The meeting agreed that all Members should be aware that they can attend this training.</p>	
<b>MDG 5</b>	<b>ANY OTHER BUSINESS/MEMBER SUPPORT ISSUES</b>	
	<p><b>The History of the Borough</b>  The meeting discussed the history of the Borough and agreed that it is not promoted as well as it could be. It was suggested that QR Codes could be placed around the Borough, ie. On the railway bridge – detailing what the shields on the bridge represent. A QR Code could also be put in the Inside Halton magazine detailing the history of Halton This information would give Members background information about the problems we have today with derelict/contaminated land.</p>	
<b>MDG 6</b>	<b>DATE OF THE NEXT MEETING</b>	
	<p>The next meeting will be held on Thursday 10<sup>th</sup> October 2024, to discuss a one item Agenda – Member Action Plan forms.</p>	
	<p>The meeting closed at 6.50pm</p>	