

MEMBER DEVELOPMENT WORKING GROUP

4

MINUTES OF MEETING HELD ON 1 APRIL 2015

Present:

Councillor N Barker – (Chair)
Councillor J Austen
Councillor G Baxter MBE
Councillor M Gordon
Councillor J Windle

Also Present:

Mr F Powell – Senior Governance Officer

18/15 Apologies for Absence

There were no apologies for absence from the meeting submitted as all Members were present.

19/15 Minutes of Last Meeting

RESOLVED – That the Minutes of the meeting of the Member Development Working Group held on 18 February 2015 be approved as a correct record.

20/15 Matters Arising from the Minutes of the Member Development Working Group held on 18 February 2015

There were no matters arising from the Minutes of the Member Development Working Groups from its meeting held on 18 February 2015.

21/15 National Police and Crime Panels Conference – 17 October 2014

The Working Group considered the report of the Assistant Director – Governance and Monitoring Officer, which had attached as an appendix a report from Councillor L Robinson who had attended the National Police and Crime Panels Conference held on 17 October 2014. A copy of Councillor Robinson's report is attached as **Appendix A** to these Minutes.

RESOLVED – That the content of the report by Councillor L Robinson in respect of the National Police and Crime Panels Conference she attended on 17 October 2014 be noted.

(Governance Team)

22/15 East Midlands Councils Courses: Regional Programme of Briefing Events for Councillors 2014/2015

(a) Community Safety – 22 January 2015

The Working Group considered a report of the Assistant Director – Governance and Monitoring Officer. The report had attached as an appendix a copy of the report of Councillor L Robinson who attended the East Midlands Councils Community Safety Course on 22 January 2015.

The course was part of the East Midlands Councils Regional Programme for Elected Members 2014/2015, which the District Council had agreed to participate in at a cost of £500. A copy of Councillor Robinson's report is attached to these Minutes as **Appendix B**. The Course was also attended by Councillor K Savidge.

RESOLVED – That the content of the report of Councillor L Robinson in respect of the East Midlands Councils Course on Community Safety held on 22 January 2015 be noted.

(Governance Team)

(b) Employment Matters – 24 February 2015

The Working Group considered a report of the Assistant Director – Governance and Monitoring Officer in respect of an East Midlands Councils Course on Employment Matters held on 24 February 2015. The course had been attended by Councillors J Austen, N Barker and K Savidge. The report submitted, attached as **Appendix C** to these Minutes, had been prepared by Councillors J Austen and N Barker. Councillor Austen presented the report.

It was proposed that in future, copies of all reports by Members on training/development courses they have attended be forwarded to the relevant Cabinet Portfolio Member, the relevant Chair/Vice Chair of the appropriate Scrutiny Committee and the Overview and Scrutiny Manager. This proposal was supported by the Working Group.

RESOLVED –

- (1) That the report on the East Midlands Councils Course on Employment Matters held on 24 February 2015 attended by Councillors J Austen, N Barker and K Savidge be noted.
- (2) That in future copies of all reports by Members in respect of training/development courses they have attended submitted to the Member Development Working Group, be forwarded to the relevant Cabinet Portfolio Member, together with the Chair/Vice Chair of the appropriate Scrutiny Committee, and the Overview and Scrutiny Manager.

(Governance Team/
Overview and Scrutiny Manager)

23/15 Derbyshire County Council: Mental Health Awareness Training Course – 25 February 2015

The Working Group considered a report of the Assistant Director – Governance and Monitoring Officer which had attached as an appendix, a copy of a report by Councillor J Austen, who had attended the Derbyshire County Council Mental Health Awareness training course on 25 February 2015.

Councillor Austen advised that training was worth attending and had provided relevant information.

The purpose of the event was to:-

- To develop participant's understanding and knowledge of:-
 - What is meant by mental health and mental illness;
 - The impact of mental illness on individuals, family and friends;
 - The impact of myths, stigma and discrimination on individuals;
 - The links between physical and mental health;
 - How to use "five ways to wellbeing" to support colleagues, clients, friends and family;
 - Ways to support others experiencing mental distress/illness;
 - How to signpost people into services in Chesterfield and Derbyshire.

A copy of Councillor Austen's report is attached as **Appendix D** to these Minutes.

RESOLVED – That the content of the report by Councillor J Austen on the Derbyshire County Council, Mental Health Awareness training course held on 25 February 2015 be noted.

(Governance Team)

24/15 Member Development Annual Report 2014/2015

The Working Group considered the report of the Assistant Director – Governance and Monitoring Officer. The purpose of the document was to provide an Annual Report on Member Development work undertaken in the municipal year 2014/2015. This was the fifth Annual Report submitted for the Working Group's consideration.

The Annual Report 2014/2015 contained the following sections:-

- Member Involvement Half Days in 2014/2015;
- Committee Specific and other training events in 2014/2015;
- East Midlands Councils Regional Briefing Events for Councillors 2014/2015;
- Member Development Budget 2014/2015;
- Member Development Evaluation;
- Member Development Working Group Meetings 2014/2015;
- Member Development: Equality of Provision and Opportunity;
- Members Induction Arrangements for May 2015;
- East Midlands Councils Regional Programme of Briefing Events 2015/2016;
- Areas for Improvement/Development.

The Working Group considered in detail the report and indicated its support for its content. The Group was advised of a number of amendments to the report, these were:-

- Page 4, paragraph 1.5 should read 2014/2015 twice in that paragraph;
- Page 5, paragraph 1.10 should read 2015/2016;
- Page 5, paragraph 1.12 should read 2014/2015.

The Working Group requested that its appreciation of the ongoing work provided by the Governance Team in its support of Member Development be recorded. A copy of the Member Development Annual Report 2014/2015 is attached as **Appendix E** to these Minutes. It was confirmed that the report would be submitted to Cabinet for its consideration.

RESOLVED –

- (1) That the Member Development Annual Report 2014/2015 be noted and endorsed.
- (2) That the Member Development Annual Report 2014/2015 be referred to Cabinet for its consideration and approval.

(Governance Team)

25/15 Member Involvement Half Day – 10 February 2015 – Evaluation Results

The Working Group considered the evaluation report in respect of the Member Involvement Half Day held on 10 February 2015. The report detailed the statistical information and comments provided by Members on the above event. 14 Members attended, 13 evaluation forms were returned. A copy of the evaluation statistics and comments provided is attached as **Appendix F** to these Minutes.

The Working Group considered in detail the statistical information and comments provided by colleagues.

RESOLVED – That the Working Group notes the statistical information and comments provided by Members in respect of the Member Involvement Half Day event held on 10 February 2015.

(Governance Team)

26/15 East Midlands Councils: What do the Outcomes for the General Election mean for Local Government and Public Services – 24 June 2015

The Working Group was advised that as part of the East Midlands Councils Regional Programme of Policy Events for Councillors Programme 2015/2016, the Council had subscribed to the Programme and that two places had been booked for Members on What the Outcomes of the General Election Mean for Local Government and Public Services event on Wednesday, 24 June 2015. The event was to provide initial analysis of what the outcomes of the May 2015 General Election will mean for policy affecting Local Government and the public sector.

RESOLVED – That the Working Group notes that two places had been booked on the East Midlands Councils Regional Programme of Policy Events: What do the

Outcomes of the General Election mean for Local Government and Public Services on 24 June 2015.

(Governance Team)

27/15 Members Visit to New Build Developments

The Working Group was advised of proposals for a visit by Members to the Council's new build housing development at various sites in the District.

Members in April 2014 undertook a site visit to the new build developments at Eckington and Killamarsh. It was now proposed that a further visit be undertaken to the Eckington and Killamarsh sites, together with other sites discussed and agreed with colleagues at Rykneld Homes Limited. The site visit would be useful for both any returning and new Members as the project was one of the Council's key priorities and a significant housing development. The visit would be open to all Members. Colleagues at Rykneld Homes Limited and the Housing Strategy and Social Inclusion Portfolio Members had been consulted and supported the proposal.

The Working Group indicated its support for the visit and requested, if possible, that it be amalgamated with the Members Tour of the District in September 2015.

RESOLVED – That the Working Group:-

- (1) Supports in principle a visit by Members to the Council's new build developments in the District in Autumn 2015 and that it be amalgamated, if possible, with the Members Tour of the District.
- (2) Request that a further detailed report be submitted to its next meeting setting out the details of the arrangements for the visit by Members to the new build developments in the District, together with Members Tour of the District.

(Governance Team)

28/15 Highway Considerations – Planning Applications

The Working Group considered a report of the Assistant Director – Governance and Monitoring Officer. The purpose of the report was to provide options following requests from the last meeting that a Highways Officer from Derbyshire County Council be asked to advise Members on the reasoning of the Highways Authority regarding its comments on particular planning applications.

There were a number of options for the Group's consideration arising from the above request. These were dependent upon the availability of the County Council, Highway Officer. The options included:-

- A presentation at a Member Involvement Half Day;
- Arrange an event as part of the Council's ongoing Planning Committee development sessions;

The Working Group indicated that a presentation be given at a future meeting of Council on why Highways Officers give the advice they do in respect of particular planning applications.

RESOLVED – That the Working Group requests that an officer from Derbyshire County Council Highways Department be invited to attend a future meeting of Council to give a presentation to Members on the reasons for highway advice in respect of particular planning applications.

(Governance Team/
Planning Development Manager)

29/15 Member Induction Arrangements: May 2015

The Working Group was advised that Cabinet at its meeting on 18 February 2015 approved the following dates and arrangements for Members Induction:-

- Monday, 11 May 2015 – 5.30 pm
 - Wednesday, 13 May 2015 – 5.30 pm
 - Wednesday, 20 May 2015 – 5.30 pm
- } Council Chamber, Council Offices,
Mill Lane, Wingerworth

RESOLVED – That the Working Group notes the following dates and times for Member Induction in May 2015:-

- Monday, 11 May 2015 – 5.30 pm
 - Wednesday, 13 May 2015 – 5.30 pm
 - Wednesday, 20 May 2015 – 5.30 pm
- } Council Chamber, Council Offices,
Mill Lane, Wingerworth

30/15 Committee Specific Induction Sessions 2015/2016

The Working Group was requested to note that following Cabinet's approval of the Calendar of Meetings 2015/2016 on 18 March 2015 the following Committee Specific Training Sessions had been approved:-

- Audit and Corporate Governance Scrutiny Committee – Thursday, 28 May 2015, 10.00 am;
- Scrutiny Induction – Tuesday, 2 June 2015, 10.00 am;
- Licensing Sub-Committee Induction – Thursday, 4 June 2015, 10.00 am;
- Planning Committee – Tuesday, 9 June 2015, 10.00 am.

RESOLVED – That the Working Group notes the following dates and times for Committee Specific Training Sessions in 2015/2016:-

- Audit & Corporate Governance Scrutiny Committee - Thursday, 28 May 2015, 10.00 am
- Scrutiny Induction – Tuesday, 2 June 2015, 10.00 am;
- Licensing Sub-Committee Induction - Thursday, 4 June 2015, 10.00 am;
- Planning Committee Induction - Tuesday, 9 June 2015, 10.00am.
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(Governance Team)

31/15 Member Development Working Group Meetings 2015/2016

The Working Group was advised that Cabinet had, as part of its approval of the Calendar of Meetings 2015/2016, agreed a series of meeting dates for this Group

RESOLVED - That the Working Group notes the following dates for its meetings in 2015/2016:-

2015

- Thursday, 11 June – 10.00 am;
- Thursday, 30 July – 10.00 am;
- Thursday, 17 September – 10.00 am;
- Thursday, 19 November – 10.00 am.

2016

- Thursday, 7 January – 10.00 am;
- Thursday, 25 February – 10.00 am;
- Thursday, 28 April – 10.00 am.

(Governance Team)

32/15 Any Other Business

Joint Event with Bolsover District Council, 13 January 2015

The Working Group was advised of a joint development session with Members from Bolsover District Council, in respect of a course provided by the Planning Advisory Service on the Planning Duty to Co-operate. The session was held on 13 January 2015. Seven Members attended the session (four from this District Council and three from Bolsover District Council). A copy of the evaluation statistics and comments from Members are attached as **Appendix G** to these Minutes.

RESOLVED – That the Working Group notes the statistical information and comments provided by Members in respect of a Planning Advisory Service – Duty to Co-operate event held on 13 January 2015.

(Governance Team)

Members Induction Pack: May 2015

The Working Group considered the draft Members Induction Pack for May 2015 prepared by the Governance Team, a copy of the draft Induction Pack was circulated at the meeting.

The Working Group indicated its support for the content of the Pack and requested that details of the location of the Council's new offices at Mill Lane, Wingerworth, be provided to both elected Members and Parish/Town Councils.

RESOLVED – That the Committee notes the content of the Members Induction Pack following the elections in May 2015.

(Governance Team)

33/15 Date of Next Meeting

The Working Group was requested to note that its next meeting would be held on Thursday, 11 June 2015 at 10.00 am.

(Governance Team)

Appendix A

Held at Nottingham County Council offices on 17.10.2014 Train travel paid by PCP training budget Transfer by Black Taxi Cab from Station to Council Offices cost twice the fare of return fare by Yellow Cab Comfortable Venue, Healthy Buffet, Knowledgeable Speakers.

I was one of six members of Derbyshire Police and Crime Panel who attended the 3rd National Conference and found this a useful event in terms of highlighting how other Police and Crime Panels Operated and the possibility for developing knowledge in relation to budgets. Also training and skills knowledge in relation to budgets and training and skills profile of Panel members.

A small working group of Panel members are to get together to continue to develop these ideas.

Lilian Robinson

Appendix B

East Midlands Council, Regional Programme of Briefing Events for Councillors on 22.01.15 held in Derby City Council Offices refurbished Council Chamber, acoustics poor. Buffet healthy, speakers interesting. Aware of majority of information through attending Derbyshire Safer Communities Board. However information re: new policies in 2015 around Counter Terrorism and Security Bill useful, re: two new Statutory duties to prevent people being drawn into Terrorism and to identify the vulnerable. Will be a requirement to setup a panel of the L.A. and the Police. Needs implementing in Summer of 2015. Will be resource issues Community Safety, vastly reduced in Derby, less financial and staff resources. More focussed on Risk and Threat.

Future of Police and Crime Panels and Police and Crime Commissioners. Even if political change in May system will alter. Could be an elected Mayor/PCC for an area.

Lilian Robinson

Appendix C

Event Objectives

- To provide an overview of the extent and nature of the skills gaps in the future both nationally and locally. To provide information on what this means for local skills. To identify the key challenges going forward.
- To describe the work and impact of the Northamptonshire Enterprise Partnership (NEP) in enhancing skills and employment opportunities in order to deliver transformative growth.
- To provide information on the award winning work Lincoln City Council has undertaken regarding apprenticeships.
- To explore the link between publicly funded training and employer demand to achieve a better local skills match.
- How the Association of North East Councils Task and Finish group is actively exploring opportunities to help address youth unemployment, promote job opportunities in their areas and support young people into work.

Growth for All?

Dave Simmonds OBE, Centre for Economic and Social Inclusion

Working with the LGA for 2 years particularly around young people, Hidden Talents and the skills mismatch. Not just about young people.

- 1 person coming off benefit saves the economy £13k
- Out of every £ saved 7p is returned to the local economy

Growth has been uneven and the challenge is to close the gaps. Employability can drive or constrain growth. Skills gap in 2015

- 9.2m low skilled 3.7m jobs
- 12.6m intermediate skills 10.2m jobs
- 14.8 high skills 11.9 m jobs

At a local level the qualifications gap varies and the risk to growth varies from 14-27%. Further devolution gives control of skills training to locality. 2013 capacity in the national labour market:-

- 1.86m unemployed
- 1.8m economically inactive and want a job
- 1.1m part-time workers want a full-time job
- 16% spare capacity in working age population

Spare capacity is locally uneven. Need to know your area.

The workforce is ageing and by 2020 33% of all workers will be over 50. Not just about upskilling and young people but older people as well. Who is workless?

- between 1979 and 2014 massive growth in numbers on Incapacity Benefit
- a newish phenomenon is the non-claimant unemployed

- 61% on out of work benefit in 2014 in ESA or Incapacity Benefit
 - o Half with physical disability
 - o Half with mental disability (mainly depression)
- Doubled since 1995
- JSA a young person's benefit
- ESA an older person's benefit
- Support to up/re-skill should be offered regardless of benefit person claims

Who are employers recruiting?

- High skills gained most
- Low skills high volume but low pay
- Intermediate skills losing out

Work Programme

- 22% job outcome
 - o 11% on ESA
- People with disability and over 50 doing worse
- NED performing relatively well in East Midland area

New report to be published at end of March with suggestions for a new framework

Presentation available at <http://www.emcouncils.gov.uk/Councillor-Briefing-sessions>

Local Growth Deals

Cllr Tom Beattie, Leader, Corby Borough Council

Inspirational session on how the Northamptonshire Enterprise Partnership has driven growth. The Trade Unions, through UnionLearn, were involved and having an impact.

Presentation available at <http://www.emcouncils.gov.uk/Councillor-Briefing-sessions>

Award Winning Apprenticeships

Sharon Hylton, Work Based Learning Team Leader, Lincoln City Council

Lincoln CC has an established scheme with the Council acting as an Apprentice Training Agency. The Council works in partnership with range of employers to provide apprenticeships both within the Council and with other public and private sector employers. The scheme has been very successful and many young people move into permanent work. Two young people who had started as apprentices shared their experiences.

Lincoln CC now has a workforce with 26% of employees under 30 (national average in local government 16%).

Presentation available at <http://www.emcouncils.gov.uk/Councillor-Briefing-sessions>

Bringing Together the Worlds of Work and Education

Michael Davis, Chief Executive, UK Commission for Employment and Skills

Growth in productivity is the most important factor for sustaining the recovery and improving pay and social mobility. But productivity has remained subdued since the recession, and is 2.2% below where it was in 2008. Three challenges: getting in, getting

on and moving up. East Midlands in 'chasing pack' (with the exception of Northamptonshire)

- 10% drop in youth unemployment
- Fall in youth unemployment concentrated in cities
- Ratio of youth to adult unemployment around 3.6
- Most of region has below-average share of high skill jobs
- Average level of low skill service jobs
- Skill shortages tend to be in high and low skill jobs

To effectively tackle these challenges we will need sustained leadership and collaboration on the part of government and industry over the long term. Identified 5 priorities for action:-

- Employers should lead on skills and government should enable them
- Improving workplace productivity should be recognised as the key route to increasing pay and prosperity
- 'Earning and learning' should be the gold standard in vocational education
- Education and employers should be better connected to prepare people for work
- Success should be measured by a wider set of outcomes, not just educational attainment

Presentation available at <http://www.emcouncils.gov.uk/Councillor-Briefing-sessions>

Supporting Young People into Employment

Cllr Ann McCoy, ANEC Task and Finish Group Member and Stockton on Tees Borough Council

An informative presentation on how the Association of North East Councils Task and Finish Group undertook a review to explore how the problem of youth unemployment would be tackled. The main emphasis was to link business and schools and encouraging work experience opportunities.

Evaluation

- An very interesting series of presentations (a shame it was poorly attended)
- Opportunity to raise awareness of the issues constraining growth and the impact on the East Midlands
- Opportunity to hear how other areas are moving forward to address issues of youth unemployment and growth

Additional Comments from Cllr Barker

My overriding thoughts of the day were:

- There is and is going to be a mismatch between the skills the workforce has and the skills that the employers want.
- Further devolution is an opportunity to address some of these gaps at a local level.
- There is a role for local authorities to influence this agenda BUT I'm not sure how much influence a small authority like NEDDC can have. It needs to play its part in the LEPs and Combined Authorities to be a conduit between employers in a locality and the education and training providers.
- Overall I found the day interesting and thought provoking, although a bit embarrassing for the organisers because of the low turnout.

Appendix D

The training had been commissioned by Derbyshire County Council working with SDVSMHF (Southern Derbyshire Voluntary Sector Mental Health Forum) and NDVA (supports and represents health related voluntary organisations across Derbyshire).

The trainer was Ruth Stretton

The training was attended by 15 people (Rykneld, NEDDC and Chesterfield Borough)

Event Aims

To develop participant's understanding and knowledge of:

- What is meant by mental health and mental illness
- The impact of mental illness on individuals, family and friends
- The impact of myths, stigma and discrimination on individuals

To consider and identify

- The links between physical and mental health
- How to use 'five ways to wellbeing' to support colleagues, clients, friends and family
- Ways to support other experiencing mental distress/illness
- How to signpost people into services in Chesterfield and Derbyshire

Evaluation

- The training was extremely well presented, participative but non-threatening
- The training challenged preconceptions
- The training enhanced understanding of mental health
- As the only elected member on the course it also gave me an opportunity to appreciate the pressures experienced by our frontline staff
- I would recommend the course to all elected members

Resources

The following handouts are available

- Mental health myth and fact
- What is mental health
- Stress checklist
- What is mental illness
- Factors that could cause mental distress and illness
- Delusion
- What is the Mental Health Act
- Treatments
- VSPA (Single point to Access Voluntary and Community Services)
- Community Directory Derbyshire
- Posters – Some Conversations are Scary

The following websites provide further information

- Five Ways to wellbeing www.neweconomics.org www.foresight.gov.uk
- Live Life Better Derbyshire <http://www.dchs.nhs.uk/livelifebetterderbyshire>
- <http://www.time-to-change.org.uk/>

North East Derbyshire District Council

Member Development Working Group

Wednesday, 1 April 2015

Member Development Annual Report 2014/2015

Report of Assistant Director Governance and Monitoring Officer

Purpose of the Report

- The purpose is to provide an Annual Report on Member Development work undertaken in the municipal year 2014/2015. This is the fifth Annual Report submitted to the Working Group.

1 Report Details

1.1 The matters for consideration in this fifth Annual Report include:-

- Member Involvement Half Days in 2014/2015;
- Committee Specific and other training events in 2014/2015;
- East Midlands Councils Regional Briefing Events for Councillors 2014/2015;
- Member Development Budget 2014/2015;
- Member Development Evaluation;
- Member Development Working Group Meetings 2014/2015;
- Member Development: Equality of Provision and Opportunity;
- Members Induction Arrangements for May 2015;
- East Midlands Councils Regional Programme of Briefing Events 2015/2016;
- Areas for Improvement/Development.

1.2 Member Involvement Half Days

Member Development is designed to support the learning and development of Members so that Councillors have the appropriate knowledge, skills and confidence to carry out their various roles and represent the public they were elected to serve.

The purpose of the Member Involvement Half Days is to provide a framework to support the achievement of the above objectives. The sessions offer an opportunity for Members and officers to discuss the latest developments in local government in terms of policy, legislation and initiatives from central government and to undertake development work in an informal environment which supports discussion and learning.

During 2014/2015 the following Member Involvement Half Days were held:-

Tuesday, 3 June 2014

The topics considered were:-

- Members Data System;
- Scrutiny: The Ongoing Work;
- Risk.

12 Members attended this event.

Tuesday, 22 July 2014

The topics considered were:-

- North Derbyshire Domestic Violence and Sexual Abuse Services;
- Building for Life;
- Individual Voter Registration.

17 Members attended this event.

Tuesday, 7 October 2014

The topics considered were:-

- Equalities Update;
- Medium Term Financial Plan/Financial Governance.

12 Members attended this event.

Tuesday, 2 December 2014

The topics considered were:-

- Data Protection – A Practical Guide for Members;
- Where Are We Now? What do the changes in Welfare Reforms, Housing and Planning mean for Local Government;
- Emergency Planning;
- Employment and Skills.

15 Members attended this event.

Tuesday, 10 February 2015

The topics considered were:-

- Individual Electoral Registration/Purdah;
- Demystifying the Constitution;
- Medium Term Financial Plan/Treasury Management.

14 Members attended this event.

1.3 Committee Specific Training and other Training Events held in 2014/2015

The following committee specific training, together with other training events were held in 2014/2015:-

- Planning Committee Member Training Event – 10 June 2014
Nine Members attended.
- Local Government Association Course “Our Place from Getting Ready to Getting Going” – 27 June 2014
One Member attended.
- Licensing Committee Event – 16 July 2014
Five Members attended.
- Taxi, Hackney Carriage and Private Hire Licensing One Day Course – 17 July 2014
Two Members attended.
- Planning Committee Event: Planning Advisory Service – 2 October 2014
13 Members attended from North East Derbyshire District Council and 5 Members from Bolsover District Council.
- The Future of Local Government and Public Services in the next Parliament (East Midlands Councils Courses) – 21 November 2014
Three Members attended.
- Derbyshire County Council: Mental Health Awareness Course – 25 February 2015
One Member attended.

ICT Training for Members has been provided on a regular basis by the Members’ ICT and Training Officer. 19 formal sessions were provided between 11 June 2014 and 10 March 2015. This included an ICT Security Awareness Session held at Council on 14 July 2014. During the period 11 June 2014 to 10 March 2015, 10 one-to-one sessions were held, a total of 11 Members attended these informal learning sessions.

1.4 **Regional Briefing Events for Councillors 2014/2015**

The Working Group in February 2014 supported the Council’s participation in the Regional Briefing Events for Councillors Programme 2014/2015 organised by East Midlands Councils. The cost of participation in the Programme was £500 plus VAT. The details of the Programme are as follows:-

- Where are we now? What do the changes in Welfare Reform, Housing and Planning mean for Local Government – 8 October 2014
Two Members attended.
- Community Safety Event – 22 January 2015
Two Members attended.
- Employment Matters: Strengthening our Local Economy – Driving Skills and Jobs – 24 February 2015
Three Members attended.

1.5 **Member Development Budget 2014/2015**

The Member Development Budget for 2014/2015 was £4,000, this was reduced to £2,000 based on the levels of past expenditure against the budget and as part of the Council's work to make financial savings. Details of expenditure from the 2014/2015 budget were reported to the Working Group on a regular basis. There is a £4,000 budget for 2015/2016 to support Member Induction.

1.6 **Member Development Evaluation**

Cabinet in January 2011 approved a Member Development Evaluation Strategy for 2011/2013. A report on an updated Evaluation Strategy was considered and approved by Cabinet at its meeting on 31 July 2013. The Strategy covers the period 2013-2016.

1.7 The Working Group receives reports on a regular basis detailing statistical evaluation, together with Members' comments on training/development events. This has helped to provide a significant amount of detailed information which has guided and will inform the Council's future work on Member training/development.

1.8 **Member Development Working Group Meetings 2014/2015**

During the municipal year 2014/2015 the Working Group met on the following dates:-

- 30 July 2014;
- 27 October 2014;
- 18 February 2015;
- 1 April 2015.

The purpose of the Working Group is to oversee, monitor and make recommendations on Member Development. The Group is committed to supporting the development of Councillors and to enable them to engage effectively in the modernisation of local government and to deliver the Council's statutory functions, Corporate Objectives and represent the people of the District of North East Derbyshire.

1.9 **Member Induction: Arrangements for May 2015**

The Working Group in February, May, July, October 2014 and February 2015 considered reports on proposals for Member Induction arrangements for May 2015. The Working Group approved the following dates and times for Member Induction:-

- Monday, 11 May 2015 – 5.30 pm to 7.30 pm – Council Chamber, Mill Lane, Wingerworth
- Wednesday, 13 May 2015 – 5.30 pm to 7.30 pm – Council Chamber, Mill Lane, Wingerworth
- Wednesday, 20 May 2015 – 5.30 pm to 7.30 pm – Council Chamber, Mill Lane, Wingerworth

The Group also supported in principle a number of topics to be considered as part of the Induction Process.

1.10 **Regional Programme Briefing Events 2015/2016**

The Working Group at its February 2015 meeting approved the Council's participation in the Regional Briefing Events for Councillors 2015/2016 Programme. The Programme is organised by East Midlands Councils. The cost of participation is £500 plus VAT for two Members to attend a series of six training/briefing sessions.

The details of the sessions and Member participation will be discussed at future meetings.

1.11 **Member Development: Equality of Provision and Opportunity**

In accordance with the majority views of Members, most Member Development events are held in the day, however, events have also been held in the early evening to accommodate those Members who work or who have caring responsibilities. All of the information provided at events is emailed to Members and is available electronically via the Members Portal. Hard copies are also provided to all Members who request them.

1.12 **Areas for Improvement/Proposals for 2015/2016**

There has been a significant amount of work undertaken by Members during 2014/2015, one of the ongoing challenges for officers and Members is the requirement to ensure that Member Development remains central to the Council's support for Members, it is relevant to their roles and provides opportunities to gain further knowledge, skills and experiences that are appropriate. Areas for development include:-

- Greater opportunities for increased shared development work with colleagues at Bolsover District Council.
- The ongoing requirement for development/training to be Member led and as practical and interactive as possible.
- The requirement for Member Development to have a longer term focus and strategic approach so that it continues to support the learning culture within the Council.
- The need to ensure that equality of provision remains at the centre of the Council's arrangements, so that events are held at different times of day to accommodate those Members who work or have day time commitments.
- The need to ensure that the Member Induction Arrangements for May 2015 are implemented successfully.
- A requirement to ensure that Member Development aligns with the priorities within the Council's draft Corporate Plan 2015-2019.

The Working Group's views on the work undertaken in 2014/2015 are welcomed, particularly on areas for further development and improvement. The Governance Team would like to take this opportunity to thank Members for their continued support for Member Development.

2 Conclusions and Reasons for Recommendation

2.1 The report enables the Working Group to be advised of the Member Development Work undertaken during the municipal year 2014/2015.

3 Consultation and Equality Impact

3.1 The Council's Member Development arrangements are undertaken on the basis of equality of access for all Members.

3.2 Events are held in the morning, afternoon and early evening to ensure the greatest availability of access to Members.

3.3 Copies of all Member Development materials are emailed to Members and are available electronically via the Members Portal. Hard copies of material are also provided to all Members who request it.

4 Alternative Options and Reasons for Rejection

4.1 There were no other options considered and rejected.

5 Implications

5.1 Finance and Risk Implications

5.1.1 There were no financial implications arising directly from the content of this report. The cost of the provision of Member Development is met from the approved Member Development budget.

5.2 Legal Implications including Data Protection

5.2.1 There were no legal or data protection implications arising directly from the content of this report.

5.3 Human Resources Implications

5.3.1 There were no human resources implications arising directly from the content of this report. The Council seeks to ensure equality of access for all Members for its Member Development/Training arrangements.

6 Recommendations

6.1 That the content of the Member Development Annual Report 2014/2015 be noted.

6.2 That the Member Development Annual Report 2014/2015 be referred to Cabinet, together with any comments from the Working Group on its content and proposals for 2015/2016.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
District Wards Affected	N/A
Links to Corporate Plan priorities or Policy Framework	High Performing Council

8 Document Information

Appendix No	Title
N/A	N/A
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
None	
Report Author	Contact Number
Frazer Powell, Governance Team	(01246) 217045

MEMBER DEVELOPMENT WORKING GROUP

1 APRIL 2015

MEMBERS INVOLVEMENT HALF DAY – TUESDAY, 10 FEBRUARY 2015

RESULTS ANALYSIS

14 Members Attended: (12 Members elected prior to May 2011, 2 elected in May 2011)

Total Number of Forms Completed: 13

	Strongly Agree	Agree	Neither agree or disagree	Disagree	Strongly disagree	Did not answer
The information included in the Programme was helpful in setting out the main elements of the event	8 (62%)	5 (38%)				
I found the presentations helpful and increased my knowledge and understanding of the following areas:						
<ul style="list-style-type: none">• Individual Electoral Registration/Purdah	11 (85%)	2 (15%)				
<ul style="list-style-type: none">• Demystifying the Constitution	11 (85%)	2 (15%)				
<ul style="list-style-type: none">• Medium Term Financial Plan/Treasury Management	9 (69%)	4 (31%)				

In what ways do you think events such as this could be improved?

The following comments were made:

- Follow up with write up on subjects.
- Provide snap

Do you have any further comments to make about the event?

The following comments were made:

- Although heard the information re: Purdah and the Constitution regularly, can still pick up changes, questions and answers help with clarification.
- MTFP – very good.
- The event was informative and certainly keeps Councillors aware of legislation and any further differences to previous meetings.

PLANNING ADVISORY SERVICE – DUTY TO COOPERATE

1. INTRODUCTION

This report sets out the results of the evaluation forms completed by Members following the Planning Advisory Service (PAS) – Duty to Cooperate Session held on 13th January 2015. The session was held jointly between Bolsover District Council (BDC) and North East Derbyshire District Council (NEDDC) and was hosted at The Arc, Clowne.

Members of the Local Plan Steering Groups at both Councils were invited to the session and seven Members attended (three from BDC and four from NEDDC). Members were advised of the event by letter and email and were reminded via email prior to the event. Only one apology was received.

Copies of all the presentations given at the event have been placed on the Members Extranet.

All seven Members in attendance completed an Evaluation Form.

2. EVALUATION

The results of the completed evaluation forms were as follows:

Room and Administrative Arrangements

	Poor		Satisfactory		Excellent		No Reply
	1	2	3	4	5	6	
The Pre-event notification letter/agenda				2 (1 BDC, 1 NEDDC)	4 (57%) (1 BDC, 3 NEDDC)	1 (BDC)	
The meeting room				3 (42%) (2 BDC, 1 NEDDC)	3 (42%) (3 NEDDC)		1 (BDC)
Refreshments	1 (BDC)	1 (NEDDC)	1 (NEDDC)	1 (NEDDC)			3 (42%) (2 BDC, 1 NEDDC)

No comments were received regarding room and administrative arrangements.

Length and content

	Strongly Disagree		Neither Agree nor Disagree		Strongly Agree		No Reply
	1	2	3	4	5	6	
The session was relevant to me as a Member				1 (BDC)	3 (42%) (3 NEDDC)	3 (42%) (2 BDC, 1 NEDDC)	
The handouts / presentation materials were useful				2 (28%) (2 BDC)	1	2 (28%) (1 BDC, 1 NEDDC)	2 (28%) (2 NEDDC)
There was a good degree of engagement from Members				2 (1 BDC, 1 NEDDC)	1 (NEDDC)	4 (57%) (2 BDC, 2 NEDDC)	
The facilitators were able to hold Members' interest and answer their questions					3 (1 BDC, 2 NEDDC)	4 (57%) (2 BDC, 2 NEDDC)	
The length and pace of the session was about right				1 (NEDDC)	2 (1BDC, 1 NEDDC)	4 (57%) (2BDC, 2 NEDDC)	

No comments were received regarding the length and content of the session.

Quality of the Sessions

	Poor		Satisfactory		Excellent		No Reply
	1	2	3	4	5	6	
The Duty to Cooperate and Strategic Planning in Context			1 (NEDDC)	1 (BDC)	2 (2 NEDDC)	3 (42%) (2 BDC, 1 NEDDC)	
Examination Experience So Far			1 (NEDDC)	1 (BDC)		2 (1 BDC, 1 NEDDC)	3 (42%) (1 BDC, 2 NEDDC)
Good Practice in Strategic Planning			1 (NEDDC)	1 (BDC)	1 (NEDDC)	3 (42%) (2 BDC, 1 NEDDC)	1 (NEDDC)
Q and A Discussion			1 (NEDDC)	1 (BDC)	2 (28%) (1BDC, 1 NEDDC)	2 (28%) (1BDC, 1 NEDDC)	1 (NEDDC)

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The following comments were received:

- Continued Info.
- Content excellent, presentation could be made more interactive

Usefulness of the Session

What was the most useful element of the session?

The following responses were received:

- All of it
- Information provided, knowledge
- Q and A
- Duty to Cooperate
- The whole content was interesting

What could be improved?

- Would have preferred slides at the start to make notes on
- Handout
- More interactive, not one long presentation
- Updated as and when

How do you feel you could put today's learning into practice and what will be the impact?

- Helping BDC to move forward
- Enable to understand better
- In progressing Local Plan – working with

Would you recommend this session to a colleague?

Yes: 7 (100%)

No: 0

No Reply: 0

Any Additional Comments:

- Found it to be very helpful
- Excellent, interesting and informative

3. CONCLUSION

Overall the session was positively received, with Members being able to take practical knowledge to assist them when making decisions on Local Plan issues.

Areas for improvement are around making the session more interactive and provision of handouts.

4. RECOMMENDATION

The Member Development Working Group is asked to note the outcomes of the evaluation on the PAS – Duty to Cooperate Session.