

MEMBER DEVELOPMENT WORKING GROUP

Notes of a meeting of the Member Development Working Group of the Bolsover District Council held in Meeting Room 3, The Arc, Clowne on Thursday 26th January 2017 at 1400 hours.

PRESENT:-

Members:-

Councillor H.J. Gilmour (Member Development Champion) in the Chair

Councillors R.J. Bowler, T. Connerton, S. Peake, D.S. Watson and J. Wilson

Officers:-

J. Foley (Assistant Director – Customer Service and Performance), N. Calver (Governance Manager), M. Derbyshire (Members TI and Training Officer) and A. Brownsword (Senior Governance Officer)

1. APOLOGIES

Apologies for absence were received from Councillor R.A. Heffer, S. Chambers (Communications Manager) and H. Barnett (Communications Officer)

2. NOTES – 1ST DECEMBER 2016

AGREED that the notes of a meeting of the Member Development Working Group held on 1st December 2016 be approved as a true and correct record.

3. MATTERS ARISING

Further to Note No. 3 – Matters Arising – Communications Update, it was noted that there was no way to open the links on ERIC via the iPad.

AGREED that the update be noted

Further to Note No. 3 – Matters Arising – Chairman's Photographs, it was noted that following the move to The Arc, it had been decided that there should be nothing placed on the walls. Following a meeting of the Accommodation Working Group, it had been decided to offer the photographs back to the previous Chairs.

Some Members felt that the photographs represented the heritage of the Council and should be displayed. The Chair suggested that the matter be discussed at Labour Group.

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AGREED that the matter be discussed at Labour Group.

4. UPDATE ON MEMBERS POSTAGE COSTS

The Assistant Director – Customer Service and Performance presented a report detailing options for the reduction of postage costs incurred by Members. It was noted that around 10% of the Councils overall postage bill was the cost of sending documents to Members at home. It was noted that HR was currently looking at a system to provide electronic payslips.

A discussion took place regarding the reliability of iPads and the ability of Members to read complicated documents on screen. It was noted that Members could opt out of having agendas sent to their home address. Many Members came into the office at least once per week and could pick up agendas from their pigeon holes. Alternatively, they could be sent to the closest Contact Centre.

The Chair suggested that the options presented be discussed at Labour Group and any comments from the Independent Members could be fed back to the Labour Group Secretary.

AGREED that the matter be discussed at Labour Group.

5. FEEDBACK FROM LABOUR GROUP REGARDING MEMBER DEVELOPMENT SESSIONS

The Senior Governance Officer informed the meeting that the matter had been discussed by Labour Group and it had been decided that Member Development Sessions would now be held on a dedicated day. The sessions would be held once every two months, avoiding busy weeks for Members and would start at 10 and finish at noon with a buffet.

A discussion took place regarding the need for a buffet.

AGREED that the need for a buffet be referred back to Labour Group.

6. EVALUATION REPORT MEMBER DEVELOPMENT SESSION – 29TH NOVEMBER 2016

The Senior Governance Officer presented the report which gave feedback from the Member Development Session held on 29th November 2016. The session had been well received by Members, but there had been an issue around the timing of the session.

AGREED that the report be noted.

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7. LGA HIGHLIGHTING POLITICAL LEADERSHIP UPDATE DECEMBER 2016

The LGA Highlighting Political Leadership Update – December 2016 was circulated for Members information.

AGREED that the report be noted.

8. BUDGET UPDATE

The Senior Governance Officer noted that there was currently £1040 remaining in the budget for the current financial year. It was noted that any remaining budget at the end of the financial year would be placed in the General Fund, but the next years budget would not be reduced.

AGREED that the report be noted.

9. COMMUNICATIONS UPDATE

There was no update available.

10. ICT UPDATE

The Members IT and Training Officer noted that it had been over a year since the last round of iPad training for Members and asked whether Members felt that it was time for another round. A discussion took place regarding the type of training that should be offered to Members.

It was noted that the iPad instruction booklet produced at induction was very helpful and it was suggested that the booklet be reproduced and circulated again. It was difficult to pitch training at a level that everyone was comfortable with. It was noted that a questionnaire could be sent out with the booklet to identify what iPad training was required.

A further discussion took place regarding the technology offered and whether it was fit for purpose.

AGREED that (1) the iPad instruction booklet be reprinted for Members,

(2) a questionnaire be sent out with the booklet to identify what iPad training was required.

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11. DATE OF NEXT MEETING

The next meeting of the Member Development Working Group was to be held on Friday 24th March 2017 at 1000 hours in the Council Chamber.

The meeting concluded at 1530 hours.