

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**  
**EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE**  
**MEMBER DEVELOPMENT PANEL**

**2 October, 2014**

**WORK PLAN**

**Submitted by:** Member Training and Development Officer

**Portfolio:** Finance and Resources

**Ward(s) affected:** Non-specific

**Purpose of the Report**

To agree upon a Work Programme for the Panel.

**Recommendations**

(a) That a Work Plan be agreed

**Reasons**

To give the Panel a solid structure and set aims and objectives for the future.

1. **Background**

- 1.1 The Member Development Panel, in its present format, was set up following the gaining of the West Midlands Member Development Charter in 2010.
- 1.2 A Work Plan has not been set up previously and in doing so, would set goals for improving the take up of training and its delivery and other Member Development issues.

2. **Issues**

- 2.1 Having a Work Plan to guide the Panel will provide guidance and ensure that any issues raised are dealt with in a structured manner.

3. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 3.1 Better informed Members will contribute directly to the 'Transforming our Council to Achieve Excellence' priority within the Corporate Plan.

4. **Legal and Statutory Implications**

- 4.1 There are no legal implications directly associated with this report.

5. **Equality Impact Assessment**

- 5.1 There are no equalities implications directly associated with this report.

6. **Financial and Resource Implications**

6.1 There is now a limited budget for the remainder of the current financial year.

6.2 The main resource implication associated with the proposals listed in this report is use of Members' time. The process will require a minimal commitment of time from Members if it is to be effective and meaningful. There is little resource implication concerning officers as this process will be Member led and owned by Members.

7. **Major Risks**

7.1 There are no major risks associated with this report.

8. **Key Decision Information**

8.1 The proposals within this report are not regarded as Key Decisions in the sense that it should be included within the Forward Plan. However, as this is not regarded as a non-Executive function, a Cabinet (executive) decision is required to give effect to the proposals.

9. **Appendices**

None

10. **Earlier Cabinet/Committee Resolutions**

3 July, 2014