

## **MEMBER DEVELOPMENT PANEL**

Wednesday, 29th January, 2014

**Present:-** Councillor David Becket – in the Chair

Councillors Miss Olszewski, Turner and Williams

### **1. DECLARATIONS OF INTEREST**

### **2. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors' Mrs Heames, Kearon, Mrs Peers, Snell and White.

### **3. MINUTES OF A PREVIOUS MEETING**

**Resolved:-** That the minutes of the meeting held on 7 November, 2013 be agreed as a correct record.

### **4. UPDATE ON ICT**

Members received an update on the current position regarding ICT. The Council's ICT Operations and Development Manager advised Members that a programme was currently being prepared which could run on the screens at the beginning of meetings. It would list certain 'housekeeping' notes on how to operate the sound system for example.

Various Members had expressed a need for training on the Council's email/ Outlook system. It would consist of sessions of five attendees each and they could bring along their own laptops. It was reported that there were still five or six people who don't open up their emails and still had them printed off. The Chair would be happy to sign a letter to Members inviting them to the training session and to Group Leaders stating its importance.

Members queried how the County Council encouraged its Members to use IT equipment. The Council's Member Training and Development Officer would investigate this and report back to the next meeting.

It was reported that the ten mobile devices which had been acquired for the trial had arrived and were currently being set up with the security profiles etc.

The Chair confirmed that phase 1 of the trial could be carried out during Purdah as the Members on the trial would only be receiving the agendas etc on a different device other than their own or one loaned from the Council. It was brought to the Panel's attention that three Members who had been put forward for the trial were seeking re-election in May and it could therefore be appropriate to select a further three Members.

Finally, it was felt that a three month trial was insufficient time as, during to the run up to the elections, fewer meetings are held etc. The Panel therefore agreed that a six month period would be more beneficial.

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Training sessions for the devices could be done in half hour durations, before attending one of the Members' scheduled meetings. Possible dates discussed were 25 February at 7pm and 27 February at 2.30pm and 7pm. The Panel agreed that the training should be arranged and that the Members participating in the mobile devices trial had to have the training.

- Resolved:-**
- (i) That the information be received.
  - (ii) That a letter be written, and signed by the Chair, in respect of ICT training.
  - (iii) That the County Council be consulted on their Members' use of IT.
  - (iv) That the trial period be extended to six months.

### **5. PEER ASSESSMENT FEEDBACK**

Consideration was given to a report giving progress on the Peer Assessment Feedback.

Members were advised that the loop system had now been extended into Committee Room 1 and that all Members had received instructions on how it was operated.

Planning Officers were currently in the process of reviewing the format of the Planning Committee.

**Resolved:-** That the information be received.

### **6. REPRESENTATION ON OUTSIDE BODIES**

Members considered a report on the 'Representation on Outside Bodies'.

The list was examined and the following bodies required further investigation:

Friends of Madeley Pool – The Chair would check if this organisation was still in existence.

The Friends of Wolstanton Park had now merged with Wolstanton Residents Association. This would be amended on the list.

The Citizens Advice Bureau required clarification on the grant given by the Council.

Stoke on Trent and North Staffs Theatre Trust required clarification of the grant given by the Council.

It was to be checked if The Lady Katherine and Sior Richard Leveson Charity, and the Trustees of Maddock, Leicester and Burslem Education Charity had amalgamated. In addition Area 1 had been split into two areas: Kidsgrove, Newchapel and Ravenscliffe and Butt Lane and Talke.

The Kidsgrove Town Centre Partnership needed to be added to the list

LAP's should be represented by the Ward Members.

A recent change in Portfolios could mean different representations.

Keele University Nominations Committee needed removing from the list.

**Resolved:-** That the information be received and amendments made to the current list.

**COUNCILLOR DAVID BECKET**  
**Chair**