

JOINT MEETING MEMBER TRAINING/ MEMBER IT  
WORKING GROUP

THURSDAY, 30 AUGUST 2001 AT 3.35 PM

PRESENT: Councillor Bloxham (Chairman), Councillors Guest,  
Mrs Pattinson, Stevenson and Styth

MTWG.38/01 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor  
Robinson.

MTWG.39/01 MINUTES

The Minutes of the Member Training Working Group of  
26 June and the Members IT Working Group of 27 July 2001 had been  
circulated.

Pursuant to Minute MTWG.35/01 Members noted that the training event  
relating to interviewing skills for Scrutiny/Executive Members had still to be  
arranged. The Head of Personnel Services outlined discussions, which had  
been held with the North Western Local Authorities Employers Organisation,  
with regards to the provision of Member training. He suggested that the  
above training event could be arranged following the appointment of City  
Council Members to the Overview and Scrutiny Committees on  
11 September 2001.

RESOLVED – That the Minutes be received.

MTWG.40/01 INSTALLATION OF IT EQUIPMENT IN COUNCILLORS'  
HOMES

The Head of IT reported (Financial Memo 2001/02  
No. 81) on the progress in installing IT provision in Members' homes. He  
informed Members that the current situation was that 38 Members had had IT  
equipment installed, 6 Members had equipment on order, 4 Members were  
joint City/County Members and the County Council had been contacted to see  
whether the equipment supplied by the County Council could also be utilised  
for the City Council's purpose. One Member had taken up only part of the IT  
provision and 3 Members were unlikely to proceed due to personal  
circumstances.

He added that IT provision for new Members would be dealt with as and when Members were elected.

The Head of IT also commented on arrangements which were being made jointly with the Committee Section with regard to the distribution of information under the New Political Structure and highlighted the consideration which was being given to replacing the existing Council Minute and Report Retrieval System in the future as part of a dedicated Committee Management Information System.

The Head of IT also commented on arrangements which had been made for a new dial-in service for Members which gave a quicker more robust service.

RESOLVED – That the report be received and noted.

MTWG.41/01            MEMBER TRAINING ON NEW POLITICAL  
STRUCTURES

The Head of Personnel Services reported on arrangements for the Member training day to be held on Thursday, 6 September 2001 to enable Members to more fully understand the New Political Management Structure for the City Council.

The Head of Personnel Services circulated a draft programme for the day and added that to-date 18 Members had been booked on the course. Members in considering the report agreed to bring the details of the event to the attention of Members of their respective groups and commented on the need for the event to concentrate on the future structure of the City Council as opposed to dwelling on events and trends in other Council's in the North West region.

RESOLVED – (1) That the report be received and the arrangements for the Member training event to be held on 6 September 2001, as circulated, be agreed and noted.

(2) That the Director of Environment and Development be thanked for his work in preparing the simulated Council report for the above event.

MTWG.42/01            MEMBER TRAINING NEEDS SURVEY

The Head of Personnel Services circulated a report setting out the response he had received to a recent survey of Member training needs. Members noted the interest in the various courses which had been circulated and also highlighted the courses which individual Members had requested further details on.

In considering the report, Members expressed their concern with the level of personal details which had been requested in a number of surveys recently carried out of serving Councillors and commented that many of the personal details requested were irrelevant to the subject of the survey and were an invasion of Members privacy.

RESOLVED – (1) That the Head of Personnel Services arrange training events relating to Finance, Public Speaking and a joint training event on Handling the Media/Communication and assess the response from Members from the above event prior to arranging further Member Training.

(2) That in arranging the above Member training events it should be assumed that Councillors work and that the training events should therefore be arranged for the early evening ie. 5.30 pm – 8.00 pm.

(3) That in relation to the individual requests for Member training, consideration be given on the next Member training survey to the level of demand for Member training on Form Filling and also look at additional training which might be required as a result of the change to New Political Structures.

(4) That Members' concern with regards to the level of personal details which had been required of Members particularly in relation to recent surveys be noted and the Head of Personnel Services bring the concern of the Working Group to the attention of the Town Clerk and Chief Executive.

MTWG.43/01            CUMBRIA TRAINING OFFICERS – MEMBER TRAINING  
EVENT

The Head of Personnel Services circulated details of the Annual Member Training Event organised by the Cumbria Training Officers Group. He informed Members that each authority was allocated six places for the event, which this year related to E-Government Strategy in Cumbria, and was to be held on 12 October 2001 at Newton Rigg, Penrith.

Members noted that Member training as from the 11 September would be an Executive function and the nominations to attend the Cumbria Training Officers Training Event would be a matter for the Executive/Portfolio Holder.

RESOLVED – (1) That the Head of Personnel Services provisionally book six places on the Members Training Event on E-Government Strategy in Cumbria to be held on 12 October 2001 with the nominations to be determined at a later date.

(2) That the nomination of Members be referred to the Executive/Portfolio Holder with a recommendation that one of the places ought to be taken up by the Portfolio Holder for Member training and one from a member of the relevant Overview and Scrutiny Committee.

(3) That if there were sufficient places available, that Councillors Bloxham, Mrs Styth and Guest would also wish to be included as part of the Council's nominations.

(The meeting ended at 4.10 pm)

