

Phil Norrey Chief Executive

To: The Chair and Members of the

Member Development Steering

Group

County Hall Topsham Road Exeter Devon EX2 4QD

(see below)

Your ref : Date : 1 May 2018

Our ref : Please ask for : Victoria Church 01392 383691 F

Email: victoria.church@devon.gov.uk

Fax:

MEMBER DEVELOPMENT STEERING GROUP

Thursday, 10th May, 2018

A meeting of the Member Development Steering Group is to be held on the above date, at 10.30 am at Committee Suite - County Hall to consider the following matters.

PHIL NORREY Chief Executive

AGENDA

PART ONE - OPEN COMMITTEE

- 1 Apologies
- 2 Minutes

To agree the previously circulated minutes of the meeting held on 18th January 2018 as a correct record.

3 <u>Items Requiring Urgent Attention</u>

Items which in the opinion of the Chair should be considered at the meeting as matters of urgency.

4 Member Development Opportunities update

Head of Scrutiny to provide a brief update on proposals for managing applications for approved external courses.

5 Working in a Political Environment course for officers

Member Development Officer to provide an overview of the course delivered to

officers, and Members to provide any suggestions for areas to be covered by the course, based on their experience working with officers.

6 <u>Personal Development Plans</u>

Member Development Officer to report on dates for the next round of Personal Development Plan meetings and receive feedback from Members on any areas for particular focus in these sessions.

7 <u>Learning and Development</u> (Pages 1 - 4)

- (a) Member Development Officer to update on IT Skills training and 360 roll out;
- (b) Head of Scrutiny to update on programme of Scrutiny Masterclass sessions;
- (c) Head of Scrutiny to update on programme of briefings before full Council;
- (d) Member Development Officer to update on training offered through the Shared Service, including 'Developing Your Leadership Potential' and '21st Century Councillor'.

The Member Development Schedule is attached for reference.

8 Dates of Future Meetings

Thursday 27th September 2018 Tuesday 5th February 2019 Thursday 30th May 2019

all at 10.30am at County Hall.

<u>PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PUBLIC AND PRESS</u>

Nil

Part II Reports

Members are reminded that Part II reports contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s).

Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.

Membership

County Councillors

Councillors B Parsons (Chair), M Asvachin, K Ball, A Connett, A Eastman, R Gilbert, R Hosking, R Scott, D Sellis, M Shaw, C Slade and P Twiss

Declaration of Interests

Members are reminded that they must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.

Access to Information

Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact Victoria Church 01392 383691.

Agenda and minutes of the Committee are published on the Council's Website and can also be accessed via the Modern.Gov app, available from the usual stores.

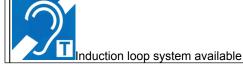
Emergencies

In the event of the fire alarm sounding leave the building immediately by the nearest available exit, following the fire exit signs. If doors fail to unlock press the Green break glass next to the door. Do not stop to collect personal belongings, do not use the lifts, do not re-enter the building until told to do so.

Mobile Phones

Please switch off all mobile phones before entering the Committee Room or Council Chamber

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NOTES FOR VISITORS

All visitors to County Hall, including visitors to the Committee Suite and the Coaver Club conference and meeting rooms are requested to report to Main Reception on arrival. If visitors have any specific requirements or needs they should contact County Hall reception on 01392 382504 beforehand. Further information about how to get here can be found at: https://new.devon.gov.uk/help/visiting-county-hall/. Please note that visitor car parking on campus is limited and space cannot be guaranteed. Where possible, we encourage visitors to travel to County Hall by other means.

SatNav - Postcode EX2 4QD

Walking and Cycling Facilities

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Access to County Hall and Public Transport Links

Bus Services K, J, T and S operate from the High Street to County Hall (Topsham Road). To return to the High Street use Services K, J, T and R. Local Services to and from Dawlish, Teignmouth, Newton Abbot, Exmouth, Plymouth and Torbay all stop in Barrack Road which is a 5 minute walk from County Hall. Park and Ride Services operate from Sowton, Marsh Barton and Honiton Road with bus services direct to the High Street.

The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (approximately a 10 minutes walk from County Hall, through Gras Lawn on Barrack Road).

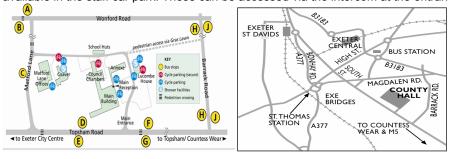
Car Sharing

Carsharing allows people to benefit from the convenience of the car, whilst alleviating the associated problems of congestion and pollution. For more information see: https://liftshare.com/uk/community/devon.

Car Parking and Security

There is a pay and display car park, exclusively for the use of visitors, entered via Topsham Road. Current charges are: Up to 30 minutes – free; 1 hour - £1.10; 2 hours - £2.20; 4 hours - £4.40; 8 hours - £7. Please note that County Hall reception staff are not able to provide change for the parking meters.

As indicated above, parking cannot be guaranteed and visitors should allow themselves enough time to find alternative parking if necessary. Public car parking can be found at the Cathedral Quay or Magdalen Road Car Parks (approx. 20 minutes walk). There are two disabled parking bays within the visitor car park. Additional disabled parking bays are available in the staff car park. These can be accessed via the intercom at the entrance barrier to the staff car park.



NB 🔼



Denotes bus stops

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First Aid

Contact Main Reception (extension 2504) for a trained first aider.