

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 :
Our ref :

Date : 1 May 2018
Please ask for : Victoria Church 01392 383691

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 Items Requiring Urgent Attention
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 Personal Development Plans

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 Learning and Development (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.

PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PUBLIC AND PRESS

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.

MembershipCounty 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

If you need a copy of this Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Information Centre on 01392 380101 or email to: centre@devon.gov.uk or write to the Democratic and Scrutiny Secretariat at County Hall, Exeter, EX2 4QD.



Induction loop system available

NOTES FOR VISITORS

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SatNav – Postcode EX2 4QD

Walking and Cycling Facilities

County Hall is a pleasant twenty minute walk from Exeter City Centre. Exeter is also one of six National Cycle demonstration towns and has an excellent network of dedicated cycle routes – a map can be found at: <https://new.devon.gov.uk/travel/cycle/>. Cycle stands are outside County Hall Main Reception and Lucombe House

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).

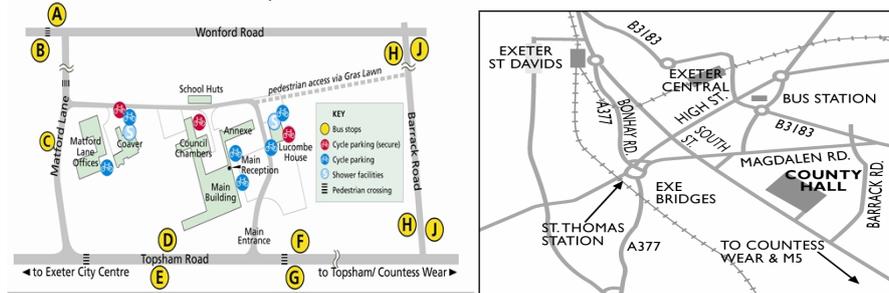
Car Sharing

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.

Member Development Schedule

	May	June	July	August	September	October	To be arranged
Briefings before Council	24 th Domestic and Sexual Violence and Abuse		19 th TBC				
Shared Service Event		29 th DYLP – Introduction and Personal Leadership	20 th 21 st Century Councillor Event		21 st DYLP – Communication Skills		
Health & Adult Care Scrutiny Masterclass		7 th June Fair Funding			20 th Transition from Children's to Adult Social Care (Preparing for Adulthood) 20 th Social Care Green Paper		
Children's Scrutiny Masterclass		4 th Ofsted ILACS inspection regime 4 th Parent Carers' Voice			17 th Missing Children & YP and vulnerability 17 th Sensory Support Service		
CIRS Scrutiny Masterclass		12 th			20 th		

		<p>The Council's Cycling and Walking Strategies (to include the use and design of roundabouts)</p> <p>12th Prevent agenda and Channel programme</p>			<p>Trading Standards</p> <p>20th Ash die back and threats to trees</p>		
Core Skills							IT Skills
Other			<p>5th Public Rights of Way</p>		<p>7th Scrutiny Symposium</p>		

Completed Training

Training session	Style/reason	Date	Invited	Number in attendance
Communication Skills	Shared Service Event	22 September 2017	All Members	3
Integrated Children's Services - Virgin Care	Children's Scrutiny Masterclass	16 November 2017	All Members	
SEND Funding	Children's Scrutiny Masterclass	16 November 2017	All Members	
Role of the Care Quality Commission and current model of regulation	Adult Care & Health Scrutiny Masterclass	21 November 2017	All Members	7
Mental Health Provision in Devon – Devon Partnership Trust	Adult Care & Health Scrutiny Masterclass	21 November 2017	All Members	7
Looking after yourself and your community (DSVA, CSE, Modern Slavery, Extremism and Personal Safety)	Ad Hoc (agreed by MDSG)	27 November 2017	All Members	7
Budget Scrutiny	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	28 November 2017	All Members	20
Emergency Planning	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	28 November 2017	All Members	13
Minerals Extraction Local Plan	Development Management Committee training	29 November 2017	Development Management Committee Members	7
Governance & Procedures	Briefing before Council	7 December 2017	All Members	17
Agriculture & the Devon Economy	Ad Hoc (recommendation from Task Group)	11 December 2017	All Members	15

Budget Scrutiny	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	12 January 2018	All Members	
NHS Property Services	Briefing before Council	15 February 2018	All Members	18
Highways Winter Service	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	26 February 2018	All Members	12
Special Guardianship Orders	Children's Scrutiny Masterclass	20 March 2018	All Members	8
Foster Carer Allowances	Children's Scrutiny Masterclass	20 March 2018	All Members	9
Safeguarding Adults	Health & Adult Care Scrutiny Masterclass	22 March 2018	All Members	9
Using Highways Accident Data	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	27 March 2018	All Members	9
Current Speed Limit Policy	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	27 March 2018	All Members	11
Highways Performance Monitoring	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	27 March 2018	All Members	10
Invest in Devon funds	Ad Hoc	16 April 2018	All Members	11