

Phil Norrey  
Chief Executive

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To: The Chairman and Members of  
the Member Development  
Steering Group

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

(see below)

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Your ref :  
Our ref :

Date : 4 September 2017  
Please ask for : Karen Strahan 01392 382264

Email: karen.strahan@devon.gov.uk  
Fax :

**MEMBER DEVELOPMENT STEERING GROUP**

Tuesday, 12th September, 2017

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 (Pages 1 - 2)  
To agree the previously circulated minutes of 31 January 2017 as a correct record and to note the actions taken.
- 3 Items Requiring Urgent Attention  
Items which in the opinion of the Chairman should be considered at the meeting as matters of urgency.
- 4 Introduction to Member Development  
M Geare to present.  
  
To outline the role of the Member Development Steering Group and the work it does to support Members in their learning and development.

## **MATTERS FOR CONSIDERATION OR REVIEW**

- 5 Review of the Member Development Strategy 2017-2021 (Pages 3 - 8)  
M Geare to present.

To review and agree the Member Development Strategy 2017 – 2021.

- 6 Induction 2017 - Review and Feedback  
M Geare and K Strahan to present.

The Member Development Steering Group is asked to review the Induction programme to date and give feedback, including on Personal Development Interviews.

To also advise any further learning / training needs that Members require.

To Review the Member Development webpages, which can be found at <https://new.devon.gov.uk/democracy/councillors-nav/information-for-members/member-development/> (comments to be received on what is helpful or other matters that could be included to support both new and returning members.

- 7 Doing What Matters  
S Cretney to present.

How do we promote this work with Members which incorporates the Strategic Plan and Purposeful Systems.

- 8 Learning and Development  
M Geare to present.

Domestic Violence and Sexual Abuse – Proposals to run an event which focusses more on practical application ‘what do I need to know’ or ‘what do I need to look out for’ rather than a strategic approach.

## **MATTERS FOR INFORMATION**

- 9 Briefings Prior to Full Council  
K Strahan to present.

Members are asked to note the update on past and future briefings, including Credit Unions and how they can support Community Projects.

- 10 Shared Service Update  
M Geare to present.

- Communication skills session
- Personal development interviews

- 11 Dates of Future Meetings

As shown in the calendar of meetings at <http://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>  
18 January 2018 @ 10.30am  
10 May 2018 @ 10.30am

**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.*

**Membership**

County Councillors

Councillors B Parsons (Chairman), 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 Karen Strahan 01392 382264.

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**

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**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](mailto: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**

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**

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.