

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 : 21 May 2019
Please ask for : Victoria Church 01392 383691

Email: victoria.church@devon.gov.uk
Fax :

MEMBER DEVELOPMENT STEERING GROUP

Thursday, 30th May, 2019

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

A G E N D A

PART ONE - OPEN COMMITTEE

- 1 Apologies
- 2 Minutes
To agree the previously circulated minutes of the meeting held on 17th October 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 SW Charter for Member Development - Re-accreditation
Member Development Officer to report.
- 5 Personal Development Plans
Member Development Officer to report.

- 6 Learning and Development
 (a) Scrutiny training on questioning skills
 (b) Mental Health First Aid Training
 (c) Office 365 roll out
 (d) SEND Masterclass programme

 Head of Scrutiny and Member Development Officer to report.
- 7 Member Development Schedule (Pages 1 - 6)
 (a) Head of Scrutiny to update on programme of Scrutiny Masterclass sessions;
 (b) Head of Scrutiny to update on programme of briefings before full Council;
 (c) Member Development Officer to update on training offered through the Shared Service.

 Member Development schedule attached.
- 8 Shared Service Update
 Member Development Officer to report.
- 9 Dates of Future Meetings
 As shown in the calendar of meetings at
 <http://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

 Thursday 19th September 2019 at 10.30am
 Wednesday 5th February 2020 at 10.30am
 Thursday 28th May 2020 at 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.

MembershipCounty Councillors

Councillors B Parsons (Chair), M Asvachin, K Ball, J Berry, A Connett, A Eastman, L Hellyer, R Hosking, 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.

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Induction loop system available

NOTES FOR VISITORS

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SatNav – Postcode EX2 4QD

Walking and Cycling Facilities

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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).

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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.



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First Aid

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

Member Development Schedule

	June	July	August	September	October	To be arranged
Briefings before Council		Preventing Exploitation toolkit			TBC	
Shared Service Event				Introduction to Scrutiny	Chairing Skills	Scrutiny questioning skills
Health & Adult Care Scrutiny Masterclass	18 th - Approach to Dementia - NHS England and NHS Improvement			23 rd - LGA Green Paper for Adult Social Care and Wellbeing / Social Care Green Paper - Specialised Commissioning - Complaints - Using Technology and Digitally Connected Care and Support		
Children's Scrutiny Masterclass	10 th - Public Health Nursing, Portage & ROVICs - Emotional Health & Wellbeing - School inclusion			16 th - Commissioning to deliver the best services for children - Adolescent safety pathway - Autism spectrum disorder		

CIRS Scrutiny Masterclass	25 th - Trading Standards (including visit to offices) - Highways Code of Practice - Environmental Performance agenda Devon			26 th - Scomis + visit to Greatmoor house - County Archaeology - HotSW Local Enterprise Partnership update		
Core Skills						
Other						Mental health awareness / first aid

Completed Training (last 12 months)

Training session	Style/reason	Date	Invited	Number in attendance
Domestic and Sexual Violence and Abuse	Briefing before Council	24 May 2018	All Members	18
ILACS - An overview of the new Ofsted framework	Children's Scrutiny Masterclass	4 June 2018	All Members	11
Engaging with parent carers	Children's Scrutiny Masterclass	4 June 2018	All Members	11
Fair Funding in the NHS	Health & Adult Care Scrutiny Masterclass	7 June 2018	All Members	10
The Council's Cycling and Walking Strategies	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	12 June 2018	All Members	10
Prevent agenda and Channel programme	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	12 June 2018	All Members	10
Crowdfunding	Ad Hoc	13 June 2018	All members	15
DYLP – Introduction and Personal Leadership	Shared Service Event	29 June 2018		
Devon, Somerset and Torbay Trading Standards Service Briefing	Briefing before Council	19 July 2018	All Members	15
21st Century Councillor Event	Shared Service Event	20 July 2018		
Understanding Children's Services - Education and Social Care	Children's Scrutiny Masterclass	23 July 2018	All Members	11
Creating Impact: A Scrutiny Symposium	Conference	7 September 2018	All Members	11
Vulnerability and Exploitation – Safer Devon Partnership	Children's Scrutiny Masterclass	17 September 2018	All Members	11

Preventing Homelessness for 16/17 year olds	Children's Scrutiny Masterclass	17 September 2018	All Members	10
DYLP – Communication Skills	Shared Service Event	21 September 2018	All Members	
Transition from Children's to Adult Social Care (Preparing for Adulthood)	Health & Adult Care Scrutiny Masterclass	20 September 2018	All Members	16
Community Urgent Care	Health & Adult Care Scrutiny Masterclass	20 September 2018	All Members	16
Libraries Unlimited	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	25 September 2018	All Members	14
Tree Management and Threats	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	25 September 2018	All Members	14
Dementia Friends	Briefing before Council	4 October 2018	All Members	19
i-Trent and Eclipse Confidential Briefing	Children's and Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	8 October 2018	Members of Children's and Corporate Infrastructure & Regulatory Services Scrutiny	8
DYLP – Strategic Thinking and Decision Making in different Governance Arrangements	Shared Service	November 2018	All Members	
Personal Care Sufficiency and Market Development	Health & Adult Care Scrutiny Masterclass	22 November 2018	All Members	11
STP Workforce Strategy	Health & Adult Care Scrutiny Masterclass	22 November 2018	All Members	11
Emotional Health & Wellbeing	Children's Scrutiny Committee	26 November 2018	All Members	12

Budget Principles	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	27 November 2018	All Members	13
Awareness and Prevention of Sexual Harassment	Ad hoc	19 November 2018 and 10 January 2019	All Members	36
DYLP – Chaining Skills	Shared Service	February 2019	All Members	
SEND inspection outcome and Written Statement of Action	Children’s Scrutiny Committee	18 March 2019	All Members	14
NHS Local 1 year / 5 Year Plan / Long Term Plan - Implications and opportunities for scrutiny	Health & Adult Care Scrutiny Masterclass	21 March 2019	All Members	10
Adult Social Care Support for Prisoners	Health & Adult Care Scrutiny Masterclass	21 March 2019	All Members	10
Preparations for Brexit	Corporate Infrastructure & Regulatory Services Scrutiny Masterclass	26 March 2019	All Members	14

