

MEMBER DEVELOPMENT STEERING GROUP

31st January 2017

Present

Councillors Boyd, Foggin, Gilbert, Hannon and Parsons (Chairman)

Marion Geare, Karen Strahan, Lucy Knight and Diane Demeger

Apologies

Councillors Clarence, Julian, Mathews, Randall Johnson and Sellis

No	Discussion / Action / Message	Who
1.	<p>Minutes of Previous Meetings</p> <p>The steering group received the minutes of the meeting held on 28th September 2016.</p> <p>Members noted that a meeting with J Hooper regarding Community Diversity training had taken place and that Modern.Gov would be fully utilised after the elections.</p> <p>Agreed that the minutes be agreed as a correct record.</p>	KS
2.	<p>Items Requiring Urgent Attention</p> <p>No items raised</p>	
3.	<p>Devolution – Productivity Plan session</p> <p>Members received a verbal update from the Member Development Officer on the outline of what was proposed for the Devolution – Productivity Plan session on 27 February 2017.</p> <p>Members noted that the session would include an overview of the current situation, in terms of establishing a joint committee and also a timeline for developing a productivity plan, including presentation of relevant data and key themes.</p> <p>There would also be a workshop, to discuss the questions raised in the green paper, feedback being collated and reported back to the PMO.</p> <p>Members discussed the importance of attending the session, given the diversity of Devon and differing needs across the County, including varying levels of deprivation, productivity and housing markets.</p> <p>Agreed that the session be welcomed and Members be encouraged to attend.</p>	MG
4.	<p>Ways to support Members learning</p> <p>Lucy Knight and Diane Demeger attended the meeting and presented some thoughts on supporting both members and staff to explore and test new technology and tools.</p>	

	<p>A further thought was to support members with a buddy system, particularly with IT development.</p> <p>Rather than a focus on traditional training methods, which had not been deployed for some time, a more personalised approach was preferred.</p> <p>In line with the current arrangements for supporting Members with IT, with the assistance of Members Services Officers, a further development would be the availability of buddies for members who wished to pursue a deeper knowledge of IT applications, for example Skype for business.</p> <p>Members discussed the requirement for Members to be supplied with IT kit, the benefits of BYOD and the ability to ‘plug and play’ any new devices</p> <p>Agreed that approach, as outlined above, be actioned for the New Council and that a list of appropriate buddies be identified.</p>	KS / LK
5.	<p>Briefings prior to Full Council</p> <p>The group noted that, at the last Council meetings, a briefing had been received from Skanska UK Ltd in relation to the new Highways Maintenance Contract. Feedback on the session had been positive.</p> <p>Corporate Parenting was now a regular feature of the Council Day procedures and took place at 10.00am in the DAW room for up to one and a half hours (an extended timeframe since October 2015).</p> <p>In line with previous years, there were no briefings arranged for the February Council (Budget) meeting.</p> <p>Agreed to note the update</p>	
6.	<p>Shared Service Update</p> <p>The Member Development Officer advised the current position with the shared service, including progression of training around Devolution issues, including the productivity plan.</p> <p>A couple of Devon Authorities had withdrawn from the shared service and, as such, the service needed to look to recruit more authorities or undertake work for them on a consultancy basis.</p>	
7.	<p>Date of next meeting</p> <p>The date of the <u>next meeting</u> was agreed as 12 September 2017 @ 10.30am</p>	All to note