
LEARNING AND DEVELOPMENT PANEL

Tuesday, 13th September, 2016

Present: Councillor Clare Cleary (in the Chair), Councillors Stephen Button, Terry Hurn and Paul Thompson

Apologies: Councillor Judith Addison

In attendance: Helen Gee (Democratic Services Manager); Claire Beattie (Principal ICT Officer)

1 Apologies for Absence

Apologies were submitted on behalf of Councillor Judith Addison.

2 Minutes of the last meeting

Agreed - That the minutes of the last meeting, held on 28th June 2016, be approved as a correct record.

3 CSE/Safeguarding Briefings for Elected Members on Licensing Committees

The Democratic Services Manager reported that Lancashire Safeguarding Board and the Office of the Police and Crime Commissioner had offered Councillors who sat on licensing committees (i.e. taxi licensing) the opportunity to undertake child sexual exploitation and safeguarding briefings, to be funded by the Office of the Police and Crime Commissioner. A briefing session had been arranged in Hyndburn, not only for members of Judicial Committee (Private Hire and Hackney Carriage Licensing) but for any Councillor who was interested. This was to be held on Wednesday, 19th October at 5.30 p.m.

Panel members noted the arrangements.

4 Member Development Review and Member Development Programme 2016/17

The Democratic Services Manager reported on the results of an online survey of Councillors to identify their training needs. This was a different approach to previous years, when one-to-one interviews had been conducted. The results were set out in the report to Panel members, now submitted. This identified training topics by skills and knowledge, ranking them according to popularity. After discussion, Panel members agreed that the following should form part of the Member Development Programme for 2016/17:-

Skills	<i>Comments</i>
Dealing with the media	Engage external trainer used previously
Questioning skills	
Confident public speaking	
Chairing meetings	To be arranged annually
Effective use of social media	
Managing conflict	
Knowledge	
Reporting issues/signposting residents	
Food hygiene ratings system	

Devolution - Combined authority for Lancashire and what it will mean	
Skills and Knowledge for Specific Roles	
Better understanding of Cabinet portfolios	Suggest repeat of Cabinet roadshow/Directors on Tour, for Councillors as well as staff

Agreed

- That the topic listed above would be included in the Member Development Programme for 2016/17.

5 Date of next meeting

The next meeting would be on Tuesday, 6th December 2016 at 2 p.m.