

Minutes

Member Development Steering Group

20th September 2022

ATTENDEES: Terry Douris (Councillor)
Margaret Griffiths (Councillor)
Alexander Bhinder (Councillor)
Sammy Barry-Mears (Councillor)
Layla Fowell (Corporate and Democratic Support officer)

1. Apologies

Apologies were noted from Cllr Silwal

2. Minutes

The Minutes of the previous meeting were agreed

3. Action Points from Previous Meeting

LFowell advised that the action points from the previous meeting were still ongoing with Cassy.

Cllr Douris raised the issue that had been ongoing for a while in regards to training not showing on Doris and that all training should appear and they should be able to backdate the training that the Councillors had done.

Cllr Griffiths said that some of her training was not appearing also.

LFowell suggested that they speak with Matt Rawdon to discuss the issues as he maybe able to offer a solution.

Cllr Douris said asked if LFowell would make Matt Rawdon aware that he would be in contact with him to discuss.

ACTION: Councillors to submit issues with DORIS to Cllr Douris.

ACTION: LFowell to contact Matt to arrange a meeting between him and Cllr Douris to discuss issues and to arrange a meeting with Councillors in a month's time.

5. Programme

LFowell advised that there had been little change since the last meeting. The Domestic Abuse Policy has been rescheduled for 27th October and LFowell confirmed that she is still waiting to hear from Natasha

regarding the Cultural Awareness training that was due to take place on 13th September. LFowell noted that some health and safety training will take place on 18th November.

LFowell advised that she was unlikely to book in any further briefing sessions this year, other than than the rescheduled Cultural Awareness training.

Cllr Freedman noted the proposed Cost of Living training session and suggested that this take precedence over others. LFowell confirmed that she is discussing this with Natasha and should also be included. Cllr Griffiths commented that this would follow on from the symposium, which is not yet booked in.

4. Budget

LFowell explained that no published changes have been made, though new changes are due to be added as a result of items booked last week. It was noted that Cllr Griffiths is booked onto a course and that costs of £250 would be added.

LFowell noted that directors have booked member training for January-March 2023 at a cost of £5,082, including VAT. LFowell confirmed that she has no details on the training and that she would circulate these when she has further information. Cllr Douris commented that he would expect officers to come to the steering group before submitting a formal request for training. Cllr Bhinder agreed, adding that the training is taking place during the end of the financial year. Cllr Douris stated that it was difficult to comment further without knowing further details around the training, adding that they do have a large surplus in the training account and that he is keen for it to be spent where possible.

Cllr Griffiths noted her dismay that money was being spent from a budget under the control of the Committee without the knowledge of the Chair. Cllr Griffiths commented that it was also a potential waste of public money given that some councillors could be stepping down and that the money should instead be deferred into the new year for the new make up of councillors. Cllr Douris confirmed that LFowell had flagged it to him last week and he apologised for not pursuing the issue sooner.

LFowell referred to the invoice, noting that the date states January-March 2022 and that the dates could be wrong or could be for training has already taken place. LFowell advised that the invoice is for Trowers and Hamlins, to which Cllr Griffiths suggested this was for housing and is not training. Cllr Griffiths confirmed that she would raise this with Mark and check why this was on the training budget. Cllr Douris confirmed that he would email Mark Brookes to state it was not approved by the Committee so must be stopped and paused, pending further details.

Cllr Freedman advised LFowell that she could refuse to put a request through unless made by the budget holder.

Cllr Griffiths noted that there was consideration for Trowers and Hamlin to provide training for the new intake on new building safety laws and other housing law changes, though she felt this should be held until the new intake are in place in May 2023. LFowell confirmed that the costs listed are training items, though little information is provided.

Cllr Douris noted that this action had raised the issue that the MDSG was being usurped.

Cllr Bhinder queried if a PO would be raised for training that had already taken place. LFowell stated that it may be a dating error and that she would normally only do POs for pre-purchases.

Cllr Douris noted that FB110 was listed twice on the invoicing. LFowell advised that this was due to there being 3 attendees and that the bottom 3 lines were identical costs.

ACTION: Cllr Douris to discuss raising requests for training with Clare.

ACTION: Cllr Griffiths to discuss £5,082 invoice for Trowers and Hamlins with Mark Brookes.

ACTION: Cllr Douris to email Mark Brookes and Catherine regarding £5,082 invoice from Trowers and Hamlins and confirm that it has not been approved by the Committee and is therefore to be stopped or paused pending further information.

6. Any other business

It was confirmed that the next meeting will take place on 30th November 2022.

There being no further business, the meeting was formally closed.