

# **Joint Member Development Group: Terms of Reference**

## **Introduction**

The Joint Member Learning and Development Group (JMLDG) is an informal working group of councillors that complies with the standards expected in the Charter for Elected Members Development.

## **Membership and attendance**

The Joint Member Learning and Development Group will make recommendations to Cabinet with regard to the effective learning, support and development of councillors. Meetings will be held bi-monthly, agreed in advance. Meetings may be scheduled more frequently should it be required to support project work and development initiatives. The Group will make recommendations to Cabinet at each Council.

The group will consist of a minimum of 6 and maximum of 8 members across the political parties to consist of the respective Portfolio Holders and three members from each authority. An officer from the Learning and Development team will be part of the group and will take note of actions agreed. A Councillor will be elected to chair the group.

## **Terms of Reference**

- to act as champions of learning and development and inform peers of opportunities and ways to access learning and development for Members.
- to assist and contribute in the development and evaluation of Member learning and development opportunities and initiatives to ensure that needs at a local level are addressed while recognising the need to consider and include national standards and initiatives where appropriate
- to identify priorities for learning and development support for members which supports authority and individual needs, while fulfilling the standards of the Charter for Elected Member Development
- to consider the evaluation of the quality and effectiveness of interventions and development programmes and to monitor attendance at events and development opportunities.
- To operate in a transparent manner and promote best practice in the provision of development opportunities for Members.

**Table 1: Membership as at 22 December 2017:**

<b>Joint Member Development Group</b> (8) (Not politically balanced and preferable to have a mix across political groups) (Membership to include the Portfolio Holder with responsibility for Member Development) (No Substitute Members required.)(Chairman to be elected.)	
<b>FHDC</b>	
<b>Political Group</b>	<b>Full Member</b>
Conservative	Barker, Chris
Conservative	Bowman, David
Conservative	Burt, Rona
Conservative	Edwards, Stephen
<b>SEBC</b>	
<b>Political Group</b>	<b>Full Member</b>
Conservative	Bull, Carol
Conservative	Fox, Paula
Conservative	Warby, Patsy
<del>UKIP</del> -Haverhill Indys	Burns, John