

**20 February, 2008.**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 444 - 448**

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Conference Room, Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 20 February, 2008, at 4.45 p.m.

**Present:** Cllr. A. G. Morgan (Chairman)

**Cllrs.**

D. V. Darby	M. Howells
T. Devichand	M. P. Jones
M. L. Evans	T. J. Jones
R. G. Thorne	

**444. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. T. D. Bowen (Cllr. M. Howells deputising), D. J. Davies and C. Edwards.

**445. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**446. MEMBER INDUCTION PROGRAMME**

Members received the Clerk's presentation regarding the benefits and importance of induction and sought approval to devise a suitable scheme in anticipation of the local elections in May 2008.

Many of the benefits for an induction included giving new Members confidence in their representative and decision making roles; improved communication; the knowledge of what was expected of them and what they could expect from the Council; mistakes were avoided and it demonstrated commitment.

An induction also provided an understanding of the Council and its purpose; the way in which the Council conducted its business and an awareness of the impact of the Welsh Assembly Government's modernisation agenda.

At this point, the Clerk circulated a questionnaire and asked Members for their suggestions as to what should be included in the induction programme and the following points were raised:-

- To put citizens at the centre when devising a scheme

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- On going Member training
- How to effectively deal with complaints and pass them on to appropriate departments
- Councillors to mentor and give guidance to newly elected Members
- The Code of Conduct to be explained in full
- Professional development, particularly in the field of the Council's financial aspects
- Individual Member development programmes
- Assess Members' general skills, experience and attributes when appointing representatives to attend various Council external events.

The Clerk thanked Members for their involvement on such an important issue and requested that circulated questionnaires be completed and returned to the office.

**RESOLVED** that the Clerk be authorised to devise a suitable Member Induction Programme in readiness for the local government elections in May 2008, following the return of completed questionnaires.

**447. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960**

**RESOLVED** that in view of the confidential nature of the business to be transacted, the following matter be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings Act, 1960) be exercised.

**448. STAFFING MATTERS**

Members were circulated with the report of the Deputy Clerk (Administration) informing on staffing matters.

**RESOLVED** that the report of the Deputy Clerk (Administration) be received and adopted in accordance with Members' deliberations.

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The Meeting concluded at 5.10 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 11 March, 2008, adopted by the Council.