

Member Development Steering Group

25 November 2009

Report of the Head of Civic Legal and Democratic Services

Interim Monitor of Member Training and Development Budget

Summary

1. This report summarises the position to date on expenditure against the budget available for Member Training & Development

Background

2. Member Training and Development is allocated an annual budget of £10K from which the following is met:
 - External Trainers fees including travel and accommodation expenses in relation to delivering the core programme of events
 - Individual requests to attend external events and conferences
 - Charges relating to Personal Development Reviews
 - Room hire and catering costs
3. An additional £5K was allocated for this financial year to cover the costs of providing the three main political groups with access to I&DeA mentor support.

Budget Monitoring

4. Annex A to this report shows a breakdown of the estimated spend to March 2010 of £10,107.00.
5. The figures set out in Annex A cover all training agreed under the core programme for 2009/10 and costs associated with Personal Development Reviews.
6. The additional £5K set aside for mentoring is not covered in the calculations set out in Annex A. Mentoring arrangements for the three political groups is well underway and it is expected that the charges will come in slightly under the £5K.

Consultation

17. No consultation has taken place in relation to this report because it is largely for information only and the budget is managed directly by Democratic Services.

Options

18. This report is for information but Members are asked to consider restricting further spending.

Corporate Priorities

19. Ensuring spend on this budget is managed carefully and constructively, contributes to the Council's ambitions to become an Effective Organisation.

Implications

20. There are no known implications associated with the contents of this report other than any financial implications arising from any future potential overspends.

Risk Management

21. In compliance with the Council's risk management strategy, there are no risks associated with the contents of this report other than a failure to manage resources effectively by overspending on the Member Development Budget.

Recommendation

22. Members are asked to:

- (i) Comment on the contents of the report.
- (ii) Agree whether to restrict any further spending under the Member Development Budget in view of the current projections
- (iii) Invite Standards Committee to make a recommendation to Council on the available Member Development Budget

Reason

23. In order to ensure the Council can deliver an effective Member Development Programme.

Contact Details

Author:

Amanda Oxley
Senior Member Support Officer

Dawn Steel
Democratic Services Manager

Chief Officer Responsible for the report:

Alison Lowton
Interim Head of Civic Democratic and Legal
Services

Report Approved

Date 15/112009

Specialist Implications Officer(s)

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

None.

Annexes:

Annex A – Breakdown of Estimated spend to March 2010