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## **Member Development Steering Group**

**16 March 2010**

Report of the Assistant Director, Legal & Governance

### **Member Development Programme 2011/2012**

#### **Summary**

1. The report sets out the draft proposed core programme of training and development for Members covering 2011/2012.

#### **Background**

2. It is the role of the Steering Group to oversee the planning and publication of an annual programme of development opportunities for Members. Members will have considered elsewhere on this agenda a second monitor of evaluation and take up relating to the Core Programme. Each annual Core Programme is based on information gained from these monitoring reports, direction evaluation of training provided, personal development plans, legal requirements, good practice and emerging needs identified by Corporate Management Team.

#### **Annual Programme of Development Events 2011/2012**

3. The draft Core Programme is one of the four key strategic elements of the Member Training and Development Policy agreed by Council in 2009. The proposed programme for 2011/12 is attached at Annex A to this report.
4. The Council has now achieved Member Development Charter Status from Local Government Improvement & Development and maintaining a robust policy and programme are clearly key to maintaining that status.
5. In May 2011, there are District Elections for all Council Wards. This year, therefore, there will be an additional dimension to training and development for Members. An induction programme for newly elected Members will complement the Core Development Programme. A separate item on this agenda presents the final draft of the induction programme.
6. The Core Programme has, as ever, been devised in such a way as to provide a wide range of opportunities and timing options for Members and in accordance with the aims set out in the Member Training & Development Policy. Wherever possible, trainer costs are being kept to a minimum by using in house knowledge and expertise. Where it is felt either by Members or Officers that external training or facilitation would provide a degree of authenticity or independence, then appropriate external trainers are recommended.

## **Additional Development Support and Opportunities**

7. External Conferences/Events - The core programme is regularly supplemented with relevant external conferences/seminars. The newly established protocol for member attendance at external conferences and training is now in full operation and Members will be reminded of the existence of the protocol in the introductory pages to the new programme. The protocol has operated successfully to date and all relevant Directorates have now contributed half the funding to the costs of external seminars/conferences.
8. Reading Material, CD's - To supplement the core programme of events Member Support are able to offer a range of CD's and Books for loan covering a number of topics which include; Corporate Parenting, Effective Chairing and Scrutiny Skills.

## **Consultation**

9. Consultation on the Programme will take place, as usual, with Directors to establish any particular directorate or corporate needs which may arise for inclusion, where those needs have not already been addressed.

## **Options**

10. (a) to approve the draft Core Programme as annexed;  
(b) to suggest appropriate revisions to the draft Core Programme

## **Corporate Priorities**

11. The provision of a Member Development Programme is consistent with the aims set out in the Council's refreshed Corporate Strategy. In particular the provision of a learning city, an effective organisation with themes of inclusiveness and sustainability running throughout the provision of any programme.

## Implications

12. The following implications have been considered:

- **Financial** – Any financial costs associated with the Core Programme 2011/2012 will be met from the existing budget available for Member Development for 2011/12. The majority of sessions within the programme are to be provided by internal staff expertise to keep costs to a minimum.

Provisional costs for the remaining sessions proposed for by external providers are shown below and include a new addition to the programme, 21<sup>st</sup> Century Councillor & Social Media which could possibly be provided in-house, however provisional external costs are given for the time being for this session.

In-line with previous years the Leadership Centre's Leadership Academy Programme has been included in the draft programme, however, members may wish to consider the potential impact on the budget should the course remain in the programme for 2011/12

Event/Activity	Approximate Cost
Personal Development Reviews (based on 10 members)	£310
21 <sup>st</sup> Century Cllr and Social Media (in-house?/external?)	£500
Making a bigger difference through Overview & Scrutiny	£1,275
Time Management & The Modern Councillor	£1,275
Debating Skills & Speaking Confidently	£650
Equal People Theatre Workshop	£500
Leadership Academy x 2 places	£3000
<b>Total</b>	<b>£7,510</b>

- **Human Resources (HR)** – Any HR issues arising from the programme relate to trainers & staff support for events.
- **Equalities** - There are no equality implications other than the proposed 'Equal People' Theatre Workshop which is intended to positively promote awareness disability issues.
- **Legal** – There are no Legal implications associated with this report.
- **Crime and Disorder** – There are no crime and disorder implications associated with this report.
- **Information Technology (IT)** – Any IT implications associated with this report relate to the provision of ECDL training and E-Learning through the 'Learning Zone' website which is being made available to members as part of the Core Programme.
- **Property** – There are no property implications associated with this report
- **Other** – There are not other implications associated with this report.

## **Risk Management**

12. If Members do not agree an annual core programme, then this Group would fail to meet the requirements of the Member Training and Development Policy approved by Council, which was a significant element in the recently achieved Member Development Charter.

## **Recommendation**

13. It is recommended that Member's approve the draft Core Programme for 2011/12, as revised or not.

## **Reason**

14. To enable arrangements for the delivery of planned events for 2011/2012 to commence.

## **Contact Details**

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Report Approved

Date 9 March 2011

## **Specialist Implications Officer(s)**

Wards Affected:

All

For further information please contact the author of the report

**Background Papers:** None.

**Annexes:**

**Annex A – Core Programme 2011/12**