

Member Development

Annual Report 2006-07



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Introduction

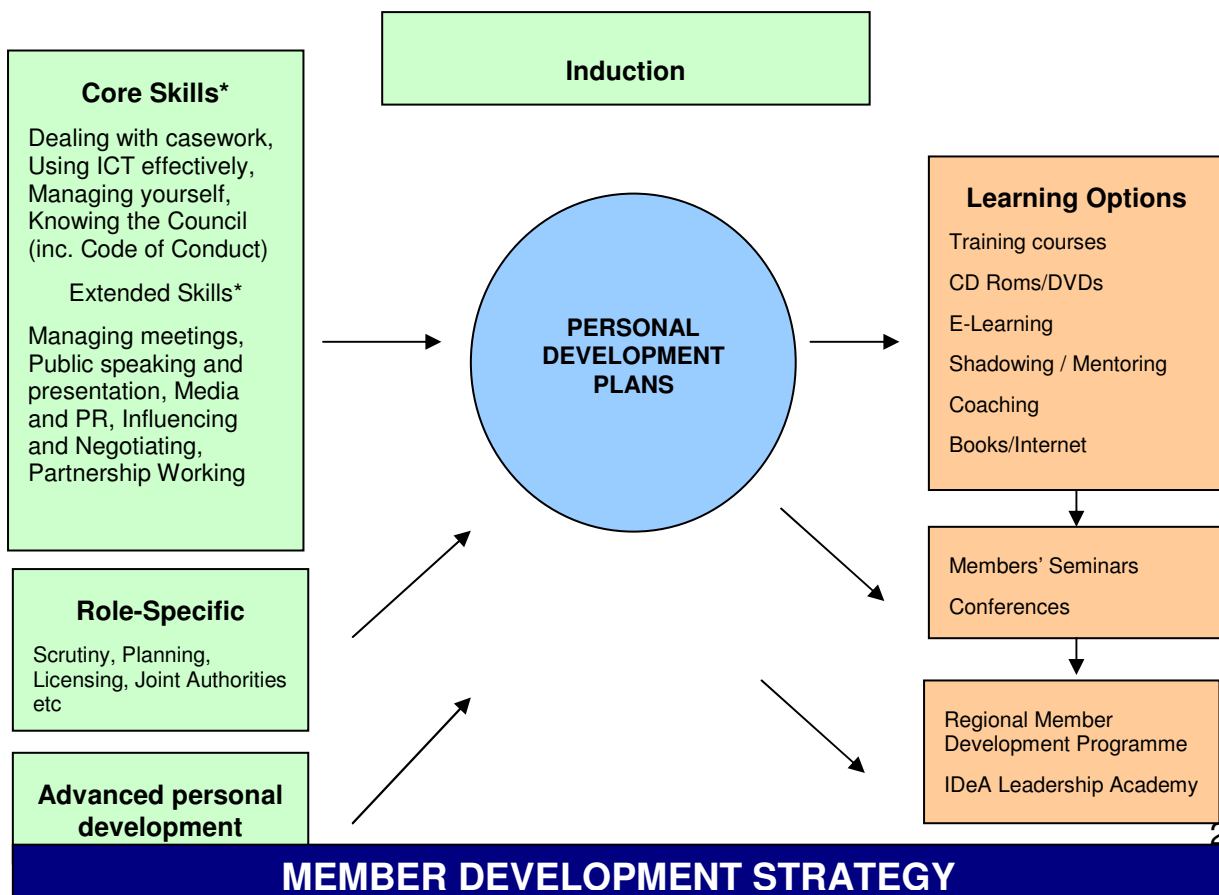
The role of elected Members is essential to the well being of the city, but it is also very demanding and complex. Continuous improvement in local government is inextricably linked to the capacity of the councillors within it. In order to lead the organisation and community, and continually improve performance, Members require a dedicated learning and development resource. Member Development is a key component of the Council's Annual Corporate Governance Statement, specifically in relation to the principle of *Developing Skills and Capacity*, where the Council states that it will ensure that those charged with the governance of the Council have the skills, knowledge and experience they need to perform well.

Leeds City Council is fully committed to supporting its Members in fulfilling their representative and leadership role and each year the City Council's Member Development programme has been reviewed and expanded in the light of experience.

This is the first annual report for Member Development in Leeds. It has been produced in order to provide a summary of the work undertaken in Member Development in 2006-07, highlighting the successes under each theme of the Member Development Strategy. The report also outlines what will be repeated and improved upon in the next municipal year. The full programme of events which ran in 2006-07 is available in Appendix A.

Member Development Strategy 2006-08

The Member Development Strategy 2006-08 provides the framework for all Member Development activities in Leeds.



Aims of the Member Development Strategy 2006-08:

- put Members at the heart of every process connected with their learning and development
- remove actual and perceived barriers to carrying out duties as an elected Member
- identify the development needs of individual Members and provide a variety of training methods to meet those needs
- strengthen and enhance the development and learning culture and encourage participation in training interventions
- actively promote training and development opportunities through traditional and electronic communication methods
- carry out review and evaluation in order to ascertain the effectiveness of each training intervention and the strategy as a whole.

Member Development Charter

In April 2007, Leeds was awarded the Yorkshire and Humber Charter for Member Development.

The Charter standard is set out by the Improvement and Development Agency (IDeA). Leeds is the biggest Council to date to gain the award, which recognises excellence in the delivery of training and development for elected Members.

The Leader and Chief Executive conveyed the view that Members had become “more confident, knowledgeable and skilled” as a result of the development activities they had undertaken. This had impacted on the overall performance improvement of the Council.

- Charter for Member Development Assessment Report, April 2007

To achieve the award standards, the Council had to prove that:

- there is corporate and political commitment to Member Development;
- there is a strategic approach to Member Development;
- there is a learning and development plan in place for elected Members;

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- learning and development is effective in assisting councillors to perform their roles.



Cllr A Carter and Cllr Latty, Chair of the Member Development Working Group, receiving the Charter award at Council in April 2007

Member Development Working Group

The Member Development Working Group was established by the Member Management Committee as a cross party-working group to guide, monitor and evaluate Member Development activities in Leeds. As a sub-group of the Member Management Committee, the group has no decision-making powers. However, it advises the Member Management Committee on appropriate courses of action and makes recommendations to the Member Management Committee where appropriate. The Working Group is chaired by Cllr Latty and the members include Cllr Bentley, Cllr A Blackburn and Cllr Nash.

The Member Development Working Group has established a number of new programmes for this year, for example a very popular lunchtime seminar series and a new training and development programme for members of Licensing and Regulatory Panels, as well as having input into a number of other issues, such as designing the induction programme, and introducing further role specific training programmes. More detail on these initiatives is available in the following sections of the report.

Communications

2006-07 saw the following communication initiatives:

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- The introduction of the new-look quarterly Member Development Newsletter. Sent to all Members, the Newsletter includes details of events coming up, articles on recent developments, and advice on IT issues
- A new Member Development website on the Council's intranet site providing a wealth of information including:
 - 'What's New?' page which is updated on a weekly basis
 - training calendar
 - information on the courses and development resources available
 - event summaries for those councillors unable to attend lunchtime seminars
 - details of the Member Development Working Group meetings
 - feedback from councillors about events they have attended
 - contact details for the Member Development team.
- A new notice board giving information on Member Development outside Committee rooms 6 and 7. The notice board includes copies of newsletters and leaflets for councillors to take away with them.



The Member Development notice board in the Civic Hall, Leeds

- Regular emails and letters to all councillors to inform Members of events coming up.

Member Development Work in 2006-07

Advanced personal development

Personal Development Plans (PDPs) provide the key information from which development activities are designed.

All councillors were encouraged to complete a Personal Development Plan (PDP) in 2006-07, in order to identify areas in which they wanted to improve or further their interest.

Increasing the number of councillors who complete PDPs have been a key area of work for the Member Development team during 2006-07. Although less than half of the Members completed a PDP this municipal year, this still represents a significant improvement on previous years. The identification of training needs through Personal Development Plans will remain a key focus during the coming year.

During 2006-07, the training needs identified in the Personal Development Plans were summarised and themes were identified. This allowed the Member Development team to address training needs in an informed, directed, personal way and provide the types of development that councillors wanted.

The advanced personal development programme has been extensive this year. It has been based on a number of seminar programmes, workshops and events, as well as a full range of personal development resources such as books, CDs and e-learning programmes.

Examples of identifying themes and meeting individual needs included:

- Speech making (7 people identified this as a training need) addressed via a speech making course and CDs.
- IT skills gaps (13 people identified this as a training need) addressed by IT one to ones and quick guides.
- Finance and budgeting (5 people identified this as a training need) addressed by finance induction session and guides.
- Dealing with the media (6 people identified this as a training need) addressed by a Media skills workshop and media experience.
- Time management (5 people identified this as a training need) addressed by making time management resources available.
- The establishment of a work-shadowing programme. One councillor expressed an interest in visiting various parts of Social Services to learn more about the services that the department provides. A number of visits were arranged, which proved very successful. These gave the councillor an opportunity to see the council's work 'on the ground', learn about what the department offers and ask detailed questions.

Induction

The induction programme is a stand-alone series of events for new councillors. The programme for 2006-07 was very successful. It included a range of events designed to help new councillors settle into their role in Leeds City Council quickly and effectively.

Induction 2007 events:

- Finding your feet – services and support
- How the Council works – structures and decision making
- Learning the ropes – the conduct of council meetings
- The role of the councillor – regional event
- Understanding the Code of Conduct
- Meet the Corporate Management Team
- Understanding scrutiny
- Local Government finance made simple
- Being an effective ward councillor
- Vision to reality – understanding our priorities and plans
- Working in partnership – regional event.

The take-up rate for the induction programme was 100%. A number of events were also opened up to existing councillors; this provided the opportunity for Members to meet their new colleagues in a relaxed and informal setting.

The induction programme was reviewed. Feedback indicated that the programme was very well received, as the comments below highlight. New Members felt that the induction gave them a good idea of what to expect in their role as a councillor and explained where to go for further information once they had settled in.

Induction feedback comment:

“The whole induction programme was wonderful for me. It took out all the apprehension of a new job. A couple of the full days were a lot to take in, apart from those I can't get over the warmth and friendliness of all who gave the courses. I now know everything! Many thanks.”

Induction feedback comment:

“Removed the apprehension of doing a new job”

Core skills

'Core skills' are the key competencies that each councillor needs to acquire in order to fulfil his or her role effectively. This skill-set includes: dealing with casework, time management, ICT skills, and knowledge of the Members' Code of Conduct. To further stretch Members' competence, the 'Extended skills' framework provides a higher and more specific skill-set which will enable councillors to achieve roles of greater responsibility within the Council.

The programme of core skills development commenced at the beginning of the municipal year. Some sessions, such as those on being an effective ward councillor and the Code of Conduct were included in the induction programme. Other workshops and seminars took place during the first few months of the municipal year to provide a good foundation for both new and existing councillors so that they were able to face the challenges of the coming year. These events included the popular 'Power Reading (How to read faster with greater understanding). One-to-one assistance was also provided to enable councillors to become familiar with information technology.

The extended skills development programme also began at the start of the municipal year and included sessions for councillors on speech-making and influencing and negotiating skills. Further sessions were offered throughout the year, for example a practical media skills workshop allowed Members to gain interview experience in front of the camera.

A variety of learning methods were used to suit different councillors, for example e-learning CDs on the Code of Conduct were made available. Other resources such as books, guides, DVDs, and listening CDs were also advertised to councillors to support their skills development.



Member Development and Corporate Governance Officers promoting the Code of Conduct e-learning courses on Council day, March 2007.

Role specific skills

Role specific skills are those skills that councillors require to fulfil particular roles to which they are allocated, for example, Chair of a Scrutiny board or Plans Panel member.

There have been a number of initiatives in providing role-specific skills training for councillors this year. The main change has been the introduction of a planning and licensing development programme for Members who sit on licensing and regulatory panels. This programme is compulsory for these councillors, as stipulated in the Council's Constitution.

The programme included modules on:

- Governance and conduct
- Introduction to planning
- Planning policy update
- Gambling Act
- Gambling policy
- Taxi and private hire issues.

The feedback from the planning and licensing development programme indicated that Members found the sessions helpful in keeping up to date with the latest policy changes and clarifying their roles and obligations.

Planning and Licensing development programme feedback comment:

“Attending this training event will help me to make better judgements on Plans Panel”

(Introduction to Planning)

Planning and Licensing development programme feedback comment:

“This course provided me with a vital update on the new planning legislation”

(Planning Update)

The programme will be continued next year, taking into account the feedback from councillors who attended this year. See ‘The Future of Member Development’ section of this report for further details.

Seminars

A comprehensive series of Member development seminars has taken place throughout the year. The programme commenced with events on general council issues such as risk management and equality and diversity. Other seminars have been focused around current issues for Leeds councillors and have informed and consulted Members about different projects the council is undertaking, for example changes in street lighting and waste management.

The Member Development working group designed a programme of lunchtime seminars on current issues entitled 'Everything you ever wanted to know about....'. The events were aimed at giving Members an overview and update on a topic, allowing an opportunity to ask questions and explaining who to contact for further information. The seminars were very well attended and the lunchtime sessions proved especially popular.

Everything you ever wanted to know about.....

- Building schools for the future (20 attendees)
- Neighbourhoods and Housing (26 attendees)
- Adult Services (11 attendees)
- Leeds culture (13 attendees)
- The 'be healthy' challenge for schools (6 attendees)
- Customer Services (4 attendees)
- The Leeds Local Area Agreement (5 attendees)

A series of 7 seminars on Children's Services has also taken place throughout the municipal year to update Members on the significant changes in providing services for children and the inspection arrangements for Children's Services.

The average attendance for the Children's Services seminars was 13 councillors, with some events attracting as many as 17 councillors.

These events allowed officers to find out Members' views on various issues and consult with councillors about the review of the Children and Young People's Plan.

The Future of Member Development in 2007-08

Member Development Charter action plan

On achieving the Charter for Member Development we received an action plan from the assessors, setting out our strengths and areas for improvement.

“The team feels confident that this report will help to strengthen the already robust member development process at Leeds Council and the team has highlighted some areas for further improvement to aid the Council to maintain its Charter Status in September 2010 when they are due to be reassessed.”

- Charter for Member Development Assessment Report, April 2007

Strengths highlighted in the report included:

Strengths of member development:

- Commitment from the Chief Executive, Council Leaders, Members and officers to member development
- Members taking responsibility for and ownership of their own development
- the established use of Personal Development Plans;
- good communication with Members about upcoming events
- evaluation processes
- cross-party support for the member development function
- a range of delivery mechanisms to support different learning styles and work-life balance commitments
- shared learning with other authorities.

Areas for further improvement were identified as:

- An apparent disengagement by a small number of Members from the development process and the potential risk of creating a two-tier membership
- Evaluation of the role that members themselves play in the determination of what and how development activity is provided
- Improved sharing of learning within political groups, thereby increasing capacity and supporting succession planning
- The budget for member development is slightly lower than the regional average whereas the number of members is the highest in the region.

The Member Development working group will formulate an action plan to deal with the issues above.

Advanced personal development

As Personal Development Plans are the foundation of the Member development framework, the Member Development team will encourage more councillors to complete PDPs, over the coming year. This will be done through the most appropriate methods identified by the Member Development working group.

Officers will aim to quickly identify the personal development plan themes and training needs, arrange development events to meet these needs and contact Members directly to explain development opportunities and signpost councillors to those events which they might find helpful.

Induction

The 2006 induction programme was evaluated. Following feedback, the session on the Code of Conduct has been split into two sessions for the induction in 2007, as new Members felt that the session was a lot to digest in one day.

The induction programme for 2007 will be evaluated to identify strengths and weaknesses in a similar way. Feedback will be collected during the programme, and a 3 month follow up conducted in September – October 2007 to assess if the induction programme was helpful for new councillors. Information from this evaluation will be used to help inform the 2008 induction.

Best practice identified by the Regional Member Development Network will also be used to inform the induction programme in 2008.

Core skills

Workshops on core skills and extended skills for councillors have proved popular over the 2006-07 municipal year. The Member Development team will continue this development programme in the next municipal year, including the ever popular sessions of speech making and media skills.

During 2007-08, the Members' computer system will be upgraded, resulting in significant changes to the software they use. All councillors will be offered a training programme on how to use the new programmes and the advantages that the new software offers. This will enable elected Members to make full use of the latest information technology innovations.

Role specific skills

Role specific skills training is a major area of development over the coming municipal year. The compulsory planning and licensing development programme will continue for Members who sit on a Plans Panel or Licensing Committee. A number of dates for these sessions have already been planned, so Members will have a lot of notice

of the sessions, in order to fit them into their diaries and have a choice about which session they attend.

The role specific skills programme will also be significantly extended by the Member Development working group to include a development programme for Lead Members and a development programme for members and chairs of Scrutiny Boards.

The Scrutiny Development programme will include sessions on scrutiny and the Corporate Performance Assessment, skills for scrutiny members and skills for scrutiny chairs. The sessions will focus on the role of scrutiny, questioning and listening skills and managing the work programme.

The Lead Member development programme is aimed at supporting Lead Members to further develop the skills they need. The detailed programme will be designed in conjunction with the Member Development working group.

Other events such as a 'Company Director and Trustee' training session and various methods of learning and finance and budget setting will also be introduced.

The new development programmes will be evaluated both during the sessions and at the 3 month follow-up point.

Seminars

The busy and successful seminar programme will continue in the 2007-08 municipal year. The programme will be informed by topics identified in Personal Development Plans and will also include a programme of events arranged by the Member Development working group.

Other topics will be added to the seminar programme throughout the year, to ensure that councillors have an opportunity to be kept up to date with the latest developments in local government, nationally, regionally and locally. A key topic will be preparing for the Council's Corporate Performance Assessment in December 2007.

The Member Development team will continue to encourage presenters to use an interactive style in conducting events, as councillors have requested.

Member Development Strategy review

The current Member Development Strategy runs from 2006-2008. It is therefore due to be reviewed and a new strategy produced in 2008. The Member Development team and the Member Development working group will work closely together throughout the 2007-08 municipal year to produce the new Member Development Strategy.

The new strategy will run from 2008-2011, mirroring the period of the new Corporate Plan. The Corporate Plan will set out the priorities for the council for those three years, and the Member Development Strategy will be informed by the Corporate Plan and set out any corresponding priorities for Member Development for 2008-2011.

Regional member development

The City Council is a Member of the Regional Member Development Network – a forum which allows officers and Members from the Yorkshire and Humber region to meet regularly to discuss member development issues and share best practice.

The region has recently been awarded some capacity building funding for member development activities and the Leeds Member Development team will take part in discussions to decide how best to use this funding and will benefit from the increased capacity it provides. There are some tentative plans to use some funding for places at the Improvement and Development Agency's Leadership Academy.

Appendix A - Members' Learning and Development Report

April 2006 – March 2007

This report shows learning and development activity undertaken by elected Members between 1 April 2006 and 31 March 2007. The report only includes training arranged or provided by Member Development and does not cover other events which Members have attended of their own volition. 'Potential Attendance' shows the total number of Members who were invited to attend the session. The evaluation rating is an average score based on feedback from the event – options are Excellent, Good, Fair or Poor.

NB: Potential attendance refers to the number of places available on a course. For induction sessions, the potential attendance was 5 people, because there were 5 new councillors and therefore 5 spaces on each session (unless otherwise specified). For role specific skills, there were a certain number of councillors doing each role and therefore a certain number of places available on each course. In the case of most seminars, all 99 councillors were invited, but there were a limited number of places on some courses.

Induction

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance*	Average Evaluation rating
Finding Your Feet – Services and Support for new Members	10/5/06	Democratic Services	Coupar Morgan	N/A	Chapman	Russell	N/A	Beverley	5	5	Good
How the Council Works – Structures and Decision-Making	10/5/06	Democratic Services	Coupar Morgan	N/A	Chapman	Russell	N/A	Beverley	5	5	Good
Learning the Ropes – the Conduct of Council Meetings	15/5/06	Democratic Services	Morgan	N/A	Chapman	-	N/A	Beverley	3	5	Excellent

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance*	Average Evaluation rating
The Role of the Councillor – Regional Induction Event	16/5/07	IDeA	Morgan	N/A	-	-	N/A	Beverley	2	5	Excellent
Understanding the Code of Conduct	Various	Nicole Jackson	Coupar Morgan	N/A	Chapman	Russell	N/A	Beverley	5	5	Good
ICT one-to-ones	Various	Kay Small, Member Development Officer	Morgan	N/A	Chapman	-	N/A	-	2	2	N/A
Understanding Scrutiny	24/5/07	Peter Marrington	Morgan	N/A	Chapman	-	N/A	Beverley	3	5	Good
Local Government Finance made simple	5/6/06	Alan Gay	Morgan	Bale	Ewens	Russell	N/A	Beverley	5	All cllrs (new and existing) invited	Good
Being an effective Councillor*	8/6/06	Val Slater (external trainer)	Morgan	Kendall	Chapman	Russell	N/A	Beverley	5	All cllrs (new and existing) invited	Good
Vision to Reality – Understanding our priorities and plans	15/6/06	Steve Clough/ Marilyn Summers	Morgan	N/A	Chapman	-	N/A	-	2	All cllrs (new and existing) invited	Good

* 3 councillors from other authorities also attended this event

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Role Specific Training

This section shows development events linked to specific roles undertaken by Members.

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
Licensing training (new panel appointees)	8 th and 14 th June	Gill Marshall	Morgan Selby	Castle	N/A	N/A	N/A	N/A	3	3	N/A
Introduction to Leadership	28/6/06	IDeA	Lewis Mulherin	-	-	-	-	-	2	All new Exec and Lead Members invited	Excellent
Risk Management (for Corporate Gov/Audit Members)	Various	Coral Main, Audit and Risk	Minkin Wakefield	A Carter	N/A	N/A	Finnigan	N/A	4	4	N/A
Leeds Casino Proposal	19/10/06	Gill Marshall, Legal Services	Mulherin	Castle Ron Feldman Lobley Robinson Wilkinson	Campbell Lancaster	-	Leadley McArdle	-	10	25	Excellent
Taxi and Private Hire Issues	20/11/06	Gill Marshall, Legal Services	Coulson Dowson Morgan	Ron Feldman	Bale Hollingsworth Monaghan Wilson	-	-	-	8	10	Good
"This was a useful refresher"											

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
Introduction to Planning	28/11/06	Trevor Roberts Associates	Anderson Congreve Coulson Harington Selby	Ron Feldman Fox Wilkinson	Bentley Wilson	-	Leadley	-	11	20	Excellent
‘Good refresher’, ‘Knowledgeable presenter’, ‘Learnt something new’, ‘Liked case study approach’, ‘This will help me make better judgements’											
The Gambling Act	5/12/06	Gill Marshall, Legal Services	Coulson Dunn Hanley Morgan	Ron Feldman Fox Robinson Wilkinson	Bentley Townsend Wilson	-	Grayshon McArdle	-	13	16	Excellent
Governance and Conduct	6/12/06	Kate Sadler, Democratic Services and Gill Marshall, Legal Services	Morgan	Procter	Bentley Monaghan Taylor	-	Leadley McArdle	-	7	20	Excellent
“I will take all this into consideration when I attend Plans Panel meetings”											
Understanding the Local Development Framework	8/12/06	Dave Feeney, Development	Minkin Parker	An Carter Bale Ron Feldman Ru Feldman Fox Wilkinson	Brett Lancaster	-	McArdle	-	11	25	Good
“I will feed this back through local forums and parish councils” “It was useful to discuss the interconnected themes of the LDF”											

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
Planning Update	14/12/06	Trevor Roberts Associates	Congreve Lyons Nash Selby	Andrew Fox Ru Feldman Wilkinson	Bentley Taylor Wilson	-	Leadley McArdle	-	13	20	Good
“A vital update on the new legislation”											
Introduction to Planning	9/1/07	Trevor Roberts Associates	Hanley Rafique	Andrew Am Carter R Feldman Kendall Latty	Cleasby Ewens Monaghan Taylor	D Blackburn	McArdle	-	13	20	Excellent
Governance and Conduct	30/1/07	Kate Sadler, Democratic Services and Gill Marshall, Legal Services	Congreve Coulson Dunn Gruen G Hyde Minkin Nash Parker	Castle Fox Ru Feldman	M Hamilton	A Blackburn D Blackburn	Grayshon	-	15	25	Good
Planning Update	8/2/07	Trevor Roberts Associates	Coulson Gruen Minkin	Anderson Am Carter Castle Kendall Latty Procter	Campbell Ewens Lancaster Monaghan Taylor	A Blackburn D Blackburn	McArdle	-	16	20	Good
<p>“A little more case study would have improved the session, as in part 1” “2nd half better – more interactive” “[most useful part] - update on planning guidance”</p>											
Governance and Conduct	28/2/07	Legal Services	Hanley Harper Selby	Ron Feldman Latty	Campbell	-	-	-	6	10	Excellent

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
“The section on the Register of Interests will be extremely useful to me in my role” “I will put the learning into practice at Plans Panel”											
Gambling Act	2/3/07	Roger Butterfield	Dowson Morgan Selby	Castle Ron Feldman Robinson Wilkinson	Townsley	-	Grayshon	-	9	16	Excellent
Design Awareness	13/3/07	Planning Services	Gruen	Castle Fox Latty	Campbell Ewens	-	-	-	6	20	Excellent
Risk Management (evening event)	13/3/07	Audit and Risk	Jarosz	Anderson	-	-	-	-	2	15	Good

Personal Development Training

This section shows development events provided as a result of identified personal development needs (these could be identified via Personal Development Plans or via informal discussion with the Member Development Officer).

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
IT one-to-ones	Various	Kay Small	Morgan Renshaw Selby	Ron Feldman Fox Schofield	Chapman	-	-	-	5	-	N/A
Lotus Notes Intermediate	16/6/06	Learning and Development Unit	-	Castle	-	-	-	-	1	-	Good
Read faster with greater understanding	30/06/06	Val Slater (external trainer)	Mulherin	Latty	Monaghan	-	-	-	3	6	Excellent

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
Council Day – IT drop-in	13/9/06	Members ICT/Kay Small	Atha Driver Dunn Gabriel Nash	Bale Campbell Kendall	Kirkland Monaghan	-	-	-	10	99	N/A
Chairing Skills	20/10/06	Val Slater (External Trainer)	Morgan	Castle Fox	Bentley Monaghan Wilson	A Blackburn	-	-	7	8	Good
“I will re-read the manual given and pick out what is relevant to me at this time” “I will be better able to deal with people who ‘hog’ meetings”											
Influencing Skills	8/12/06	Emma Taylor (External Trainer)	Davey Rafique	Fox	Bentley Taylor Wilson	-	-		6	8	Good/ Excellent
“[this course will help me] deal with difficult cases” “Good role plays and scenarios” “Thoroughly enjoyable! I learnt a lot”											
Media Workshop	16/3/07	Maypole Media	Hanley Morgan	Lobley	Lancaster Morton	-	-		5	8	Excellent

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Seminars

This section shows details of lunchtime seminars arranged by Member Services or other internal bodies. It does not include external events or seminars arranged for particular groups.

Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
What should Leeds do with its Waste?	13/6/06	City Services	Hamilton	Fox Kendall Lobley Schofield Wadsworth Wilkinson	Brett Ewens Kirkland Monaghan Smith	A Blackburn	McArdle	-	13	25	N/A
Highways – more than just potholes!	7/7/06	Highways Services	Dowson Harper Morgan	Castle Ro Feldman Ru Feldman Fox Hyde Kendall Lobley Phillips Schofield Wadsworth Wilkinson	Bale Bentley Ewens Kirkland Smith	-	McArdle	-	20	25	N/A
Children Act and Corporate Parenting	27/7/06	Rosemary Archer	Driver Harrington Morgan Mulherin Rafique	Anderson Ro Feldman Ru Feldman Fox Harrand Kendall	Bale Bentley Brett Downes Ewens Lancaster	-	-	-	17	25	N/A
Children Act	5/9/06	Children's Services	Coulson J Lewis Murray	Lobley	Brett Chapman Harker Pryke	Blackburn	Elliott	-	10	25	N/A

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
Everything you ever wanted to know about...Building Schools for the Future	13/10/06	Education Leeds	Blake Coupar Dowson Driver Mulherin Murray	Anderson Ron Feldman Ru Feldman Fox Harrand Hyde Kendall Lobley Wadsworth	Bentley Ewens Harker	-	Leadley McArdle	-	20	25	Excellent
Children Act	30/10/06	Children's Services	Dowson Driver Mulherin Murray	Bale Ron Feldman Ruth Feldman Fox Harrand Hyde	Bentley Brett Cleasby Ewens Harker	-	Elliott Leadley	-	17	25	Good
Everything you ever wanted to know about - Neighbourhoods and Housing	3/11/07	Tom Wiltshire, Keith Gibson, Neighbourhoods and Housing	Murray Parker	Castle Ron Feldman Ru Feldman Fox	Lancaster	-	McArdle	Beverley	9	25	Good
Everything you ever wanted to know about 'Our Health, Our Care, Our Say; Adult Services'	10/11/07	Social Services	Coulson Morgan	Ron Feldman Ru Feldman Fox Harrand Kendall	Bentley Brett	A Blackburn	McArdle	-	11	25	Good
"We need a day on this, with workshops where outcomes will be taken into account"											
Children Act – Common Assessment Framework	27/11/07	Children's Services	Driver Gruen Harper Murray	Bale Ron Feldman Ru Feldman Fox Harrand Hyde	Bentley Ewens Harker Lancaster	-	-	-	14	25	Good

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
"Was good to break into groups for more discussion" "I was concerned at first that Members (myself included) might feel slightly patronised by the participative approach, but on reflection I think it worked quite well. Perhaps we should do it more often"											
Everything you ever wanted to know about...Healthy Schools	1/12/06	Education Leeds/City Services	Parker	Harrand Robinson	Ewens Lancaster	-	McArdle	-	6	25	Excellent
Children Act – Safeguarding and Joint Area Review	12/12/06	Children's Services	Driver Gruen Murray	Ron Feldman Ru Feldman	Bentley Brett Harker	-	-	-	8	25	Good
Local Area Agreements	15/12/06	Jane Stageman, Chief Execs	Dowson Grahame	Anderson Fox	Bentley	-	-	-	5	25	N/A
Everything you ever wanted to know about...Leeds Culture	12/1/07	Catherine Blanshard, Learning and Leisure	Dunn Grahame Morgan Parker	Ron Feldman Ru Feldman Fox Harrand Kendall Latty Robinson	Ewens	-	Elliott	-	13	25	Excellent/Good
"This would be a good seminar for a wider, non-Council audience, to involve citizens in the 800 year anniversary – perhaps broken down in subject-specific modules"											
'An Inconvenient Truth' – Climate Change film	17/1/07	Development	-	Anderson Bale Lobley	Cleasby Ewens Wilson	-	-	-	6	10	N/A
Everything you ever wanted to know about...Neighbourhoods and Housing (Part 2)	26/01/07	Simeon Perry, Gillian Mayfield, N+H	Dowson Driver Hanley	Bale Castle Fox Lobley	Bentley Ewens	A Blackburn	McArdle	-	11	25	Good
"A role-play of the Choice Based Lettings process would be useful"											
Children Act – Children and Young People's Plan	5/2/07	Children's Services	Coulson Driver Harington	Anderson Bale Ewens Hyde	Bentley Brett	-	-	-	10	25	Good/ Excellent

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Event Title	Date	Chair/ Provider	Labour	Cons	Lib Dem	Green	MBI/ Independent	BNP	Total attendance	Potential attendance	Average Evaluation rating
				Lancaster							
"The group discussion was useful" "The discussion was interesting and brought out many issues which are city wide in relation to young children"											
Everything you ever wanted to know about...Neighbourhoods and Housing (evening repeat)	13/2/07	Keith Gibson (Env Health) Gillian Mayfield (ASBU)	Dowson Gabriel Hanley Jarosz	Anderson	Ewens	-	-	-	6	25	N/A
Children Act – Joint Area Review	26/2/07	Children's Services	Coulson Dowson Driver Gruen Harington	Bale Ewens Hyde Fox Harrand Kendall	Bentley Brett Campbell	-	-	-	14	25	Good
Feedback comments: "The most useful part was finding out what other Members thought about Children's Services"											
Trust Schools	5/3/07	Education Leeds	-	Anderson Bale Campbell Wilkinson	Bentley Brett Harker	-	McArdle	-	8	25	Good
Everything you ever wanted to know about...Customer Services	23/3/07	Customer Services (Paddy Clarke)	-	Castle Lobley	-	D Blackburn	McArdle	-	5	20	N/A
Education Leeds – Education and Inspection Act 2006	30/3/07	Chris Edwards	Driver Harington Murray Selby	Anderson Ron Feldman Harrand	Brett Golton	-	-	-	9	25	Excellent

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External conferences and seminars

This section shows details of conferences attended and requested between 1 April 2006 and 31st March 2007. Where attendance at a conference was requested but not approved, it is shown as 'Not Authorised'. The total budget (external conferences and seminars) for 2006-7 was £11,360.

Date	Conference	Delegate	Venue	Approved List?	Authorised Not Authorised	Party	Conf Costs	Travel Costs	Hotel Costs	Total
12 June	IDeA Health Symposium	Brenda Lancaster	London	No	Authorised	Lib Dem	N/A	171	N/A	171
4-7 July	Annual LGA Conference	Barry Anderson	Bournemouth	Yes	Authorised	Cons	495	-	210	705
4-7 July	Annual LGA Conference	James Lewis	Bournemouth	Yes	Authorised	Labour	495	-	-	495
14-15 Sept 8-9 Nov	Making Children Matter – IDeA Leadership Academy Programme	Richard Brett	Cheshire	No	Authorised	Lib Dem	800	29.20 22.30	included	829.20
10 Oct	New Schools Admission Code	Richard Harker	London	No	Authorised	Lib Dem	125	171	N/A	296
12 Oct	What works for Children? Barnardos seminar	Sue Bentley	Leeds	No	Authorised	Lib Dem	15	n/a	n/a	15
16-17 Oct	Standards Board for England Conference	Mike Wilkinson	Birmingham	N/A	Authorised	N/A	415	-	236	651
18-20 Oct	National Children's/Adult Services Conf	Valerie Kendall (two days)	Brighton	Yes	Authorised	Cons	320	202	95.32	617.32
18-20 Oct	National Children's/Adult Services Conf	Richard Harker (two days)	Brighton	Yes	Authorised	Lib Dem	320	132	190.64	737.96
18-20 Oct	National Children's/Adult Services Conf	Debra Coupar	Brighton	Yes	Authorised	Labour	425	132	285.96	842.96
27-29 Oct	National Association of Cllrs annual conference	Suzi Armitage	Cardiff	No	Authorised	Labour	295	83.38	210	588.38
8 Nov	Annual Education Leeds lecture 'Lead, Inspire, Transform'	John Bale	Leeds	No	Authorised	Cons	40	n/a	n/a	40
4 Dec	The LGIU White Paper conference	Peter Gruen	London	No	Authorised	Labour	240	171	n/a	411
21 Jan	LGIU Scrutiny Seminar	Pauleen Grahame	London	No	Authorised	Labour	200	184	n/a	384
5 Feb	Urban Conference	Tom Murray	Newcastle	No	Authorised	Labour	290	46.90	n/a	336.90
6 Feb	IDeA Seminar – Adult Social Care/Health	Valerie Kendall	London	No	Authorised	Cons	Free	184	n/a	184
14 Mar	DHN Policy Seminar – Health Scrutiny	Brenda Lancaster	London	No	Authorised	Lib Dem	200	178	n/a	378
TOTAL SPEND 2006-7										7682.72

