



Report of the Chief Democratic Services Officer

Member Management Committee

Date: 13 October 2009

Subject: Member Development

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

The Member Development Working Group meets on a regular basis to formulate progress and monitor Member Development activities. Over the last quarter this has included work on the following projects:

- Preparation for the second stage of the Member Development Charter award – 'CharterPlus'
- Progressing work on Personal Development Plans (PDPs) and the on-going learning and development events programme.

This report provides Member Management Committee with an update on progress with the above initiatives.

It also provides a summary of learning and development activity and conferences for the 2009-10 period to date (see Appendix 1).

1.0 Purpose of the report

1.1 The purpose of this report is to provide Members with an update on training and development issues relating to elected Members. Specifically, this report contains the following items:

- Details of upcoming learning opportunities
- Summary of learning and development and conference activity undertaken by Members this municipal year to date.

2.0 Background information

2.1 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.

3.0 Main Issues

3.1 The Working Group has devised a number of learning projects for 2009-10, and progress with a some of these initiatives is described below.

Also, at the request of the Executive Board, the Council has committed itself in principle to gaining CharterPlus and thus the Working Group and the Member Development team are engaged in preparing for this and identifying where gaps exist in our provision for Elected Members.

- **Events programme.** A number of events have been circulated to Members for Autumn 2009 and these will be taking place over the next few weeks. Work will also soon begin on planning the induction programme for May 2010.
- **Personal Development Plans (PDPs).** Member Development staff will be commencing the next phase of PDPs in November and will be liaising with Group Whips/Deputies in order to try and maximize Member involvement and also share information gathered about group colleagues learning needs which could be used for succession planning within the Group.
- **Member's Handbook.** As part of the work done to develop a handbook for Members the A-Z section of the Council Diary has been replaced with Area Based Contacts. This section provides Members with contact details for council services in their wedge.

A number of laminated inserts for the diary have also been created which give Members more detailed information about a specific service areas or issues. The current list has been circulated to all Members.

4.0 Implications For Council Policy And Governance

4.1 As the role of Members is complex and demanding, dedicated learning and development strategies which support Members and help them to lead the organisation are essential requirements for any Council.

4.2 Member development is recognised by organisations such as the Audit Commission and Improvement and Development Agency as a key means of building capacity in local government. Good practice is demonstrated by strategic planning on an individual and corporate basis, and can be evidenced by the award of charter marks such as the existing Member Development Charter and CharterPlus.

5.0 Recommendations

6.1 The Member Management Committee is asked to:

- note the contents of this report, in particular the attendance summary at Appendix 1.

Background Papers

None

**Member Development Attendance Summary for Whips/Member Management Committee
(1st April 09 to 30th September 2009)**

This report shows learning and development activity undertaken by elected Members between 1st April 2008 and 31st March 2010. 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. The evaluation rating is an average score based on feedback from the event – options are Excellent, Good, Fair or Poor.

Personal Development:

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	Other	MBI/ Independent	BNP	Total attendance	Average Evaluation rating
Media Skills	26/06/09	PDP's	Charlotte Milligan	Yeadon	Lobley	Bentley Campbell		B Watson Scarborough cc		Beverley	6	Excellent
Influencing and Negotiating skills using NLP techniques	3/07/09	PDP	Peter McNab	Yeadon	Castle Fox Bale	Hollingsworth Bentley Lancaster	Blackburn			Beverley	9	Excellent
Public Speaking	10/07/09	PDP	Emma Taylor			Campbell		O,Neill Akhtar Hardcastle		Beverley	5	Excellent
Chairing Skills	23/07/09	PDP	Val Slater	Yeadon Morgan	Kendall	Chastney Campbell Lancaster Hollingsworth		P Turnpenny J Austin G Tollefson			10	Excellent

Seminars

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	Other	MBI/ Independent	BNP	Total attendance	Average Evaluation rating
<i>Twilight Session</i> Understanding Housing Law	8/04/09	MDWG	Habib Aziz	Selby Driver Yeadon	-	-	-	-		-	3	Excellent
<i>Twilight Session</i> Regeneration Part 1	23/04/09	MDWG	Stephen Boyle		Kendall						1	-
Twilight Session Regeneration Part 2	27/04/09	MDWG	Stephen Boyle	Dowson Renshaw							2	-
1.1.1 Twilight Session Corporate Area Assessment	30/04/09	MDWG	Marilyn Summers	Lowe Lewis	Castle						3	-
Flood Alleviation seminar	14/05/09	Officer	Gary Barlett	Leadley Parker Illingworth	Schofield	Pryke Golton	Blackburn	-		-	7	-
Climate Change Seminar	15/05/09	Officer	George Munson	Harington Illingworth Anderson	Schofield Fox	Smith	Blackburn				7	Excellent

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	Other	MBI/ Independent	BNP	Total attendance	Average Evaluation rating
Personalisation	18/05/09	Scrunity	John Lennon	Jarosz	Kendall Fox Latty Harrand	Chapman Chastney Campbell Bentley Golton	Blackburn				11	Good
Sustainable Communities Act	3/06/09	Officer/ Gov	Dylan Griffiths	Jarosz Illingworth	Bale	Campbell Ewens Chastney Bentley -	-	-		-	7	-
Demolition structures	16/06/09	Officer	Ruth Exley	Lewis	Castle Fox	Downes	Blackburn	-		-	5	Good
Young peoples Group visit (YSHAG)	10/06/09	Scrunity	Rebecca Stacey	Morgan	Kendall	Lancaster Bentley Ewens Golton	-	Sue Knight		-	7	Excellent
Play Builders Initiative	1/07/09	Officer Gov	Vicky Marsden			Golton Ewens Bentley Chastney		Sue Knight			5	Good
Members Pensions	21/07/09	Officer	Angela Brown	Jarosz Coulson Hanley	Fox	Chastney Campbell Lancaster			Finnigan Gettings		9	Excellent
Speed Reading	10/08/09	PDP	Val Slater	Rafique Coulson		Ewens Chastney Mathews	Blackburn	Tony Wallis Ros Lund			8	Good

Leeds City Region Transport Strategy	25/08/09	Officer	Dave Gilson	Harington J Lewis Illingworth Murray	Anderson Fox Schofield	Smith Bentley Ewens Cleasby	D Blackburn A Blackburn				13	Good
Leeds City Region Transport Strategy	09/09/09	Officer	Dave Gilson	Nash Jarosz	Kendall Harrand	Campbell Chastney Pryke Downes Kirkland					10	Good

Role Specific Training

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

Event Title	Date	Origins of event	Chair/ Provider	Labour	Cons	Lib Dem	Green	Other	MBI/ Independent	BNP	Total attendance	Average Evaluation rating
Governance & Conduct update for Planning & Licensing members	24/04/09	Legislation	Amy Kelly Gill Marshall Caroline Allan	Selby Lyons McKenna Dowson	R Feldman R Feldman Schofield						7	Excellent

External conferences and seminars

This section shows details of conferences either attended or requested between 1st April 2009 and 30th September 2009 Where attendance at a conference was requested but not approved, it is shown as 'Not Authorised'.

Date	Conference	Delegate	Venue	Approved List?	Authorised?	Party	Conf Costs	Travel Costs	Hotel Costs	Total
09/06/09	Wise Up: Listening to Older People	V Kendall	Westminster, London	N	J Procter P Harrand	Cons	£250.00	134.5	N/A	£384.50
12/06/09	Nuclear free local authorities	D Blackburn	Manchester	N	J Procter L Carter	Green	£120	26.4	N/A	£146.40

12/06/09	Nuclear free local authorities	R Harington	Manchester	N	J Procter L Carter	Labour	£120	26.4	N/A	£146.40
30/06/09 -2/07/09	LGA Annual Conference	A Carter R Brett K Wakefield	Harrogate	Y	P Marrington	Cons Lib Dem Labour	£519	N/A	N/A	£1,557. 00
21- 23/07/09	Securing City and Regional Prosperity	B Anderson	Salford Quays, Manchester	N	J Procter	Cons	£790	26.4	72	£888.40
10-12 /07/09	National Association of Cllrs equality for all	Jarosz	Scarborough	N	J Procter	Lab		-		£532.50
30/06/09	LGIU - Tackling Climate Change, Improving Local Performance	Monaghan	London	N	J Procter	Lib Dem	£250.00	£189.0 0		£439.00
21/10/09	National Children and Adult Services Conference	Yeadon	Harrogate	Y	Cllr Procter/ Cllr Harrand	Labour	£245.00	N/A	N/A	£245.00
22/01/00	National Children and Adult Services Conference	Harrand	Harrogate	Y	Cllr Procter	Labour	£245.00	N/A	N/A	£245.00
9 & 10/11/09	Environment '09 - Creating a Climate for Change	Harington	London	N	Cllr Procter	Labour	£469.00		£110.00	£579.00
12- 13/10/09	Standard for England Annual Conference	Pat Walker	Birmingham	N	Nicole Jackson	Ind			£90.00	£90.00
05/11/09	LGG Governance and Liabilities of Members and Officers on Outside Bodies	Nash	London	N	Cllr Procter	Labour	£215.00	£44.05	N/A	£259.05
6- 8/01/09	NEEC - Unlocking Children's Potential	Golton	York	N	Cllr Procter	Lib Dem	£555.00	N/A	N/A	£555.00

Total budget allocation for 2009/10

£11090.00

Total spend:

£6067.25

Total remaining at:

£5023.00