

Title of Report:	Proposed Member Development Programme for 2012 to 2015
Report to be considered by:	Council
Date of Meeting:	27 September 2012
Forward Plan Ref:	C2501

Purpose of Report:

1. To agree the Member Development Programme for 2012/2013.
2. To consider the delivery of Member Development until the next District Council Elections in May 2015.

Recommended Action:

Council is asked to note the proposed Member Development Programme for 2012/2013 and the future delivery of Member Development sessions until May 2015.

Reason for decision to be taken:

To allow the Member Development programme for 2012/2013 to continue. To agree the future structure for the delivery of Member Development sessions until May 2015.

Other options considered:

None

Key background documentation:

None

The proposals will help achieve the following Council Plan Theme:

☒ **Doing what's important well**

The proposals contained in this report will help to achieve the above Council Plan Theme by:

Ensuring Members are adequately trained for their roles.

Portfolio Member Details

Name & Telephone No.:	Councillor Graham Jones - Tel (01235) 762744
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Date Portfolio Member agreed report:	22 August 2012

Contact Officer Details

Name:	Jude Thomas
Job Title:	Members Services Officer
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Implications

Policy: Member Development Strategy 2008-2011

Financial: A budget of £2k has been set aside for Member Development. Wherever appropriate training will be delivered in-house to ensure that costs are kept as low as possible.

Personnel: N/A

Legal/Procurement: N/A

Property: N/A

Risk Management: N/A

Equalities Impact Assessment: Report to note only

Is this item subject to call-in?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
<p>If not subject to call-in please put a cross in the appropriate box:</p> <p>The item is due to be referred to Council for final approval <input checked="" type="checkbox"/></p> <p>Delays in implementation could have serious financial implications for the Council <input type="checkbox"/></p> <p>Delays in implementation could compromise the Council's position <input type="checkbox"/></p> <p>Considered or reviewed by Overview and Scrutiny Commission or associated Task Groups within preceding six months <input type="checkbox"/></p> <p>Item is Urgent Key Decision <input type="checkbox"/></p>		

Executive Summary

1. Introduction

- 1.1 The Member Development Group (chaired by the Chief Executive and attended by Councillors Hilary Cole and Gwen Mason) met on 18th July 2011 to make suggestions for the delivery of Member Development sessions until the next Elections in May 2015.
- 1.2 The Member Development Group agreed that the principle of holding Member Development sessions should continue, mainly to allow Members to come together as a group and meet with Officers they may not ordinarily have contact with. For this reason the use of e-learning for Members was not recommended as a way forward.

2. Proposals

- 2.1 At the Council meeting held on the 06 December 2011 it was agreed that a four year training programme should be put in place covering a wide variety of Council services. It was agreed that no more than three of these service-based sessions should be held per year and Members should have the option to seek inclusions in the programme where there were vacancies. In addition, it was recommended that the Chief Executive should provide a joint policy/finance session to Members every six months.
- 2.2 Those Members who are appointed to Planning and Licensing Committees should receive training on an annual basis, before one of their scheduled meetings and in line with any significant policy changes.
- 2.3 The following Member Development programme was agreed for the period up until 2015. Where sessions are 'to be confirmed', the content is to be agreed by the Member Development Group. It is suggested that the Member Services Officer should liaise with the two Group Executives to agree suitable dates for sessions where they have not yet been assigned. The scheduling of these sessions should take into account existing meetings, the need to avoid holiday periods and finally the build up to the District Council Elections in May 2015.

2012/2013	
National Planning Policy Framework	27 June 2012
National Planning Policy Framework	4 July 2012
National Planning Policy Framework	18 July 2012
Core Strategy	25 July 2012
Future of the Standards Committee	30 July 2012
Core Strategy	8 August 2012
Trading Standards/Environmental Health	3 September 2012
Six monthly Policy/Finance update with Nick Carter	01 October 2012
Media Training (with interviews)	05/27 November 2012
Countryside and Public Rights of Way	21 January 2013 (prov)
The Changing Face of Education (inc. Corporate Parenting)	04 February 2013 (prov)
Public Health – An Introduction	11 March 2013 (prov)

2013/2014	
Adult Social Care	03 June 2013 (prov)
Public Health Update	09 September 2013 (prov)
Six monthly Policy/Finance update with Nick Carter	21 October 2013 (prov)
Children's Services	27 January 2014 (prov)
Partnerships & Visions – An Overview	24 February 2014 (prov)
Annual Planning and Licensing updates	Ad hoc
Six monthly Policy/Finance update with Nick Carter	29 April 2014 (prov)
2014/2015	
Culture & Leisure	June 2014
Public Health Update	September 2014
To be confirmed	To be confirmed
To be confirmed	To be confirmed
Annual Planning and Licensing updates	Ad hoc
Six monthly Policy/Finance update with Nick Carter	September 2014 and April 2015 (if required)

* Officers are consulting Members as to whether they would like to attend additional repeat day time sessions for the above courses.

2.4 The following sessions were held in 2011/12 Municipal Year:

2011/2012	Session date	No of members attending the Session	Average Overall Score for the Sessions
Highways issues with Mark Edwards	14 November 2011	21 (40%)	
The Local Enterprise Partnership (at the request of the Executive Member with responsibility for Economic Development)	09 January 2012	27 (52%)	
Policy/Finance update with Nick Carter/Andy Day	07 February 2012	24 (52%)	
Public Health Transition	19 April 2012	28 (54%)	3.1

3. Equalities Impact Assessment Outcomes

3.1 There is no decision to be made and therefore no Equality Impact Assessment has been undertaken.

4. Conclusion

4.1 Council is asked to note the sessions that were arranged during 2011/12 as well as the sessions that are planned for the period 2012 to 2015.

Appendices

There are no appendices to this report.

Consultees

Local Stakeholders: Councillors Hilary Cole and Gwen Mason

Officers Consulted: Moira Fraser, Democratic Services Manager, Corporate Board,
Lead Officers

Trade Union: Not consulted