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MEMBER LEARNING AND DEVELOPMENT PROGRAMME 2009/10 – MID PROGRAMME REVIEW

1   SUMMARY

1.1   This report contains the mid-programme review of the 2009/10 Member Learning and Development Programme.

2   INTRODUCTION

2.1   At the meeting of the Committee on 2 April 2009, it was agreed that the training sessions continue to be arranged in three phases – in May to July, October to November and February to March, with 20 sessions identified in total.

2.2   The 2009/10 Programme reflects the decision of Council regarding mandatory training for Development Control, Licensing and Appeals Committee Members. Phase 1 of the Programme included mandatory courses for Development Control, Licensing, and Appeals Committee Members. Two planning-related training courses will be offered in Phase 2 of the Programme, attendance at either of which will count towards Members' mandatory training requirement for Phase 2.

2.3   The Committee agreed that the Member Learning and Development programme be developed in consultation with the Charter Implementation Group (CIG), which had been formed to oversee and lead on the process of applying for accreditation to the East of England Charter for Elected Member Development.

2.4   At its meeting on 25 August the CIG agreed a list of learning and development opportunities to be offered to Members in Phase 2 of the Programme, including Member development modules from the Improvement & Development Agency's (IDeA) 'Winter Menu of Support'. Details relating to these modules are provided later in this report.

3   TRAINING PROGRAMME TO DATE

3.1   The following courses have already been held:-

- Mandatory training for Members of the Development Control, Licensing & Appeals Committees.
  - Development Control
  - Licensing
  - Appeals

- Courses for Area Committee Members
  - Chairing a Public Meeting
  - County Highways, including Localism

- Courses for all Members
  - Emergency Planning/Pitt Review
  - CAA/Key Priorities for the year, including Equalities

- Course for Audit Committee Members
  - Role and responsibility of Audit Committees

3.2 The sessions have been provided through a combination of specialist training providers, partners and Council Officers.

3.3 The venues used have been the St John Ambulance Headquarters, Rochford and the Civic Suite, Rayleigh. However, it has been decided to stop using the St John Ambulance Headquarters as a venue for Member training following feedback from Members that it had unsuitable disabled access. Effort is being made to find an alternative suitable venue in the Rochford area. In most cases, both daytime and evening sessions have been organised to accommodate Members' commitments.

3.4 The attendance by Rochford District Council Councillors, including Independent Members of the Standards Committee, at the training courses to date is set out at Appendix 1.

4   FORTHCOMING OPPORTUNITIES

4.1 The following courses are scheduled to take place within the second part of the programme in October to November 2009:-

- Courses for all Members (offered by the Improvement and Development Agency (IDeA) as part of the 'Winter Menu of Support':-

  - Communications: raising your profile as a local community leader

  - Community leadership at the local level; engagement and partnerships

  - The effective Ward Councillor

- Planning related training (attendance at either one would count towards Members' mandatory training requirements for Phase 2):-

  - Tour of the District

  - Planning Development & Management

- Courses for all Members:-

  - Estimates and Local Government Finance

  - Introduction to Social Media (including social networking sites and blogs)

10.2

4.2   The Member Learning and Development booklet for Phase 2 of the programme incorporates actions relating to Member training identified in the EERA Charter for Elected Member Development Action Plan.

4.3   An additional evaluation form is being designed, which will be sent to Members at the conclusion of each phase of training, in order to evaluate the benefits to Members from the training.

4.4   Specific training is being provided to the Members of the Review Committee. In order to build the Committee's capacity and expertise, a presentation on the four areas of scrutiny: challenge, engagement, leadership and performance management was delivered in June by the Council's Overview & Scrutiny officer. The Overview & Scrutiny officer is currently liaising with the Centre of Public Scrutiny in respect of training courses for Review Committee Members in Autumn/Winter 2009/10.

4.5   The final part of the programme (February to March 2009) is currently under development and will seek to include a course in Managing Time and Paperwork, delivered by an independent trainer, a course on taxi licensing and a course on Community Safety, delivered by the Council's Community Safety Team. It will also seek to cover any remaining priority areas identified in the Member training questionnaire responses.

5   RESOURCE IMPLICATIONS

5.1   The cost of Member training is met from the Council's Member training budget, which is set at £20,000. The courses offered by the IDeA will be reimbursed by Improvement East under the 'Winter Menu of Support'.

6   PARISH IMPLICATIONS

6.1   It is proposed to continue to offer Parish/Town Councils places on relevant courses.

7   RECOMMENDATION

7.1   It is proposed that the Committee **RESOLVES** to note the 2009/10 Mid-Programme Review.

Sarah Fowler

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Background Papers:-

None

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If you would like this report in large print, braille or another language please contact 01702 546366.

MEMBER TRAINING PROGRAMME 2009/10
MID PROGRAMME REVIEW

Attendance Figures to Date

	Date	Title of Course	No of Members Attended
Mandatory Training Sessions	21 May 2009 (2 sessions)	Development Control Committee	31
	27 May 2009	Development Control Committee – Overspill Session	5
	16 June 2009	Development Control Committee – Overspill Session	4
	27 May 2009	Licensing Committee	13
	20 July 2009	Licensing Committee – Overspill Session	3
	2 July 2009	Appeals Committee	11
For All Members of the Council	18 June 2009 (2 sessions)	Emergency Planning/Pitt Review	18
	1 July 2009 (2 sessions)	CAA/Key Priorities for the year, including Equalities	19
For Area Committee Members	2 June 2009 (2 sessions)	Chairing a Public Meeting	11
	15 July 2009 (2 sessions)	County Highways, including Localism	19
For Members of the Audit Committee	9 July 2009	Role and Responsibility of Audit committees	8