

**REPORT FOR: MEMBER DEVELOPMENT
PANEL**

Date: 10 April 2013

Subject: **INFORMATION REPORT –**
Member Development Programme Update

Responsible Officer: Jon Turner, Divisional Director of Human Resources and Development and Shared Services

Exempt: No

Enclosures: None

Section 1 – Summary

This report updates the Panel on the Member Development Programme of events that have taken place since December 2012 and on the progress of the Member Development Programme in 2013/14.

FOR INFORMATION

Section 2 – Report

2.1 Overall Evaluation of Members' Attendance at Training Events Since the last Panel Meeting in February 2013

Training Event	Attended	Did not attend	Very Useful	Fairly Useful	Not useful	No Feed back	More know ledge/ skills required
NEW: Personnel Appeals Panel (for those Members of the Pool not yet trained) 7 January 2013	4/6	1/6	3/4	-	1/5	-	-
NEW: CIPFA Training on Audit Committees (for GARM Members) 23 January 2013	7/7	-	3/7	-	-	4/7	3/7
Chairing Skills (15 places available) 24 January 2013	12/15	3/15	9/12	3/12	-	-	3/12
Members Quarterly Briefing 28 February 2013 POSTPONED	-	-	-	-	-	-	-
NEW: Council Tax Support – responding to constituent's enquiries 18 February 2013	4/63	59/63	3/4	1/4	-	-	2/4

Training Event	Attended	Did not attend	Very Useful	Fairly Useful	Not useful	No Feedback	More knowledge/skills required
REPEAT: Council Tax Support – responding to constituent’s enquiries 27 February 2013	7/59	52/59	5/7	2/7	-	-	2/7
NEW: Refresher EqIA (for Cabinet Members) 5 March 2013	7/10	3/10	2/7	2/7	-	3/7	1/7
Service Delivery Models/Commissioning 18 March 2013 POSTPONED							

2.2 Member Feedback on the Above Training Events

The comments below have been taken directly from the learning evaluation sheets completed by Members

What else do I need to learn on this topic/Any Other Comments:

Personnel Appeals Panel – 7 January 2013 (untrained Members of the Personnel Appeals Panel Pool only)

- You should have sent out the Dignity at work suite in advance. Questions should have had context.

CIPFA Training on Audit Committees (GARM Members only) – 23 January 2013

- Continuous sessions.
- What is in the Fraud Red Book? – ASAP.
- Finishing training to help better understanding.

Chairing Skills – 24 January 2013

- I just need experience! Very good! Thanks!
- Effective listening and writing reports. Good Course.
- Very interesting – thank you.
- Very useful!
- Very good.
- Dealing with bad chairmen.
- Enjoyed the session. Was v good and shared some v.good ideas.

Council Tax Support: responding to constituent's enquiries – 18 February 2013

- Would like update training once scheme has been running 6 mth etc. The two ladies who did the present were v. good, and ask to explain and answer questions.
- Have another training in a few moths time to look at the changes. Very helpful. Should have more of member development training.
- Please ensure that officers are informed of correct start time in future.

- Impact of the changes. Advice available. Greater awareness of the problems many constituents will soon face.

Council Tax Support: responding to constituent's enquiries – 27 February 2013

- I find these forms difficult to answer.

- Able to support when the residents approach about the scheme. Another session with DWP.

-The amount of support, who are eligible. Give an update to the people who are on this scheme.

- Knowledge of the support scheme and other benefit cuts. Guide the local residents facing hardships/affected by cuts.

- More in future about any change.

- Understand how this effect my constituents. Possible ways of helping them.

Refresher EqIA for Cabinet Members – 5 March 2013

- I don't get disqualified and cause a by-election.

- Better decision-making.

- Update on latest case law surrounding EIA law/trends. The increase in my understanding will aid better decision-making.

- Ensure equalities issues are addressed. Updates when necessary. An earlier time for training would be helpful.

3. Planned Activity for the Remainder of Municipal Year

Event	Provider/ Facilitator	Date/Venue/ Time	Activity and target audience
Health and Wellbeing Boards		Monday 22 April	(All Members)
Members Quarterly Briefing		Thursday 2 May	(All Members) Table 1 – Legislative Update Table 2 – Council’s Street Lighting Policy Table 3 – Planning Table 4 – Local Information System Presentation

4. London Boroughs Charter for Elected Member Development: Update on Progress

Agreement is still sought on the next steps for achievement of the Charter Mark and the commitment of Members.

If the Charter Mark work is to be completed this must happen before the May deadline as given by South East Employers, the awarding organisation.

5. Member Development Programme 2013/14

- 5.1 Following discussions with the Office of Public Management (OPM) and Officers it is proposed to launch the Member Development Programme with a Members and Officers event on July 25th. This event will be an open forum led by the OPM to discuss changes in National and Local Governments and its impact on how services could be delivered in the future. It will highlight approaches being taken by other Councils who work with OPM and work by other Councils in London. This event will lead to the establishment of a series of development events between Members and Officers on areas of investigation and exploration for change.

5.2 The Chair of the Member Development Panel recently met with the Lead Member for Member Development at the London Borough of Brent. At this meeting, it was proposed that both Members would discuss the possibility of future collaboration on Member Development Training events between the two authorities, with their respective Members and relevant Member Development steering groups. It was proposed that, Members from Harrow be invited to attend a forthcoming Member training event being arranged by Member Development at Brent Council at its new Civic Centre site in September 2013 on the topic of 'Leadership Skills for Members'. This event could be promoted as a pilot event to assess the level of Member interest and possible benefit to Members of both authorities. If agreed, Harrow may be requested to cover the cost of refreshments at this event.

6. Plans for Member Induction 2014

Officers from Democratic and Electoral Services and Learning and Development teams are in the process of updating the Members' Handbook and putting together plans for the Member Induction following local elections in 2014. This will be reported at the 1 October meeting of the Panel.

7. Follow-up Actions From the Previous Meeting of the Panel

Officers will provide a verbal update regarding any outstanding actions from the previous meeting.

Section 3 – Further Information

None

Section 4 – Financial Implications

Funding for the member development activities and events in this report is within the current budget provision.

Section 5 - Equalities implications

Was an Equality Impact Assessment carried out? No

If no, state why an EqIA was not carried out below:

N/A

Section 6 – Corporate Priorities

N/A

Section 7 - Statutory Officer Clearance

Name: Steve Tingle	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 20.3.13		

Section 8 - Contact Details and Background Papers

Contact: Jon Turner, Divisional Director of Human Resources & Development & Shared Services, Email: jon.turner@harrow.gov.uk Tel: 0208 424 1225

Background Papers: None