

**REPORT FOR: MEMBER DEVELOPMENT
PANEL**

Date: 4 February 2014

Subject: INFORMATION REPORT –
Member Development Programme Update

Responsible Officer: Jon Turner, Divisional Director of Human
Resources and Development & 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 October 2013 and on the progress of the Member Development Programme until May 2014.

FOR INFORMATION

Section 2 – Report

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

Training Event	Attended	Did not attend	Very Useful	Fairly Useful	Not useful	No Feed back	More know ledge/ skills required
Joint Brent-Harrow Training: Leadership Skills 26 September 2013	8/63	55/63	2/8	4/8	2/8	0	3/8
Members' Quarterly Briefing 10 October 2013	POSTPONED						
Safeguarding Adults Refresher Training 28 October 2013	12/63	51	6/9	3/9	0	3	4/9
How to Understand Finance Information 30 October 2013	11/63	52/63	5/9	4/9	0	2	7/9
Excel Advanced 23 December 2013	POSTPONED						
Changes to Special Educational Needs Provision 10 December 2013	5/63	58/63	4/5	1/5	0	0	2/5
Town & Country Planning Update 11 January 2014	13/63	50/63	9/13	3/13	0	0	6/13

2.2 Member Feedback on the Above Training Events

The comments below have been taken **directly** from the learning evaluation sheets completed by Members from the sections '**What else do I need to learn on this topic/Any other comments**':

Joint Brent-Harrow Training: Leadership Skills - 26 September 2013

- started off a bit quietly. Layout of room not ideal;
- more courses;
- we did not learn any skills – it was more a of a theoretical discussion;
- maybe more of these trainings. Handouts to be of bigger size fonts to be readable;
- it is always useful to exchange ideas and thoughts among similar people;
- role play in a controlled environment, then receive feedback and future improvement. Useful to extent - with respect to debate which deviated from the subject matter;

Safeguarding Adults Refresher Training - 28 October 2013

- report abuses. Supporting those who need support. good presentation, useful information given;
- not enough or any surprise visits are made to care homes or hospitals. Until this happens nothing will improve;
- probably quite a lot but must rely on at least annual updates. Session very helpfully presented;
- excellent session – well delivered;
- understand process and alert procedure. Regular updates. Please issue wallet cards to us for use as councillors. She covered it well and answered our questions very helpfully;
- information about how new/update process/procedure works. How to take the information to wider community and develop appropriate process. Any other regular updates;
- a very effective briefing – concise and to the point. Everything was covered within an hour;
- I would like to see more behind the numbers/statistics i.e. drill down the numbers;
- key part of my portfolio responsibilities. Ongoing requirement to keep abreast of safeguarding matters. Very helpful, very clear;

How to understand finance information - 30 October 2013

- a choice of spending streams. More detail and comparing expenditure in different departments and how it ties up with statutory obligations. A brilliant presentation, thank you;
- explain better to my residents. Regular refresher needed;
- deliver a cleaner and safer Harrow. A good training session;
- making financial decisions fairer. Lots (to learn)
- ask more informed questions;
- fairer Harrow, ensuring the money is spent correctly and the residents get value for money. Another session as part of other types of budget plus the major issues and how to resolve them;
- more effective scrutiny of finance. More about the interaction of finance and performance;
- produce robust/better budgets. The process behind the scenes that leads to this reporting;
- enable contribution to decision making process re budget. Regular updates. Very helpful in answering questions, some simple, some complex!

Changes to Special Educational Needs Provision - 10 December 2013

- to learn more about SEN. Very, very good;
- excellent;
- how this is progressing over the next years. How this can be effective to benefit young people and children.

Town & Country Planning Update- 11 January 2014

- updates, every 4 year cycle. Excellent presentation;
- very well presented, thank you;
- very well presented;
- some Councillors should stop having side debates and interrupting during presentations or when someone else is talking;
- makes my role on the Planning Committee enhanced;
- morning session too slow, afternoon session better;
- if the planning law changes, we need to have similar training in the future;

- better planning knowledge helps to deliver all of these (Corporate Priorities). An excellent session;
- better understanding during meetings. Regular refresher training and updates;
- relevance to 'fairer' Harrow
- my understanding has been greatly enhanced leading hopefully to residents agreeing or a decision and how fair it was.

3. Planned Activity for the Remainder of Municipal Year

Event	Provider/ Facilitator	Date/Venue/ Time	Activity and target audience
School Organisation & School Admissions	Children's Services Management Team	Monday 27 January 2014 7.00 pm in CR 1&2	All Members
Members' Quarterly Briefing	-Harrow's Clinical Commissioning Group/CCG -Legal Update/Jessica Farmer -MyLearning/Lesley Clarke	Monday 17 February 2014 7.00 pm in CR 1&2	All Members
Topic TBC	TBC	Monday 24 March 2014 7.00 pm in CR 1&2	All Members
Topic TBC	TO BE CANCELLED	Tuesday 27 May 2014	All Members

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

This report sets out the training programme for Councillors, which supports the Corporate Priorities.

Section 7 - Statutory Officer Clearance

Name: Steve Tingle	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 24.1.14		

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