

**REPORT FOR: MEMBER DEVELOPMENT  
PANEL**

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**Date:** 3 April 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 February 2014 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
<b>School Organisation &amp; Admissions</b>	16/63	47/63	9/12	3/12	0	4/16	5
<b>Members' Quarterly Briefing:</b>							
Table 1 – Harrow Clinical Commissioning Group	11/63	52/ 63	5/6	1/6	0	6/11	4
Table 2 – Individual Electoral Registration	8/63	55/63	8/8	0	0	0	4
Table 3 – Freedom of Information	5/63	58/63	3/5	2/5	0	0	4
Table 4 – MyLearning Portal	9/63	54/63	2/7	1/7	2/7	0	6
<b>Excel Advanced</b>	7/7	0	-	-	-	-	-

## 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**':

### **School Organisation & Admissions - 27 January 2014**

- better management & saving time
- more knowledge of background work
- Well presented
- it was well done and informative – thanks a lot.
- very useful to hear colleagues views
- a very good, clear presentation & handout
- excellent
- can share with my ward residents who need this
- easier to communicate to residents. very informative
- more about waiting list proces
- how it fits in with my school governor work
- very good

### **Members' Quarterly Briefing - 17 February 2014**

#### **Table 1 – Harrow Clinical Commissioning Group**

- Better understanding of where we stand
- It will help me keep an eye on health services in Harrow
- Excellent Presentation
- How I can be useful in joint planning. Very clear and helpful presentation
- The course was run through very quickly with very high level of information. More detailed and slower presentation would have been useful
- Need to know how the funding is going to be allocated for Mental Health

## **Table 2 – Individual Electoral Registration**

- Very helpful. Would like an update on Gov action on future processes
- good course
- great info
- Session very well done
- Excellent presentation

## **Table 3 – MyLearning Portal**

- Probably need a refresher course
- I.T was not working properly
- Good course
- computer system needs capacity
- better IT needed. Excellent presentation

## **Table 4 – Freedom of Information**

- good, clear, helpful presentation
- awareness of the importance of ensuring data is secure. Safer because I will be looking after residents data more securely
- I do not know the scale of information requests and wha impact this has on other council services

## **Excel Advanced - 4 March 2014**

Feedback not available.

### **3. Planned Activity for the Remainder of Municipal Year**

<b>Event</b>	<b>Provider/ Facilitator</b>	<b>Date/Venue/ Time</b>	<b>Activity and target audience</b>
<b>Primary Care Centres in Harrow</b>	<b>Clinical Commissioning Group</b>	Monday 24 March 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:

The panel is invited to comment on how to ensure that the Member Development process is inclusive for all new and existing members. These comments will be used to ensure that the process addresses any equality implications.

### **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: 20.3.14		

### **Section 8 - Contact Details and Background Papers**

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

Background Papers: None