

Meeting:	Member Development Panel
Date:	7 th April 2009
Subject:	Member Development Programme Update
Key Decision: (Executive-side only)	No
Responsible Officer:	Divisional Director of Human Resources and Development – Jon Turner
Portfolio Holder:	Portfolio Holder for Performance, Communications and Corporate Services - Councillor Paul Osborn
Exempt:	No
Enclosures:	None

Section 1 – Summary and Recommendations

This report reviews the closing of the 2008/09 programme and outlines the forthcoming events for the remainder of the financial year for 2009 for elected members in line with the Council Improvement Programme. It includes an update since the Member Development Panel on the 3rd February 2009.

RECOMMENDATIONS:

The Panel is requested to note the report.

REASON: The programme is designed to meet the learning and development needs of elected members in the light of the Comprehensive Performance Assessment and Joint Assessment Review feedback, as part of the Council's improvement plan and performance development.

Section 2 – Report

1. Coaching - Update

The Roffey Park Coaching programme has been completed by two Councillors to date. Another five Councillors are in the process of completing the programme. The original deadline of March 2009 will need to be reviewed in the light of the time required to complete the first cohort. It is also suggested that the Member Coaching Programme is reviewed alongside the 2008/9 programme as part of ongoing evaluation of the opportunities offered to members.

2. IDeA/London Councils Member Development Charter Update

The council Leader, Group Leaders and the Chief Executive have signed the Commitment to gain the Charter with a proposed assessment date of 24th June 2009. Resources have been allocated to developing a portfolio of evidence and other work to enhance our offer to Members, including a revised Training Needs Analysis in advance of the 2009/10 programme. A new Member Development Policy and Strategy is also being drafted for consideration by Panel members.

3. Review of Member Development Activities since Last meeting

The following events have taken place since 3rd February 2009.

Mandatory Training		
Date	Module	No. Of Attendees
17 th February 2009	Planning- secured by design	12
23 rd February/ 25 th February/3 rd March 2009	Harrow Compact (Grants advisory panel)	7
24 th March 2009	New local assessment Framework – Code of Conduct	?TBC today

Other Training Events and Briefings		
Date	Topics	No. Of Attendees
3 rd February 2009	IT Training Excel Introduction	5
11 th February 2009	Action Learning Event- Customer Service and Satisfaction	31
23 rd February 2009	Finance update	5
5 th March 2009	Members Quarterly Briefing	12
12 th March 2009	Finance update	8

We are continuing to evaluate each Member Development session by asking Members to complete learning log/evaluation forms. This allows Members to relate the benefits of learning for personal needs, benefits to the council and the community. The overall feedback from the above events has been very positive.

4. Update on the Programme

Action Learning Event – Customer Service and Satisfaction 11th February 2009

This event was a success. We had a positive attendance of 31 Members. A repeat session will be held on **Monday 27th April** for those Members that were unable to attend. Feedback from this event included the following comments:

'Interesting discussion with opposition Councillors'

'(I) need to develop even more contacts in my ward and (the) importance of feedback to residents'

'Good session'

'Council will have good Councillors to help residents and their issues'

Member Development Programme 2009/10

The Member Development Programme 2009/10 is in the process of being developed. The Member Training Needs Analysis, Officer/Councillor requests and development needs identified from the Member Coaching Programme will all form the basis of the programme. The dates for the Member Development Programme 2009/10 have been confirmed in accordance with the Committee Calendar. Councillors have been supplied with these dates and will be updated when subject matters for each session are confirmed. Dates for Member Development will now be published on the Committee Calendar and therefore Councillors will receive these dates on a weekly basis as with Committee events. The calendar is also published on the intranet in the Members area.

Members Quarterly Briefing – 22nd June 2009

The following tables have requested to be present at the Members Quarterly Briefing in June:

- Legal update- Legal team
- Preventing violent extremism (PVE) - Samia Malik
- 'Being a corporate parent' Gail Hancock/Andreas Kyriacou
- New householder permitted development rights- Frank Stocks

Section 3. Planned Activity for Next Quarter

Activity and target audience	Provider/ Facilitator	Dates	Cost	Aims
Mandatory training		All members in the target audience are required to attend this training		
Disability Equality Duty (those that are yet to attend)	Internal Mike Howes/ Helen White	8 th April 2009	Officer time	Inform Members how the general equality duty impacts on decision making
Other learning events		All members are encouraged to attend these sessions(unless stated otherwise)		
Safeguarding of children and adults	Internal Steve Spurr/ Seamus Doherty	9 th April 2009	Officer time	To raise the awareness of the safeguarding of vulnerable adults and children
IT Training –	Internal	15 th April	Officer	To gain a greater

Excel Intermediate/advanced	Fiona Walters	2009	time and Fee of £100 per session	understanding on the Office Suite of software packages
REPEAT TBC Safeguarding of children and adults	Internal Steve Spurr/Seamus Doherty	6 th May 2009	Officer time	To raise the awareness of the safeguarding of vulnerable adults and children
Emergency Planning	Internal David Ward/Kan Grover	25 th June	Officer time	To inform "The Role of Councillors in a Major Incident.
Finance Debt Management	Internal Greg Foley			To inform Members about Sundry Debt Management
Members quarterly briefings		These events are open to all Members and allows for Members to have an informal discussion with Officers regarding their service area.		
1 st Quarter	Various	22 nd June 2009	Officer Time	Designed to encourage members to discuss current issues, develop effective member/officer relationships and signpost further information and support
Action learning events				
REPEAT Customer Service & Satisfaction	Gary Welch, Research Director MORI	27 th April 2009	External speaker from MORI	To challenge councillors on key issues relating customer service and customer satisfaction

Financial Implications

All training costs will be contained within the departments approved budget for 2009/10. (£50,000)

Name: Steve Tingle Date: 27March 2009	<input checked="" type="checkbox"/> on behalf of the Chief Financial Officer
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