

REPORT FOR: MEMBER
DEVELOPMENT PANEL

Date: 7 January 2010

Subject: Member Development Programme Update

Key Decision: No

Responsible Officer: Jon Turner, Divisional Director Human Resources & Development

Portfolio Holder: Councillor David Ashton, Leader and Portfolio Holder Strategy, Partnership and Finance

Exempt: No

Decision subject to Call-in: Yes

Enclosures: None

Section 1 – Summary and Recommendations

This report reviews progress in delivery of the current Member Development programme and outlines the forthcoming events for the remainder of 2009/10.

Recommendations (to the Portfolio Holder):

The Panel is requested to note the report and agree the proposed amendments to the 2009/10 programme.

Reason: (For recommendation)

To finalise the 2009/10 Member Development programme.

Section 2 – Report

2.1 Changes to Co-ordination of Member Development

Dionne Sawyer, Member Development Co-coordinator left Harrow Council on 6th November 2009 and Anita Patel-Keegel has now taken over this role.

James Rose who has been engaged as interim Learning & Development Manager will also be supporting Member Development. Ken Howgill continues to lead the project to develop the Member Induction Programme for 2010.

2.2 London Councils Member Development Charter

On Tuesday, 13th October Harrow Council was awarded the Member Development Charter for demonstrating good practice in Member Development. The Council will need to maintain it's high standards in member development to retain the Charter and have the potential to aim for Charter Plus status within the 2010- 2014 term.

2.3 Member Coaching – Update

The Member Coaching Programme will be reviewed alongside the 2010/11 programme as part of ongoing evaluation of the development of Members. Currently, four Councillors have signed up to complete the latest tranche of the Programme, which it is hoped will be completed by February 2010 as after this date Member Coaching will be postponed until post the May 2010 elections.

We are investigating working in partnership with Roffey Park to develop a self-assessment questionnaire for Councillors, designed by Harrow and evaluated by Roffey Park.

2.4 Review of Member Development Activities since September 2009

The following events have taken place since 8th September 2009.

Training Events and Briefings		
Date	Topics	No. Of Attendees
8 th September	Cabinet Briefing	6
29 th September	Members Quarterly Briefing	12
30 th September	School Re-organisation	6
6 th October	Safeguarding Children & adults	17

8 th October	Facilitation skills	5
13 th October	Action Learning Event	23
19 th October	Safeguarding Children & adults	5
2 nd November	Part 1 Presentation Skills	9
2 nd November	Cabinet Briefing	6
16 th November	Part 2 Presentation Skills	10
17 th November	HR Appeals Panel	15
7 th December	Members Quarterly Briefing	13
8 th December	Cabinet Briefing	4
9 th December	Grants Advisory Panel	7

We continue to evaluate each Member Development session by asking Members to complete learning log/evaluation forms. These evaluation forms currently reflect the benefits of learning for personal needs, benefits to the council and the community.

We will review this practice in order to develop a process where Councillors are more able to reflect upon their learning.

2009/10 Programme Update

2.5 Developing Networks and Partnerships

The Office for Public Management (OPM) has been commissioned to deliver an in house training programme for Harrow Councillors on developing networks and partnerships. This programme has been structured to run in 3 x 2 hour sessions available to all Councillors.

The programme was planned to run before the end of the financial year, however due to the limited time / space available in the remaining programme it is recommended that this be postponed until after the 2010 Members Induction.

2.6 Members Quarterly Briefings

The following table briefings were presented at the Members Quarterly Briefing on 7th December 2009:

- Purdah - Legal team
- Voluntary Sector

- Housing

In response to Councillors' requests, only three topics were presented, in order to allow greater time for discussion at each table briefing.

The Panel are invited to suggest topics for presentations by Officers or external Organisations at future Quarterly briefings. The next Members Quarterly briefing is scheduled for March 2010.

2.7 Planned Activity for Next Quarter

Event	Dates Provider/ Facilitator	Venue/Time	Aims	Activity and target audience
Cabinet Briefing	12 th January 2010	CR 5 5.00-5.30 pm	TBC	Cabinet Members
Participation & Voices Training	9 th February 2010	CR 1 & 2 6.30-8.30 pm	TBC	All Members
Safeguarding (children & adults)	17 th February 2010	CR 1 & 2 6.30-8.30 pm	To raise awareness of the safeguarding of vulnerable children and adults	Members that have been unable to attend previous sessions
Cabinet Briefing	23 rd February 2010	CR 5 5.00-5.30 pm	TBC	Cabinet Members
Members Quarterly Briefing	4 th March 2010	CR 1 & 2 6.30-8.30 pm	To enable Members to discuss current issues with officers.	All Members
Evaluation Focus Group	22 nd March 2010	CR 1 & 2 6.30-7.30 pm	To evaluate/feedback on the Member Development Programme	All Members
Cabinet Briefing	23 rd March 2010	CR 5 5.00-5.30 pm	TBC	Cabinet Members

2.8 Financial Implications

All member development costs have been contained within the budget allocation for 2009/10.

Section 3 - Statutory Officer Clearance

Name: Jennifer Hydari	<input checked="" type="checkbox"/>	on behalf of the* Chief Financial Officer
Date: 15 December 2009		
Name: George Curran	<input checked="" type="checkbox"/>	on behalf of the* Monitoring Officer
Date: 15 December 2009		

Section 4 - Contact Details and Background Papers

Contact: Jon Turner, Divisional Director HR&D, 0208 420 9309

Background Papers: 2009/10 Member Development Programme