

ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	COUNTY COUNCIL
DATE:	08 MAY 2014
TITLE OF REPORT:	MEMBER DEVELOPMENT PLAN – APRIL 2014 – MARCH 2015
PURPOSE OF REPORT:	TO SEEK COUNCIL APPROVAL TO THE DEVELOPMENT PLAN FOR ELECTED MEMBERS
REPORT BY:	INTERIM HEAD OF DEMOCRATIC SERVICES
LEAD OFFICER:	MIRIAM WILLIAMS, SENIOR HUMAN RESOURCE DEVELOPMENT OFFICER

There is a duty on the Authority to provide training and development opportunities for its Members and to make information available to the Council on an annual basis.

During 2012/13, the Council established a Democratic Services Committee in accordance with the Local Government (Wales) Measure 2011. The Committee has responsibility for matters relating to Member Training and Development.

During last year a comprehensive programme of training was provided and informed by the needs of Members and the organisation, supported by the WLGA with a commitment to work towards achieving the WLGA Member Development Charter Status Award. The existing Strategy was a key aspect of achieving Charter Status which provides focus on continued Member Development and Support.

At its core, the Strategy is about understanding the needs of Members so that they may be better supported in their roles through the provision of appropriate development which is constantly monitored, evaluated and reviewed to ensure that it is both “fit for purpose” and of the right quality.

Since the election Members of the Council have been issued with a generic job description and person specification which includes reference to personal and role development opportunities provided by the Authority.

Moving forward the induction and on-going development programme for Members is crucial. The attached Training Plan for the period May 2014 to March 2015 has been prepared to highlight the main areas of development to be offered during this period. The programme, will as far as possible, seek to accommodate Members needs

e.g a mixture of day and evening sessions and the format of the training varied e.g. workshops, mentoring, e-learning and one-to one etc.

This document will be a “rolling programme” of sessions, which will depend on the individual needs of Members together with those of the Council/other stakeholders whilst reflecting the resources available. The personal development reviews to be undertaken by Members during the year will be an important element of this process.

The intention is for the plan to continue to make further positive steps towards supporting Members in their roles, improving standards and developing good practices that assisted the achievement of the Member Development Charter status last year.

The Democratic Services Committee will be monitoring progress on a regular basis including further review/updating based on Members and organisational needs. In addition, reports will be submitted to the Standards Committee as appropriate.

RECOMMENDATION:

To adopt and undertake the Training Plan for Members as set out in the attached enclosure.

Huw Jones
Interim Head of Democratic Services
30.04.2014

**CYNLLUN DATBLYGU AR GYFER AELODAU ETHOLEDIG/
DEVELOPMENT PLAN FOR ELECTED MEMBERS
EBRILL /APRIL 2014 – MAWRTH/MARCH 2015**

Mae'r Cynllun yma yn seiliedig ar wybodaeth wedi ei gasglu gan Swyddogion/Cynlluniau Datblygu Personol, Aelodau Etholedig/Anghenion Siarter Aelodau.

Bwriedir i'r cynllun gael ei ddiwygio'n briodol fel mae blaenoriaethau/deddfwriaeth yn newid/ ac bydd yn ddibynol ar argaeledd cyllidebau i'w gefnogi.

This Plan is based on information collated from Officers/Elected Member Personal Development Plans/Member Charter requirements

The intention is that the plan is amended appropriately as priorities/legislation changes. The plan is also dependent on availability of budgets to support.

<p style="text-align: center;">PWNC</p> <p style="text-align: center;">SUBJECT</p>	<p style="text-align: center;">CYNULLEIDFA</p> <p style="text-align: center;">AUDIENCE</p>	<p style="text-align: center;">DYDDIAD</p> <p style="text-align: center;">DATE</p>
<p>Ymwybyddiaeth Amddiffyn Plant ac Oedolion Bregus/ Child Protection and Vulnerable Adults Awareness sessions</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Ebrill a Mai/ April and May 2014</p>
<p>Sesiynau Gweddarlledu/ Webcasting Sessions</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Ebrill a Mai/ April and May 2014</p>
<p>Hyfforddiant Cyfryngau Cymdeithasol/ Social Media Training</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Delio gyda'r Cyfryngau/ Dealing with the Media</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Adolygiad Cynlluniau Datblygu Personol/ Personal Development Reviews Review</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Medi/September 2014</p>
<p>Cyfansoddiad/ Constitution</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Diwygiad Lles/ Welfare Reform</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>

<p>Series of Finance/Audit sessions to include:</p> <ul style="list-style-type: none"> • Statement of Accounts • Counter Fraud Arrangements • Treasury Management • Risk Management 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Mehefin/June 2014 Medi/September 2014 Hydref/October 2014 Rhagfyr/December 2014</p>
<p>Sesiwn Caffael/ Procurement Session</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Diweddaru Trwyddedu/ Licencing Updates</p>	<p>Pwyllgor Trwyddedu/ Licencing Committee Members</p>	<p>Fel bô'r angen/ As and when required</p>
<p>Cyfes o Hyfforddiant & Diweddariad Materion Cynllunio i gynnwys:/ Series of Planning Training & Updates to include:</p> <ul style="list-style-type: none"> • Sesiwn Comisiwn Dylunio Cymru/ Design Commission for Wales Session • Diweddariad ar faterion Cynllunio/ update on Planning matters 	<p>Pwyllgor Cynllunio/ Planning Committee</p>	<p>Fel bô'r angen/ As and when required</p>

<p>Cyfres o sesiynau ymwybyddiaeth/gwybodaeth yn ymwneud â Ynys Ynni/Datblygiadau Mawr/</p> <p>Series of awareness/information sessions regarding Energy Island/Major Developments</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Cyfres o sesiynau ar faterion Tai a Cymuned i gynnwys:/ Series of sessions relating to Housing and Community to include:</p> <ul style="list-style-type: none"> • Digartrefedd/Homelessness • Tai Fforddiadwy/Affordable Housing • Polisi Gosod/Letting Policy • Deddf Tai/Housing Law • Materion Gofalwyr a Gofalwyr Ifanc/Caring and Young Carer Matters • Eiriolaeth a Chyfranogiad Plant/Advocacy and Children's Participation • Bil Gwasanaethau Cymdeithasol (Cymru)/ Social Services Bill (Wales) • Diogelu a Rhiant Corfforaethol/ Safeguarding and Corporate Parenting • Materion Oedolion/Matters relating to Adults 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>

<p>Cyfres o sesiynau yn ymwneud ag Addysg, megis:/ Series of sessions involving Education matters such as:</p> <ul style="list-style-type: none"> • Rôl Aelod Etholedig fel Llywodraethwr Ysgol/Role of Elected Members as School Governors • Trosolwg o'r blaenoriaethau sydd yn wynebu ysgolion/Overview of the priorities facing schools 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Cyfres o sesiynau gyda'r Uwch Dim Rheoli gydag Academi Cymru/Series of sessions with the Senior Management Team Academi Wales</p>	<p>Pwyllgor Gwaith a'r Pwyllgor Gwaith Cysgodol/ Executive and Shadow Executive</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Gwella Sgiliau Sgrwtini/Enhanced Scrutiny Skills</p>	<p>Aelodau o'r Pwyllgorau Sgrwtini/ Scrutiny Committee Members</p>	<p>Rhaglen i'w chadarnhau/ Programme to be agreed</p>
<p>Ymwybyddiaeth Diogelu Data/Materion Cyfrinachedd/ Awareness of Data Protection/ Confidentiality issues</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>

Cwrs Sgiliau Arweinyddiaeth CLILIC/ WLGA Leadership Skills Course	Aelodau Penodol/Specific Members	Hydref – Rhagfyr/ October – December 2014
Sgiliau Cadeirio/ Chairing Skills	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
Sgiliau TG/ IT Skills	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
Sgiliau Iaith/Language Skills	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
Mentora/Mentoring	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
Ddysgu/ E Learning	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified

- Trefnir sesiynau ar gyfer Cyngorau Bro a Thref lle bô'r angen/
Sessions for Town and Community Councils will be arranged as/when identified
- Bydd Aelodau o'r Pwyllgor Safonau ac Aelodau Lleyg yn cael gwahoddiad i rai sesiynau lle'n briodol /
Where appropriate, Members of the Standards Committee and Lay Members will be invited to sessions