

Isle of Anglesey County Council

COMMITTEE	Standards Committee
DATE	8 th June 2011
TITLE OF REPORT	Elected Members Training
REPORT BY	Senior Human Resources Development Officer
PURPOSE OF THE REPORT	To update the Committee on the training provided to Elected Members and to provide an outline of the proposed training for the forthcoming year.

The Corporate Human Resource team continues to collate data with regards to development sessions arranged for Elected Members. This report reflects on attendance/sessions over the period November 2010 to May 2011.

Evaluation of Training

Appendix 1 attached to this report highlights the various sessions arranged within the above timeframe.

In addition to this, the Member Development Workgroup in conjunction with the Solicitor to the Monitoring Officer, arranged a session on the %Code of Conduct & Ethics+ for Town and Community Council personnel, with the provider %One Voice Wales+. This session was well attended with 18 councils represented.

Development Plan

It is recognised that the last financial year was unusual in respect of the volume of training offered/expectations for Elected Members to attend. This has been taken into account by the Member Development Group whilst drawing up this revised plan. The

needs identified have arisen from a number of sources i.e. completion of individual training needs questionnaires by Elected Members/statutory requirements/Officers etc.

These needs form the basis of the Elected Members Training Plan for the period up until March 2012, see appendix 2 attached. The plan was approved by the full council in March 2011.

Proposed timeframes/training providers and possible costs have been included as guidance, although it should be noted that the information is estimated and the plan should be seen as an evolving document as additional training needs are identified.

The intention is that the Human Resource team continues to collate information regarding attendance at training sessions, gathering feedback provided via the course appraisal sheets in order that they can be discussed at future Member Development Workgroup meetings.

ANNUAL DEVELOPMENT PLAN FOR ELECTED MEMBERS

November 2010 – March 2012

SUBJECT AREA	AUDIENCE	POTENTIAL PROVIDER	DATE TRAINING PLANNED IF KNOWN	COSTS*
Chairing Skills – Coaching Sessions	Chairs/Vice-Chairs	Clare Forrest	November 2010	WLGA funded
Risk Management	Audit Committee/Executive Committee	James Quance . PWC Owen Rees - Zurich	November 2010	NIL
Treasury Management	Audit Committee/Executive Committee	Richard Basson, Sector	December 2010	£2000
Developing Political Protocols	All Elected Members	Ian Bottrill	January 2011	£2000
Scrutiny – Budget Setting	All Scrutiny Committee	Corporate Director Finance	February 2011	NIL
Planning Improvement Plan	Planning Committee Members	Internal	March 2011	NIL

Appendix 2

Effective Participation in Meetings	All Elected Members	Clare Forrest	10 March 2011	£2100
Code of Conduct & Ethics	Town and Community Councils	Ken Burton . One Voice Wales	April/May 2011	£1000
“Manual For Streets”/”No Place like Home”	Planning Committee Members	Wendy Richards, Development Director Design Commission for Wales	May 2011	£1000
Scrutiny - Chairing	All Scrutiny Committee	Internal	June 2011	£2000
Design Review Service	Planning Committee Members	Cindy Harris, Head of Design Review Design Commission for Wales	June 2011	£1000
Scrutiny – Questioning Skills	All Scrutiny Committee	Internal	July 2011	NIL
Licencing Updates	Licencing Committee Members Jointly with Gwynedd County Council	Phil Karvin	July 2011	£1500
Overview of Project Management	As identified by Business Planning & Programme Manager	Internal	September 2011	NIL

Prioritising Workloads	All Elected Members Jointly with Gwynedd County Council ?	G Greaves	October 2011	£800
Induction	As identified for newly appointed Elected Members	Internal	May 2012 onwards/as & when need arises	NIL
Update on Complaints Procedure/Constitution	All Elected Members	Lynn Ball	TBC	NIL
Written Guidance on Code of Conduct	All Elected Members	Lynn Ball	TBC	NIL
Planning Updates	Planning Committee Members	Robyn Jones (Legal) & Dewi F Jones (Planning)	As and when identified	NIL
Planning an indepth Scrutiny Review	All Scrutiny Committee	Internal	TBC	NIL
IT Skills	All Elected Members	Internal & External providers	As and when identified	£600

***All costs are approximate and cost of refreshments would be additional**