ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	STANDARDS COMMITTEE
DATE:	16 JUNE 2021
TITLE OF REPORT :	MEMBER DEVELOPMENT
REPORT BY :	TRAINING MANAGER - HUMAN RESOURCES
CONTACT OFFICER :	MIRIAM WILLIAMS
PURPOSE OF REPORT :	TO PROVIDE AN UPDATE ON THE PLANS FOR THE MEMBER DEVELOPMENT AND TRAINING PROGRAMME FOR 2021 - 2022

1. **BACKGROUND**

The purpose of this report is to provide the Standards Committee with an overview of the planned activities to be offered in terms of development opportunities for Elected Members during this financial year.

2. **MEMBER TRAINING AND DEVELOPMENT PLAN**

The current pandemic has obviously had an impact on the training delivery over the last year, with limited activity in terms of training offered to Elected Members. Generally this has been in the form of E-Learning opportunities and briefing sessions.

Discussions with Senior Management Team, Heads of Service, Group Leaders, Democratic Services Committee has confirmed that the focus for the 2021-2022 plan should be as follows:

- Mandatory Training
- IPad Training
- Legislative Training
- Briefing sessions

Details of upcoming training therefore will be promoted as and when arranged, ensuring that sufficient notice is given.

A copy of the report to the Democratic Services Committee in 16 March 2021 is available via the following link:

http://democracy.anglesey.gov.uk/documents/s17002/Member%20Developm
ent.pdf?LLL=0

3. PERSONAL DEVELOPMENT REVIEWS(PDR) FOR MEMBERS

In terms of the data gathered from the PDR's, the requirements will be addressed as noted above.

4. TRAINING DELIVERY

On a general note, due to social distancing requirements, traditional training delivery methods have not been an option over the past 12 months. Whilst a review of Covid arrangements in terms of classroom sessions are taking place, it is very likely that future training/briefing delivery will continue to take place via media such as MS Teams/Zoom and the utilisation of the Authority's E-Learning platform, Learning Pool.

Training and guidance on the use of MSTeams/Zoom has been available to Elected Members in order to facilitate Members participation in meetings over the past year. In addition, guidance in the form of booklets/videos are also available to assist with access issues.

E-Learning modules, accessed via the Authority's Learning Pool platform continue to be available, with an increased amount of additional information being included on a weekly basis. The Learning and Development Team are currently developing an Elected Members' Section on the Authority's E-Learning platform so that communication regarding training events/health and wellbeing information can be easily accessed. The intention is to launch this section in early Summer.

As always, support with regards to ICT skills are available on a 1-1/group basis should this be required.

For reference purposes, details of available E-Learning Modules are included in Appendix 1. It should be noted that new modules are regularly uploaded onto the system.

5. RECOMMENDATIONS

The Standards Committee is requested to note the Training Plan and associated delivery for 2021/22, as detailed in this report.

**MIRIAM WILLIAMS
HR TRAINING MANAGER
JUNE 2021**

Appendix 1

E-LEARNING MODULES

Elected Members have flexible access to E-Learning. See below details of current subject areas available. Additional modules will be developed and introduced in due course. The courses noted with (i) below can now be accessed via iPad.

Member Development	Welsh Language	Health and Safety
- Ethics and Standards (i) - The Effective Ward Councillor (i) - Public Speaking Skills (i) - Chairing Meetings (i) - Corporate Parenting (i) - Decisions for Future Generations (i) - Introduction to Scrutiny (i)	- Work Welsh Welcome (i) - Work Welsh Welcome Back (i)	- The safe use of Display Screen Equipment (i) - Managing Health and Safety (i) - Food Hygiene (i)
Well-being	**Customer Care and Professional Skills**	**Information Technology**
- Violence Against Women, Domestic Abuse and Sexual Violence **(M)** - Introduction to Equality and Diversity (i) - Health Information (i) - Stress Information (i) - Personal Resilience (i) - Prevent (i) **(M)** - Well-being of Future Generations (Wales) Act 2015 (i) - Pre-Retirement Planning (i) - Basic Safeguarding Awareness (i) - Modern Slavery (i) **(M)**	- General Data Protection Regulations (GDPR) (i) **(M)** - Effective Writing (i) - Managing Yourself and Your Time (i) - Effective Minute Writing (i) - Giving and Receiving Feedback (i) - Meeting Skills (i) - Presentation Skills (i) - Emotional Intelligence (i) - Self Development (i) - General Information Governance (i)	- Cyber Awareness **(M)**

(M) = Mandatory

Appendix 1