

<b>CYNGOR SIR YNYS MÔN</b>	
<b>MEETING:</b>	STANDARDS COMMITTEE
<b>DATE:</b>	JUNE 2024
<b>REPORT TITLE:</b>	MEMBER DEVELOPMENT
<b>REPORT BY:</b>	TRAINING AND DEVELOPMENT MANAGER
<b>CONTACT OFFICER:</b>	ELEN PRITCHARD (extension 2505)
<b>PURPOSE OF THE REPORT:</b>	DARPARU DIWEDDARIAD AR FATERION HYFFORDDIANT A DATBLYGIAD AR GYFER YR AELODAU ETHOLEDIG

## 1. BACKGROUND

The purpose of this report is to provide the Standards Committee with an update on elected member training and development, that being since the report presented in November 2023 whilst also offering an overview of the provision offered to our elected members during the last Financial year.

In addition, preliminary information is also presented regarding the proposed arrangements for the 2024-2025 Training Plan.

## 2. THE PLAN

The plan for 2024-25 (Attachement 1) is divided into the following specific headings; Mandatory Training; Additional; Health and Wellbeing; On-demand and e-learning. With these specific headings in mind, we provide an update below on the provision of training from April 2023 to date.

A total of 36 training and development opportunities were offered to elected members by the Human Resources Training Team. Full details in appendix 2.

See the latest information below on Training that has been designated as mandatory (as outlined by the Democratic Services), and their corresponding attendance levels;

Code of conduct	35/35
Health and Safety	26/35
Equality, Diversity and Inclusion	31/35
GDPR / Data Protection	29/35
Cyber security	34/35
Safeguarding	29/35

It is expected that all Members attend these titles as a minimum and that any further training / events are available to support these key titles.

Attention is drawn to the fact that the completion numbers of some of these titles are lower than is desirable. That despite offering several events over many years and varying their form and timing i.e. face to face, virtual, evening sessions.

A particular concern arises from this that those members who have not attended have not received information which is key to fulfilling their role. Further to this, it must also be recognized that the situation affects our efforts to move the wider programme forward as we must continue to organize further sessions of these titles. This has a direct impact on the programme itself, the time and resource of officers and the budget of the function.

1-1 IT skills sessions were held during the Summer months of 2023. These sessions received enthusiastic praise with 11 of our Elected Members taking advantage of them. In order to build on this provision, an IT skills questionnaire was distributed in electronic form, as well as on paper during December 2023. 1 incomplete response was received at that time. We will continue to consult about learning needs in this area.

Well-being continues to emerge as a recurring theme. In the past our Elected Members have been invited to our Whole Council proposals which have addressed areas such as Menopause, Mindfulness and Wellbeing and Fatigue. There is a request for this provision to be tailored where possible to the needs of Councilors more specifically. With this in mind enquiries have been made with the WLGA and a relevant offer has recently been shared by the LGA. We will continue to investigate what other offers are available to meet this need over the course of the current plan.

### **3. DEVELOPMENT PLAN FOR GROUP LEADERS**

We would like to express our thanks to the Standards Committee for their guidance in this regard. Discussions are ongoing with the Democratic Service in order to refine the content of the Plan. This scheme is intended to offer a combination of:

- Bespoke workshops to be held in group form
- 1:1 motivational sessions
- Refer to bespoke workshops / programs organized by relevant organisations such as WLGA and Academi Cymru.

### **3. COMMUNICATIONS**

The Learning and Development Team continue to work closely with the Democratic Services and relevant Officers within the authority to ensure that the plan addresses the needs of the Elected Member, and continues to evolve according to need.

Invitations to attend training continue to be shared through the usual arrangements, through a '*Member Support*' email address, as well as invitations through direct electronic calendar appointments.

Further work has been done to provide information about upcoming training events in an easy to follow format. These are shared regularly with Elected Members (example available in Appendix 3) with hard copies also available to view in the Member's lounge or on request.

The training team continues to share quarterly updates with Democratic services detailing the training figures completed by Elected Members for that particular quarter. This information is shared with the Group Leaders in due course, in an easy to follow format.

Further to this useful information and reference to specific e-learning titles is available through the Members Dashboard via Learning Pool. We are looking to develop more on this resource over time to include more useful information and guidance for our Elected Members.

#### **4. METHODS OF DELIVERY**

For the most part, the sessions are conducted as classroom sessions, although an option to introduce virtual sessions continues to be considered. There are also a series of e-learning titles available through Learning Pool which offer flexibility in terms of completion time. Note that the delivery method will depend on the field as well as which method is offered by the training provider.

Elected Members continue to receive an offer to attend sessions during a normal working day or alternatively an early evening session, in order to ensure that the commitments of the Elected Members are considered along with increasing attendance at sessions. Some concern continues to be shared regarding the suitability / convenience of this arrangement. We welcome any feedback and guidance in this regard and request our Members to share any suggestions with us.

As has already been shared with the Committee in order to continue to maximize the value of every penny, monolingual Welsh and English sessions will no longer be offered. Instead we will continue to request Welsh language provision and organize translation provision where required

#### **5. TO SUM UP**

The plan presented is an evolving document and will continue to be reviewed and amended as required, e.g. following changes in Legislation; procedures; External matters etc. This will ensure that we are able to respond to the needs identified and ensure timely provision.

## **6. RECOMMENDATION**

- To note the content of the report.