

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	STANDARDS COMMITTEE
DATE:	9th DECEMBER 2013
TITLE OF REPORT :	MEMBER DEVELOPMENT
REPORT BY :	SENIOR HUMAN RESOURCES DEVELOPMENT OFFICER
CONTACT OFFICER :	MIRIAM WILLIAMS (ext 2512)
PURPOSE OF REPORT :	TO PROVIDE AN UPDATE ON THE PROGRESS OF MEMBER DEVELOPMENT

1 BACKGROUND

The purpose of this report is to provide the Standards Committee with an update on the progress of the development opportunities offered to Elected Members since their election in May 2013.

2 MEMBER TRAINING AND DEVELOPMENT PLAN

The Development plan for 2013/2014 presented to the Full Council and adopted in May 2013, is an evolving document, which will be amended to reflect the needs of both Elected Members and the Authority.

It is acknowledged that the initial months following the elections was a very intense period for Elected Members in terms of training. The training offered included sessions for both Elected Members and Lay Members (where appropriate).

Training has been delivered by both officers and external providers (through the WLGA) and costs have been limited in the main to refreshments/hire of rooms/translation services.

The majority of the training identified on the development plan has been completed although some sessions have been postponed due to lack of numbers although these are to be re-scheduled in the new year, whilst some un-planned sessions have been included to address ad-hoc sessions requested e.g. general overview of planning processes/procedures offered to all Elected Members.

A total of 34 formal sessions have been organised for Elected Members between May and November 2013, details of which are included in appendix 1. In addition a number of individual sessions have also been arranged for Elected Members on the use of iPads/ICT needs (these have not been recorded). Details of training offered/attended is recorded on Elected Members' personal records.

At the end of each training session, Elected Members are requested to complete evaluation sheets and the feedback collated assists in establishing whether the training meets the needs of the Members and also to identify whether additional training is required. Where training sessions are arranged by the Corporate Human Resource Team, the feedback is documented.

I understand that despite the initial volume of sessions offered being quite burdensome, the training has in the main, been welcomed.

3 PERSONAL DEVELOPMENT REVIEWS(PDR) FOR MEMBERS

As part of the commitment to further support Members in their roles, Personal Development Review (PDR) training was introduced.

PDR's were introduced initially during 2011/12 to support the Council's work towards meeting the requirements of the Wales Charter for Member Support and Development.

The Reviews are an important element of Member Development and contribute towards updating tailored plans for individual Members and the Council's wider Development Plan. This process will also assist in identifying any mentoring support that may benefit the work of Members.

The individual review meetings are due to take place imminently. Feedback will be provided to the Senior HR Development Officer in order that individual training needs can be addressed and related needs collated and included in the overarching annual Development Plan.

4 WALES CHARTER FOR MEMBER SUPPORT AND DEVELOPMENT

A draft application has been submitted and initial feedback received by the WLGA noting their satisfaction with the submission has been received, although some additional information is required i.e. supporting evidence and a narrative description of the actions taken against each of the criteria below:

- Role Descriptions/guidance
- PDR's
- Mentoring
- Report to Council re Meeting times
- Casework referrals

These matters will be addressed and a further submission will be made to the WLGA in due course.

5 MOVING FORWARD

The Democratic Services Committee has requested that the Member Development Programme and Personal Development Reviews be included as standard items on the agenda for future meetings.

**Miriam Williams - Senior HR Development Officer
December 2013**

Hyfforddiant Aelodau ers 2013 / Member

Course
Introduction to member Support Service and iPad Training
Ethical Framework
Welsh Language Scheme/Data Protection/Press and Media Protocol
Register of Interest
Planning Committee Training
Overview of Scrutiny Functions
Development Needs Assessment for Members of the Cabinet
Scrutiny Chairing Skills
Scrutiny Questioning Skills - Members
Corporate Planning Meeting
General Chairing Skills Workshop
Making more of a difference in Scrutiny
Licensing Committees and Licensing Act 2003
Session 2 for the Executive Committee with Ian Bottrill, WLGA
Scrutinising Performance Data
Introduction to the Audit Committee
Conducting a Scrutiny Review
Session 3 for the Executive Committee
Scrutiny of Performance Data
Session 4 for the Executive Committee
Session 5 for the Executive Committee
Planning Seminar - Planning Committee Member
Making Social Media work for Councillors
Session 6 for the Executive Committee
Equalities Awareness Training
Shadow Executive Training
Good Recruitment
Training Sessions with Ian Bottrill
Personal Development Review Training
Scrutinising the budget
Session 3 - Shadow Executive Committee
Member Training - PINS
Board Members Training

Training Since 2013

Date	Number invited
08/05/2013	30
09/05/2013	30
15/05/13	30
20/05/13	30
29/05/2013	30
03/06/13	11
06/06/13	30
07/06/13	7
11/06/13	30
13/06/13	30
24/06/13	30
26/06/13	30
27/06/13	30
02/07/13	11
03/07/13	7
04/07/13	19
08/07/13	30
10/07/13	30
10/07/13	30
17/07/13	1
30/07/13	30
21/08/13	30
02/09/13	?
05/09/13	30
05/09/13	30
11/09/13	30
16/09/13	10
25/09/13	10
01/10/13	14
09/10/2013	30
10/10/2013	30
14/10/13	20
28/10/13	14
14/11/13	30
05/12/2013	14
06/12/2013	14

Number attended	Number of New Members attended (13 new members elected)	
	Total number	% of attendance
30	13	100%
26	13	100%
24	12	92%
24	11	85%
11	6	46%
15	11	85%
7	1	8%
2	0	0%
11	4	31%
21	9	69%
9	4	31%
11	7	54%
9	6	46%
6	1	8%
4	3	23%
8	4	31%
10	8	62%
5	1	8%
1	1	8%
6	1	8%
7	1	8%
9	7	54%
11	6	46%
5	1	8%
13	6	46%
9	7	54%
6	1	8%
3	1	8%
23	12	92%
9	5	38%
11	5	38%
10	7	54%
11	6	46%

Number of Previously Elected Members attended (17 members re-elected)		Number of apologies
Total number	% of attendance	
17	100%	0
13	76%	2
12	71%	3
13	76%	1
5	29%	0
4	24%	0
6	35%	0
2	12%	2
7	41%	3
12	71%	3
5	29%	12
4	24%	0
3	18%	0
5	29%	0
1	6%	7
4	24%	9
2	12%	3
4	24%	0
0	0%	0
5	29%	1
6	35%	0
2	12%	?
5	29%	4
4	24%	0
7	41%	8
2	12%	0
5	29%	0
2	12%	0
11	65%	1
4	24%	1
6	35%	3
3	18%	0
5	29%	0

Atodiad1/Appendix1

Number of no apologies
0
2
3
5
0
15
0
26
16
6
10
19
2
1
8
13
17
25
0
23
23
?
15
25
9
1
4
11
6
10
0
20
3

