

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	COUNTY COUNCIL
DATE:	12 MAY 2016
TITLE OF REPORT:	MEMBER DEVELOPMENT PLAN – APRIL 2016 – MARCH 2017
REPORT BY:	HEAD OF DEMOCRATIC SERVICES
PURPOSE OF REPORT:	TO SEEK COUNCIL APPROVAL TO THE DEVELOPMENT PLAN FOR ELECTED MEMBERS
LEAD OFFICER:	MIRIAM WILLIAMS, HUMAN RESOURCE DEVELOPMENT MANAGER

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.

The Democratic Services Committee has responsibility for matters relating to Member Training and Development.

At its core, the Member Development Plan seeks to address 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. Ongoing feedback from Elected Members together with information gleaned from Personal Development Reviews is captured in order to inform the development plan and to update the programme for the year.

All 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.

The attached Training Plan for the period April 2016 to March 2017 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 and offers blended learning sessions e.g. workshops, mentoring, e-learning and one-to-one sessions etc.

The development plan 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 awarded to the Council. This plan will be further updated during 2016/17 in advance of next year's Council elections and also work undertaken by the WLGA.

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
Head of Democratic Services
03/05/2016

**CYNLLUN DATBLYGU AR GYFER AELODAU ETHOLEDIG/
DEVELOPMENT PLAN FOR ELECTED MEMBERS
EBRILL /APRIL 2016 – MAWRTH/MARCH 2017**

Mae'r Cynllun yma yn seiliedig ar wybodaeth wedi ei gasglu gan Swyddogion/Cynlluniau Datblygu Personol, Aelodau Etholedig/Anghenion Siarter Aelodau ac yn ychwanegol i'r sesiynau briffio misol a drefnir i'r 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 and in addition to the monthly briefing sessions arranged for Elected Members.

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>Canllaw y Comisiynydd Pobl Hŷn Cymru Asesiadau Effaith Cydraddoldeb a Chraffu/Older People’s Commissioner WalesPCW Guidance on EHR Impact Assessments & Scrutiny</p>	<p style="text-align: center;">Holl Aelodau Etholedig/ All Elected Members</p>	<p style="text-align: center;">11 Mai/May 2016</p>
<p>Cyfres o sesiynau Cyllid/Archwilio i gynnwys:/ Series of Finance/Audit sessions to include:</p> <ul style="list-style-type: none"> • Datganiad Cyfrifon/Statement of Accounts • Fframwaith y Drefn Lywodraethol Newydd ar gyfer Llywodraeth Leol/ New Governance Framework for Local Government’ • Rheoli Trysorlys/Treasury Management 	<p style="text-align: center;">Holl Aelodau Etholedig/ All Elected Members</p> <p style="text-align: center;">Pwyllgor Archwilio/Audit Committee</p> <p style="text-align: center;">Holl Aelodau Etholedig/ All Elected Members</p>	<p style="text-align: center;">I’w drefnu/To be arranged</p> <p style="text-align: center;">Medi/September 2016</p> <p style="text-align: center;">Tachwedd/November 2016</p>
<p>Sesiwn Caffael/ Procurement Session</p>	<p style="text-align: center;">Holl Aelodau Etholedig/ All Elected Members</p>	<p style="text-align: center;">Medi/September 2016</p>

Diweddariad Trwyddedu/ Licencing Update	Pwyllgor Trwyddedu/ Licencing Committee Members	13 Mehefin/June 2016
Trwyddedu Taxis/Taxi Licencing	Pwyllgor Trwyddedu/ Licencing Committee Members	Tachwedd/November 2016
Cyfres o Hyfforddiant & Diweddariad Materion/ Series of Planning Training & Updates	Pwyllgor Cynllunio/ Planning Committee	Fel bô'r angen/ As and when required
Cyfres o sesiynau ar faterion Tai a Cymuned i gynnwys:/ Series of sessions relating to Housing and Community to include:		
<ul style="list-style-type: none"> Deddf Tai (Cymru) 2014 gan gynnwys Newidiadau mewn deddfwriaeth Digartrefedd a'r Cynydd mewn Treth Cyngor ar dai gwag tymor hir ag ail- gartrefi 	Holl Aelodau Etholedig/ All Elected Members	Medi/September 2016
<ul style="list-style-type: none"> Diwygio Lles – newidiadau sydd ar y ffordd gyda'r Credyd Unedol [Universal Credit] : darparwr posib ydi Cyngor Sir y Fflint [dan gytundeb LLC] 	Holl Aelodau Etholedig/ All Elected Members	Hydref/October 2016
<ul style="list-style-type: none"> Diogelu a Rhiant Corfforaethol/ Safeguarding and Corporate Parenting 	Holl Aelodau Etholedig/ All Elected Members	I'w gadarnhau/To be confirmed

<ul style="list-style-type: none"> • Sesiynau Ymwybyddiaeth Diogelu/Safeguarding Awareness Sessions • Sesiynau dilyniant - Deddf Gwasanaethau Cymdeithasol a Llesiant (Cymru) 2014 / Follow on sessions - Social Services and Wellbeing (Wales) Act 2014 • Sesiwn Ymwybyddiaeth Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru)/ Well-being of Future Generations (Wales) Act Awareness Session 	<p>Holl Aelodau Etholedig/ All Elected Members</p> <p>Holl Aelodau Etholedig/ All Elected Members</p> <p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/To be confirmed</p> <p>I'w gadarnhau/To be confirmed</p> <p>Chwefror/February 2017</p>
<ul style="list-style-type: none"> • Sesiwn diweddariad Llywodraethu Gwybodaeth/Information Governance refresher training 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Ionawr/January 2017</p>
<ul style="list-style-type: none"> • Hyfforddiant Cyfryngau Cymdeithasol/ Social Media Training 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/To be confirmed</p>
<ul style="list-style-type: none"> • Sgiliau Cadeirio/ Chairing Skills 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Fel yr adnabyddir/ As and when identified</p>

<ul style="list-style-type: none"> • Sgiliau TG/ IT Skills 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Fel yr adnabyddir/ As and when identified</p>
<ul style="list-style-type: none"> • Sgiliau Iaith/Language Skills 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Fel yr adnabyddir/ As and when identified</p>
<ul style="list-style-type: none"> • Mentora/Mentoring 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Fel yr adnabyddir/ As and when identified</p>
<p>Cyfres o hyfforddiant E-Ddysgu ar gael i gynnwys:/ Suite of E-Learning training available to include:</p> <ul style="list-style-type: none"> • Moesau & Safonau/Ethics& Standards • Penderfyniadau I Genedlaethau'r Dyfodol/Decisions for Future Generations • Cadeirio Cyfarfodydd/Chairing Meetings • Sgiliau Siarad Cyhoeddus/Public Speaking Skills • Cynefino a Sgiliau i Lywodraethwyr/Governor Induction and Skills 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Fel yr adnabyddir/ As and when identified</p>

<ul style="list-style-type: none">• Diogelu/Safeguarding		
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- 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

Miriam Williams
Rheolwr Datblygu Adnoddau Dynol/
Human Resource Development Manager