

ISLE OF ANGLESEY COUNTY COUNCIL	
MEETING:	COUNTY COUNCIL
DATE:	14 MAY 2015
TITLE OF REPORT:	MEMBER DEVELOPMENT PLAN – APRIL 2015 – MARCH 2016
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.

During 2012/13, the Council established a Democratic Services Committee in accordance with the Local Government (Wales) Measure 2011. The 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 Review 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 May 2015 to March 2016 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 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 in 2014.

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
27/04/2015

**CYNLLUN DATBLYGU AR GYFER AELODAU ETHOLEDIG/
DEVELOPMENT PLAN FOR ELECTED MEMBERS
EBRILL /APRIL 2015 – MAWRTH/MARCH 2016**

Mae'r Cynllun yma yn seiliedig ar wybodaeth wedi ei gasglu gan Swyddogion/Cynlluniau Datblygu Personol, Aelodau Etholedig/Anghenion Siarter 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

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>Ymwybyddiaeth Amddiffyn Plant ac Oedolion Bregus/ Child Protection and Vulnerable Adults Awareness sessions</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Hyfforddiant Cyfryngau Cymdeithasol/ Social Media Training</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Ebrill/April 2015</p>
<p>Diwygiad Lles/ Welfare Reform</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Cyfes 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 • Trefniadau Twyll Cownter/Counter Fraud Arrangements • Rheolaeth Trysorlys/Treasury Management • Rheoli Risg/Risk Management • Effeithlonrwydd Pwyllgor Archwilio/Audit Committee Effectiveness 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w cadarnhau/ To be confirmed</p>

Sesiwn Caffael/ Procurement Session	Holl Aelodau Etholedig/ All Elected Members	I'w gadarnhau/ To be confirmed
Diweddaru Trwyddedu/ Licencing Updates	Pwyllgor Trwyddedu/ Licencing Committee Members	Fel bô'r angen/ As and when required
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 ymwybyddiaeth/gwybodaeth, yn ymwneud â Ynys Ynni/Datblygiadau Mawr/ Series of awareness/information sessions regarding Energy Island/Major Developments	Holl Aelodau Etholedig/ All Elected Members	Parhaus/ Ongoing

<p>Cyfres o sesiynau ar faterion Tai a Cymuned i gynnwys:/ Series of sessions relating to Housing and Community to include:</p> <ul style="list-style-type: none">• Digartrefedd/Homelessness• Tai Fforddiadwy/Affordable Housing• Polisi Gosod/Letting Policy• Deddf Tai/Housing Act• Materion Gofalwyr a Gofalwyr Ifanc/Caring and Young Carer Matters• Eiriolaeth a Chyfranogiad Plant/Advocacy and Children's Participation• Bil Gwasanaethau Cymdeithasol (Cymru)/ Social Services Bill (Wales)• Diogelu a Rhiant Corfforaethol/	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Dyddiadau i'w gadarnhau/ Dates to be confirmed</p>
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<p>Safeguarding and Corporate Parenting</p> <ul style="list-style-type: none"> • Materion Oedolion/Matters relating to Adults 		
<p>Cyfres o sesiynau yn ymwneud ag Addysg, megis:/ Series of sessions involving Education matters such as:</p> <ul style="list-style-type: none"> • Rôl Aelod Etholedig fel Llywodraethwr Ysgol/Role of Elected Members as School Governors • Trosolwg o'r blaenoriaethau sydd yn wynebu ysgolion/Overview of the priorities facing schools 	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Cwrs Sgiliau Arweinyddiaeth CLILIC/ WLGA Leadership Skills Course</p>	<p>Aelodau Penodol/Specific Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p>Sgiliau Cadeirio/ Chairing Skills</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Fel yr adnabyddir/ As and when identified</p>
<p>Sgiliau TG/ IT Skills</p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Cyfredol/Ongoing</p>

Sgiliau Iaith/Language Skills	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
Mentora/Mentoring	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
Ddysgu/ E Learning	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified

- Trefnir sesiynau ar gyfer Cynghorau 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