

# Democratic Services - Supporting Elected Members

## Gwasanaethau Democrataidd - Cefnogi Aelodau Etholedig



### MEMBER DEVELOPMENT PROGRAMME 2014-15

### APPENDIX C

APRIL 2014	Event	Speaker	Invitees
<b>Monday 7 April</b> 17:00 – 18:00 Committee Room 2, County Hall	<b>"Emotional Abuse"</b> – Children's Services briefing	Social Care Training Unit in partnership with Operational Managers and Social Work Practitioners	All Members (5 Attended)
<b>Wednesday 16 April</b> 17:00 – 19:00 Technology Suite, Courtyard, County Hall	<b>Staying Out of Trouble on Social Media</b>	Paul Stockton (Chair of Standards & Ethics Committee) and David Harrington (Cabinet Member for Stockton-on-Tees and "LGiU Online Councillor of the Year 2013")	All Members (17 Attended)
MAY 2014			
<b>Monday 12 May</b> 17:00 – 18:00 Committee Room 3	<b>"Assessing Children and Families"</b> – Children's Services briefing	Social Care Training Unit in partnership with Operational Managers and Social Work Practitioners	All Members (1 Attended)
18:00 – 19:00	<b>"Family Support and Intervention"</b> – Children's Services briefing		

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<b>JUNE 2014</b>	<b>Event</b>	<b>Speaker</b>	<b>Invitees</b>
<b>Monday 2 June</b> 18:00 – 19:00 Committee Room 1, County Hall	<b>"Improving Outcomes for Looked After Children"</b> – Children's Services Briefing  "Domestic abuse and honour based violence" – Children's Services briefing	Social Care Training Unit in partnership with Operational Managers and Social Work Practitioners	All Members
<b>Tuesday 24 June</b> 12:30 – 15:30 Technology Suite, Courtyard Building, County Hall	<b>Launch of the Networked Councillor Project</b> (part 1 of a series of 2)	Public-i, ICT officers, County Clerk & Monitoring Officer	All Members
<b>JULY 2014</b>			
<b>Monday 14 July</b> Technology Suite, Courtyard, County Hall	<b>Networked Councillor Project</b> (part 2 of a series of 2)	Public-i, ICT officers, County Clerk & Monitoring Officer	All Members
<b>AUGUST 2014</b>			
<b>SUMMER RECESS</b>			
<b>SEPTEMBER 2014</b>			
<b>Tuesday 30 September</b> Committee Room 3 County Hall All-day event	<b>Licensing Hearings:</b> Everything You Wanted To Know But Were Afraid To Ask	Institute of Licensing	Committee Members Only

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OCTOBER 2014	Event	Speaker	Invitees
<b>Monday 27 October</b> Council Chamber City Hall 16:00 – 18:00	<b>Public Speaking Skills</b> This seminar will empower delegates with professional techniques to feel at ease and confident speaking in any public forum, including those which are webcast.	John Evans	All Members
NOVEMBER 2014	Event	Speaker	Invitees
<b>Friday 7 November</b> 09:30 – 12.30 Room D, City Hall	<b>Community Development Workshop</b> (Morning Session) The session will cover a number of themes including asset transfers, co-production, funding, volunteering and setting up community organisations. There will also be an opportunity to discuss case studies of good practice and to learn from what has worked well and what barriers have needed to be overcome.	Mel Witherden	All Members
<b>Wednesday 12 November</b> 18:00 – 20:00 Committee Room 3 County Hall	<b>Community Development Workshop</b> (Evening Session)	Mel Witherden	All Members

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NOVEMBER 2014	Event	Speaker	Invitees
<b>Tuesday 18 November</b> 17:00 – 19:30 Committee Room 1	<b>Cardiff Resilient Communities</b>	Emergency Management	Cabinet Member for Environment; Chair of Environment; Ward Members of Penylan, Riverside & Llandaff North.
<b>Friday 21 November</b> 09.30 – 11.00am Committee Room 3	<b>Budget Briefing (Session 1)</b> The session will provide Members with the latest information on the Settlement for 2015/16, the Budget process up to the Budget Council in February 2015; and details of the Draft Budget proposals for consultation. If you wish to attend please can you reply to <a href="mailto:Democraticservices@cardiff.gov.uk">Democraticservices@cardiff.gov.uk</a> or call Democratic Services on 2087 2020.	The session will be facilitated by the Cabinet Member, Corporate Services and Performance, the Chief Executive and Corporate Director, Resources and Section 151 Officer or Marcia Sinfield, Projects & Technical Accountancy Manager.	All Members
<b>Tuesday 25 November</b> 18.00 – 20.00 Committee Room 4	<b>Budget Briefing (Session 2)</b>		All Members
<b>Wednesday 26 November</b> 14.00 – 15.30 Committee Room 4	<b>Budget Briefing (Session 3)</b>		All Members

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NOVEMBER 2014	Event	Speaker	Invitees
<b>Thursday 27 November</b> 15.15 – 16.15 Ferrier Hall City Hall	<b>HRA Reform - Self Financing in Wales</b>	Sarah Magill, Director of Communities & Housing and Marcia Sinfield, Projects & Technical Accountancy Manager	All Members
DECEMBER 2014	Event	Speaker	Invitees
<b>Monday 8 December</b> 16:00 – 18:00 Committee Room 1 County Hall	<b>Good Governance Member Seminar</b> The session will update Members on the Improving Governance Plan, including an update on the Member Code of Conduct, following a recent high court case reviewing the code in Wales; the Modern.gov system we plan to launch in the new year; and details of the Improving Scrutiny Project; rules on Member Access to information and Data Protection.	County Clerk & Monitoring Officer	All Members
<b>Thursday 18 December</b> Session 1: 13.00 – 14.00 Session 2: 18.00 – 19.00 Committee Room 3	<b>'Cyd Cymru – Wales Together'</b> Member Seminar on Collective Energy Switching	Liz Lambert Sustainable Development Group Leader	All Members



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<b>JANUARY 2015</b>	<b>Event</b>	<b>Speaker</b>	<b>Invitees</b>
<b>Thursday 15 January 2015</b>  Session 1 – 14.00 – 16.00 Session 2 - 17.00 – 19.00  Committee Room 3 County Hall	<b>Questioning Skills for Scrutiny</b>  An interactive session to help Members employ good questioning skills at February's Budget Scrutiny meetings. It will also provide tips on how Members can work together to develop and conclude lines of inquiry to inform Scrutiny recommendations.	Sarah Titcombe of Welsh Local Government Association	Scrutiny Members Open to All Members
<b>Friday 16 January</b>  14:00 – 16:00  Committee Room 4 County Hall	<b>Media Training</b>  A practical session to equip Councillors with techniques for dealing with the media, who the media are in Cardiff and the structure of media interviews.	Tim Gordon	All Members
<b>Monday 19 January</b> 17:00 – 19:00 Committee Room 1 County Hall	<b>Housing Allocation Scheme</b> Member Seminar on proposed changes	Jane Thomas	All Members
<b>Thursday 22 January 2015</b> 16.30 – 18.30 Committee Room 4 County Hall	<b>Scrutinising Risk</b> To develop Members knowledge in analysing risk; including general risk assessments and equality impact assessments	Derek King, Audit & Risk Manager & Equality Team	Scrutiny Members Open to All Members

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<b>FEBRUARY 2015</b>	<b>Event</b>	<b>Speaker</b>	<b>Invitees</b>
<b>Monday 2 February</b> 14:00 – 16:00 Committee Room 1 County Hall	<b>Financial Management and Budget Overview</b>	Christine Salter, Marcia Sinfield	All Members
<b>MARCH 2015</b>	<b>Event</b>	<b>Speaker</b>	<b>Invitee</b>
<b>Wednesday 25 March</b> 16:00 – 18:00 Council Chamber City Hall	<b>Chairing Skills</b>  This seminar is essential for elected members who chair meetings. It is ideal for those who need to develop their skills – either as chair or as a participant of formal and informal meetings. The session will help delegates understand the factors that go to make an effective meeting, including: preparation; questioning; listening; summarising skills; and the importance of body language. In the very challenging and difficult times for local councils and Councillors, particular attention will be paid to the strategies that can be used to resolve tense situations and potential conflict at meetings	Sir Robert Rogers Lord Lisvane Marie Rosenthal	All Members