

**REPORT OF THE DIRECTOR GOVERNANCE & LEGAL
SERVICES**

MEMBER DEVELOPMENT PROGRAMME 2015/16 UPDATE

Reason for this Report

1. To provide an update on the delivery of the Member Development Programme 2015/16 in line with Member Development Strategy 2015/16 and the WLGA Continuing Professional Development for Councillors Competency Framework.

Background

2. Following an all Member survey in January 2014, the Democratic Services Committee established a Steering Group with a remit to develop and deliver a Member Development Strategy. On 15 July 2015, the Committee reaffirmed the Strategy as the development framework for 2015/16, and the Steering Group met in July and August 2015 to develop the Member Development Programme for 2015/16.
3. The Member Development Strategy provides assurance that Members are provided with a range of development opportunities to enable them to effectively carry out their many roles as Community Leaders and representatives of the Council.
4. The focus of the programme from July to December 2015 was to develop and refresh Members understanding and knowledge of: -
 - the All Wales Academy e.Learning portal; sign up; and online modules. All Councillors have been signed up;
 - sessions on the Webcasting Protocols and training for the roll-out of pilot webcasting of the Planning Committee;
 - refresh on Code of Conduct; Ethical Standards and Members' Interests;
 - overview of the Council's Organisational Development Programme and projects (3 sessions on key topic areas);
 - Corporate Parenting Workshop for Corporate Parenting Advisory Committee;
 - Induction Training for the new Elected Member;

- follow up training to support Members Social Media skills and techniques to engage with citizens;
 - joint training with Councillors from the Vale of Glamorgan Council on Gypsy and Traveller – Elected Member Responsibilities.
5. Development events were supplemented also with topical Member briefings on
- the City Deal;
 - Budget preparation 2016/17 & Medium Term Financial Planning Assumptions;
 - City of Cardiff Draft Parking Strategy

The link to the previous programme is set out below;

<https://cardiffintranet.moderngov.co.uk/ecSDDisplay.aspx?NAME=1%20-%20Programme%20of%20Member%20Development%20%20Briefing%20Even&ID=1987&RPID=73869&sch=doc&cat=13733&path=13731%2c13733>

6. Training information and briefing notes on each of the sessions have been published for Members reference on the Member Online Library Information page on the Modern.Gov Intranet site. Further awareness sessions on how to access this data will be scheduled as part of the ongoing programme.

Programme Development 2015/16

7. The Member Development Programme from January to July 2016 has been prepared to fulfil the 'curriculum' of areas to support Members in specific and generic training and themes set out in the Member Development Strategy. There may be some additional sessions.
8. A copy of the Programme is attached as Appendix A. The programme includes sessions on
- Information Governance, Data Protection and Freedom of Information;
 - Councillor responsibility as Corporate Parents; Safeguarding Children and Early Help Strategy;
 - Planning sessions on the Local Development Plan; Planning Protocols; Urban design; Supplementary Planning Guidance.
9. In addition to the formal sessions the Committee & Members Services Team will provide Drop-in advice sessions for individuals and/or small groups of Members on a range of topics or information. These sessions will include a supported session with IT officers as part of the rollout of the upgraded tablet. It is proposed subject to demand that these are initially held on a fortnightly basis on a Friday morning in Room 286A.

Legal Implications

10. The relevant requirements of the Local Government (Wales) Measure 2011 are referred to in the body of this report. There are no other direct legal implications arising from the content of this report.

Financial Implications

11. There are no direct financial implications arising from this report with any costs associated with development and support being met from existing resources.

Recommendations

The Committee is recommended to consider and approve the Member Development Programme from January to July 2016.

MARIE ROSENTHAL
DIRECTOR, GOVERNANCE & LEGAL SERVICES

The following Appendices are attached:

Appendix A: Member Development Programme January to July 2016