
REPORT TO:	STANDARDS COMMITTEE	AGENDA ITEM: 5
DATE OF MEETING:	19TH OCTOBER 2009	CATEGORY: DELEGATED
REPORT FROM:	MONITORING OFFICER	OPEN PARAGRAPH NO: N/A
MEMBERS' CONTACT POINT:	ANDREA McCASKIE (595831)	DOC:
SUBJECT:	MEMBER TRAINING AND DEVELOPMENT	REF:
WARD(S) AFFECTED:	ALL	

1.0 Reason for Exempt

1.1 Not applicable.

2.0 Recommendations

2.1 That the report be noted.

3.0 Purpose of Report

3.1 To receive details of Member training and development during the past year.

4.0 Detail

4.1 Every year, the Committee receives a report on training activities arranged for Members.

4.2 During the past year, the following training sessions have been arranged for Members:-

7 th October 2008	Chairmen/Vice-Chairmen – Council Procedure Rules
11 th November 2008	Standards Committee/Derbyshire Association of Local Councils
3 rd & 18 th December 2008	Stock Options
12 th February 2009	Equality & Diversity
10 th & 18 th March 2009	IT Update/Government Connect
17 th March 2009	Local Development Framework
2 nd July 2009	Annual Planning
8 th July 2009	Licensing
14 th July 2009	Local Development Framework
23 rd July 2009	Planning Enforcement
30 th July 2009	Public Events Review
4 th August 2009	Finance & Property Services Division Briefing

6 th August 2009	Planning Services Division Briefing
11 th August 2009	IT & Business Improvement Division Briefing
13 th August 2009	Finance
17 th & 26 th August 2009	Funding & Regulatory Regime for Housing
18 th August 2009	Environmental Services Division Briefing
20 th August 2009	Organisational Development Division Briefing
15 th September 2009	Leisure & Community Development Division Briefing
17 th September 2009	Housing Services Division Briefing
24 th September 2009	Legal & Democratic Services Division Briefing
29 th September 2009	Customer Services Division Briefing
25 th November 2009	Health & Safety

- 4.3 Further training sessions are planned for District Councillors and Parish Councils on the forthcoming revisions to the Members' Code of Conduct, which is anticipated very shortly.
- 4.4 At the Full Council Meeting on 26th February 2009, Members considered the adoption of Role Profiles and Personal Development Plans in line with advice issued by the Audit Commission. Working well as an organisation involves effective leadership throughout the Council and being clear about the various functions, roles and responsibilities. Productive working relationships between Members and Officers are crucial. Governance roles and responsibilities in the local government environment are challenging and the Council's leadership need the right skills and support to help to perform effectively. Assessing skills gaps, providing induction programmes, training and development opportunities, and regular performance reviews are all important in building and supporting a strong governance environment.
- 4.5 The Audit Commission Guidance advised that Members should receive a thorough induction tailored to their role in the Council, including when they take on new roles. The Council should provide a full range of development opportunities for Members as well as support for Members to identify and address their own development needs. It is expected that the Council equips Members to carry out their roles and responsibilities, e.g. the Council uses individual Personal Development Plans for Members that identify skill gaps and inform the training plans for the year ahead. The take-up of training and development opportunities by Members should be high, including for long-standing Members. Feedback is expected about how effective Members consider training and development opportunities to be and the results should be acted upon.
- 4.6 To cover the issues outlined above, the Use of Resources Action 2008/09 Action Plan considered by the Finance and Management Committee on 17th February 2009 provided for the report to Full Council on the following:-
- The roles and responsibilities of the Leader, Committee Chairmen and other Council Members.
 - The introduction of individual Personal Development Plans for Members.
- 4.7 Proposed documents relating to these issues were approved by Full Council on 26th February 2009 and the completion of the Personal Development Plans for all Members is currently ongoing in conjunction with the training representatives of the two political Groups.

5.0 Financial Implications

5.1 The costs of Members' training are covered in the Council's budget.

6.0 Corporate/Community Implications

6.1 Article 8.02 of the Council's Constitution provides that a role of the Standards Committee is to advise and to provide or arrange for training for Councillors and Co-opted Members on matters relating to the Members' Code of Conduct. This also relates to parish councils and their members.

6.2 Principle 5 of the Local Code of Corporate Governance involves developing the capacity and capability of Members and Officers to be effective, ensuring the development of skills on a continuing basis to enhance performance through identified training requirements.

7.0 Background Papers

7.1 None.