

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL
EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE
MEMBER DEVELOPMENT PANEL

3 July, 2012

MEMBER TRAINING PROGRAMME

Submitted by: Member Training and Development Officer
Portfolio: Communications, Transformation and Partnerships
Ward(s) affected: Non-specific

Purpose of the Report

To update Members on the work carried out by Central Services in relation to Member Development and Training.

Recommendations

- (a) That the report be received.
- (b) That future training courses be agreed upon and fed into the Member Training and Development Plan.

Reasons

The Council's Training and Development Plan for the current municipal year needs to be put into place in time for the allotted training days

1. **Background**

1.1 Training events need to be agreed by Members and fed into the Training and Development Plan for the current Municipal Year. In addition, the training programme forms an essential part of the Member Development Charter assessment requirements.

2. **Issues**

2.1 The results of the Personal Development Plans are attached at Appendix A. At the time of producing this report, there had only been a 25% response from Members.

2.2 Some of the training courses suggested by officers have been factored into the calendar (Appendix B) .i.e. ICT, Chairing, Finance, Scrutiny and Dealing with the Media. Members' own suggestions need also to be factored into the calendar. Some dates (highlighted green) have already been reserved for Member training.

2.3 Members are requested to consider the results received and to agree training sessions in accordance with the Training and Development Plan.

3. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

Effective training of our Members will contribute directly to the 'Transforming our Council to Achieve Excellence' priority within the Corporate Plan. Consequently, Members who have the knowledge and skills appropriate to the discharge of their responsibilities will also assist the Council in meeting the other corporate priorities and outcomes associated with the Sustainable Community Strategy.

4. **Legal and Statutory Implications**

4.1 There are no legal implications directly associated with this report.

5. **Equality Impact Assessment**

5.1 There are no equalities implications directly associated with this report.

6. **Financial and Resource Implications**

6.1 There are no budget implications associated with this report.

6.2 The main resource implication associated with the proposals listed in this report is use of Members' time. The process will require a minimal commitment of time from Members if it is to be effective and meaningful. There is little resource implication concerning officers as this process will be Member led and owned by Members.

7. **Major Risks**

7.1 There are no major risks associated with this report.

8. **Key Decision Information**

8.1 The proposals within this report are not regarded as Key Decisions in the sense that it should be included within the Forward Plan. However, as this is not regarded as a non-Executive function, a Cabinet (executive) decision is required to give effect to the proposals.

9. **Earlier Cabinet/Committee Resolutions**

4 April, 2012

10. **Appendices**

Appendix A - Personal Development Plan results

Appendix B- Calendar 2012/13