

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

24 April, 2013

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.

Reasons

To ensure that Members are given adequate training opportunities to enable them to carry out their duties as a Councillor effectively.

1. **Background**

- 1.1 At the beginning of the current Municipal Year, the Member Development Panel had agreed that all Members carry out a minimum of 24 hours training per year.
- 1.2 Circumstances had occurred which may have affected the training programme and therefore had affected training figures for the year, which were:-
- 13 members had undertaken no training at all
 - 5 Members had achieved 50% of their required training hours
 - The remainder of Members had undertaken a minimum of between 1.5 and 11 hours training.

2. **Issues**

- 2.1 Personal Development Plans would be sent to Members again in May to set up training events for the next year. The findings from these would be brought to a future meeting for this Committee to agree a training schedule.

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**

18 December, 2012

10. **Appendices**

None