

COUNCIL BUSINESS COMMITTEE

Elected Member Development – Progress Report

13th September 2007

Report of Head of Democratic Services

PURPOSE OF REPORT

To update Members on the progress made to date with elected Member development and offer feedback and suggestions for the way forward.

This report is public

RECOMMENDATIONS

To note the report and Member feedback.

1.0 Training and development events taken place

As part of the commitment to Member development, a comprehensive induction programme was arranged for Members. The following events have taken place as part of the induction programme for newly elected and returning Members.

Date	Event	Venue	Attended
Wed 21 March 2007 5.30pm	Open Evening for Candidates and Agents	Lancaster TH	---
Tues 8 May 10-12pm	Acceptance of Office session	Lancaster TH	---
Tues 8 May 2-4pm	Acceptance of Office session	Lancaster TH	---
Tues 8 May 4.30 – 8.30pm	Induction Evening	Lancaster TH	---
Wed 9 May 10-12pm	Acceptance of Office session	Morecambe TH	---
Wed 9 May 2-4pm	Acceptance of Office session	Morecambe TH	---
Thurs 10 May 10am	Induction Day	Morecambe TH	14
Thurs 10 May 4-6pm	Acceptance of Office session	Lancaster TH	---
Wed 16 May 5-7pm	Taster Session Overview	Lancaster TH	17

Date	Event	Venue	Attended
	and Scrutiny		
Tues 22 May 4pm	Personnel Committee training	Lancaster TH	7
Wed 23 May 2pm	Planning Committee training	Lancaster TH	10
Wed 23 May 5.30pm	Planning Committee training	Lancaster TH	12
Thurs 24 May 2pm	Licensing Act Committee training	St Leonards	8
Thurs 24 May 6.30pm	Equalities training	Lancaster TH	9
Fri 25 May 10am	Licensing Act Committee training	Lancaster TH	5
Tues 29 May 10am	Licensing Regulatory Committee training	Lancaster TH	6
Tues 29 May 2pm	Licensing Regulatory Committee training	Lancaster TH	5
Wed 30 May 10am	Equalities training	St Leonards	9
Wed 30 May 1.30pm	Equalities training	St Leonards	7
Wed 30 May	Planning Committee training		2
Thurs 31 May 9.30am	Planning Committee training	Palatine Hall	---
Thurs 31 May 2pm	Code of Conduct training	Lancaster TH	22
Fri 1 June 10am	Code of Conduct training	Lancaster TH	8
Mon 4 June 5pm	Code of Conduct training	Lancaster TH	21
Tues 5 June 2pm	Standards Committee training	St Leonards	12
Wed 6 June	Licensing Act Committee training		1
Wed 6 June 2pm	Personnel Committee training	Lancaster TH	2
Fri 8 June 10am	Overview and Scrutiny	Lancaster TH	11
Fri 8 June 9.30am	Gambling Act training	Carlisle	1
Wed 13 June 10am	Lancashire Locals briefing	Lancaster TH	6
Mon 18 June 10am	MAPS Briefing	Lancaster TH	5
Mon 18 June	Induction Module	Manchester	1
Wed 20 June 11am	Code of Conduct training	Morecambe TH	5
Tues 26 June 10am	CCDS Briefing and Tour	White Lund Depot	11
Thurs 28 June 10am	Dealing with People	Blackpool	3
Fri 29 June 10am	Chairing Skills	Lancaster TH	11

Date	Event	Venue	Attended
Wed 4 July	Code of Conduct training		3
Wed 4 July 1pm	Dealing with People	Blackpool	2
Mon 9 July 4pm	CCDS Briefing and Tour	White Lund Depot	3
Mon 9 July All day	Effective Members	Blackpool	3
Thurs 12 July 10am	Data Protection & FOI	Lancaster TH	8
Fri 13 July	Tour of the District	Midland Hotel	13
Mon 16 July 2pm	Civil Contingencies Briefing	Lancaster TH	7
Tues 17 July	Code of Conduct training		1
Tues 17 July	BPP Data quality and performance management	Lancaster TH	---
Thurs 19/20 July	IDEA Planning Leadership	Leeds	1
Fri 20 July All day	Effective Members	Blackpool	2
Fri 20 July 10am	Historic Tour	Lancaster TH	2
Wed 25 July 7.30pm	Historic Tour	Lancaster TH	2
Fri 27 July 2pm	Historic Tour	Lancaster TH	5
Wed 1 Aug All day	Communicating with Clarity	Blackpool	1

In summary a total of 52 events have taken place in which approximately 291 training places have been taken up. Of this, two Induction day events were held, one during the day time and one during the evening at Morecambe and Lancaster Town Halls with a 'freshers fayre' style event of Departmental and Service stands. Five Declaration of office sessions were held at various times and days in Morecambe and Lancaster Town Halls.

Specific training was arranged for Members of the Planning and Licensing Committees and training on the Code of Conduct was held for all Members along with Equalities training for Members of the Personnel, Appeals and Licensing Regulatory Committees. Events have taken place in the form of tours (White Lund, tour of district, tour of Lancaster Town Hall), taster session for Overview and Scrutiny held prior to Committee appointments, and Chairman and Vice-Chairman of Council Partnerships were invited to attend the Charing Skills event. A number of members have attended events run at Blackpool Council, Manchester, Leeds and Carlisle.

Summaries of the evaluations and feedback from the Overview and Scrutiny training, Charing Skills, Data Quality and Performance Management, Effective Members, Equality and Diversity, Dealing with People and Freedom of Information events are attached at Appendix A. Members are asked to consider the feedback and make suggestions for improvement for future events.

To complement the formal training that is being offered, all Members have also been offered the opportunity to have a member and/or officer mentor and have the facility to borrow materials from the Members Library of books, publications and cd-roms on a range of topics. In addition, all Members have been offered the opportunity to have a discussion with an officer from Democratic Services to discuss their individual

training needs for the forthcoming year. So far 17 discussions have taken place and several more are due to take place. The information gathered from these discussions will be used to prepare a programme of training events for the year ahead.

1.1 Forthcoming training and development events

The following events are scheduled over the next few weeks:

Wed 29 Aug 9.30 – 4pm	Sustainability and Procurement	
Wed 5 Sept All day	Communicating with Clarity	Blackpool
Mon 10 Sept 11-12noon	Civil Contingencies	Lancaster TH
Wed 12 Sept 6pm	Chairing Skills	Morecambe TH
Thurs 13 Sept 5.30 – 8pm	Child Protection Briefing	Ryelands House
Tues 18 Sept 9.30–12.30	Local Government Finance and Budgeting	Lancaster TH
Tues 18 Sept 5 – 7pm	Climate Change Briefing	Lancaster TH
Wed 19 Sept 4pm	Audit Committee training	Morecambe TH
Mon 24 Sept 5pm	Role of the County Council	Morecambe TH
Thurs 4 Oct 4pm	Tourism Briefing and Tour	Tourist Information Centre

1.2 Assessment for the North West Charter for Member Development

Members will be aware that the City Council is signed up to the North West Charter for elected Member development. The Charter sets out a commitment to the support and development of elected members in their roles. Many of our neighbouring authorities have already been awarded the Charter including South Lakeland District Council, Carlisle City Council, Lancashire County Council, Barrow Council, Blackpool Borough Council and the Lake District National Park Authority.

The Charter has two levels to it. Firstly local authorities sign a declaration to show their commitment to the principles of the Charter. Secondly, following external assessment, local authorities are awarded the Charter to show that they have demonstrated their commitment in practice and have all the required elements in place. Lancaster City Council is in the process of this second stage. The pre-assessment has been completed and formal interviews are taking place at the end of August with the Leader of the Council, the Chief Executive, Councillor Barry (as Cabinet Member with Special Responsibility), Councillor Bray (as Chairman of Council Business Committee) and 5 other Councillors. The Council is due to find out the results of this formal assessment at the end of October.

RELATIONSHIP TO POLICY FRAMEWORK

The work of Member development supports the corporate priority – to continue to improve the Council.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

There are no direct implications.

FINANCIAL IMPLICATIONS

The costs of the training and development to date and for the year ahead will be met from the 2007/08 budget of £14,500 (which includes an amount of £4,000 carried forward from 2006/07 as agreed by Cabinet at it's meeting of 24th July 2007).

SECTION 151 OFFICER'S COMMENTS

The S151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

There are no legal implications.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

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