MEMBERS' TRAINING AND DEVELOPMENT PANEL

Venue: **Town Hall,**
Moorgate Street,
Rotherham. S60 2TH

Date: **Monday, 9th September, 2013**

Time: **11.00 a.m.**

A G E N D A

1.   Apologies

2.   Minutes of the Previous Meeting held on 10th June, 2013 (herewith) (Pages 1 - 4)

3.   Revised Member Development Strategy 2013 (Pages 5 - 14)

4.   Member Induction 2014 (Pages 15 - 17)

5.   Member Development Programme - Update (Autumn 2013) (Pages 18 - 21)

6.   Sub-Regional Activity
      -    verbal update

7.   Date and Time of Next Meeting
      -    Monday, 16th December, 2013, commencing at 11.00 a.m.

MEMBERS' TRAINING AND DEVELOPMENT PANEL
MONDAY, 10TH JUNE, 2013

Present:- Councillor Akhtar (in the Chair); Councillors Buckley, Dodson, Falvey, Smith, Steele and Wootton.

Apologies for Absence were received from Councillors Gosling, Havenhand, Lakin, Pickering and Rushforth.

23.   **MINUTES OF THE PREVIOUS MEETING HELD ON 15TH APRIL, 2013**

Agreed:- That the minutes of the previous meeting held on 15th April, 2013, were agreed as a correct record.

With regards to Minute No. 20 (Member Development Programme) it was noted that collaborative arrangements were being explored with the other South Yorkshire Authorities and also the L.G.I.U. Further information would be provided in due course.

Reference was made to Minute No. 21 (Personal Development Plans) and the plans for Cabinet Members, Chairs and Vice-Chairs of Select Commissions and Regulatory Boards and Area Assembly Chairs and Vice-Chairs to be contacted with regards to any learning and personal development requirements.

24.   **REPORT WRITING AND PLAIN ENGLISH - OUTCOMES OF ELECTED MEMBER SURVEY**

Further to Minute No. 19 of the previous meeting held on 15th April, 2013, consideration was given to a report presented by Caroline Webb, Senior Scrutiny Adviser, which summarised the outcomes of an online survey of Elected Members with regard to the standard of report writing within the Council and the provision of information in support of Elected Members. Recommendations were, therefore, made based on those results.

The main issues raised by those responding were:-

- Reports too long.

- Too much repetition/duplication of information.

- Too many acronyms used (often without explanation).

- Too much jargon.

- Too many officers are copying and pasting information into reports, without tailoring them according to the specific meeting/audience and the roles/responsibilities/powers of those reading the report.

- Recommendations and impact assessments need to be clearer.

- Particular problems with complex terminology, jargon and acronyms were identified in the highways and planning sections of EDS, although some respondents also mentioned Resources, Finance, CYPS and Social Services as being problematic.

Neighbourhoods and Adult Services were mentioned as a positive example of report writing and one member said Children and Young People's Services were much improved.

Discussion ensued on how good practice could be shared throughout the Council and the on the need to follow up the survey in twelve months time.

It was also suggested that the findings of this survey be shared with the Strategic Leadership Team.

Agreed:- (1) That all officers be reminded of the "Clear Communication" section on the intranet as part of RMBC's formal induction process.

(2) That all reports prepared for Elected Members should start with a brief, clear executive summary, and include a glossary of terms/acronyms used within the report.

(3) That a manager briefing on best practice around report writing be distributed across the Council, with reminders of the key supporting documents available to officers.

(4) That consideration be given, subject to cost, to the provision of awareness and skills raising for staff required to prepare reports through the Council's existing schedule of meetings and training.

(5) That Directorates be encouraged to share good practice and to continue their own internal improvement programmes in this area of work.

(6) That a further survey take place in 12 months time to review impact.

25.   **MEMBER DEVELOPMENT CHARTER**

Consideration was given to a report presented by Tracey Parkin, Human Resources Manager, which detailed how the Council re-achieved the Charter for Member Development in February, 2011 and would be due for re-assessment in February, 2014. Changes at Local Government Yorkshire and Humber now meant that any future assessments would be managed by North East Employers.

Previous assessments have been heavily based around collation of paper-based evidence, with an additional day on site, supplemented by telephone interviews, as necessary. Review panels have consisted of

officers from at Local Government Yorkshire and Humber, supported by an Elected Member from another Council within the region.

The last assessment resulted in a small number of development recommendations, all of which have been considered by the Member Development Panel and implemented, as appropriate.

Given the changing nature of Councils and the work of Councillors, member development officers within the region have been keen to see the Charter approach change, both to reflect the new demands of Elected Members, but also to reduce the emphasis on production of documentation and to focus more on outcomes, results and Elected Member perception.

The South Yorkshire network of member development officers sought clarity from North East Employers as to their approach, although the response received so far indicated that the assessment would operate much as before.

The cost for the assessment would be £1,500. Additional to this would be the time commitment of officers in collating portfolios of information to provide to assessors, together with Members time in interviews.

The Charter framework was available for reference and could be used as a self-assessment tool, without external accreditation. This self-assessment approach was the model the Council had taken with respect to the Equalities Framework and Customer Service.

Similarly, the Council used an internal assessment approach to the Investors in People standard, although maintaining an external accreditation element, to measure the Council against the higher performance requirements of a Gold employer (achieved in 2009). The Council recognises that in terms of its reputation as an employer, this additional accreditation was beneficial.

This Panel was asked if they wished to consider the additional benefits to the Council of seeking formal accreditation for Member development. As an alternative, a review group of officers and Members could carry out a self-assessment against the framework to identify any areas for improvement.

Should further information on an alternative model being offered from regional employers become available, this would be shared with Members for re-consideration.

The Panel weighed up the advantages and disadvantages of seeking Charter status and the benefits to the Council. However, it was felt that the benefits from the Charter were now embedded in member development processes and did not feel it worthwhile, both in cost and Member/Officer time, to pursue re-assessment.

Agreed:- That the formal Charter status for Member Development not be pursued and that arrangements be made for a self-assessment process against the framework to identify any areas for improvement.

26.   **MEMBER DEVELOPMENT SUMMARY OF ACTIVITY 2013-13**

Consideration was given to a report presented by Caroline Webb, Senior Scrutiny Adviser, which provided an overview of activity in respect of Member Development over the previous municipal year relating to:-

- Summary of Activities 2012/13.
- Induction of New Members and Evaluation.
- Generic Programme.
- ICT Training.
- Planning and Licensing.
- Leadership.
- Regional and Sub-Regional Working.
- Seminars.
- Other Developments.

Discussion ensued on the good practice that existed in the sharing of information between Elected Members and Officers.

All those involved in the Member Development process and in the arranging of activities were thanked for their hard work and the appreciation from Elected Members was endorsed.

Resolved:- (1) That the report be received and the contents noted.

(2)   That all those involved in the Member Development process be thanked for their hard work and commitment.

27.   **DATE AND TIME OF NEXT MEETING**

Agreed:-   That the next meeting of the Members' Training and Development Panel be held on Monday, 9th September, 2013, commencing at 11.00 a.m.

Agenda Item 3

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:-	MEMBER DEVELOPMENT & TRAINING PANEL
2.	Date:-	9th September 2013
3.	Title:-	Revised Member Development Strategy 2013
4.	Directorate:-	Resources

5. Summary

The Member Development strategy has been reviewed and updated to reflect the current priorities and direction of the council and recent developments in management of Member development needs.

6. Recommendations

Members are asked to:

- **Agree the revised Member Development Strategy**

7. Proposals and Details

7.1 Updating
The Member Development Strategy (appendix 1) has been refreshed to reflect the current priorities of the Council and changing government agendas. In particular, the revised priorities as set out in the draft Corporate Plan have been included.

The core programme has been updated to reflect the various roles of Members and the challenges presented in terms of Member skills and knowledge and as set out in the Member Skills Profile. Development may be provided by a range of means, including local and regional/sub-region provision.

8. Finance
Development provision outlined in the Strategy is provided by a range of means. To enable lowest-cost provision, sub-regional commissioning of training is used as appropriate. Development is subject to the panels' approval of spend from the dedicated Member development budget.

9. Risks and Uncertainties
Councils in the region (and particularly in the sub-region) will endeavour to maintain a range of opportunities for Members by working together and sharing provision to enable continued provision, now that regional funding is not available to support such activity.

10. Policy and Performance Agenda Implications
Development of Members enables them to carry out their respective roles and help keep Members updated on national and local policy issues.

11.   Background Papers and Consultation
Appendix 1 – Member Development Strategy 2013.

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Appendix 1

Member Development Strategy 2013 -2016

Profile of the Council

Rotherham Metropolitan Borough Council is a Labour controlled Council. It has 63 Councillors, comprising 57 Labour Members, 4 Conservative, 1 Independent and 1 UK Independence Party. The Council political management structure is that of a Strong Leader with Cabinet. There are four overview and scrutiny select commissions, with an overarching Management Board. There are also 7 area assemblies which operate at a local level.

1.   Why have a Member Development Strategy?

People are key to the Council achieving improvement in its services and being representative of their communities. It is essential that we have the **right people**, with the **right skills** in the **right place** at the **right time** to maintain and improve existing and future services. This needs to be addressed across all of the Council, including Members. The Member Development Strategy aims to ensure members are properly supported and have the appropriate knowledge and skills to carry out their roles.

2.   Priorities

Rotherham Council is committed to continuous improvement as a commissioner and provider of services to local people, and as an employer. It recognises that people are its' biggest and most valuable asset and are key to achieving the vision and priorities in the Corporate Plan 2013.

The most important priorities are (Draft Corporate Plan 2013):
- Stimulating the local economy and helping local people into work
- Protecting our most vulnerable people and families, enabling them to maximise their independence
- All areas of Rotherham are safe, clean and well maintained
- Helping people to improve their health and wellbeing and reducing inequalities within the borough

Additionally, through our business values (The Way We Do Business) the Council will ensure that its resources (including the workforce) are utilised to best effect by:

- Talking and listening to all our customers and treating everyone fairly and with respect
- Supporting and enabling our communities to help themselves, whilst meeting the needs of the most vulnerable
- Getting it right first time, reducing bureaucracy and getting better value for money
- Working with partners to ensure people get the services and support they need as early as possible
- Having the right people with the right skills in the right place at the right time.

This is undoubtedly a challenging time for the public sector and business in general. The climate within which we work, with more limited resources, means that inevitably the workforce has to adapt to new ways of working with less resources. Decisions are required about reductions in services, commissioning of services etc. The Council is examining the ways in which it can become a modern, thriving Council, recognising the limited budget available for the foreseeable future, the need to address areas of deprivation in the Borough and take a lead from the new Health and Wellbeing Strategy. This means consideration of new models of delivery, new partnerships, tailoring of services, focus on job creation, prevention and early intervention.

Government policy changes are also driving changes to the way we work, e.g. Welfare Reform and the work programme, Council tax changes, management of place, public health and changing health management arrangements, personalisation and choice, skills agenda and development of future business skills, transparency of spending (including pay), reduction in inspections, changes to the Local Government Pension Scheme and self-management of performance.

2.1   Member's Skills Profile

The results of this challenge have provided expectations that Elected Members will:

- Engage with members of their community in order to learn about areas of concern for the local area and help to build a vision for the locality;
- Encourage trust and respect between individuals and groups, mediating fairly and constructively between different organisations and community sectors;
- Build good relationships with others by identifying and working collaboratively to achieve shared goals;
- Recognise and value different contributions, delegate or provide support as required and take a long term view in developing partnerships;
- Demonstrate excellent communication skills across many different settings, including the ability to listen sensitively and use appropriate language;
- Communicate regularly and effectively with all parts of the community;
- Develop a range of political skills in order to communicate their values, promote a political vision and encourage democratic processes and public engagement;
- Act as a critical friend by identifying opportunities for scrutiny both inside and outside the Council and by providing constructive challenge and feedback to others;
- Understand their legal responsibilities and follow protocol when evaluating arguments and making decisions;
- Perform regulatory functions which ensure that community needs and aspirations are both met and protected;

- Work with a full range of partners to set policies and targets to secure positive outcomes for the area and community; challenging results and progress through both Cabinet and scrutiny functions.

The Member Development Strategy provides for Members of the Council to be equipped with the skills and experience to meet these challenges and secure an excellent performing Council for the benefit of Rotherham as a whole.

3. Roles and Responsibilities

3.1 Elected Members

All Elected Members are responsible for helping to identify their own development needs and are encouraged to take part in the Personal Development Planning Process, including self-assessment of their knowledge and skills using the Members Skills Profile.

The Deputy Leader of the Council is the nominated Member Development Champion and Chair of the Member Training and Development Panel.

3.2 Officers

The importance of Member Development is recognised in the Council through the provision of support from officers within the Scrutiny Services team, supported by colleagues within Human Resources.

3.3 Member Training and Development Panel

The purpose of the Member Training and Development Panel is to provide a cross-party group of Elected Members, who, supported by relevant officers, will formulate, implement, monitor and evaluate Member Development for the Council.

3.4 The Council

The Council is responsible for ensuring adequate resources are available to ensure an effective training and development programme can be delivered, as well as offering practical support and encouragement to all Elected Members.

4. The Programme

4.1 Core Development Programme

The Elected Member Development Programme recognises the different roles of Members and the needs that arise with changes at a national, regional, sub regional and local level.

The programme will be based on local priorities as identified in the Council's corporate plan and Members individual skills needs identified through the personal development planning and self-assessment process.

The programme will incorporate a blended approach to Member Development, using a variety of methods of delivery, including e-learning. This will suit the needs of different learners, as well as make learning more accessible to Members. Up to date information on the current programme can be viewed on the Members Learning and Development intranet site.

Based on a review of learning needs, the programme will comprise:

Need	Key areas	Learning methods
Local Leadership	Understanding case work and e-case work The role of Councillors Ethical frameworks	Awareness sessions Online resources E-learning Internal resources Online resources
Partnership Working	Working in partnership with others Community engagement Equality and Diversity	Online Resources Networking opportunities Representation at briefing sessions Working in the community E-learning Internal resources
Communication Skills	Confidence in public speaking Making a positive contribution to meetings Chairing skills Written skills E agenda Media Relations Data protection	E-learning Training Online resources Awareness sessions
Political Understanding	Political skills Understanding how the council works & local government	Online resources Awareness sessions Internal resources
Scrutiny and challenge	Understanding the purpose of overview and scrutiny Key skills for overview and scrutiny	Awareness sessions Training Online resources
Regulating and monitoring	Understanding legislation Performance management Financial management Key skills for regulating and monitoring	Awareness sessions E-learning Online resources Workshops Training
Providing vision (cabinet members, advisers and aspiring leaders)	Understanding and delivering an effective portfolio	Training Online resources

4.2   Induction

A comprehensive induction programme for newly Elected Members is delivered following each local election. The aim of the induction programme is to help new Members familiarise themselves with the authority and their new role and covers three main areas:

Getting to know the Council
Getting to know your Area
Getting to know your Role

The Member Training and Development Panel has an input into the content and delivery of the induction programme to ensure that it meets the needs of newly Elected Members and those Members with new roles / responsibilities.

All newly Elected Members receive an induction pack after the election. This provides valuable information on the day to day running of the Council, the support services available, contact details of support staff and a copy of the Local Government Association Guide for New Councillors.

4.3   Members Handbook

The Members Handbook will provide key information for newly Elected Members and will help to support the induction process.

The Handbook is accessible online via the Members' Homepage Intranet site.

4.4   Political Mentoring

In addition to the induction programme, Members can be supported in their political roles through peer mentoring.

Experienced Councillors from each political group can act as mentors to newly Elected Members and those taking on new roles / responsibilities, providing the skills needed as well as the political, public and organisational expectations placed on Elected Members.

5.   External Development

All Elected Members are provided with external development opportunities, if these cannot be offered in-house.

5.1   Conferences / Events/ Individual Requests

Attendance at national, regional and local conferences and events is encouraged and details are circulated to Members with a specific responsibility on that subject. Individual request for attendance at events is considered in accordance with Training Support Principles agreed by the Member Training and Development Panel.

5.2   Leadership Academy

The LGA Leadership Academy is a dedicated programme that provides Members with the opportunity to enhance their leadership skills and knowledge quickly in order to meet the challenges of local government.

The Member Development budget supports Members attendance on this programme in agreement with the Member Training and Development Panel.

5.3   Regional Mentoring

One-to-One peer member mentoring is offered to group leaders, cabinet and shadow cabinet members who want to develop their role and improve their overall political leadership and personal development.

5.4   Regional Working

A Member Development Officer attends the Regional Member Development conference facilitated by Local Government Yorkshire and Humber (LGYH).

The group is made up of authorities within the Yorkshire and Humber region and provides opportunities to avoid duplication of resources and efforts by looking at what development sessions can be delivered regionally / sub regionally.

A South Yorkshire group also looks at shared provision locally, to provide the most cost-effective delivery of commissioned training.

5.5   Good Practice Visits

Members are encouraged to learn from others and share their experiences by visiting other authorities that can demonstrate good practice in specific areas.

The aim of these visits is to increase the knowledge, improve the performance and support the Members in their specific roles.

6.   Personal Development Planning

A Personal Development Plan is a written plan of commitment by an individual to their development as a Councillor over a two year cycle. Personal Development Planning provides tangible evidence of the Council and individual commitments to building Elected Member capacity.

All Elected Members are invited to take part in the personal development planning process which is encouraged and supported by the Member Training and Development Panel. This process will:

- Enable Members to reflect on their skills and knowledge against the Member Skills Profile and in relation to work experiences.
- Provide Members with the opportunity to attend a personal development interview with an Officer to discuss their individual development needs in respect of their roles and responsibilities.

- Enable production a group training plan which will identify and prioritise shared training and development needs and highlight new areas of development required and the number of Members requiring development.
- Be informally reviewed to ensure needs have been met.

To ensure the process is effective a target of 80% completed Personal Development Plans on two-yearly cycle is set.

7. Evaluation

It is essential that all Member Development activities are evaluated to ensure their effectiveness in terms of delivery, quality and value for money.

Evaluation of the Member Development programme will take place in a number of different ways to measure the impact of each activity:

i) Members are asked to complete evaluation sheets at the end of each session to review the session and assess future impact.

ii) The Member Training and Development Panel reviews the training programme on a 6 monthly basis based on feedback from evaluation forms and Members who attended the course. This provides the mechanism for suggestions for improvements.

Agenda Item 4

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	MEMBER DEVELOPMENT & TRAINING PANEL
2.	Date:	9th September 2013
3.	Title:	Preparation for Member Induction 2014
4.	Directorate:	Resources

5. **Summary**

This report asks that preparation for 2014 Member Induction programme commences and that the views of Members elected since 2011 are taken into consideration to inform the planning of this programme. MDTP Member's views are also sought on the content/design of the programme.

6. **Recommendations**

That Members:

a. **receive this report;**

b. **provide initial comments on the content of 2014 induction programme;**

c. **agree that the views of Members elected since 2011 be sought on the content/design of the programme;**

d. **receive further progress reports to the next meeting of this Panel.**

7. Proposals and Details

A comprehensive induction programme for newly Elected Members was delivered following the 2012 local elections. The aim of the induction programme was to help new Members familiarise themselves with the authority and their new role. Following consultation with the MDTP, reference to the Member Development Strategy and feedback from members, the programme covered the following areas:

- Getting to know the Council

- Getting to know your Area

- Getting to know your Role

The 2011 and 2012 local elections saw a greater number of Members elected who were new to the Council (or had not been a member for some years) than usual, with 19 of the 63 Members falling into this category.

An initial evaluation of the induction programme was conducted, with eight of the eleven 2012 Members responding (72% response).

	Response	Session Length		Content	Handouts (if provided)	Officer input
		Too short	Just right	Good or Very Good	Good or Very good	Good or Very good
Welcome and introduction	8	1	6	7	7	7
Finding your feet as councillors	4	0	3	3	3	3
Getting the Most from IT	7	2	4	7	7	7
Tour of Riverside House	5	1	3	4	4	4
Meet SLT	6	4	1	5	5	5
How the Council Works	5	1	3	4	4	4
Managing your Casework	5	1	3	4	4	4
Health and Safety	5	0	4	4	3 (with 1 average)	3 (with 1 average)
Introduction to Planning	5	1	4	3 (with 2 average)	5	5
Introduction to Overview and Scrutiny	6	0	6	6	6	6
Safeguarding	4	0	4	4	4	4
Corporate Parenting	3	0	3	3	2	2
Time Management	1	0	1	1	1	1
Charing Skills	2	0	1	1	1	1
Knowing Your Ward	2	0	2	1 (1 average)	1	1
Local Government Finance Made Simple	4	2	2	4	2	2

Although feedback was sought on attendance and an evaluation was made of content/delivery, an evaluation of the *impact* of the induction programme has not taken place. This is planned to take place as part of the PDP process. However, it is unlikely that these will be completed prior to December 2013.

Although it is difficult to anticipate the number of new councillors, in order to ensure the best use of resources and plan an effective induction programme for future years, it would be helpful to seek the view of members elected since 2011 to identify potential gaps/areas of improvement. This could be done through survey or a small working group. Using the findings from this work, a further report on preparation for induction will be submitted to MDTP at its December 2012 meeting.

Views from MDTP are also sought on design, content and impact of the programme to inform future planning.

8. Finance

As with previous years, the cost of running the induction programme will be met through the Member Development budget. It is anticipated that all of the sessions will be delivered by officers in-house, unless more specialist input is required.

9. Risks and Uncertainties

If there is no induction programme, new Members will have to learn their way round the council by 'trial and error'. Induction will allow Members to make an early contribution to the work of the council and so represent their local communities more effectively.

10. Policy and Performance Agenda Implications

Ensuring that newly elected members are briefed and equipped to carry out their important democratic and community roles is no easy task. But it is one that needs to be carried out effectively if we are to build the skills and capacity of Members as part of our corporate priorities.

11. Background Papers and Consultation

Member Development Strategy (2011)
MDTP - Evaluation New Member Induction 2012, 10th September 2012

Contact: Caroline Webb, Senior Scrutiny Adviser (01709) 822765
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Agenda Item 5

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	**MEMBER DEVELOPMENT & TRAINING PANEL**
2.	Date:	**9th September 2013**
3.	Title:	**Member Development Programme - Update (Autumn 2013)**
4.	Directorate:	**Resources**

5.   **Summary**

This report provides an update on progress in respect of Member Development.

6.   **Recommendations**

That Members:

a.   **Note the report and its content**

b.   **Comment on priority areas for development to be included in the programme.**

7.   Proposals and Details

7.1   The Elected Member Development Programme recognises the different roles of Members and the needs that arise with changes at a national, regional, sub regional and local level.

Members have previously agreed that programmes will be based on local priorities as identified in the Council's corporate plan and Members individual skills needs identified in the personal development planning (PDP) process. As agreed by MDTP at its meeting of 15 April 2013, a phased approach has been taken to scheduling PDPs with Cabinet Members, Chairs/Vice-Chairs of Scrutiny being in the first 'cohort'. At this stage, it is not possible to report issues emerging from the PDPs as few have been conducted. Members are being contacted directly to arrange these.

7.2   **Autumn/Winter Programme September 2013- March 2014**

A generic programme has been developed based on issues raised by MTDP, feedback from other sessions and updates on current policy/legislative developments. Future programmes will be more reflective of issues raised in PDPs once a sufficient number have take place to assess learning and development needs.

This programme will run from September. These sessions include:

- Social media practical skill session
- Welfare Reform- update
- Adult Safeguarding
- Housing allocations - awareness
- Chairing skills
- Questioning skills (delivered by the Parliamentary Outreach Project)

MDTP approved that work be undertaken to commission sessions on the following issues as part of the programme:

- Dealing with difficult situations
- Mediation between different groups or individuals

Work is underway to identify potential providers.

Members' views are sought on priority areas for development to feed into the autumn/winter programme. On finalisation, a hard copy of programme will be circulated to Members.

7.3   In addition to the organised programme, Members have access to one-to-one ICT support via Jean Tracey in Human Resources. A number of Members have received training on email, e-casework and navigating intranet/internet. We are currently exploring options for externally accredited basic skills ICT sessions. Details of this will be circulated in due course.

7.4   **Externally provided learning and development opportunities**

Additional bulletins on courses or training have been circulated to Members as development opportunities have arisen. This includes events supported by the Regional Member Development Network, either on a Yorkshire-wide or sub-regional basis as well as offers of places on courses organised by other authorities or bodies. These courses provide a value for money option as travel and joining costs are kept to a minimum.

As with previous years, every effort is made to support Members in their leadership roles by meeting their specific training needs (for example Leadership Academy or other bespoke programmes).

The current Leadership Academy 'offer' includes a number of free programmes and several which are heavily subsidised (for example the Young Councillor weekends.) Decisions to support attendance at Leadership Academy (or external training) are based on identified need or issues arising from PDPs, in liaison with this Panel or the Deputy Leader.

Members will recall that they agreed a set of Training Support Principles at the meeting of MTDP of 17 December 2012; which are as follows:

- The development need should have been identified previously in a Members PDP **OR** be in an area that is subject to continuous change which the Member needs to be kept up to date in
- Priority will be given to sub-regional and regional provision. Attendance at events beyond the region will only be approved if there is no similar local provision possible
- Attendance of more than one Member will not normally be approved, as Members will be expected to cascade learning to colleagues
- There should be no repetition of learning from a previous event attended
- It should be confirmed that the learning cannot be achieved by other no (or lower) cost means
- The event/session/programme should include a high proportion of actual learning.

8.   **Finance**

All activity is funded through the Member Development and Training Budget. The majority of development sessions are offered in-house, however if specialist skills or equipment are required, an external provider may be sought. The budget is monitored regularly and depending on the level of demand or emerging needs, a further reprioritisation of resources by MTDP may need to take place.

9.   **Risks and Uncertainties**

The Member Development Strategy aims to train and equip Rotherham MBC Members to take on the duties of the modern local councillor. Failure to put a comprehensive programme in place may limit the opportunity for councillors to develop their abilities and skills, which will in the long term, impact negatively on the effectiveness of the Council as a whole.

10. **Policy and Performance Agenda Implications**

Local government has faced unprecedented change in recent years. The member development programme should assist Members to understand the implications of these changes and their impact on the Council and wider borough.

11. **Background Papers and Consultation**

Member Development Strategy (2011)
Personal Development Interviews
Member Development Programme: December 2012-May 2013
MTDP: 17 December 2012, Minute 12.

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