

MEMBERS' TRAINING AND DEVELOPMENT PANEL

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

**Date: Thursday, 30 September
2010**

Time: 2.00 p.m.

A G E N D A

1. Apologies
2. Minutes of the Previous Meeting held on 24th June, 2010 (herewith) (Pages 1 - 5)
3. Member Development Charter (report herewith) (Pages 6 - 8)
4. Sub-Regional Member Network (report herewith) (Pages 9 - 10)
5. Corporate Parenting Training (report herewith) (Pages 11 - 14)
6. Eco-Vision (report herewith) (Pages 15 - 19)
7. Members and CRB (Officers to report)
8. E-Payslips (report herewith) (Pages 20 - 21)
9. Date and Time of Next Meeting - 21st October, 2010 at 2.00 p.m.

**MEMBERS' TRAINING AND DEVELOPMENT PANEL
THURSDAY, 24TH JUNE, 2010**

Present:- Councillor Whelbourn (in the Chair); Councillors Austen, Lakin, Littleboy, Sangster, Steele, St. John and Wootton.

Apologies for Absence were received from Councillors Dodson, Gosling, Pickering, Sharman, Smith, Turner and Cockayne.

50. MINUTES OF THE PREVIOUS MEETING HELD ON 23RD MARCH, 2010

The minutes of the previous meeting held on 23rd March, 2010 were agreed as a correct record.

With regards to Minute No. 46 (Safeguarding Issues) it was reported that the training with for Corporate Parenting would commence in the Autumn.

The first session in relation to Safeguarding would be on the 2nd July, 2010 in partnership with the Children and Young People's Scrutiny Panel. Further sessions relating to Safeguarding would be rolled out to the Locality Champions and other Members in due course.

Councillor Lakin, Cabinet Member for Children and Young People's Services informed the Panel that he was to resume the visits to the children's homes along with visits to other establishments shortly and would be inviting all Members as Corporate Parents.

Reference was also made to the role of Champions in general, along with the Locality Champions, and clarification was sought. It was, therefore, proposed that the role of Champions be revisited by the Head of Scrutiny Services and Member Support.

Further information was also requested on the latest position with regards to CRB checks for Members and discussion ensued on:-

- Whether a Member as a School Governor had to have a CRB check if they were not directly involved with children.
- CRB checks being non-transferable and the requirement for individual checks being carried out for different activities.
- Council Minute which referred to CRB checks being undertaken for all Members.
- Clarification of the current status of CRB checks on Members.

Agreed:- That the current situation with regard to CRB checks be

clarified.

51. PERSONALISATION AGENDA

Further to Minute No. H109 of the meeting of the Cabinet Member for Health and Social Care held on 26th April, 2010 reference was made to the proposals for training for members on the Personalisation Agenda.

The Scrutiny Adviser reported that Tom Sweetman had previously provided some information to assist Members at their surgeries.

It was noted that some training had previously been provided on the Personalisation Agenda and it was suggested that further training be arranged as a refresher which should include new Members and where possible relevant information be provided on the intranet and website.

Agreed:- That an "aide memoire" on two sides fo A4 be circulated to Members for them to use at their surgeries.

52. MEMBER DEVELOPMENT BUDGET

The Chairman introduced Charlie Longley, Senior Accountant, who provided information on the latest position with regards to the Member Training Budget.

The budget position for the period 1st April, 2009 to 31st March, 2010 was £25,052 underspent on a budget of £32,473. The reason for the underspend being the £21,000 grant funding from R.E.I.P. When used against the expenditure the net saving on the Member Training Budget was £7,421. This year the budget stood at £30,975.

The Panel noted the current position, but asked if consideration could be given to carrying forward at least £7,000 of the underspend in view of potential cuts to budgets and for the potential of allocating some funds for ICT provision in the Majority Party Room.

Agreed:- That the carry forward request be considered further and appropriate action taken.

53. MEMBER DEVELOPMENT PROGRAMME

Consideration was given to the report presented by the Scrutiny Adviser which gave an overview of proposed Member Development activity during the late summer through to December.

These already included a series of development activities around:-

- 2nd July, 2010 - Safeguarding Children – this will be an initial session for the Cabinet Member, Advisers and Members of the Children and Young People's Scrutiny Panel.
- Autumn, 2010 – The Member Role as a Corporate Parent – a series of sessions aimed at all Members.
- Autumn, 2010 – The Councillor Role in Combating Climate Change – from an initial proposal by the Deputy Leader and the Sustainable Communities Scrutiny Panel.
- Autumn, 2010 – Updating our Knowledge of Licensing – a joint session with Sheffield City Council aimed mainly at Members of the Licensing Committee.
- Autumn, 2010 – Ward Walkabouts for new Members.
- Autumn, 2010 – An Effective Administration/ An Effective Opposition.

It was noted that a workshop on the PREVENT agenda had been arranged for the 30th June, 2010 on moving forward the Community Cohesion/ Community Leadership Role of Councillors.

Some Members asked for more information about the "Total Place" approach to Public Service management with some thirteen pilot schemes currently taking place which would help inform how this could be taken forward. It would be helpful for Members of the Audit Committee or a wider audience to take this forward in conjunction with Local Strategic Partnership partners.

In addition a series of Member Development events have been organised by the Yorkshire and Humber Region. Information about these had been circulated to all Members via email.

The programme for 2010/ 11 IDeA Leadership Academy had also been received with expressions of interest for the Graduate School from Councillors Pickering and Lakin and the Summer School from Councillors Falvey and Havenhand and for the Adults, Children's Health and Wellbeing Programme from Councillor Paul Lakin (in his new Cabinet portfolio). It may be that following the summer school Councillors Falvey and Havenhand may wish to attend the full Leadership Academy programme.

Reference was also made to training packages arranged by the Governors' Support Section, which were available for those Members that were also School Governors. There were also the opportunity to approach the Governors' Support Section for specific information/ training if there were several cluster schools that

required some support.

As a result of information coming from National Government, there may be a need for some workshops related to the budget position in view of the proposals to reduce budgets by 25%. The Comprehensive Spending Review was due for publication in October and may shed more light on the current positions. It was suggested that some consideration given to the resurrection of the Our Future Groups with a view to them assisting with the process.

Agreed:- (1) That the proposed Member Development activities proposed in the report be approved.

(2) That Members forward to the Scrutiny Team any additional proposals they may have for other activities.

(Councillor Lakin declared a personal interest in this item on the basis that he was a recipient of some of the training that was approved.)

54. MEMBER DEVELOPMENT INDUCTION - FEEDBACK

Consideration was given to a report presented by the Scrutiny Adviser which provided information about the induction programme for new Members which was run after the election.

Following the May elections a two week induction course was held for the two new Members. It was difficult to judge how to pitch induction as it was uncertain how many new Members would be elected. Sessions were held at different times for the convenience of the new Members with a variation of early evening proving helpful.

Due to the election of a new Government and the many challenges and changes which local government would now face, it could well be that consideration should be given to a change in format for induction with fewer sessions initially, but with more spread in the early Autumn.

Members noted the sessions that had taken place and acknowledged that early notification to all candidates of the induction process before the election was important.

Agreed:- That the report be received and the contents noted.

55. DATE AND TIME OF NEXT MEETING

Agreed:- That the next meeting scheduled take place on Thursday, 22nd July, 2010 at 2.30 p.m.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Members' Training and Development Panel
2.	Date:	30 th September, 2010
3.	Title:	Member Development Charter
4.	Directorate:	Chief Executive

5. Summary

To provide an up-date on progress towards satisfying the requirements for re-assessment necessary to achieve the Charter.

6. Recommendations

That Members note the proposed date for pre-assessment relating to the achievement of the Charter.

7. Proposals and Details

In October 2005, Rotherham MBC signed up to working towards Charter status on Elected Member Development. That commitment was signed by both the Leader of the Council and the Chief Executive and fully supported by this Panel. The Council achieved the Member Development Charter in 2006.

The commitment to go forward towards achievement of the Charter recognises the vital role of Elected Members in local governance and pledges to adapt good practice in member development by:-

1. Being fully committed to developing our Elected Members in order to achieve the Council's aims and objectives.
2. adopting a member-led strategic approach to Elected Member development
3. having a member learning and development plan in place that clearly identifies the difference development activities will make
4. seeing that learning and development is effective in building capacity
5. addressing wider development matters to promote work-life balance and citizenship

The process of assessment is about determining whether or not the Council is continuing to adopt good practice in terms of building Elected Member capacity.

The assessment team will include an Elected Member peer accredited with the Peer Clearing House for quality control purposes.

The Council will be expected to provide a portfolio of evidence, having carried out a self assessment against the Good Practice Guidelines.

Currently, we are in the process of compiling the portfolio of evidence which includes the development of policy and strategy in relation to member development.

We are in preparation for a pre-assessment on Tuesday 2nd November, 2010 subject to Members agreeing to take this forward.

8. Finance

The cost associated with going forward for the Charter is to be met by Local Government Yorkshire and Humber

9. Risks and Uncertainties

Failure to achieve the Charter would result in a missed opportunity to accredit the excellent work that is carried out in Rotherham in support of Member Development.

10. Policy and Performance Agenda Implications

The Member Development programme provides an opportunity for Members to further develop their knowledge and understanding about a range of issues associated with the challenges confronting both the Council and themselves as community leaders.

11. Background Papers and Consultation

Guidance notes for Local Authorities working towards achieving the Yorkshire and the Humber Charter on Elected Member Development.

Contact Name: *Cath Saltis, Head of Scrutiny Services and Member Support, ext 2779* - cath.saltis@rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Member Training and Development Panel
2.	Date:	Thursday 30th September 2010
3.	Title:	Sub- Regional Member Network
4.	Programme Area:	Chief Executive

5. Summary

Rotherham has, in the recent past been very successful in leading on member development across the sub-region. Collaborative working has provided opportunities to access funding to support member development. Given the changing landscape arising from the coalition government's programme it is timely to consider re-establishing the sub-regional member network with a view to shared learning and development and joint bids for funding to support member development. In addition the South Yorkshire Joint Secretariat wishes to be part of any South Yorkshire member development activity where appropriate.

6. Recommendations

Members are asked to consider making contact with the local authorities in South Yorkshire with a view to re-establishing the sub-regional member development network.

7. Proposals and Details:

1. The demands now placed on elected members have never been greater; members work in a constantly changing environment and have roles that are bigger and more diverse than ever before, stakeholder expectations are high and resources are diminished, but good effective members are the foundation for all improvement.
2. Successful local government requires sound political and managerial leadership. As a sub-region it is vital that we strengthen the role and effectiveness of our councillors. We have to ensure that councillors are provided with good opportunities to develop their skills and knowledge and assist them in fulfilling their role as community leaders.
3. Rotherham has worked successfully with the sub-regional authorities in accessing and utilising funding from capacity building resources. Importantly this has provided opportunities for relationship building and joint working. Local Government Yorkshire and the Humber (LGYH) have allocated funding for South Yorkshire to support member development.

8. Finance

£3,000 is available to spend across the sub-region.

9. Risks and Uncertainties

Missed opportunity for joint working and shared learning

10. Policy and Performance Agenda Implications

The council's supports members in respect of training and development.

11. Background Papers and Consultation

Correspondence from LGYH

Contact Name : Cath Saltis Head of Scrutiny and Member Support Services -
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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1	Meeting:	Members' Training and Development Panel
2	Date:	30 th September, 2010
3	Title:	Corporate Parent Training
4	Directorate:	Children and Young People's Services

5 Summary

This report summarises the proposals to provide training to all Councillors on how to be an effective Corporate Parent; the rationale for doing so; an outline course plan and proposed dates

6 Recommendations

That Members approve the proposed training and dates.

7. Proposals and Details

In March 2010 The Looked After Children's Scrutiny Sub Group reviewed Corporate Parenting arrangements. Recommendation 12 of their report states - 'that a raining programme is developed, reflecting different levels of corporate parenting responsibilities' and the proposals outlined in this report suggests how this could be achieved.

The National Children's Bureau was commissioned by the Government to develop a programme for training elected members in how to fulfil the role of a Corporate Parent. It is a model that has been well trialled across the country and is widely used by Local Authorities. It is adaptable to local needs and feedback from participants is usually very good.

In the model there are three levels of training but much of level 2 can be combined with level 1 to provide all elected members with a good basic knowledge of the care system and how elected members can play an active role in monitoring and improving outcomes for looked after children and care leavers. It is also the opportunity for members to be given key statistics about looked after children and to compare local performance against the national picture and the performance of statistical neighbours. Please see appendix 1 for training outline

It is proposed that a two hour training session offered 3 times would give all members an opportunity to gain this basic level of training. Dates proposed are

- 12th October 2 – 4 p.m.
- 19th October 5 – 7 p.m.
- 2nd November 2 – 4 p.m.

Training that would be suitable for members of the Corporate Parenting Board and members of Children's Scrutiny Board would be developed in consultation with members of these groups and would be delivered to both elected members and co-opted members of this group.

8. Finance

You may want to add something here

9. Risks and Uncertainties

If elected members are not familiar with their responsibilities as Corporate Parents opportunities are lost in their day to day work as a councillor to promote the welfare of looked after children and to offer appropriate support, scrutiny and challenge to officers. In the recent Ofsted inspection of our Looked after children's services inspectors were pleased and interested in the Scrutiny report and will want to follow up on their return to ensure that the strategic actions suggested have been put into practice. Awareness-raising for elected members is an essential part of this strategy and a failure to

provide it would mean that Rotherham would not be complying with best practice.

10. Policy and Performance Agenda Implications

Improving outcomes for looked after children and care leavers is an essential element of the Children's Strategic plan. Raising awareness of Corporate Parenting amongst elected members is an important element of this strategy

11. Background Papers and Consultation

- Care Matters (DCSF 2008)
- Corporate Parenting Arrangements: Review of the Looked After Children Scrutiny Panel March 2010

Contact Name: Liz Shingler
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E-mail: liz.shingler@rotherham.gov.uk

Appendix 1

Outline of Training Programme for Corporate Carers

Looking After Other People's Children

- Who becomes looked after and why?
- What happens to them? What are the outcomes? Local and national statistics
- Are bureaucracy and caring compatible?
- Defining the role of corporate parenting role
- What should you ask
 - – what can you do
 - The pledge
- What's important to children – what are their messages to elected members?
- Challenge: what are you going to do that you did not do before?

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Members' Training and Development Panel
2.	Date:	30 th September, 2010
3.	Title:	Eco-Vision
4.	Directorate:	Chief Executive

5. Summary

This report describes a visit to the 2010 Research & Development Tour Freiburg in Germany

Joanne Wherle will attend the meeting to present the item.

6. Recommendations

Members are asked to consider the request to support the visit.

7. Proposals and Details

The Dearne Valley Eco-Vision project team, in conjunction with Transform South Yorkshire's Delivering Design Quality (DDQ) team, is organising a best practice study visit to Freiburg in Germany in November. We are hoping to take a varied group of people including business representatives, local community representatives and public sector representatives to look at a range of elements involved in sustainable urban development, including planning, building design, transport, water management, citizen involvement, green infrastructure, etc.

The Leader would like an elected member from Rotherham to be included in the delegation. We have secured some LABGI funding to help pay for Rotherham representatives. We are hoping to fully subsidise community representatives from the Rotherham part of the Dearne but, to maximise the amount of funding available, we are suggesting part subsidy for business and elected member representatives from Rotherham. If we paid for the travel costs (£270) from LABGI, would it be possible to consider use of the Members' training budget to fund the study tour element (£300) of the trip.

8. Finance

- LABGI to meet the expenses of the Travel costs - £270
- Members Training Budget to meet the expenses of the Programme (including study tours - £300)

9. Risks and Uncertainties

There is the potential for Member to miss the opportunity to take part.



10. Policy and Performance Agenda Implications

The Council welcomes activities and initiatives which support the Eco-Vision.

11. Background Papers and Consultation

As attached

Contact Name : Cath Saltis – Telephone Number (01709 822779) – cath.saltis@rotherham.gov.uk



Sheffield City Region Dearne Eco-Vision
Team in collaboration with DDQ

BEST PRACTISE STUDY TOUR:

RIESELFELD, WEINGARTEN, SONNENSCHIFF
& VAUBAN- Freiburg, Germany

Monday 1st – Wednesday 3rd November 2010

SHEFFIELD
City Region

"A NEW FUTURE IS EMERGING FOR THE DEARNE VALLEY, A PLACE TRANSFORMED BY THE KNOW-HOW OF ITS PEOPLE WHO WILL SECURE A TRANSITION FROM CARBON PRODUCTION TO CARBON REDUCTION.

...OUR COMMUNITIES WILL SEEK INSPIRATION, COUNCIL AND COLLABORATION FROM PIONEERS ACROSS EUROPE AND IN DOING SO IT WILL BECOME A PLACE WHERE PRACTICAL IDEAS AND SOLUTIONS COULD BE SHOWCASED AND BROUGHT TOGETHER."

Dearne Valley Eco Vision May 2009



THIS IS A UNIQUE OPPORTUNITY TO DEVELOP NEW BUSINESS OPENINGS AND LEARN FROM ONE OF EUROPE'S LEADING CITY MODELS IN SUSTAINABLE URBAN DEVELOPMENT. DURING THE TOUR WE WILL EXPLORE NEIGHBOURHOODS AND DISTRICTS IN THE CITY OF FREIBURG IN SOUTHWESTERN GERMANY.

The tour's varied programme includes learning more about the use of renewable energies, sustainable transport systems, and about the participation of citizens in the planning of the City and Districts of Freiburg.

Highlight destinations will include the Heliotrope, a rotating solar house;

the Sun-Ship, the world's first ever service centre in a highly-efficient energy saving construction by Rolf Disch; and the model district of Vauban. There will be seminars and ample opportunity for discussion with experts, local government representatives, local community members and business representatives.

MAKE YOUR RESERVATION

YOU ARE ADVISED TO RESERVE A PLACE AS SOON AS POSSIBLE BY COMPLETING THE BOOKING FORM AND PAYMENT DETAILS AT WWW.DDQ.ORG.UK

Please return the form to louise.dawes@sheffield.gov.uk no later than 20th September. Confirmation of a place on the tour will be sent to delegates week commencing Monday 27th September.

The full price of £590 includes 3 days Best Practise Study Tour, return flights (Manchester to Zurich), airport transfers and all travel within Germany, hotel accommodation and meals (excluding drinks). There are very limited numbers of subsidised places available for specific delegate groups.

For more information and to download the booking form visit www.ddq.org.uk or contact Ruth Rovira or Louise Dawes on 0114 273 5144 or 0114 273 5780.



The Delivering Design Quality Training Programme has been recognised through the HCA's place making recognition scheme



ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Members' Training and Development Panel
2.	Date:	30 th September, 2010
3.	Title:	E-Payslips
4.	Directorate:	Chief Executive

5. Summary

As part of the Council's cost cutting exercise, the decision has been made to provide only e-payslips to employees who can access the intranet from October. Councillor Sharman has agreed that Members are included. However very few, if any, elected members currently use the Yourself system.

To assist elected members with the transition to e-payslips, Kathryn Hardwick, the Service Centre Manager, has offered to provide a member of staff for half a day to assist members with access problems.

A decision needs to be taken regarding the most effective way to deliver this training so that the maximum number of elected members can take advantage of the session.

6. Recommendations

That the Member Development Group consider when and how the training on e-payslips be delivered.

7. Proposals and Details

That a member of staff from the HR Service Centre be deployed to assist elected members overcome access problems to the Yourself system.

8. Finance

No financial implications.

9. Risks and Uncertainties

Not all elected members will engage with the process.

10. Policy and Performance Agenda Implications

The Council welcomes activities which cut costs and help to reduce our carbon footprint.

11. Background Papers and Consultation

Not applicable.

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