

# North Tyneside Council Report to Standards Committee Date: 17 December 2015

## ITEM 7

Title: Member  
Development

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**Report from Directorate:** Human Resources and Organisational Development

**Report Author:** Helen Davidson, Workforce Development (Tel: 643 5037)  
Lead

**Wards affected:** All

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### 1.1 Purpose:

To advise the Committee of the Member Development Programme consultation process and agree the formal governance/decision making arrangements for future member development programmes. Advise the Committee of the key components of the member development programme and recommendations for future programmes.

### 1.2 Recommendation(s):

The Committee are requested to consider the report, offer comment and agree recommendations.

### 1.3 Governance Arrangements

At present the member development programme and associated project work is considered and agreed by the Member Support Group who act as a consultation group. Whilst this has been a successful approach to gain recommendations, communicate the training needs of members and gain support to encourage attendance at training events. It is recommended the Standards Committee are involved in future consultations and formally agree future proposals; this will raise the profile and importance of member development activity, whilst ensuring the training standards set by the Council are delivered and monitored.

Recommendations:

- The Committee consider and approve future member development programmes
- The Committee will be informed of associated member development project work, tasks and activities as agreed by the Member Support Group

### 1.4 Structure of Member Development

The member development programme consists of 3 themes:

#### 1.4.1 Regulatory training

Committee training requirements are set out within the councils constitution. All committee training is completed annually as a condition to act/substitute on regulatory

committees. Training is offered both face to face (workshop style) and online via e-learning.

#### 1.4.2 Mandatory Training

The Council's constitution details elected members are required to attend 4 training programmes at least once per elected term (or as otherwise stated) to provide knowledge of legislation, clear understanding of elected member responsibilities and provide general awareness where needed to support members in their role. Training programmes include:

- Code of conduct (refreshed every two years)
- Safeguarding (every elected term)
- Corporate Parenting (every elected term)
- Equality and Diversity (every elected term)

Participation and monitoring of attendance at these programmes is undertaken by the Head of Human Resources & Organisational Development. Matters of concern are drawn to the Monitoring Officer and if appropriate Group leaders and/or the Standards Committee.

#### 1.4.3 General training needs and skills development

In consultation with the Member Support Group, a number of priority training needs are identified annually for delivery as part of the member development programme. Elected members self select their development needs from programme and attend training they find personally beneficial or supportive for specific roles they undertake e.g. Chair/deputy of Committee.

Recommendations:

- Member development programme continues to be structured as above.
- Recommendations/amendments to constitutional training requirements for elected members are consulted upon by the Member Support Group, with recommendations and approval by the Standards Committee.
- General training needs and skills development training is consulted upon by the Member Support Group, with recommendations and approval by the Standards Committee.

### 1.5 Member Development Programme 2015/16

In consultation with the Member Support Group the following programme of training activity has been recommended for the 2015/16 member development programme.

	November	January	January	February
<b>TIME</b>	10	19	26	9
2.00 pm	Finance	Public Speaking with Confidence & Dealing with the Media	IT – Making the most of Outlook	Social Media
Venue	2.27 Quadrant East	4.01 Quadrant East	2.25 Quadrant East	2.27 Quadrant East
6.00 pm	Finance	Combined Authority	IT – Making the most of Outlook	Social Media

Recommendation:

- Approve the above training for delivery within 2015/16 member development programme

Helen Davidson

**Report author**.....