

# MUNICIPAL YEAR 2015/2016 REPORT NO. 72

**MEETING TITLE AND DATE**  
Councillor Conduct Committee  
17 September 2015

<b>Agenda - Part: 1</b>	<b>Item: 5</b>
<b>Subject:</b> <b>Member Development Update</b>	
<b>Wards: Non specific</b>	
<b>Cabinet Member consulted:</b>	

## REPORT OF:

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### 1. EXECUTIVE SUMMARY

- 1.1 This report provides an outline of the member development programme and provides an evaluation of the feedback of training that has already been delivered at Appendix 1.

### 2. RECOMMENDATIONS

- 2.1 To note the progress on the member development programme.

### 3. BACKGROUND

- 3.1 The Member and Democratic Services Group endorsed the development of a member training programme.
- 3.2 Some ad hoc training was provided in the 2014/15 municipal year, but for 2015/16, there is now a more structured approach, with monthly dates scheduled into the Councils Calendar of meetings, to allow members to have availability in their diaries to attend the development sessions if they wish.

3.3 Sessions are publicised well in advance to members, and reminders are sent out nearer the time to attendees.

#### 4. MEMBER DEVELOPMENT

4.1 The following training was scheduled following consultation with the Member & Democratic Services Group

4.2 At members requests a couple of additional dates have been included to cover all the subjects that have been asked for, so on occasion there are 2 sessions in one month.

<u>Date</u>	<u>Topic</u>	<u>Trainer</u>	<u>Status</u>
14 <sup>th</sup> January 2015	Scrutiny Induction Training	Centre for Public Scrutiny	17 attendees
30 <sup>th</sup> March 2015	Data Protection Training	Legal	12 attendees
15 <sup>th</sup> April 2015	Social Media Training	HR	9 attendees
12 <sup>th</sup> May 2015	Equalities Training	HR	7 attendees
Thursday 8 <sup>th</sup> July 2015	Planning pre-determination	Legal	10 attendees
Wednesday 15 <sup>th</sup> September 2015	Constitution and code of conduct	Legal	confirmed
Wednesday 28 <sup>th</sup> October	Safeguarding	Children's Services	confirmed
Thursday 29 <sup>th</sup> October 2015	Gang awareness	Community Safety	confirmed
November	Ward surgeries – Case work/personal safety/members enquiries	Governance	tbc
Wednesday 25 <sup>th</sup> November 2015	Chairing skills	External	confirmed
Thursday 14 <sup>th</sup> January 2016	Presentation and public speaking	External	confirmed
Thursday 11 <sup>th</sup> February 2016	Conflict resolution	External	tbc
April 2016	Assets of Community Value	Property	tbc

4.3 The majority of the training is being delivered using the expertise of Officers in-house thereby limiting the costs of the programme.

- 4.4 Where external providers are used this is either because we felt it best to have an independent trainer e.g. for Scrutiny, Chairing skills and conflict resolution, or because they have a good package. When external providers are used it's suggested that a minimum number of attendees are required in order to ensure value for money.
- 4.5 In addition to the member development programme, training opportunities are circulated to members from the Local Government association, and individual members have been booked on specific courses as requested to assist with their roles. Training needs are also identified through the Scrutiny process, and several councillors attended a safeguarding and child protection half day session through this route.
- 4.6 Appendix 1 provides an extract of the feedback from the training delivered through the programme and the results are positive.

## Appendix A

### Scrutiny Induction Training:

**Trainer:** External - Cfps

**Attendees:** 17

	Very	Somewhat	Neutral	Not very	Not at all
Satisfied ?	15	2			
Met Objectives ?	15	2			
Interesting	17				
Pitched at the right level	14	3			
Relevant to my work ?	17				

### Data Protection:

**Trainer:** Internal - legal

**Attendees:** 13

	Very	Somewhat	Neutral	Not very	Not at all
Satisfied ?	8	5			
Met Objectives ?	11	2			
Interesting	10	3			
Pitched at the right level	9	4			
Relevant to my work ?	12	1			

**Social Media :**

**Trainer:** Internal - HR

**Attendees:** 9

	Very	Somewhat	Neutral	Not very	Not at all
Satisfied ?	5	2			
Met Objectives ?	5	2	1		
Interesting	3	4	1		
Pitched at the right level	5	1	1		
Relevant to my work ?	3	2	1		

**Equalities:**

**Trainer:** Internal - HR

**Attendees:** 7

	Very	Somewhat	Neutral	Not very	Not at all
Satisfied ?	4				
Met Objectives ?	4				
Interesting	4				
Pitched at the right level	4				
Relevant to my work ?	3	1			

**Planning Pre-determination:**

**Trainer:** Internal - Legal

**Attendees:** 10

	Very	Somewhat	Neutral	Not very	Not at all
Satisfied ?	9	1			
Met Objectives ?	10				
Interesting	9	1			
Pitched at the right level	9	1			
Relevant to my work ?	7	1	2		