

Draft Member Development Plan 2018/19
Report to Democratic Services Committee 9/03/18

This report outlines the proposed development opportunities to be made available to all members during the period March 2018 – April 2019 and beyond where appropriate.

Context

The Local Government Measure 2011 highlights the responsibility of Local Authorities to provide reasonable development opportunities to its members. Carmarthenshire County Council's Member Development Strategy sets out our approach to member development and includes a detailed plan of programmes, updated annually, which is designed to meet the identified development needs of its members. This report provides an initial draft of that plan for 2018/19.

Proposed development areas:

The topics listed below have been derived from a variety of sources including recommendations from various scrutiny committees, Democratic Services Unit, Member Development Focus Groups, Group Leaders & Deputy Leaders and priorities identified by senior council officers.

Please note that this list is not exhaustive and will be regularly reviewed throughout the year to ensure it responds to and reflects emerging needs and priorities.

It is proposed that these programmes are offered to all members or those with specific responsibilities as outlined above. Scrutiny and other committee specific development workshops or seminars will be identified separately but where appropriate offered to all members.

Dates, timings and locations of sessions are to be confirmed. Sessions will be delivered internally wherever possible to minimise costs.

Member Annual Development Plan 2018/19

Topic	Lead Officer	Date (if known)	How was the need identified?
Safeguarding	SCWDWP		Member Focus Group
Fostering & Looked after kids	Children Services		Education & Children Scrutiny Committee
Protection & Care of the elderly & vulnerable	Roger Edmunds – Trading Standards		Social Care Scrutiny Committee
Freedom of Information Act Training	John Tilman		Member Focus Group
Health & Safety	Eddie Cummins		Eddie Cummins
Fire Safety Training	Eddie Cummins		Senior Managers County Hall
TIC Programme	Jon Owen		Policy & Resources Scrutiny Committee Forward Work Planning Session
Human Resources Information System	HR		Policy & Resources Scrutiny Committee Forward Work Planning Session
Capita Reserves	Chris Moore		Policy & Resources Scrutiny Committee Forward Work Planning Session
Performance Monitoring	Silvana Sauro		Policy & Resources Scrutiny Committee Forward Work Planning Session
ALN Reform including SEN	Andy Morgan Head of Education Services		Education & Children Scrutiny Committee Forward Work Planning Session
Elective Home Education (Committee Only)	Aeron Rees Head of Curriculum & Wellbeing		Education & Children Scrutiny Committee Forward

			Work Planning Session
Mod-gov	Gaynor Morgan		DSU –Member Development
Geo-discover	Julia Harries	1-2-1 sessions with members	DSU –Member Development
Reaching Wider – Celebrating Success	Helen Davies – Reaching Wider Swansea		CLlr Kim Broom

Topic	Lead Officer	Date (if known)	How was the need identified?
Welsh Language Skills	Kelly Morris	Various individual sessions for members	Member Focus Group
Role of a School Governor	Andy Morgan Head of Education Services		Member Requests
It Skills: Outlook IT Training PowerPoint E-mails Calendar	ICT (To be confirmed)		Member Focus Group
Mentoring Scheme	Hayley Daniels Learning & Development Advisor		Member Focus Group
Allocation Policy & Choice based lettings	Adele Ludwig Housing Policy Lead		Head of Service
Familiarisation Tour of the County for Newly Elected Members	Ian Llewellyn	Spring 2018	Re-scheduled from the Induction