

8. ANNUAL REPORT ON MEMBER LEARNING AND DEVELOPMENT (RC)

1. Purpose of the report

This report sets out the Member learning and development framework and the proposals for the next annual programme of Member learning and development events (January to December 2021)

Key Issues

- Provision of learning and development opportunities for Members assists them to improve their effectiveness and fulfil their role as a Member.

2. Recommendations

- 1. To agree the Member learning and development framework (Appendix 1 of the report) and the events programme for January to December 2021.**
- 2. To continue to record Member learning and development activities in terms of hours and include personal learning and development by Members outside of events organised by the Authority, with the target of 20 hours per Member in every 12 months.**

How does this contribute to our policies and legal obligations?

3. This work contributes to achieving the Authority's outcome to be an agile and efficient organisation.
4. The Authority aims to help Members to develop appropriate skills, knowledge and behaviours to improve effectiveness and fulfil their role as a Member of the Authority and to ensure that processes are in place to support this within a framework of good governance and continuous improvement.

Background Information

5. Member training and development has evolved over the past few years and has included the introduction of targets per Member for learning and development, personal development plans, annual self-assessments and a 'buddy' scheme for new Members. The Authority also signed up to working towards the achievement of the East Midlands Regional Member Development Charter.
6. Full details of the current Member training and development practices and current performance are presented as a framework document and this is attached at Appendix 1. This framework pulls together initiatives and arrangements previously agreed by the Authority.
7. An annual learning and development programme is produced each year and the sessions included within it aim to support Members in meeting their learning and development responsibilities. The programme is split into the following 3 sections:
 - Essential and Desirable learning and development
 - New Member Induction
 - Optional learning and development choices.
8. At the annual Authority meeting in July this year Cllr Becki Woods was appointed as Member Champion for Member Learning and Development. Cllr Woods has been the Member Representative for Member Learning and Development for the previous 2

years and has been consulted on this report.

Proposals

Member Learning and Development Framework

9. The current proposed Member learning and development framework is attached at Appendix 1 for Members to agree current practices and performance levels.
10. The framework sets out the arrangements we have in place for developing Authority Members. It also highlights the tools we use to capture learning and development needs and makes sure that they are included in the annual programme. These include:
 - Personal Development Plans
 - Annual Self-Assessments
 - Biennial Members Survey
11. The section on performance demonstrates the take up of these tools is limited and fluctuates from year to year. Currently 24% of Members have a personal development plan (a decrease of 3% from the previous year) and 47% have completed a self-assessment (an increase of 17% from the previous year). This section also shows that 17% of Members were able to demonstrate that they met the target of 20 hours learning (an increase of 7% from the previous year). Changes in membership have an impact on these figures; during 2019/20 a number of Members left the Authority and new Members joined following Local Government elections, the Parish Member elections and changes to Secretary of State Members.
12. The Members Survey due to be undertaken during 2018 was held in abeyance following the creation of the Member led Governance Review Working Group. It was agreed that the bi-annual Survey would be held after the Group had completed its review so that feedback could be gained from the wider membership of the initiatives introduced by the Group and adopted by the Members of the Authority. In the 2018-19 report on Member learning and development, we stated that it was anticipated that the next Members Survey would be conducted at the end of 2020 and this is still our intention.
13. In approving the framework and this year's learning and development plan Members are encouraged to make full use of these tools so we can develop an informed programme.

Learning and Development Programme

14. The proposed learning and development programme for 2021 is attached at Appendix 2 for Members to agree.
15. The programme includes a list of optional learning and development opportunities that can be delivered in a variety of ways. Members are encouraged to choose up to 3 options from this list that they are interested in pursuing during the forthcoming year. In choosing from the programme Members are asked to have regard to issues identified in their self-assessment and their personal development plan, while being realistic about what is achievable in a year and the Corporate targets for Member learning and development. Unfortunately, the provision of choices requested by Members for this year have been affected by the Covid 19 Pandemic situation. For example topics that include site visits have not yet been able to be arranged but we are working to implement as many requests as possible.

16. Members are asked to submit their optional choices for next year to Democratic and Legal Support Team by 14 December 2020. Arrangements for providing the optional elements will then be considered and progressed.
17. The Leadership Team, Heads of Service and the Member Champion for Learning and Development have all been consulted on this report.

Are there any corporate implications members should be concerned about?

Financial:

18. Member development costs are funded by the Members budget and include funding for all training including attendance at National Parks UK conferences and workshops and the external facilitation of Member personal development plans.

Risk Management:

19. The main risk is failure to enable Members to develop appropriate skills, knowledge and behaviours to improve effectiveness and fulfil their role. The Authority has provided development opportunities for Members for many years. The proposals in this report are part of continuous improvement in our approach but proportionate to the resources available.

Sustainability:

20. There are no issues to highlight.

Equality:

21. There are no issues to highlight.

Climate Change

22. Arrangements for provision of training will take account of any impacts on our carbon footprint and aim to minimise these including minimal travel to sites, use of web based training and virtual meetings.

23. Background papers (not previously published)

None.

24. Appendices

Appendix 1 – Members Learning & Development Framework

Appendix 2 – Members Learning & Development Schedule 2021

Report Author, Job Title and Publication Date

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