

<b><u>Draft member development programme 2015/16</u></b>				
	<b>Topic</b>	<b>Purpose</b>	<b>Provider</b>	<b>When</b>
<b>COMPULSORY TRAINING – ALL MEMBERS</b>				
<b>This is compulsory in a 3 year period and for all new members</b>				
<b>1</b>	<b>Equalities</b> (incl public sector equality duties/ community leadership role / equality legislation)	Improve skills & knowledge  All - Compulsory	In-house	29/06/15 at 10am  29/07/15 at 5.30pm  29/09/15 at 3.00pm
<b>2</b>	<b>Children’s Services Safeguarding</b> including- Corporate Parenting and Performance management	Improve Skills & knowledge	In-house	10/06/15 at 2.00pm  15/07/15 at 5.30pm  10/09/15 at 10.00am
<b>3</b>	<b>Information Governance – including Data Protection</b>	To improve knowledge and understanding	In-house	24/06/15 at 10am 22/07/15 at 5.30pm 7/09/15 at 3.00pm
<b>4.</b>	<b>Health &amp; Safety for Elected Members</b>	To ensure understanding of corporate and personal responsibilities.	In-house	15/06/15 at 10am 14/07/15 at 5.30pm 28/09/15 at 3.00pm
<b>5.</b>	<b>Adult Safeguarding</b>	To Improve skills and knowledge	In-house	01/06/15 at 3.00pm 15/07/15 at 10.00am 08/09/15 at 5.30pm
<b>COMPULSORY FOR COMMITTEE MEMBERS</b>				
<b>6</b>	<b>Planning Induction</b>	To enable Members to discharge their function effectively	In-house	26/05/15 at 2.00pm
	<b>Planning – ongoing training as required</b>	Subject specific training provided as required in advance of each Planning Committee meeting.	In-house	Ongoing
<b>7</b>	<b>Licensing Induction</b>	To enable Members to discharge their function effectively	In-house	27/05/15 at 9.00am

8	<b>Audit Induction</b>	To enable Members to discharge their function effectively	In-house	10/06/15 at 10am
<b>COMPULSORY FOR IDENTIFIED GROUPS</b>				
This is compulsory in a 3 year period.				
Where appropriate new Councillors and existing Councillors are encouraged to attend				
9	<b>Roles &amp; Responsibilities of a Councillor –Induction learning activities for new Councillors</b>	To support new Councillors/refresher training for existing Councillors Role of Councillor, Code of Conduct, understanding Overview and Scrutiny, Work of the Directors and Chief Executive.	In-house	12 <sup>th</sup> 13 <sup>th</sup> 14 <sup>th</sup> May to be confirmed
10	<b>Effective Chairing</b>	Skills & knowledge  All new Chairs and Vice-Chairs  Compulsory and continuation of those Members not undertaken training during current term of office.	TBC	TBC
11	<b>Performance Management</b>	Improve understanding, knowledge, scrutiny and challenge Compulsory for Cabinet Members  Recommended for non Executive	In-house	TBC
12	<b>Local Government Finance</b>	Improve understanding, knowledge. Compulsory for Cabinet. Recommended for non Executive	In-house	TBC
13	<b>Scrutiny and Challenge</b>	Work planning, analyse information, present arguments, evidence gathering and recommendation development. Recommended for all Scrutiny Members	TBC	TBC
<b>Councillor as a Leader (Modern Councillor) – skilled based – to be confirmed and further developed, but could include possible following sessions. Note: e-modules to also be developed</b>				
14	<b>Questioning and Listening skills</b>	To improve & develop skills. Particularly useful for Overview and Scrutiny Councillors	TBC	TBC
15	<b>Presentation and public speaking skills</b>	To improve and develop skills Recommended for All Members	TBC	TBC

<b>16</b>	<b>Social Media</b>	To improve and develop skills.	In-house	TBC
<b>17</b>	<b>Ability to negotiate and influence</b>	To improve and develop skills	TBC	TBC
<b>18</b>	<b>Leadership Development – where this is appropriate.</b>	To improve and develop skills Recommended for All Members	Internal/ External	TBC
Seminars To be confirmed				