

ANGUS COUNCIL

SCRUTINY AND AUDIT COMMITTEE – 7 MARCH 2017

ELECTED MEMBERS LEARNING & DEVELOPMENT: JANUARY – DECEMBER 2016

REPORT BY SHARON FAULKNER, HEAD OF HR, IT & ORGANISATIONAL DEVELOPMENT

ABSTRACT

This report provides information in relation to Elected Member Learning and Development Activity for the period January - December 2016.

1. RECOMMENDATION

It is recommended that the Committee:

- considers the elected member development which has taken place during 2016
- agrees that instead of reporting the information to committee the elected member development data for 2017 is published as part of public performance reporting in 2018

2. ALIGNMENT TO THE ANGUS COMMUNITY PLAN/SINGLE OUTCOME AGREEMENT/CORPORATE PLAN

This report contributes to the following local outcome(s) contained within the Angus Community Plan and Single Outcome Agreement 2013-2016:

- review our workforce to ensure it is led and managed effectively, is the right size and shape, is motivated and has the skills, knowledge and tools needed.

3. BACKGROUND

3.1 In 2015, the Local Government Overview Report identified a need to “review arrangements for identifying members’ learning and development needs with an emphasis on reviews being undertaken annually to help identify any common themes and any issues where one-to-one training/support would be more suitable”.

3.2 Historically, elected members in Angus have been offered development opportunities from a variety of sources as follows:

- i) Through Improvement Service workshops and masterclasses, which also administers the CPD Framework for Elected Members.
- ii) Via Organisational Development, which works with members participating in 360 feedback and self-assessment to identify their individual needs and agree personal development plans. OD also identifies common needs, such as those emerging from the Accounts Commission workshop in 2014, as ways of working change and new initiatives are introduced.
- iii) Directly from various directorates and services – mainly through updates and briefings.

4. IDENTIFYING MEMBERS’ LEARNING & DEVELOPMENT NEEDS

The CPD Framework for Elected Members in Scottish Local Government

4.1 The CPD Framework provides elected members with professional and personal development opportunities and generates comprehensive, constructive feedback on how they exercise a wide range of important political skills. The framework also provides access to a range of learning and development materials, including online learning.

- 4.2** To encourage members to participate in 1:1s and as a basis for identifying their individual needs, Organisational Development has facilitated several CPD workshops for members in Angus, most recently in spring 2016. The workshops introduce members to the 360 or self-assessment review system, based on Political Skills, where members' and reviewers' feedback is merged to create a comprehensive report. This forms the basis for 1:1 discussions and the creation of a Personal Development Plan for each participant.
- 4.3** In advance of the 2016 workshops, members were reminded of the Scrutiny & Audit requirements and of their responsibility to participate in ongoing CPD. Nineteen members attended the workshop, with five agreeing to participate in 360 or self-assessment and others requesting 1:1 discussions separate from the CPD process. As a result, eight of the 29 members have an up to date personal development plan.

5. DEVELOPMENT ACTIVITIES 2016

- 5.1** This year an [Elected Members' Development page](#) has been added to the council's intranet as a 'one stop shop' for members to view development opportunities from the sources outlined. It is envisaged that this will increasingly become a resource for members as they gain confidence in the use of digital tools and as the page becomes more embedded in processes following the 2017 elections.
- 5.2** Development is mainly delivered internally in order to keep members up-to-date with legislation, developments and key skills linked to new ways of working.
- 5.3** A total of 26 elected members are recorded as having participated in a development activity, with a total of 327 hours. The average development hours per elected member are eleven.

6. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report. Costs for development activities are met from existing resources.

7. CONSULTATION

The Chief Executive, Strategic Director – Resources, Strategic Director – Communities, Strategic Director – Children and Learning, Head of Corporate Improvement & Finance and Head of Legal & Democratic Services have been consulted on the terms of this report.

NOTE: No background papers, as detailed by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to a material extent in preparing the above report.

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List of Appendices:

Appendix 1 - Elected Member Development 2016

ELECTED MEMBER DEVELOPMENT 2016

CPD PARTICIPATION 2016

Attendance at CPD Workshop – 19 members

360 participation – 3 members

Self-assessment participation – 2 members

1:1 discussion (outwith the CPD process) – 3 members

Total Personal Development Plans reviewed in 2016 – 8 members

DEVELOPMENT ACTIVITIES & PARTICIPATION 2016

Active Angus Transport Strategy – 10 members attended

Budget engagement briefing – 22 members attended

Code of Conduct training – 8 members attended

Scotland Conference – 3 members attended

Gaelic Awareness – 2 members attended

Participatory Budgeting – 7 members attended

Procurement Reform – 10 members attended

Public Protection in Angus – 9 members attended

Review of Housing for Older People briefing – 2 members attended

Social Media – 6 members attended

Support for Using Digital Tools – 15 members attended

Transforming Angus briefing – 19 members attended

Waste Management briefing – 10 members attended

Welfare briefing - 8 members attended

