

SLOUGH BOROUGH COUNCIL

REPORT TO: Employment & Appeals Committee
DATE: 20th October 2020
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WARD(S): All

PART I **FOR INFORMATION**

MEMBERS' DEVELOPMENT PROGRAMME 2020/21 UPDATE

1. Purpose of Report

This report provides an update on the current work of the Members' Development Task and Finish (T&F) Group on the Members' Development Programme framework. This includes developing and implementing an effective Members' Development Strategy, timetable and programme to meet members' corporate and individual learning and development needs.

2. Recommendation(s)/Proposed Action

The Committee is requested to note the contents of the report and to make any further suggestions for the Task and Finish Group to consider as part of the review of the Members' Development Programme.

3. Members' Development Programme – Progress Update

- 3.1 EAC on 2nd July noted the *Members' Development Programme 2020/21 Update* report stating that the Task & Finish Group's Terms of Reference had been agreed and that a refreshed approach to commissioning and delivery of a new Members' Development Programme was needed that would be aligned to the 'Our Futures' transformation and members' individual learning needs.
- 3.2 Since then the Task & Finish Group have set out the principles to inform the design of a structured plan for members' development and drafted proposals for a new *Members' Development Programme Framework 2020-2021* to meet councillors' individual learning needs and clarity on the process for completing Personal Development Plans (PDPs).
- 3.3 'Survey Monkey' was used in July 2020 to conduct a survey of members' learning and development needs. 29 from 41 members completed the survey – a 70% response rate. The survey findings recommended the programme should tailor the content to the different roles, experience levels and learning needs of members and not have a 'one size fits all' approach. They further recommended a mix of learning styles with a blended and flexible approach to the programme delivery. These

conclusions were closely aligned with the Task & Finish Group's Terms of Reference.

- 3.4 The Task and Finish Group's proposal for a new *Members' Development Programme Framework* for 2020-2021 covered training to support members in specific roles, induction for new and re-elected members, refreshers for more experienced members and soft skills for all members. The Group recommended work on planning and scheduling the programme should start as soon as possible after the phase 1 organisation restructure but to also be realistic about how much can be scheduled before March 2021.
- 3.5 No sessions have been scheduled since 2nd July 2020 due to the *Our Futures* phase 1 restructure of the Council's leadership team, phase 2 organisation redesign and the need to draft the transitional arrangements for the new operating model next year. But these will be started in earnest by Executive and Associate Directors engaging with Cabinet to plan and schedule the 2020-21 programme.

4 Financial Implications

- 4.1 Financial plans for the budget spend 2020/21 remain unchanged since the last EAC on 2nd July.
- Budget for 2020/21 = £20,000
 - Spending plans for 2020/21 = £20,000

5 Next Steps

The Committee is asked to note the progress made by the Members' Development Task & Finish Group on developing a *Members' Development Programme framework* for 2020-21 and associated expenditure plans.