

MEETING	Democratic Services Committee
DATE	19 November 2019
TITLE OF THE REPORT	Learning and Development Provision for Members
PURPOSE	To provide an overview of the provision <i>Learning and Development</i> for Members, and highlight successes, challenges and developments
RECOMMENDATION	The Committee is invited to: <ul style="list-style-type: none"> • Consider the steps in order to encourage more Members to take responsibility for their learning and take advantage of development opportunities • Consider the content of the Training Programme for 2020/21 and suggest additional titles to be included
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1. OVERVIEW

As noted in previous reports, a comprehensive development programme is offered which includes 'traditional' face-to-face training, and elements such as workshops, coaching and e-learning. Also, a programme is provided to develop Leadership.

The programme includes *key/core* titles (which are identified by Officers mainly) and *developmental* titles which provide Members with an opportunity to consider their own personal learning and development needs and take increasing responsibility for the content of the programme.

2. SUCSESSES

2.1 Feedback following Recent Sessions

2.1.1 **Unconscious Bias**

(19 Members have attended the training so far. The next session is arranged for 26/2/20).

Feedback following the session

- *"We believe that we make decisions based on evidence, logically. In reality, we make decisions more impulsively and rationalise to justify these decisions.*
- *"Worthwhile training for everyone, especially those who make staffing decisions such as appointing or disciplining"*
- *"I might be more aware that people consider things from various perspectives and am more willing to see things from their perspective. It's important to see things from the perspective of the "People of Gwynedd" - those who use our services or are affected by our decisions - rather than from the perspective of councillors and officers"*
- *"The course will help me on the Employment Appeals Committee, where the Committee members must weigh up the viewpoint of the staff member who is appealing, as well as the viewpoint of the managers who have disciplined him/her."*

Feedback Policy Officer and Improvement Issues Officer (Democratic Services) Welsh Local Government Association:

"I immensely enjoyed the training. The facilitators were excellent, the content was excellent and the pace and level were just right too. I believe that this should be mandatory training for all councillors. If you are able to offer it to neighbouring authorities I think that they would also find it useful."

2.1.2 **Dealing with the Press**

- *"Extremely useful, different, practical and professional training.*
- *"Nobody knows what could arise in their ward, and therefore the experiences that I have had on this course have been excellent"*
- *"Challenging, and difficult times, but touched upon very contentious issues"*
- *"I have gained valuable skills"*

2.2 Women in the Council - Our Place

The Organisational Learning and Development team has responded to a specific demand to set up a network/group for women who have been elected as County Councillors. The group currently has a professional development agenda.

Two sessions have already been held (Steering Group: 22/05/19, Session 2: 30/09/19)

- Part 1: A presentation for information or a Guest Speaker
 - Guest speaker 08/01/2019: Liz Saville Roberts (MP)
- Part 2: Motivated group discussions
 - Examples of the themes that have arisen thus far:
 - Building self-confidence and increasing resilience
 - Encouragement to focus on joint planning as women in the world of politics
 - Receiving various viewpoints from the group - cross-party and political spectrum
 - Intensify trust and co-operation amongst peers from the groups whilst increasing an understanding of their matters, motivation and intention as members

Nine members from Gwynedd have attended the groups, and one member from Anglesey County Council has joined. There is scope to invite Members from other nearby Councils.

2.3 Ffordd Gwynedd

A number of Cabinet Members have taken advantage of the opportunity to attend ***Ffordd Gwynedd: Managers' Training Programme*** sessions in order to develop their understanding further through a combination of formal learning, discussions and practical experiences. Here are some of the observations received from Cabinet Members:

- *"I learnt a great amount by attending the Ffordd Gwynedd training. The mixture of formal and practical learning was very effective, and the good examples and stories the trainers added to the sessions created a fun atmosphere to the training. It was inspirational for me to see the Council Managers' response to the training. Everyone on the course was leaving with enthusiasm and commitment to truly put the people of Gwynedd at the centre of their work."*

2.4 One-to-one coaching

We would like to remind the Committee that all Members have access to 1:1 Coaching sessions as well as Mentoring sessions with their former members. One example of feedback on the coaching sessions is that they have been transformational and that the Member continues to get great benefit from them.

3. MEASURING PERFORMANCE

In order to measure our performance as a Service, we contact Members to ask for the relevancy and impact of the training provision, and also ask for suggestions on how to improve our provision. Positive and constructive feedback was received from a number of Members:

- *"The titles that you offer cover everything we as Members need, and I can only commend that."*
- *"Every Member is responsible for his/her own development, and make an effort to attend the sessions that are arranged for them"*

4. CHALLENGES

4.1 Attendance

Attendance numbers remain inconsistent e.g. training on "*Safe Leadership*" was arranged specifically for Members who had not attended, but the event had to be cancelled due to the disappointing number who registered.

A number of Members who do not take advantage of the learning programme were targeted in order to better understand the barriers for them. Here is a sample of the feedback received:

- "*Between working every day with all Committees, I have to prioritise things*"
- "*I only attend titles that interest me*"
- "*I can get the information for any field where I need assistance over the phone/e-mail/the internet, and I don't feel that I need a Manager/officers to give me information.*"
- "*A great barrier for me is that I have to take 'unpaid leave' for Committees and training that is arranged during my work days*"
- "*At my age, I'm not sure how much more 'development' I need to do, so I don't believe that it's important to me anymore*"

4.2 The Response of the Learning and Development Service

- Carry out further research to discover what prevents Members from attending
- Ask Members whether there are 'gaps' in the Learning provision
- Tailor learning programmes to the needs of individuals and groups
- Offer more titles in the centre of the County
- Offer a selection of dates for titles
- Continue to develop the use of technology, e.g. *Skype* and e-learning

The Committee is invited to consider the steps in order to encourage more Members to take responsibility for their learning and take advantage of development opportunities, especially in key/core fields.

5. 2020/21 TRAINING PROGRAMME

5.1 The training programme for 2020/21 is still evolving (Appendix 1). The titles in the programme are based on:

- Suggestions from Officers and Departments on their specialist fields
- Observations by Members (fields for personal development as well as groups)

The Committee is invited to consider the current programme and to propose suggestions for additional fields/titles to be included.



<i>Dyddiad ac amser / Date and time</i>	<i>Digwyddiad / Event</i>	<i>Lleoliad / Location</i>	<i>Arweinwyr / Leaders</i>
		<i>Lleoliad / Location</i>	<i>Arweinwyr / Leaders</i>
Mai 15 May (13:30 – 15:30)	- RHYDD / FREE - Ymwybyddiaeth Awtistiaeth Autism Awareness	Siambr HYWEL DDA Chamber, Caernarfon	Sioned Thomas (WLGA)
Mai 17 May (10:00 – 13:00)	Gofalu am ein Hamgylchedd Caring for our Environment (I unrhyw un sydd heb fynychu For those who haven't attended)	Clwb Pêl Droed PORTHMADOG Football Club	Dafydd Meurig + Angela Russell
Mai 20 May (10:00 – 12:00) (13:30 – 15:30)	Gweithdy Aelodau - Ail Fodelu Gofal Cartref Members' Workshop - Re-modelling Domiciliary Care	Ystafell PRYSOR Room, Penrhyndeudraeth	Meilys Haulfryn Smith
Mai 21 May (13:30 – 15:30)	Gweithdy Aelodau – Ail Fodelu Gofal Cartref Members' Workshop - Re-modelling Domiciliary Care	Ystafell Peris Room, Caernarfon	Meilys Haulfryn Smith
Mai 22 May (14:00 – 16:00)	Merched yn y Cyngor – Ein Lle Ni Women of the Council – Our Place	Ystafell	
<i>Dyddiad ac amser / Date and time</i>	<i>Digwyddiad / Event</i>	<i>Lleoliad / Location</i>	<i>Arweinwyr / Leaders</i>

Mehefin 3 June	(10:00 – 13:00)	Tuedd heb Wybod Unconscious Bias	Ystafell PERIS Room, Caernarfon	Iwan Wyn Jones a Nia Meleri Edwards
Mehefin 26 June		- RHYDD - FREE	-	-
Medi 16 September	(10:00 – 12:00)	Gweithdy i Aelodau - Cynllun Datblygu Lleol ar y Cyd Joint Local Development Plan (Gwynedd and Isle of Anglesey)	Siambwr DAFYDD ORWIG Chamber, Caernarfon	Gareth Jones
Medi 18 September	(10:00 – 12:30)	Arwain yn Ddiogel Safe Leadership (t unrhyw un sydd heb fynychu for those who haven't attended previously)	Siambwr HYWEL DDA Chamber,	Catrin Love - Cansto – diffyg niferoedd cancelled : insufficient numbers
	(13:30 – 16:00)	Hybu'r Gymraeg – Rôl i bawb Promoting the Welsh language – A role for everyone	Siambwr HYWEL DDA Chamber	Gwenllian Mair Williams
Medi 27 September	(10:00 – 11:30)	Gwybodaeth am Bobl : Eich Cyfrifoldeb Chi Sesiwn ar gyfer Aelodau sydd heb fynychu For Members who have been unable to attend previous sessions	Caernarfon Lleoliad yn ddibynnol ar niferoedd Venue dependent on numbers	Helen Mary Parry
Medi 30 Septmber	(10:00 – 12:30)	Merched yn y Cyngor : Ein Lle Ni Women of the Council : Our Place	Ystafell PERIS Room Caernarfon	Nia Meleri-Edwards
Tachwedd 27 November	(10:00 – 12:00)	Tai Teg – Pa gynlluniau sydd ar gael Which schemes are available	Siambwr HYWEL DDA Chamber, Caernarfon	Catrin V Roberts
	(pm)	- RHYDD - / FREE -		
Dyddiad ac amser / Date and time		Digwyddiad / Event	Lleoliad / Location	Arweinwyr / Leaders

Ionawr 8 January	(am)	Merched yn y Cyngor - Ein Lle Ni Women of the Council– Our Place (<i>I'w gadarnhau / To be confirmed</i>)	Penrhyndeudraeth	Liz Saville Roberts (Siaradwr Gwadd/Guest Speaker)
	(1:00 – 16:00)	Hybu'r Gymraeg – Rôl i bawb Promoting the Welsh language – A role for everyone	Ystafell DWYRYD Room, Penrhyndeudraeth	Gwenllian Mair Williams
Chwefror 26 February	(10:00 – 12:30)	Arwain yn Ddiogel Safe Leadership (I bawb sydd heb fynychu/for everyone who haven't attended previously)	Ystafell PRYSOR Room Penrhyndeudraeth	Catrin Love
	(13:30 – 16:00)	Rhagfarn heb Wybod Unconscious Bias (I bawb sydd heb fynychu/for everyone ho haven't attended previously)	Ystafell PRYSOR Room Penrhyndeudraeth	Nia Meleri Edwards + Iwan Wyn Jones
Mawrth 18 March	(am)	Gwybodaeth am Bobl : Eich Cyfrifoldeb Chi / Information about People : Your Responsibility (I bawb sydd heb fynychu/for everyone who haven't attended previously)	I'w gadarnhau / To be confirmed	Helen Mary Parry

Dyddiadau ychwanegol yn y Calendr / Additional dates in the Calendar
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Titles that require consideration that have yet to be arranged:

- Scrutiny Questioning Skills
- Training for Chairs and Vice-chairs
- IT / Members' Portal / Skype