



**AGENDA ITEM: 5**

**MEMBER DEVELOPMENT  
COMMISSION:  
21 October 2010**

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**Report of: Council Secretary and Solicitor**

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**SUBJECT: MEMBER TRAINING AND DEVELOPMENT - AGREEMENT WITH  
LANCASHIRE COUNTY COUNCIL**

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Wards affected: Borough wide

**1.0 PURPOSE OF THE REPORT**

1.1 To apprise the Commission of arrangements with Lancashire County Council (LCC) in respect of Member Development.

**2.0 RECOMMENDATIONS**

2.1 That the arrangements with LCC be noted.

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**3.0 ARRANGEMENTS FOR IDENTIFYING AND MEETING MEMBERS TRAINING  
AND DEVELOPMENT NEEDS**

3.1 Historically, Member training and development has been the responsibility of the Council's Human Resources team, in consultation with Member Services. In this respect, an exercise to identify the training and development needs of each member was undertaken some time ago. However, the HR team then became involved in the Job Evaluation and Organisational Downsizing initiatives and, as a result did not have the capacity to make further progress.

3.2 Members will be aware that LCC entered a partnership agreement with the Council for the provision of a range of HR services. This agreement came into force in April 2010. This partnership did not deal with issues relating to Member Training and Development. Accordingly, discussions were held with the LCC Member Service to explore options for the Council to utilise the County Council's expertise in this area, in conjunction with the Member Services Manager and his team.

- 3.4 As a result of the discussions, arrangements have been made with LCC's Member Development Unit for them to provide a range of services as follows:
- Conduct one-to-one interviews with 27 Borough Councillor this year;
  - Prepare for each of the 27 members, following the one-to-one interview, an Individual Training Needs Assessment (ITN)
  - Prepare for each member an Individual Training Plan (ITP), based on the ITN referred to above.
- 3.5 In addition to the above, the County Council has agreed to give the Council free access to a range of training courses it provides for its members, where this is relevant and there are spaces available. The Member Services Team will prepare individual Training Records for each Councillor.
- 3.6 A report elsewhere on the agenda reports on progress in relation to these arrangements.

#### **4.0 FINANCIAL AND RESOURCE IMPLICATIONS**

- 4.1 There are no financial/resource implications arising from this report, in terms of officer time spent dealing with these matters. The cost of this and the arrangement with LCC has been met from existing resources.

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#### **Background Documents**

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

#### **Equality Impact Assessment**

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

**Appendices:** none