

MEETING	Democratic Services Committee
DATE	27 February 2024
TITLE OF THE REPORT	Learning & Development provision for Councillors
PURPOSE	To give an update on the learning & development provision for Councillors and highlight some obstacles to delivering the programme
RECOMMENDATION	The Committee is invited to make recommendations before accepting the report.
AUTHOR	Catrin Love, Assistant Head of Corporate Support

1 Overview

- 1.1 As we look ahead to a new financial year that is full of challenges, it is more timely than ever to review and rationalise the Learning & Development arrangements for Elected Members, in exactly the same way as is happening with staff. This comes on the back of an extremely challenging season for the Learning & Development team.
- 1.2 Last year, face-to-face training for Elected Members was resurrected, and although the vast majority continues to take place virtually, the provision is now a mix of virtual and face-to-face with some specific titles required to be held face-to-face.
- 1.3 The training programme is continuously evolving and growing, and we are now consulting with Department Heads and Officers on the content of the 2024/25 programme. However, some issues arise which require attention in moving forward and will be brought to your attention in the next part of the report.
- 1.4 We will also include titles at the request of Members and to this extent, welcome any further suggestions.

2 2023/24 Training Programme

- 2.1 The 2023/24 programme is shown in Appendix 1, and the proposed 2024/25 programme in Appendix 2. The issues that have arisen when trying to implement this programme, and drawing up next year's programme is as follows:
- 2.2 There are seven areas of training that have been identified as 'Core titles' for Elected Members. These are the titles that are most key in order to allow Elected Members to carry out their role effectively, and that are within legal boundaries.
- Code of Conduct
 - Information about People: Your Responsibility
 - Safe Leadership & Personal Safety
 - Your responsibility for Equality
 - Wellbeing & Future Generations Act
 - Your responsibility as a corporate parent
 - Safeguarding Children & Adults
- 2.3 The expectation is therefore that all Members attend these events as a minimum, and that any training beyond that supports these core, essential sessions.

- 2.4 It is our duty to highlight the number of Members who have completed the core titles, as numbers remain quite low considering that some of the titles have been available for a number of years now, and have been offered in several forms i.e., face-to-face, virtual and some evening sessions.

Title	Numbers attended	Numbers who have not attended
Code of Conduct	39	29
Information about People : Your Responsibility	45	23
Safe Leadership & Personal Safety	44	24
Your responsibility for Equality	27	41
Wellbeing & Future Generations Act	14	54
Your duties as a corporate parent	39	29
Safeguarding Children & Adults	33	35

- 2.5 The main concern around this situation is that members who have not attended will not have been presented with information that is crucial to their role. Beyond that, the situation is also hindering efforts to move the wider training programme forward. This is because we're having to continue to revisit and organise further sessions on these core titles. This not only eats into the programme's time, but also requires Officer time. Furthermore, many courses have to be cancelled at the last minute due to the number of apologies or lack of registered names.
- 2.6 Another issue we have seen arise over the last year is a high number of requests being received for all sorts of different titles. These requests come from several directions, and at different times within the year e.g., Council Departments, from Members themselves, and opportunities from external bodies such as WLGA, Data Cymru etc. This makes setting a definite programme for the year, at the start of the year, almost impossible.
- 2.7 This issue in particular has also led to comments from some Members that the programme is too heavy, and also contributes to the issue already mentioned, that is of sessions having to be cancelled at the last minute due to a lack of numbers.
- 2.8 It is felt that the above situation is untenable, and therefore the intention for the coming year is to rationalise the proposals somewhat and prioritise clearly. To this end, there has been consultation with Heads of Department as to what they see as priorities in their fields, and another round of the core titles will be organised for 2024/25.
- 2.9 This is not to say that it will not be possible to meet requirements going forward, only that provision will be rationalised and scheduled according to capacity.

The Committee is invited to consider the training arrangements, offer comments and approve the steps proposed.

RHAGLEN DATBLYGU AELODAU ETHOLEDIG

ELECTED MEMBERS' DEVELOPMENT PROGRAMME

Ysrfen sy'n ymddangos yn dywyll – Digwyddiadau “Craidd” / Bold type – ‘Core Titles’ – Pwysig Mynychu

Ysgrifen cyffredinol – Digwyddiadau “Dewisiol” / General type – Optional titles

Dyddiad ac amser / <i>Date and time</i>		Digwyddiad / <i>Event</i>	Dull Dysgu / <i>Learning Method</i>	Arweinwyr / <i>Leaders</i>
Mai 3 May	(3:00 – 5:00)	Ein dyletswyddau fel Rhieni Corfforaethol Our duties as Corporate Parents	Rhithiol / Virtual	Marian Parry Hughes, Aled Gibbard, Elenid Glyn
Mai 12 May	(10:00 – 1:00)	Rhagfarn heb Wybod Unconscious Bias <i>Llefydd yn gyfyngedig i 12 / Limited spaces of 12</i>	Ystafell Ddysgu Enlli Learning Room, Y Ganolfan Ddysgu, Caernarfon	Iwan Wyn Jones, Ffion Bryn Jones
Mehefin 5 + 7 June	(9:30 – 12:30) (1:30 – 4:30)	Carbon Literacy (ar gyfer Aelodau Cabinet a Chadeiryddion Pwyllgorau Craffu / For Cabinet Members and Scrutiny Chairs)	Rhithiol / Virtual	Cynnal Cymru
Mehefin 7 June	(10:00 – 11:30)	Canlyniadau'r Cyfrifiad Census Results	Rhithiol / Virtual	Emyr Edwards
Mehefin 9 June	(10:00 – 12:00)	Gwynedd Oed Gyfeillgar a Ffrindiau Dementia Age Friendly Gwynedd and Dementia Friends	Wyneb i Wyneb Neuadd Goffa Penrhyndeudraeth Memorial Hall	Emma Quaeck
Mehefin 10 June	(2:00 – 3:00)	Helpu pobl gyda'r argyfwng costau byw Helping people with the cost of living crisis	Rhithiol / Virtual	Megan Meeke

Mehfin 21 June	(10:00 – 13:00)	Ymwybyddiaeth Iechyd Meddwl a hunan laddiad Mental Health and suicide awareness	Rhithiol / virtual	Meinir Evans (Hwb Cymunedol Felin Fach Pwllheli)
Mehfin 29 June	(4:00 – 5:30)	Sesiwn Codi Ymwybyddiaeth: Cyfarwyddyd Erthygl 4 (Ail gartrefi a llety gwyliau) Session to Raise Awareness: Article 4 Direction (Second homes and holiday accommodation)	Rhithiol / virtual	Gareth Jones/Keira Sweeney, a Swyddogion Amrywiol / Various officers
Gorffennaf 3 July	(10:00 – 11:30)	Hyfforddiant Data 101 i Gynghorwyr : Cyflwyniad i ddeall a defnyddio Data / Data 101 training for Councillors – Introduction to understanding & using Data	Rhithiol / virtual	Roisin Roberts (Data Cymru)
Gorffennaf 18 July	(2:00 – 4:00)	Sipsiwn a Theithwyr - Hyfforddiant Sensitifrwydd Diwylliannol / Gypsies & Travellers - Cultural sensitivity training	Rhithiol / virtual	Jay Harley (Gypsies & Travellers Wales)
Medi 6 & 20 September	(9:30 – 12:30)	<i>Siarad yn Gyhoeddus / Public Speaking</i> <i>(Llefydd yn gyfyngedig i 6 / Limited spaces of 6)</i>	Wyneb i wyneb a Rhithiol Face to face & virtual	Sglein
Medi 20 September	(1:30 – 4:30)	Pendantrwydd / Assertiveness	Ystafell Deudraeth, Penrhyndeudraeth	Sglein
Hydref 4 October	(2:00 – 3:00)	Recriwtio yn maes gofal / Recruiting into the care sector	Rhithiol / Virtual	Gill Paul + Gwenno Angharad Williams
Hydref 5 October	(3:00 – 4:00)	Hyfforddiant i Gadeiryddion ac Is-gadeiryddion Pwyllgorau Craffu ar ystyriaethau cyfreithiol wrth Gadeirio Pwyllgorau Craffu Training for Chairs & Vice Chairs of Scrutiny Committees on legal considerations when chairing Scrutiny Committees	Rhithiol / Virtual	Sion Huws
Hydref 11 October	(10:00 – 11:30)	Adran Oedolion - Gweithio gyda'n gilydd i sicrhau canlyniadau da i bobl Gwynedd Adult Department – Working together to ensure good outcomes for the people of Gwynedd	Rhithiol / Virtual	Meilys Smith, Catrin Thomas, Mari Wynne

Hydref 18 October (2:00 – 3:30)	Troseddu Cyfundrefol – Gangiau Cyffuriau - Llinellau Sirol Organised Drug Gangs - County Lines	Rhithiol / Virtual	Trystan Davies, Heddlu Gogledd Cymru / North Wales Police
Tachwedd 15 November (3:30 – 4:30)	Ymwybyddiaeth Seibr Cyber Ninja Awareness	Rhithiol / Virtual	Llywodraeth Cymru / Welsh Government
Ionawr 24 January (2:00 – 4:00)	Ein dyletswyddau fel rhieni corfforaethol (I bawb sydd heb fynychu) Our duties as corporate parents (for those who haven't attended)	Rhithiol / Virtual	Aled Gibbard, Elenid Glyn, Ffion Edwards Ellis, Lisa Marie Thompson, Meinir Llwyd Bebb
Chwefror 2 February (2:00 – 4:30)	Eich Cyfrifoldeb dros Gydraddoldeb Your Responsibility for Equality	Rhithiol / Virtual	Delyth Gadlys Williams/Gwenno Mair Griffith
Chwefror 9 February (10:00 – 12:00)	Hyfforddiant Grwp 6 – Trais yn erbyn menywod Group 6 Training – Violence against Women	Rhithiol / Virtual	Cymorth i Ferched Cymru Welsh Women's Aid
Chwefror 29 February (10:00 – 12:00)	Hyfforddiant Grwp 6 – Trais yn erbyn menywod Group 6 Training – Violence against Women	Wyneb i wyneb / Face to face Ystafell Ddysgu Deudraeth Learning Room, Y Ganolfan Alw/ The Call Centre, Penrhyndeudraeth	
Chwefror 21 February (10:00 – 12:30)	Hyfforddiant Cod Ymddygiad a Buddiannau Code of Conduct & Benefits Training	Rhithiol / Virtual	Iwan Evans

Chwefror 28 February (2:00 – 3:40)	Diogelwch Personol i Gynghorwyr Personal Safety for Councillors	Rhithiol / Virtual	CLILC / WLGA
Mawrth 5 March (2:00 – 3:40)	Ymdrin â chamdriniaeth a bygythiadau ar-lein support with issues of abuse and intimidation	Rhithiol / Virtual	CLILC / WLGA
Mawrth 13 March (9:30 – 10:30)	Cynllun Graddedigion a Phrentisiaethau – Cyflwyniad i ddeall am y cyfleon i bobl newydd Apprenticeships & Graduates Scheme – Presentation to understand the opportunities for the people of Gwynedd	Rhithiol / Virtual	Alun Lloyd Williams / Laura Evans / Saran Edwards
Mawrth 13 March (4:30 – 6:00)	Arfer Gorau Pwyllgor Craffu Best Practice Committee Scrutiny	Rhithiol / Virtual	David McGrath Link UK Ltd
Mawrth 14 March (10:00 – 12:00)	Cyflwyniad i wrth-hiliaeth Introduction to anti-racismq	Rhithiol / Virtual	Sean Wharton & Sunil Patel CLILC / WLGA
Mawrth 20 March (10:00 – 11:30)	Arfer Gorau Pwyllgor Craffu Best Practice Committee Scrutiny	Hybrid + Ystafell Daron Room + Teams	Arwel Ellis Jones
Ebrill 9 April (2:00 – 4:30)	Cod Ymddygiad Code of Conduct	Rhithiol / Virtual	Iwan Evans
Ebrill 17 April (10:00 – 11:00)	Rhaglen Arweiniad Arian Money guiders Programme	Rhithiol / Virtual	Rhian Hughes
(11:30 – 12:30)	Uchafu Incwm Income Maximisation	Rhithiol / Virtual	Megan Meeke

I'w gadarnhau maes o law To be confirmed in due course	Hybu'r Gymraeg – Rol i bawb Promoting the Welsh – A role for everyone	Rhithiol / Virtual	Llywela Haf Owain Williams
I'w gadarnhau maes o law To be confirmed in due course	Cyfarfod Cyngor Cyswllt Cymru – Gweithdai / Wales Contact Council Meeting – workshops	I'w gadarnhau / To be confirmed	CLILC / WLGA

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Mai 1 May	(10:00 – 11:00)	Gwybodaeth am Bobl : Eich Cyfrifoldeb Chi (I bawb sydd heb fynychu) Information about People : Your Responsibility (For everyone who hasn't attended)	Rhithiol / Virtual	Helen Mary Parry
Mai 15 May	(10:00 – 11:30)	Hyfforddiant i Gadeiryddion a darpar Gadeiryddion Pwyllgorau Training for Chairs & prospective Chairs of Committees	Rhithiol / Virtual	Sion Huws
Mai 21 May	(2:00 – 3:30)	Arwain yn Ddiogel a Diogelwch Personol (I bawb sydd heb wneud yr Hyfforddiant) Safe Leadership & Personal Safety (For everyone who hasn't completed the training)	Rhithiol / Virtual	Gail Ann Warrington
Mehefin 7 June	(10:00 – 11:00)	Deddf Llesiant Cenedlaethau'r Dyfodol Future Generations and Wellbeing Act	Rhithiol / Virtual	Dewi Wyn Jones a Sandra Lynne Thomas
Mehefin 26 June	(10:00 – 12:00)	Ein dyletswyddau fel rhieni corfforaethol (I bawb sydd heb fynychu) Our duties as Corporate Parents (for everyone who hasn't attended)	Rhithiol / Virtual	Marian Parry Hughes, Aled Gibbard, Elenid Glyn, Lisa Marie Thompson, Meinir Llwyd Bebb

