

## Appendix Two



**VISION  
2030  
SANDWELL**

### Member Development Bulletin



### Your Elected Member Development Update



### A message from the Leader, Cllr Yvonne Davies

The Member Development Programme continues to evolve, with the additional elements aimed at ensuring all Members have the confidence and the tools that they need to be leaders in their own right.

How Members engage with the programme will be essential for the success of it. I want all Councillors to feel confident in their role and to have the necessary skills, knowledge and experience to allow them to make an impact on Sandwell's future.



The Programme has the potential to be award winning, if members participate and engage proactively. It has been applauded by the LGA Peer Review earlier this year and we need to build on that and strengthen it going forward.

It is important that all members commit to attending the learning and support sessions on offer and assist with the cross fertilization and networking which helps us all to be better at what we do. Often it is the discussion and the debate around key topics which help members understand what is expected of them and how to best deal with things.

I would ask that you take the greatest advantage of the training being offered to you so that you may better assist your constituents and help shape the services for the people of Sandwell.

Cllr Yvonne Davies – Leader of the Council



## Dates for your calendar

### Data Protection Mop-Up Sessions

**Thursday 8 August 5.00pm-7.00pm**

**Monday 7 October 5.00pm-7.00pm**

**Thursday 10 October 11.00am-1.00pm**

**Note only one session needs to be attended.**

These sessions are aimed at those members who were unable to attend the training in June. This training covering an overview of legal duties, obligations and responsibilities, scenario-based training, and managing information effectively, was very well received by members and the Leader is keen for all members to attend.

### SCRUTINY REVIEW – Member Engagement Sessions

**13th, 20th and 29th August 2019**

**(3pm – 5.00pm and 5.30pm – 7.30pm each day)**

**Annexes 1 and 2.**

As part of the Governance Review it was agreed that a review of the Council's Scrutiny Function and Arrangements be undertaken.

A Scrutiny Review Working Group, made up of six members (three Scrutiny Chairpersons and three Executive Members), has been established to oversee and progress the Scrutiny Review.

As part of the Review it is essential that ALL Elected Members have the opportunity to engage with the Review and be afforded the chance to share their thoughts and views on the current arrangements and what changes they would like to see to the Council's current Scrutiny arrangements.

Each session will be run twice on the same day. However, the content of Sessions 1, 2 and 3 will be different so that Members can explore (with officers and the CfPS and LGA) the various aspects of the Scrutiny

Function and options for revising the current arrangements.  
Please can you therefore diarise Sessions 1, 2 and 3, and confirm by return to [governance\\_review@sandwell.gov.uk](mailto:governance_review@sandwell.gov.uk) which sessions you prefer to attend (i.e. the afternoon or early evening session).

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## Licensing Training-Taxis

**Tuesday 10 September**

**11.00am – 13.30pm**

**Thursday 12 September 5.00pm – 7.30pm**

**Annexe 1, Sandwell Council House, Oldbury.**



**Note only one session needs to be attended.**

## Licensing Training-Alcohol and other licensing

**Tuesday 10 September 11.00am – 13.30pm**

**Thursday 12 September 5.00pm – 7.30pm**

**Annexe 1, Sandwell Council House, Oldbury.**

**Note only one session needs to be attended.**

These training sessions are to ensure all members on the Licensing Committee have a level of knowledge to make them competent decision-makers and to provide an overview to *all* councillors.

This will include input on the workings of the Licensing Department as it impacts on committee hearings. (For Example-New online application forms for Taxi Drivers)

Secondly it will be on the decision making itself and deal with natural justice, burden of proof, standard of proof and the admissibility of evidence and representations and giving reasons for justifying a decision. And the application of Council Policy, case law and statutory guidance.

Thirdly we will briefly deal with the Appeal procedure from their decisions to the Magistrates and Crown Court and how it impacts (or not) on members.



## Understanding Dementia

**Tuesday 17 September 11.00am – 13.00pm**

**Thursday 19 September 5.00pm-7.00pm**

**Tuesday 24 September 5.00pm-7.00pm**

**Thursday 26 September 11.00am – 13.00pm**

**Annexe 1, Sandwell Council House, Oldbury.**

**Note only one session needs to be attended.**

Buds (Better Understanding of Dementia in Sandwell) are delivering Dementia Awareness Training Sessions. This will enable you to learn more about the condition and to find out how we can best support people with dementia and their families in Sandwell.

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## Community Engagement

**Monday 8 October 11.00am – 13.00pm or 5.00pm-7.00pm**

**Committee Room 1**

**Thursday 17 October 11.00am – 13.00pm or 5.00pm-7.00pm**

**Annexe 1 Sandwell Council House, Oldbury.**

**Note only one session needs to be attended.**

What does community engagement mean to me! What's it all about? Hear how you can strengthen your approach to building and sustaining stronger communities, set local clear direction, building a strong sense of purpose locally and led through your community. Learn how statements of community involvement help shape local plans and by engaging with the community, the Council benefits from detailed local knowledge and expertise, and community commitment to the future development of the borough.

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## How to get the most from Social Media with Darren Caveney

**Tuesday 29 October**

**11.00am – 13.00pm or 5.00pm-7.00pm**

**Annexe 1 Sandwell Council House, Oldbury.**



Darren Caveney was previously Communications Manager at Sandwell and has since delivered in-house training and consultancy for over 100 organisations and has spoken at over 150 events in the UK, Europe and the Middle East. He has worked extensively with councils across the UK and delivered social media training for elected members at many local authorities.

He is an associate with the Local Government Association and a mentor to several UK communicators.

This two-hour social media workshop will give councillors in Sandwell the opportunity to hear about the latest best practice, tips for using the key platforms, and ideas on how to get the most from social media.

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## COMING SOON

### Audit and Risk Training

To understand:

- The role of Internal Audit
- The nature and type of fraud that councils are susceptible to, and what can be done to combat it.
- How to identify the risks the council faces in delivering its objectives, and how it manages these risks

**Workshop dates to follow.**

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## Honours and Awards Workshop

With support from the West Midlands Lieutenancy, we will be running a workshop to promote the (Personal) Honours and Awards within Sandwell. Sandwell's recipients of these awards, such as an MBE, OBE or CBE has been static for a number of years, so it's time to work to put us on the map. Therefore, as our eyes and ears of the public, this is a great opportunity to promote the residents of our borough. Full support will be given from the Civic and Member Services office.

**Workshop dates to follow.**

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If you have any queries around this or any other training. Please contact

[member\\_development@sandwell.gov.uk](mailto:member_development@sandwell.gov.uk)

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