

Member Development

2008

Welcome to Member Development for Warwick District Council

The importance of investing in your development and providing opportunities for continuous learning is key to meeting the challenges ahead.

Further to the recent Warwick District Member Development meetings and analysis of the training needs audits, the following programmes have been organised to enhance or refresh your existing knowledge and skills.

Places are limited so book now...

Course	Content	Provider	Date	Time	Venue	Max Delegates
The scrutiny role of Councillors in light of CPA's/ Enhancing the working role between Cabinet and Scrutiny	Working with other public bodies and the third sector, etc... Clarification of roles, centre for public scrutiny, call for action, etc..	"Learning 2 Deliver" - Chris Allen (& peer mentor)	15th September	17.00 - 20.00	Town Hall - Council Chambers	40
Reading Efficiency	The aim of the course is to double participants' reading efficiency, reduce time pressures by faster reading and analyse and understand written material more effectively.	"Stratford Management Ltd" - Bill Bailey	30th September/ 1st October (2 day course)	8:45 - 17:00	Town Hall - Council Chambers	16
Introduction to Media Skills Training Workshop	Introduction to techniques and tips in handling the media	"Mission Control" - Chris Kelly	21st October	17.00 - 21.00	Town Hall - Council Chambers	40
Practical Media Skills Training Programme	Full day programme involving how to handle the media professionally	"Mission Control" - Chris Kelly	22nd October	9:00 - 17:00	Corporate Training Room - Riverside House	6
Strengthening relationships between elected member and officers/ Strengthening relationships between cabinet and non-executive members	Good communication, the changing role of the ward councillor, etc.. Maintaining the importance of locality working, etc..	"Learning 2 Deliver" - Chris Allen (& peer mentor)	10th November	17.00 - 20.00	Town Hall - Council Chambers	40



To ensure your place please contact Maureen Coley on **01926 456682**
or e-mail maureen.coley@warwickdc.gov.uk

There are limited spaces available. Joining instructions will be sent two week prior to the workshop.

Distance Learning Opportunities

Based on a successful pilot scheme within Warwick District Council we would like to continue to provide the opportunity for individuals to study for 'The Community Leadership Programme' to enable participants to learn at their own pace.

The programme starts by providing councillors with Essential Information on a variety of topics and uses the award winning EduCare distance learning methodology.

FOUNDATION LEVEL - FIRST CERTIFICATE

The first certificate provides you with the ideal starting point and we strongly recommend that everyone starts here as this provides you with an essential base line or benchmarking process for all councillors, new or established. We have found that most experienced councillors have welcomed the programme as a refresher.

In simple terms, the First Certificate has four self managed learning modules:

- An introduction to community leadership
- Key principles of community leadership
- Understanding the local government environment
- How to be an effective councillor

Each participant completes the modules in their own time. They return their answer sheets to EduCare (in a pre-paid envelope) for marking. The participant will receive their score and for those achieving a 70% (or above) pass mark, a certificate to mark their achievement.

If you have already completed this module there are further programmes detailed below...

FOUNDATION LEVEL - FURTHER PROGRAMMES

Following the First Certificate are four short distance learning programmes, each identical in format to the first programme and each with its own certificate. These again provide councillors with essential knowledge on key council issues. Once again, experienced councillors will use these programmes to refresh or update their knowledge. Typically councillors will indicate which of these they would like to do. Some may choose just one programme others may like to do all of them.

These programmes are:

Council Services - 1

- Town & Country Planning
- Environmental Services
- Housing
- Refuse Collection and Waste

Council Services - 2

- Adult Services
- Children's Services
- Highways and Transportation
- Community Safety

Community Work

- Surgeries and complaints handling
- Public meeting and public speaking
- Communities and neighbourhood work
- Hard to reach groups and equalities

Council Work

- Town & Country Planning
- Councillor Conduct
- Effective Scrutiny Work
- Effective Executive Work