

MEMBER TRAINING CRITERIA

Delegation to Programmes, Performance and Governance (PPG) manager to confirm training request in consultation with Member Training working group

Members complete a request form, answers are reviewed and scored out of 5

- **How much is the course?** 1 in budget of £90, 2 under £90 but the overall put is limited, 3 between £90 and £149, 4 between £150 and £200, 5 £200 +, or the member has already had training over £90
- **Is there a way to provide the information for free?** e.g. internal session, LGA 1 only external and this is the best course, 2 only external and other providers are available, 3 officers could provide training but don't have capacity, 4 officers could provide training but will need future scheduling, 5 could easily be delivered in house by officers / via free LGA sessions
- **How will it support the member?** 1 linked to constitutional requirement, 2 linked to duties as Chairman/ leadership role, 3 linked to committee member duties only, 4 linked to emerging policy, 5 interest only
 - general interest
 - role as a Chairman, Leader, Deputy Leader and Leader of the Opposition
 - role as a committee member
 - compulsory training- constitution (planning, licensing)
 - linked to emerging policy / to understand a new area of council direction
 - other (please state)
- **Could we afford to offer it out to all members?** 1 yes but unlikely to be appetite, 2 yes and will still have remaining budget, yes but will consume the member budget, 4 would be overbudget but unlikely to be appetite, 5 would be significantly more than value of member budget.
- **Could the groups have a member champion and report training back to wider members?** Not to be scored, but this is a wider consideration if we cannot afford to offer to all

7 and below training can go ahead

8 - 14 consultation with Member training working group (group leaders and main chairs) / further diligence required

15- 20 training cannot be supported