

COMMITTEE TRAINING PLAN

To: **Highways & Community Infrastructure Committee**

Meeting Date: **3 November 2015**

From: **Democratic Services**

Electoral division(s): **All**

Forward Plan ref: **Not applicable** *Key decision:* **No**

Purpose: **The Highways & Community Infrastructure Committee is asked to note the progress in developing a committee training plan to date.**

Recommendation: **The Highways & Community Infrastructure Committee is asked to note the attached training plan and make recommendations for any additional items.**

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1.0 BACKGROUND

- 1.1 At the meeting of the Council held on 24 March 2015, it was agreed that each committee should consider and approve its own training plan at every meeting. Members of the Constitution and Ethics Committee were concerned about the low take up at training events and were keen that Members should be accountable publicly for their attendance. It was also thought that taking the training plan to the committee meeting would facilitate the organisation of training at a time convenient for the majority of committee members.
- 1.2 Highways & Community Infrastructure Committee received a report on the Training Plan at its meeting on 1st September 2015.

2.0 MAIN ISSUES

- 2.1 The Highways & Community Infrastructure Committee Training Plan is reviewed at every Spokes meeting.
- 2.2 Officers have been working to identify dates for training sessions in Trading Standards, Registration and Coroners, in November and December, and there will be an update on this at the meeting. As previously advised, other Committee Members are welcome to join Councillor Scutt on these training sessions, if they are available.
- 2.3 Joint Business Planning sessions have been held with the Economy and Environment Committee in September and October.
- 2.4 The draft Training Plan is attached to this report at **Appendix 1**.

3.0 ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

- 3.1.1 There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

- 3.2.1 There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

- 3.3.1 There are no significant implications for this priority.

4.0 SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

- 4.1.1 There are no significant implications within this category.

4.2 Statutory, Risk and Legal Implications

- 4.2.1 There are no significant implications within this category.

4.3 Equality and Diversity Implications

4.3.1 There are no significant implications within this category.

4.4 Engagement and Consultation Implications

4.4.1 There are no significant implications within this category.

4.5 Public Health Implications

4.5.1 There are no significant implications within this category.

4.6 Localism and Local Member Involvement

4.6.2 There are no significant implications within this category.

Source Documents	Location
None	

HIGHWAYS AND INFRASTRUCTURE COMMITTEE TRAINING PLAN	Published 21/10/15	
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Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending (where recorded)	%age of total
1.	Business Planning	Members of the Committee will have the chance to consider emerging thinking; reflect on the direction of travel and offer guidance on where officers should focus on developing proposals over the coming months.		3 June 2014		Training Seminar	H&CI Committee		
2.	Visit to MBT Plant and Training Session on Waste PFI	Members will have greater awareness of the Council's Mechanical Biological Treatment (MBT) plant and will learn more about how the plant processes mixed rubbish that previously would have gone to landfill. and the benefits to waste		3 July 2014		Visit	H&CI Committee		
3.	Supporting Businesses and Communities			8 August 2014		Training Seminar	HIC Committee		
4.	Community and Cultural Services – general presentation	Members will have enhanced knowledge of the services delivered in Community and		5 September 2014	Christine May	Training Seminar	H&CI Committee		

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	(mainly on libraries)	Cultural Services and in particular, will gain greater knowledge of the opportunities and challenges facing the library service.							
5.	Visit to a Community Hub/s combined with a seminar on the library service Visited Somersham, Gamlingay & Melbourn	Members will gain practical experience of the working of a community hub and more in depth knowledge of the library service.		Sept/ Oct 14 3/10/14 8/10/14	Christine May & John Onslow	Visit	H&CI Committee	Cllrs Hickford, Criswell, Kindersley and van de Ven	
6.	Highways Asset Management and Operations	Members will be able to demonstrate increased knowledge and understanding.		TBA		Training Seminar	H&CI Committee		
7.	Street Lighting PFI and Energy Savings	Members will learn about the Council's street lighting responsibilities and the Private Finance Initiative (PFI) funded partnership to upgrade street lighting, as well as hearing about energy saving measures.		TBA		Training Seminar	H&CI Committee		
8.	Highways Depots – to include explanation of different road surfacing used	Councillors will gain a more practical insight into the work of Highways Depots and greater awareness of the Council's approach to road surfacing.		Huntingdon* (01/09/15); Cambridge (08/09/15); Witchford (14/09/15); March	Richard Lumley	Open Days	H&CI Committee		

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending (where recorded)	%age of total
				(15/09/15); Whittlesford (17/09/15).					
9.	Joint E&E and H&CI Business Planning session			03/09/15; 01/10/15				tbc	
10.	Registration			Tbc: Nov/Dec 2015	Christine May				
11.	Coroners			Tbc: Nov/Dec 2015	Christine May				
12.	Trading Standards			Tbc: Nov/Dec 2015	Aileen Andrews				

*All Highways Depots Open Days have three time slots: 2-4pm, 4-6pm, or 6-8pm.