

MEMBER DEVELOPMENT SUB-COMMITTEE

Tuesday 22 December 2009

Recruitment of a Training Consultant to Develop and Implement a Training Package for Area Committees

Report of Director of Human Resources and Organisational Development

1. Purpose of Report

The purpose of this report is to provide the Member Development Sub-Committee with the opportunity to recruit a Consultant to develop and implement a training package for Chairs and Vice Chairs of Area Committees.

2. Description of Decision

The Committee is recommended:

- (i) to note the specification provided to Consultants
- (ii) to receive presentations from selected Consultants
- (iii) to agree to the recruitment of a Consultant to deliver package of development

3. Background

- 3.1 The purpose of the Community Leadership Programme is based upon the need to accelerate delivery of quality of life improvements for the people of Sunderland and to improve their satisfaction levels with the way the Council and its partners perform. There are a number of strands to the programme, and a lot of work to date has been around the structures and processes which will support this approach.
- 3.2 Having made substantial initial progress, the next stage of this element of the Programme is around the embedding and development of this approach. This includes developing the capacity of individuals and groups to deliver Community Leadership Outcomes, achieving improved role clarity, strengthening relationships, changing behaviour, approach and, longer term, changing attitudes.
- 3.3 Key to this is the development of elected members with Chairs and Vice Chairs of Area Committees being given the opportunity to develop their existing skills to meet the demands and changing nature of the Area Committee Chair.

3.4 In supporting the recruitment of a consultant, a tendering exercise was undertaken with a return date of 16th December 2009.

4. Proposed Assessment Process

4.1 Following the closing date and receipt of tender documentation, discussions will be held with Consultants and a panel of Officers. During this process Officers will interview applicants to determine further information and potential suitability.

4.2 The final stage of the assessment process will be a meeting with Member Development Sub Committee on Monday 14 December 2009.

5. Reasons for the Decision

5.1 It is necessary to ensure the recruitment to this consultancy post is undertaken in a fair and transparent manner and that the person/persons appointed are the most appropriate to deliver a package of development for Chairs and Vice Chairs.

6. Background Papers

- 6.1
- (i) Terms of Reference for Area Committees
 - (ii) Pricing Schedule
 - (iii) Specification