

PORTFOLIO:
CORPORATE RESOURCES

Report of
Portfolio Holder:

COUNCILLOR
JACQUELYNE GEDDES

KEY DECISIONS

Closure of the Civic Centre on Friday, 27 December 2002 with staff being required to take annual leave on that day as per the Local Agreement.

NON-KEY DECISIONS

Portfolio Holder Decision PF.007/02 – Councillor Mentoring Scheme

I attended a meeting of the Corporate Resources Overview & Scrutiny Committee on Thursday 18 April to explain the decision and the process it will involve. Jean Cross from Personnel also attended to give a presentation on how the scheme will be implemented: Appendix 1 is attached for Members' information. It is hoped that the scheme will be up and running so that those new Members elected in May will benefit from the scheme.

TRAINING

CROS.28/02 - District Audit Management Letter

I have noted the excerpt from these minutes under Resolved (3) that the key issues on ensuring that Members and Officers are trained to understand their new roles, especially in relation to scrutiny and performance management. Appropriate training is being sought and will be arranged as soon as possible in conjunction with Personnel and the Policy Unit.

REPRESENTATION ON OUTSIDE BODIES

North West Local Authority Employers Organisation

GMB, TGWU and UNISON have told the National Employers that the offer of 3% to workers covered by the National Joint Council is unacceptable. It is expected that unions will ballot for industrial action, which, if successful, is likely to start in July 2002. The National Employers have said that the offer exceeds the current rate of inflation and is the most local authorities can afford.

Third UK Poland Local Government Conference – 15 and 16 April 2002
SOPOT

Report to be found in Promoting Carlisle Portfolio Holders Report.

COUNCILLOR JACQUELYNE GEDDES

MENTORING

What It Is?

Mentoring is a process whereby experienced people guide and advise less experienced people – in an organised and structured way. It can be likened to an expert adopting a protege.

A less experienced person – for example, a newly elected Member – is partnered with an experienced person and the experienced person provides advice and support in a structured way to help them function more effectively, more quickly. The advice/support is normally provided at regular meetings, but the arrangements can be as formal or informal as Mentee and Mentor wish. The arrangements can go on for as long or as short a time as felt appropriate.

Role of the Mentor

The role of the Mentor is to:

- Provide additional support/advice/guidance to the Councillor
- Be interested in the Councillor's development
- Help avoid pitfalls
- Share knowledge and experience – including those unwritten/unspoken “way things are done/not done” and which can take some time to pick up if done in an ad hoc manner.

Various Ways of Using Mentoring

Other local authorities who have adopted formal Mentoring schemes for newly elected Members have done so in a variety of ways:

- Using Officers as Mentors
- Using Members as Mentors
- Using both Members and Officers

The “partnering choice” can be made on whatever factor appears useful, such as specific ward interests or geographical or simply pairing “personality types”.

Carlisle proposes to offer new Members both a Member and Officer Mentor, to get maximum benefits.

Attributes For A Good Mentor

- Sufficiently experienced, with a good working knowledge of the City Council
- Well rounded interpersonal skills, empathy
- Able, and willing, to devote time to mentoring

- Flexible and recognise need for supporting new Councillors

What Would Be Involved?

Preparation:

- attend one or two meetings with other potential Mentors to establish "rules" of the scheme – ground rules, meeting arrangements, etc.
- some guidance or training in Mentoring skills

Mentoring:

Meetings with Mentee – time, frequency etc would be as suits both individuals; experience from other local authorities suggest a norm of a meeting frequency of every two to four weeks, and the arrangement to continue between three or four months and a year.

Benefits

- To the Mentor - Personal development and satisfaction
- To the Party - Councillor is more effective more quickly
- To the Mentee - Additional assistance and support at time most needed

Councillor J Geddes
22.04.02