

# Arun District Council

<b>REPORT TO:</b>	<b>Standards Committee – 31 October 2023</b>
<b>SUBJECT:</b>	<b>Member Learning and Development</b>
<b>LEAD OFFICER:</b>	<b>Daniel Bainbridge – Monitoring Officer</b>
<b>LEAD MEMBER:</b>	Cllr David Huntley
<b>WARDS:</b>	<b>All</b>
<b>CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:</b>  The Localism Act 2011 requires local authorities to “...promote and maintain high standards of conduct by members and co-opted members of the authority.” [Chapter 7, para 27(1)].	
<b>DIRECTORATE POLICY CONTEXT:</b>  A full and effective member induction programme is vital to the proper induction all members following local elections, together with ongoing training during their four-year term.	
<b>FINANCIAL SUMMARY:</b>  No financial implications identified.	

## 1. PURPOSE OF REPORT

The purpose of this report is to update the Committee on the progress of the Member Induction Programme for May/June 2023.

## 2. RECOMMENDATIONS

- 2.1. The Committee is asked to note the current progress of the Member Induction Programme and Member learning and development more generally.

## 3. EXECUTIVE SUMMARY

- 3.1. This report updates the Committee on the Member Induction Programme, a copy of which is attached as Appendix A, that has been delivered by Officers following the May elections and is now largely complete.

## 4. DETAIL

- 4.1. The May 2023 local elections saw the membership of the Council change as it does with every four-year cycle of ‘all out’ elections. This means that post-elections there was a mix of returning Councillors together with new Councillors who were either entirely new to the Council or who had been Councillors in the past but not during the 2019-to-2023 term.

- 4.2. It was therefore vital that *all* Councillors undertook a full induction programme that covered both the general subject areas of the Council's business, Councillor conduct and Member-Officer working, together with specific training aimed at those Councillors who were to be members of specific committees.
- 4.3. The programme was viewed by the Committee at a number of meetings in 2022/23, and the Committee understood why the induction programme is so important to Councillors both in terms of building their knowledge, and understanding what is required of them in their role and within the Code of Conduct.
- 4.4. The induction programme is now complete save for some remaining tours and visits, and additional training sessions covering Chairs and Vice-Chairs and Committee and Council Procedural Rules training. The procedural training will be held virtually on 2 November 2023 with the Chair training taking place on 9 November 2023 in the Council Chamber. Both sessions will commence at 6.00 pm. Emails and diary invites have been sent out to all Members confirming the arrangements.
- 4.5. A survey has been circulated to all Members via the Members' Newsletter seeking their feedback on the induction programme. It is important that Officers understand what went well from Members' perspectives, what could be improved and what additional training could be provided as part of the 2027 induction programme and, critically, during the current 4-year term. Officers recognise that there is a desire amongst Members for ongoing development during that time, and that this benefits the Council and its residents through the decision-making process.

## **5. CONSULTATION**

- 5.1. Consultation took place with the Corporate Management Team and Senior Management Team in order to ensure the programme aligns with their principles of strong governance for the council. Group Leaders were also consulted before presenting to Standards Committee for final noting at their meeting on 23 February 2023.

## **6. OPTIONS / ALTERNATIVES CONSIDERED**

- 6.1. All local authorities run induction programmes following local elections, and therefore a 'do nothing' approach was never considered to be viable.

## **7. COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER**

- 7.1. The costs of the member induction programme are being met from the 2023/24 Law & Governance budget.

## **8. RISK ASSESSMENT CONSIDERATIONS**

8.1. The risk of not having an induction programme, or having a sub-standard programme, is that Members are not aware of their responsibilities as Members, Committee Members and Committee Chairs, and as decision-makers across the range of the Council's business.

## **9. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER**

9.1. The Monitoring Officer's comments are set out within the body of the report.

For items 10 – 17 below, there are no direct impacts arising from this report.

### **10. HUMAN RESOURCES IMPACT**

### **11. HEALTH & SAFETY IMPACT**

### **12. PROPERTY & ESTATES IMPACT**

### **13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE**

### **14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE**

### **15. CRIME AND DISORDER REDUCTION IMPACT**

### **16. HUMAN RIGHTS IMPACT**

### **17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS**

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#### **CONTACT OFFICER:**

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**BACKGROUND DOCUMENTS:** None