

Arun District Council

REPORT TO:	Standards Committee – 27 March 2024
SUBJECT:	Member Learning and Development
LEAD OFFICER:	Daniel Bainbridge – Monitoring Officer
LEAD MEMBER:	Councillor David Huntley
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Localism Act 2011 requires local authorities to “...promote and maintain high standards of conduct by members and co-opted members of the authority.”	
DIRECTORATE POLICY CONTEXT: 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.	
FINANCIAL SUMMARY: No financial implications identified.	

1. PURPOSE OF REPORT

The purpose of this report is to update the Committee on the progress of Member learning and development for the 2023-27 period.

2. RECOMMENDATIONS

It is recommended that the Committee:

- 2.1. Notes the current progress of Member learning and development; and
- 2.2. Provides the Monitoring Officer with any observations regarding future learning and development opportunities for Members.

3. EXECUTIVE SUMMARY

- 3.1. This report updates the Standards Committee on the current position of Member learning and development following the completion of the Member Induction Programme.

4. DETAIL

- 4.1. The 2023 Member Induction Programme is now complete following the May 2023 elections.

- 4.2. The Standards Committee's ongoing function in relation to training is to advise and support the Monitoring Officer in the delivery of training on the Members' Code of Conduct to District Councillors, Town and Parish Councillors and co-opted Members. The Monitoring Officer's view is that this should include Member training in general and hence the Monitoring Officer welcomes the Committee's views and observations regarding potential future one-off and/or regular training opportunities for Members (subject of course to budgets).
- 4.3. An updated training matrix is attached as the Appendix to this report, showing the training undertaken by Members in relation to specific Committees and more generally.
- 4.4. The Monitoring Officer is constantly monitoring the training and development of Councillors on all areas related to their work.
- 4.5. The matrix is published in the 'Useful Documents' library in Members Area on Sharepoint so that Councillors can identify suitable substitutes when needed.
- 4.6. Members received further Planning training in February in order to capture any Members who had not been trained during the 2023 Member Induction. These updates are reflected within the Training Matrix

5. CONSULTATION

- 5.1. Not applicable to this report.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. It is not a viable option to not provide Members with sufficient learning and development for them to fulfil their duties.

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

- 7.1. The costs of the Member Induction Programme have been met from the 2023/24 Law & Governance budget, and any future training would need to be met from within existing budgets.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. The risk of not having a training 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

CONTACT OFFICER:

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BACKGROUND DOCUMENTS: None

Appendix 1 – Updated Training Matrix – To be uploaded as a supplementary document after publication of the agenda but prior to the meeting.