



Classification	Item No.
Open	

Meeting:	Standards Committee
Meeting date:	1 st March 2022
Title of report:	Member Development and Induction Day proposals
Report by:	The Monitoring Officer
Decision Type:	Council
Ward(s) to which report relates	All

Executive Summary:

1. This report sets out all Member Training carried out during the municipal year 2021/22 and provides an overview of the plans for Member Induction following all-out elections in May 2022.

Recommendation(s)

2. **That:** the Committee note the Member training that has taken place over the year and provide feedback on the proposed Induction Day arrangements.

Member Development

3. Following the meeting of the Member Development Group in June 2021, work has taken place to engage with Members on training and courses that are beneficial to their role as a Councillor.
4. Regular emails have been sent to all Councillors with offers of training from the LGA, North West Employers, and information from New Local providing policy updates and a catalogue of members-exclusive resources, including Innovation Insights and In-depths.
5. So far the uptake of auditable courses and training has been successful, with 18 Councillors taking one or more training courses. There may be more that have attended but have self-enrolled and not informed us.

Finance Training

6. Prior to Budget meetings, an all-Member training session was carried out on 31 January 2022. This was provided by Council officers and 22 Members attended. Slides from the session were circulated to all Members via email and further briefings were offered.

Inclusion Training

7. All Councillors were invited to attend inclusion training, which was arranged as follows:-
 - Labour group 3 sessions – 27 May, 10 June and 16 – 19 Members attended.
 - Conservative Group – 2 June and 9 June – 13 Members attended
 - Lib Dem Group – 3 June – 4 Members attended.
 - Radcliffe First – 8 June – 4 Members attended.
 - Independent – 15 June – 1 Member attended.

Scrutiny Training

8. Scrutiny Members were invited to take part in Scrutiny Specific training – “Supporting Scrutiny Member Development” - which was provide by the Centre for Governance and Scrutiny. It was reported that the training provided was felt to be lacking and it was asked that a new offer be provided. These have taken place on 10 November 2021 and 1 December 2021.

Health Scrutiny Training

9. Bury Council approached the LGA to support members of the Council’s Health Scrutiny Committee to identify and develop ways in which the impact of health scrutiny can be enhanced.
10. The training was delivered over two sessions. The first session was provided to all members of the three Scrutiny Committees: Overview and Scrutiny Committee, Children and Young People Scrutiny Committee and the Health Scrutiny Committee. The second session was exclusive to Health Scrutiny and the Chairs of the other two Committees.
11. The first session was able to explore common challenges, issues as well as shared opportunities. The second session looked at the evolving role of health scrutiny, the relationships with local partners and the opportunities that the Health Scrutiny Committee could consider in supporting impactful scrutiny of health and care.
12. This second session included both a ‘rapid review’ of the activity to date of the health scrutiny committee and critical challenge of the role that health scrutiny takes and could take in the wider place-based governance of health and care.

Committee-Specific Training

13. Statutory training has been provided to the Planning Control Committee, the Licensing and Safety Committee and the Audit Committee as follows:
- Planning Control – 20 May 2021
 - Licensing & Safety Committee – 21 May 2021
 - Audit Committee – 2 June 2021
14. All three of these training sessions were provided by Council Officers and recorded for future reference for attendees.
15. In addition, the following Committee-specific training has taken place:
- Children & Young People Scrutiny received pre-meeting training in relation to ILACS on 7 September 2021.
 - The Audit Committee received pre-meeting training in relation to Information Governance on 17 November 2021.
 - Members of the Employment Panel received training in relation to Recruitment and Selection on 29 July 2021.
 - Members of the Corporate Parenting Panel have been asked to complete the Corporate Parenting E-Learning module.

Member Induction

16. Work has been taking place to provide a robust and effective Member Induction programme that takes into consideration the needs of continuing and new Members.
17. Key points and dates to note are as follows:

When	What
Prior to the election	Members who are not standing to return all IT equipment including Council Badge
9 th May 2022	Proposed date for any ex-Members to return all IT equipment and Council Badges
12 th May 2022	Induction day
25 th May 2022	Annual Council (Councillor photos to be taken)
21 st June 2022	Mock Council

Induction Day

18. The proposed plan for Induction Day is as follows:

Start time		Duration	Officers
9:00	Chamber - Everyone beginning together – welcome	30 mins	Geoff Little / Lynne Ridsdale
9:30	Chamber - Code of Conduct	1 hour	Jacqui Dennis
10:30	Social Media and Cllr safety	30 mins	Sam McVaigh (TBC)
11:00	Coffee break – Tea with Mayor	30 mins	All
11:30	In person meeting with Exec Directors/Assistant Directors and Casework officers (job fair type event)	1 hour	All
12:30	Lunch	1 hour	All
13:30	Sign Declaration of Acceptance	15 mins	Democratic Services
13:45	Fill out Register of Interest	15 mins	Democratic Services
From 14:00	Get IDs made up (small groups – 3 at one time)	1 -2 hours	Democratic Services
	Cllrs get laptops and IT intro at induction day (in basement to ensure IT support) – (small groups – 3 at one time)		
Finish by 16:00			

19. Prior to Induction Day, Executive Directors will be asked to complete a short briefing note on their Directorate to be sent out in advance. This enables new Members to be familiar with the basics of the Council’s structure and the responsibilities of each Executive Director before the event, and therefore conversations on the day can be Ward or project-specific and consequently more meaningful.

Post-Election Training

20. Officers are currently working on a training programme for the rest of the 2022/23 Municipal year, which will include Committee-specific sessions, all

Member briefings, new Councillor "Class of 2022" emails (regular emails with useful information), and access to e-learning modules.

Community impact/links with Community Strategy

Equality Impact and considerations:

Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*

The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.

Equality Analysis	<i>Please provide a written explanation of the outcome(s) of either conducting an initial or full EA.</i>
This material presented and discussed in this report has no direct implications on equality or diversity.	

Assessment of Risk:

The following risks apply to the decision:

Risk / opportunity	Mitigation
A lack of appropriate Member training.	Ensuring appropriate Member training ensures Councillors are able to effectively carry out their democratic duties.

Consultation:

Legal Implications:

There are no legal implications to the proposals.

Financial Implications:

There are no financial implications to the proposals.

Report Author and Contact Details:

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Background papers:

None.

Please include a glossary of terms, abbreviations and acronyms used in this report.

Term	Meaning