



Classification	Item No.
Open	

Meeting:	Standards Committee
Meeting date:	14 March 2023
Title of report:	Member Training and New Member Induction
Report by:	Andrea Tomlinson, Mayoral & Member Officer
Decision Type:	Non-Key
Ward(s) to which report relates	Not applicable

Executive Summary:

In enabling Elected Members to undertake their roles, Democratic Services, supported by the Executive Team want to ensure all Councillors are supported to;

represent the views of their communities

improve and shape services for the future

be outstanding community leaders and,

be advocates for the Council.

This report provides an update on training offered to all Councillors both in house and externally.

The Council provides training support in the following ways:

- Induction Training
- Mandatory Training
- Committee Training
- General Development Offer

1. Member Training

Mandatory training is required to be completed by all Councillors and this includes training relating Corporate Parenting, safeguarding and sexual exploitation, GDPR, and Inclusion.

All Members of the Planning Control Committee, Licensing and Safety Panel, Employment Panel, Scrutiny Committees and Audit Committee must complete mandatory training prior to attending and taking part in those Committees. Training for these Committees is provided by the lead officers to all Committee Members at the start of the Municipal year. In addition, if there are any changes in Committee membership, additional training is provided by Officers supporting the Committee from the respective departments.

All Councillors have access to ongoing training through the online training provision on the Council Intranet and also training provided from The LGA, North West Employers and the New Local as well as organisations local to Bury.

Councillors receive regular updates on courses available from these providers through newsletters and are encouraged to attend.

Councillors will receive the 'Let's Develop' booklet which provides information on all courses available and how to access them. Information on scheduled training dates is also included.

Appendix 1 - Breakdown of training undertaken by Councillor

Appendix 2 - Let's Develop – Bury Council's Member Development Offer

2. New Councillor Induction

All newly elected Councillors will be invited to attend an induction session held at the Town Hall where they meet with the Chief Executive and Executive Directors, the Mayor and Deputy Mayor, the Monitoring Officer and the Democratic Services team. At this session they will be asked to sign their Declaration of Acceptance and be provided with a session on the Councillors Code of Conduct. They will also be advised on training and support available, discretionary grants, what 'being a Councillor' entails and the casework system.

Appendix 3 – Proposed Schedule for new Councillors Induction

Recommendation(s)

That the update be noted.

Community impact/links with Community Strategy

Equality Impact and considerations:

An equalities analysis is not required.

Assessment of Risk:

The effectiveness of Member Development is dependent on a commitment from all Councillors to allocate time each year to reviewing their learning and development needs and to take an active part in the events that have been organised on their behalf.

Consultation:

N/A

Legal Implications:

There are no legal implications.

Financial Implications:

There are no financial implications.

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