

## STANDARDS COMMITTEE

<b>Date of Meeting</b>	Monday, 5 June 2017
<b>Report Subject</b>	Member Induction
<b>Report Author</b>	Gareth Owens, Monitoring Officer

### EXECUTIVE SUMMARY

20 new County Councillors were elected on 4 May. A programme of induction training has been provided. The induction has focussed on the key knowledge which is likely to be required during the first few months.

There were 3 governance sessions: Introduction to Being a Councillor, Safety First and Constitutional Issues. Attendance has been reasonably high amongst new members with a number of returning members also attending.

Training sessions have been scheduled for town and community councillors. At the time of publication of the report those sessions were still underway so a further report will be brought to committee.

### RECOMMENDATIONS

	That Committee:
1	Notes the training already delivered to county councillors and the plans to induct the councillor who was on leave.
2	Considers what further induction might be needed.

## REPORT DETAILS

1.00	REPORT DETAILS												
1.01	<p>20 councillors were elected on 4 May 2017 who were not members of the last Council. There are some who have previously been town and community councillors and one who has been a county councillor before. A programme of induction sessions (see Appendix 4) has been provided covering :</p> <ul style="list-style-type: none"> <li>• Key knowledge required in the first few months as a councillor</li> <li>• Mandatory training for key committees such as Audit and Planning</li> </ul> <p>Further training/briefing sessions are planned so that councillors will learn everything they need as it becomes relevant (aiding retention).</p>												
1.02	<p>3 governance topics were covered, each being delivered three times:</p> <ul style="list-style-type: none"> <li>• Introduction – an introduction to Flintshire, the roles of offices and councillors, council committees and guidance on being a councillor.</li> <li>• Safety First – training on the code of conduct, social media, information governance and health and safety.</li> <li>• Constitutional Issues – the legal structure of the Council, and participating at meetings.</li> </ul>												
1.03	<p>Attendance amongst new councillors has been reasonably high and a number of returning councillors have also attended.</p> <table border="1" data-bbox="304 1211 970 1368"> <thead> <tr> <th>Topic</th> <th>New</th> <th>Returning</th> </tr> </thead> <tbody> <tr> <td>Introduction</td> <td>16</td> <td>12</td> </tr> <tr> <td>Safety First</td> <td>16</td> <td>9</td> </tr> <tr> <td>Constitutional Issues</td> <td>14</td> <td>8</td> </tr> </tbody> </table> <p>One councillor has been away on leave during the induction process and will be given training on his return.</p> <p>Three independent members of this Committee also attended the Safety First session.</p>	Topic	New	Returning	Introduction	16	12	Safety First	16	9	Constitutional Issues	14	8
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1.04	<p>The slides for each topic are attached. Each of the three governance subjects had areas of overlap that reinforced the messages in other sessions. Committee members will note that the “Safety First Course” did not use the slides prepared by the Welsh Local Government Association (previously reported to Committee in March 2017) but instead focused on the principles underpinning the Code of Conduct.</p>												
1.05	<p>Three training sessions have been arranged for town and community councillors as well. At the time of publication only one session had taken place. A report will be brought to a later committee on the outcomes of those sessions.</p>												

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	None.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	None.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	Each of the topics has been designed to encourage in members the correct behaviour and approach. They also give members the understanding of key issues they will need in their role.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1 – Slides for Introduction Appendix 2 – Slides for Safety First Appendix 3 – Slides for Constitutional Issues Appendix 4 – Induction Programme

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	Code of Conduct Public Services Ombudsman for Wales Guidance on the Code of Conduct  <b>Contact Officer:</b> Gareth Owens, Monitoring Officer <b>Telephone:</b> 01352 702344 <b>E-mail:</b> <a href="mailto:gareth.legal@flintshire.gov.uk">gareth.legal@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	<p>PSOW – Public Services Ombudsman for Wales Public Services Ombudsman For Wales is a statutory role to consider complaints about public services in Wales and complaints that members of local authorities have broken the Code of Conduct.</p> <p>WLGA – Welsh Local Government Association The <b>Welsh Local Government Association (WLGA)</b> represents the interests of local government and promotes local democracy in Wales. It represents the 22 local authorities in Wales and the 3 fire and rescue authorities and 3 national park authorities are associate members.</p> <p>The WLGA's primary purposes are to promote better local government and its reputation and to support authorities in the development of policies and priorities which will improve public services and democracy.</p>