

DEMOCRATIC SERVICES COMMITTEE

Date of Meeting	Wednesday, 5 th October 2016
Report Subject	Member Induction following 2017 County Council Elections
Cabinet Member	Cabinet Member for Corporate Management
Report Author	Member Engagement Manager
Type of Report	Operational

EXECUTIVE SUMMARY

The report provides a progress report on the work of the 2017 Induction Steering group of officers following their initial meeting on 31st August. Further reports will be made to the Democratic Services committee for the rest on the municipal year.

RECOMMENDATIONS

1	That the committee considers and comments on the progress report from the 2017 Induction Steering group.
---	--

REPORT DETAILS

1.00	THE APPROACH TO INDUCTION FOR 2017
1.01	At the last meeting of this committee, on 29 th June, the outline induction programme which had been prepared by the Welsh Local Government Association (WLGA) and the Members Support and Development Lead Member and Officer networks was approved as the basis of Flintshire's 2017 Member Induction Programme. It was agreed that a progress report would be made to this meeting.
1.02	<p>As part of preparation for the Induction programme, a steering group of officers was set up. That steering group met on 31st August. It was agreed that</p> <ul style="list-style-type: none"> • At the Your Council event to be held on 23rd May 2017, each portfolio should be represented by two officers. This could be a rota basis, so that attendance by the officers could be flexible • The Your Council event should be run from 2pm until 8pm, thus providing opportunities for Members who have caring responsibilities to return home. • The emphasis of the Induction Programme should be to provide a range of different learning opportunities. The traditional 'chalk and talk' approach does not work for everyone. • The formal training sessions must be shorter and more focussed than they have been in the past. The emphasis should be on two rather than three and a half hour sessions. • More use should be made of E learning packages, so that Members would be able to access development material whenever it suits them, rather than be tied to events at County Hall at specific times. • Events can be held for smaller groups than in the past. The six person minimum was removed last year in favour of a more pragmatic approach. Two or three Members spending an hour with an officer can be as effective, or more so, than nine members being addressed for three hours. • Some training is delivered more effectively by an external provide with specialist knowledge than in-house. • More use should be made of half hour slots before committee meetings to provide focussed insights into topics within that committee's remit • The Members of particular committees need to be provided with a base level of knowledge of the committee's portfolio of services to enable Members to contribute effectively. This could be achieved by holding briefing sessions immediately prior to committee meetings.
1.03	A progress report on the work of the steering group will be made to each of the meetings of the Democratic Services Committees between now and the elections. (1 st February and 5 th April).
1.04	In preparation for the 2017 elections, an information feature for candidates is being drafted to go onto the Council's website. It is likely that this will be

	ready in November. A copy will be forwarded to each members of the Democratic Services Committee for their comments before completion.
--	--

2.00	RESOURCE IMPLICATIONS
2.01	Provision will be made in the training budget for the use of external trainers where these are required. The intention will be to provide as much training as possible from within our own resources.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Publication of this report is part of the consultation on this issue.

4.00	RISK MANAGEMENT
4.01	Ensuring that we have designed an appropriate Induction Programme will ensure that risks are mitigated.

5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Report of the Member Engagement Manager to the Democratic Services Committee on 29 th June 2016 together with the resultant minute. Contact Officer: Robert Robins, Member Engagement Manager Telephone: (01352) 702320 E-mail: Robert.robins@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None of the terms used within this report are 'technical' in nature and so no acronyms have been used.