

CONSTITUTION & DEMOCRATIC SERVICES COMMITTEE

Date of Meeting	Thursday, 30 September 2021
Report Subject	Member Induction for 2022: consultation on the first draft of the Member Induction Programme.
Report Author	Head of Democratic Services

EXECUTIVE SUMMARY

After elections of the whole Council, which now take place on a five yearly cycle, we offer a Member Induction Programme. This is intended to involve both new and returning Members.

For our new Members, the emphasis is on providing an introduction to their new role and sharing knowledge to enable them to start their development as a councillor.

For our returning Members, some of whom may now be in different roles, we look to refresh knowledge, provide updates and additional skills where necessary.

The Committee is invited to consider, comment on and contribute to the first draft of the 2022 Member Induction Programme.

RECOMMENDATIONS

1	The Committee is invited to consider, comment on and contribute to the first draft of the 2022 Member Induction programme.
2	Should any Member have suggestions for inclusion in the programme subsequently, they are invited to contact the Head of Democratic Services.

REPORT DETAILS

1.00	EXPLAINING OUR APPROACH TO MEMBER INDUCTION
1.01	<p>Members will recall that after each local government elections, we hold a Member Induction Programme. The emphasis of the programme is twofold:</p> <ul style="list-style-type: none">• To provide our new Members with an introduction to their new role and sharing knowledge to enable them to start their development as a councillor. Some new Members may already have knowledge of local government, through their involvement in community or town councils. Others may already be adept at community engagement through their employment history or because of previous community roles. We need to ensure that all Members have an appropriate level of knowledge to enable them to function effectively as a local councillor. We will also need to provide insights into our corporate culture; in essence, the 'how we do things here'.• For our returning Members, some of whom may now be in different roles, we look to refresh knowledge, provide updates and additional skills where necessary. Some returning members may find themselves, for the first time, as Cabinet Members, Committee Chairs or Members of committees which require specialist training for eligibility as a member. Examples of this are the Governance & Audit Committee, or the Planning Committee. <p>It will be essential to impress upon all Members, whether new or returning, the need to follow the Members Code of Conduct and the Flintshire Standard.</p>
1.02	<p>Following on from our experience of the last three elections in 2008, 2012 and 2017, we have recognised that all our induction sessions need to be:</p> <ul style="list-style-type: none">• Offered in three 'slots', at 10am, 2pm and 6pm. This recognises that our 'offer' needs to fit in with the ongoing lives of busy people, who may already be juggling a number of roles and jobs, whether paid or unpaid.• No more than two hours long: longer sessions can mean that concentration levels, and thus knowledge retention diminish as people become tired.• Offered as both 'in person' and screen based. This also means that sessions may be recorded, to establish as a library of induction sessions which may then be used as a point of reference by Members. We would also be able to use the recorded sessions for induction of new Members following by- elections in the future.

1.04	We have recognised the need to, and the value of having our political Group Leaders/senior councillors involved in the Member Induction Programme. They are able to provide insights into the role of a ward Members which officers cannot.
1.05	In addition, the need for new Members to be mentored by established, returning Members has been identified as a good practice. We would ensure that appropriate training and support was offered to our Member Mentors.
1.06	The first draft of the Member Induction programme for 2022 is attached. The Committee is invited to comment on. Subsequent, updated versions of the Programme will be submitted to the Committee in due course.

2.00	RESOURCE IMPLICATIONS
2.01	Can be addressed within existing budgets.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Group Leaders have been consulted on the draft Induction programme at their meeting held on 15 th September.

4.00	RISK MANAGEMENT
4.01	There is significant to reputation and standing in our not providing an appropriate Member Induction Programme.

5.00	APPENDICES
5.01	2022 Member Induction Programme

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None Contact Officer: Robert Robins, Head of Democratic Services Telephone: 01352 702320 E-mail: robert.robins@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	None.