

	<p><b>Constitution &amp; General Purposes Committee</b></p> <p><b>22 October 2018</b></p>
<b>Title</b>	<b>Member Development Programme 2018 – 2022</b>
<b>Report of</b>	Head of Governance
<b>Wards</b>	All Wards
<b>Status</b>	Public
<b>Urgent</b>	No
<b>Key</b>	No
<b>Enclosures</b>	<p>Appendix A – Delivered Sessions for Member Development Programme from May 2018 – date.</p> <p>Appendix B – Appendix B - Proposed Member Development Sessions for 2018-19</p>
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## Summary

To support councillors to be effective in their various roles, it is essential that the Council has in place a comprehensive programme of briefings and other development activity.

At its meeting in March 2018, the now decommissioned General Functions Committee received a report outlining the attached Member Development Programme 2018 – 2022, which provided the details for the post-election induction of new and returning Members. It also set out an overarching strategic framework of Member Development for the next administration.

Since the Local Elections in May 2018, the Governance Service has coordinated a successful all-Member induction day, and has also rolled out a wider programme of development covering a variety of Councillor responsibilities. The details of the sessions completed to date are set out at Appendix A.

The Governance Service have designed a year-long programme of Member Development sessions to ensure that Members are fully supported in their roles. The sessions proposed to take place over the remainder of the Municipal year are set out at Appendix B.

## Officers Recommendations

- 1. That the Committee note the sessions delivered since the start of the new municipal year as set out in Appendix A and provide feedback on sessions delivered to date.**
- 2. That the Committee note the schedule of proposed Member Development sessions as set out in Appendix B and comment accordingly.**

### 1. WHY THIS REPORT IS NEEDED

- 1.1 Councillors are responsible for setting the overall policy direction of the Council and overseeing the delivery of a range of services, many of which are complex or have a statutory basis. Expectations of councillors by residents are high – they want their Council to deliver high quality services and respond quickly to changing demands all within ever increasing financial constraints. To be effective councillors need to be able to:
  - Represent the views of their political party and constituents;
  - Contribute to the good governance of the Council;
  - Understand local government and the legal framework that it operates within; and
  - Be knowledgeable about local policy, services and communities.
- 1.2 In addition to serving on Council and committees, councillors may also be appointed to a range of outside bodies which have their own governance arrangements (e.g. school governing bodies, community organisations, charities, trusts and companies, etc).
- 1.3 To ensure that councillors are best supported as possible in their various roles, a comprehensive Member Development Programme has been developed in consultation with the political groups and chief officers. The purpose of the programme is to ensure:
  - There are clear expectations of Members in relation to training and development;
  - Sessions are commissioned well in advance; and
  - There is an understanding from Members about which sessions are mandatory, which are recommended and which are optional.
- 1.4 Appendix A provides Members with an update of the sessions that have taken place during 2018/19 to date, and also outlines the Members who have attended, and notes whether the sessions were mandatory, or optional. The

document attached at Appendix B notes the list of sessions proposed to take place over the course of the 2018/19 Municipal Year.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 To ensure that Members have appropriate knowledge and skills to discharge their roles of taking decisions and monitoring the Council's work.

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 The Committee could choose not to develop and implement a Member Development and Induction Programme. This approach is not recommended as it could leave the Council at risk of some decisions being successfully appealed by judicial review or other appeal mechanisms (e.g. Planning Inspectorate). In addition, Members may serve on committees or other bodies when they do not have the requisite knowledge and skills to be effective (e.g. treasury management, pensions, etc).

## **4. POST DECISION IMPLEMENTATION**

- 4.1 Following Committee considering the appended documents, the Governance Service will commission internal and external sessions and deliver the Programme during the next administration, and follow the guidance of the Committee in relation to each aspect of the development programme.
- 4.2 In respect of the Member Development Charter, further work is required to develop an action plan to address the matters identified in the 'action' columns.

## **5. IMPLICATIONS OF DECISION**

### **5.1 Corporate Priorities and Performance**

- 5.1.1 Providing a framework to enable Members to be effective councillors supports delivery of all Corporate Plan priorities.

### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 As part of the Member Allowances budget, a proportion is available to support Member Development.

### **5.3 Social Value**

- 5.3.1 N/A

### **5.4 Legal and Constitutional References**

- 5.4.1 Council Constitution, Article 7 (Committees, Sub-Committees, Forums and Working Groups and Partnerships) – the Constitution and General Purposes Committee has specific responsibility for Member Development.

### **5.5 Risk Management**

5.5.1 As set out in section 3.1 above. Furthermore, not engaging the Committee in the development of the programme would risk Members not being able to shape their own development.

## **5.6 Equalities and Diversity**

5.6.1 The 2010 Equality Act outlines the provisions of the Public Sector Equality Duty which requires Public Bodies to have due regard to the need to: eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010 advance equality of opportunity between people from different groups and foster good relations between people from different groups

5.6.2 The broad purpose of this duty is to integrate considerations of equality into day to day? business and keep them under review in decision making, the design of policies and the delivery of services.

## **5.7 Corporate Parenting**

5.7.1 Councillors are corporate parents to looked after children and children in care. In recognition of the seriousness of this responsibility, the Member Development Programme includes mandatory sessions on corporate parenting and safeguarding children in order that Members are clear on their duties and obligations in this regard.

## **5.8 Consultation and Engagement**

5.8.1 Chief Offices, senior managers and political groups have been consulted on the Member Development Programme attached at Appendix A and comments and amendments made have been taking into account in the drafting of the programme.

## **5.8 Insight**

5.8.1 N/A

## **6. BACKGROUND PAPERS**

6.1 None