

Committee(s): Policy, Resources & Economic Development	Date: 12 th February 2020
Subject: Member's Training Programme Update	Wards Affected: All
Report of: Claire Mayhew – Corporate and Democratic Services Manager	Public
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Summary

This report is before member's to update them on the Member's Training Programme and the progress made with Member Development. The timetable is attached at Appendix A for Member's information.

Recommendation(s)

Members are asked to:

- R1. To note the Member's Training Programme Timetable.**

Main Report

Background

1. At Policy Resources and Economic Development Committee on 10th July 2019 it was resolved unanimously, to adopt a Member's Training Programme for a 6-month period from November 2019 to May 2020. This has been extended to June to accommodate new members/chairs and members of the Planning & Licensing Committee.
2. Previous feedback from Members indicates that the current training programme leaves member with not much prior notice to attend with a number of training sessions being held at the start of the municipal year. Therefore, an alternative programme was implemented from November 2019 to June 2020 which will benefit members when planning the appropriate training required to fulfil their roles as a Member.
3. Some sessions are mandatory and will need to be undertaking in the first couple weeks of a new municipal year (May/June).

4. New Members Induction Session (11th May 2010) - compulsory for newly and re-elected councillors took place on the first working day after they become elected member in readiness for Annual Council.
5. Planning and Licensing Training as required under Chapter 5.5 paragraph 2, 2.1 & Chapter 5.5 paragraph 4, 4.1 of the Constitution – this is compulsory for all Members of the Planning & Licensing Committee. These still be to schedule and will take place before the first Planning & Licensing Committee Meeting of the new municipal year.
6. Committee members are advised to undertake training available to gain and enhance their knowledge of the Committee's responsibilities.
7. Training sessions are held mainly in the evening to ensure as many councillors as possible can attend.
8. All Members briefing session will be programmed in the timetable, with the first being in June. These will be held every other month and will enable Officers to update Members.
9. Some training/briefing sessions required out of this seven month training period. These are items that relating to urgent matter i.e. Traveller Incursion, Emergency Planning, Operation London Bridge or major projects.
10. Attendance at these sessions is monitored and entered on the Council's website and publicly available.

Issue, Options and Analysis of Options

11. Members will be given the opportunity to give feedback and comment on any further training that might be find of help.

Reasons for Recommendation

12. To provide a Member's Training Programme in line with best practice.

References to Corporate Plan

13. Continue to improve our governance arrangements leading to faster more effective decision-making.

Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Director Corporate Resources
Tel & Email: 01277 312829/Jacqueline.vanmellaerts@brentwood.gov.uk

14. Costs implementing the Member Training Programme will be monitored through budget meetings, and any variances escalated to seniors managers. Democratic service costs will be met from existing Budgets within the Medium-Term Financial Plan for 2019/2020.

Legal Implications

Name & Title: Steve Summers, Chief Operating Officer and Interim Monitoring Officer
Tel & Email: 01277 312500/steve.summers@brentwood.gov.uk

15. The recommendation is lawful and within the Council's powers and duties. An effective training programme for Members will contribute to lawful decision-making and promote strong governance.

Economic Implications

Name/Title: Phil Drane, Director of Strategic Planning
Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk

16. There is no direct impact from this decision. There is though a benefit of providing an all-encompassing members development programme to assist the democratic decision making process of the Council when making decisions with regards to the borough and the economy.

Background documents

17. None

Appendices to this report

Appendix A – Member's Training Programme Timetable