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| SUBJECT: | MEMBER DEVELOPMENT UPDATE |
| DIRECTORATE: | CHIEF EXECUTIVE & TOWN CLERK |
| LEAD OFFICER: | CAROLYN WHEATER, CITY SOLICITOR |

1. Purpose of Report

- 1.1 To provide members with an update on the delivery of member development within the Council. The Council is committed to developing its councillors to ensure they have the skills and knowledge to carry out their roles in the most effective manner. The member development programme is a key part of this process, and this report provides a summary of the current position for members' consideration. It also provides an opportunity for members to directly feed into and shape the member development process.

2. 2016/17 Member Development

- 2.1 In addition to the induction programme, ad hoc workshops and seminars covering consultations with members and briefings on areas of Council business, training in the following areas has been delivered during 2016/17:

- Planning Committee. All Planning Committee members are required to attend this annual refresher course reminding councillors of the key principles and factors to bear in mind when making planning decisions.
- Licensing Act 2003. In common with the Planning Committee, all councillors who sit on the sub-committees of the Licensing Committee must attend training to ensure decisions are made fairly and in keeping with the law.
- Chairing skills. Targeted at prospective and current meetings chairs, this training was intended to provide a mixture of practical tips and role play to improve members' abilities to chair a meeting effectively. This included both current and prospective chairs and vice-chairs.
- Member Code of Conduct and Local Government Finance. The Council's Monitoring Officer provided an update to councillors on their responsibilities under the Council's Code of Conduct and under the Localism Act 2011, including maintaining the register of interests and declaring any relevant interests at meetings.
- Prevent anti-terrorism training was provided to all members in association with Lincolnshire Police. This training was intended to inform members regarding spotting the signs of terrorism and how it could be tackled.
- Domestic abuse and safeguarding. A combined session was delivered by Council officers to inform members about the role
- Scrutiny training. Training on the role of scrutiny committees and the contributions councillors play in driving the overview and scrutiny process was provided, with a particular emphasis on catering for newly-elected members.

- Casework guidance, including training on data protection
- Equality and diversity training.
- Emergency planning.

3. 2017/18 Member Development

3.1 As members will be aware, no seats on the City of Lincoln Council are scheduled to be affected by the election on 4 May 2017. As a result of this, the Council has additional flexibility to provide training in addition to the regular training offered in the following areas:

- Planning Committee
- Licensing Committee
- Member Code of Conduct

3.2 Members were given the opportunity to feedback any requests for training in the coming year and suggested that the following topics be considered:

- Training to help members to understand the political and economic perspectives of residents
- Training on taking accurate notes at meetings
- Access to external leadership training

3.3 In addition members may wish to consider the merits of the providing opportunities for training in the following general areas:

- Chairing skills
- Increasing public engagement
- Public speaking
- Financial awareness
- Partnership working
- Member-officer relationships
- Communication skills

3.4 Noting the training options provided above members are requested to offer views regarding the desirability of the Council providing access to these or any other development opportunities.

4. Organisational Impacts

4.1 Finance

There are no direct financial implications arising from this report.

4.2 Legal Implications

There are no direct legal implications arising from this report.

5. Recommendation

5.1 That members note the current status of member development.

5.2 That members provide feedback on the operation of member development,

including any specific guidance on the training areas to be delivered in the future.