

CEREDIGION COUNTY COUNCIL

Report to: Democratic Services Committee

Date: 15th October 2021

Title: Members' Induction Programme 2022

Purpose of report: For the Committee to consider and agree upon a programme for Members following the County Council Elections in May 2022.

Introduction

County Council Elections will be held on 5th May 2022 and it is possible that there will be a number of new Councillors. It is therefore important that a robust and appropriate Member Induction programme is put in place to ensure that Councillors are able to understand the structure of the Council, its governance arrangements, their roles and responsibilities etc.

The draft Members' Induction programme outlines the areas that will be covered – refer to Appendix A (the dates and times are subject to change).

Further training will be held later in the year and would include:

<ul style="list-style-type: none">• Ask and Act (VAWDASV) and Prevent• Data Management and FOI• Disclosure and Barring Service (DBS)	<ul style="list-style-type: none">• Finance inc. budgeting and treasury management• Introduction to Equalities• Introduction to Welsh Language Standards.• Social Media
--	--

The Induction and training programme will be tailored to each individual Member, dependant on their roles and responsibilities i.e. which Committees they are members of and whether they are Chairs / Vice Chairs.

Many of the training sessions will be mandatory for all or some Councillors (both new and existing Councillors).

Conclusion

The programme outlined in Appendix A should offer Members the opportunity, within the first few weeks of their election, to gain a firm understanding of their roles and the functions of the Council.

Ongoing support will be provided to all Councillors by Democratic Services, the Monitoring Officer and all Services.

Recommendation: To agree upon a Member Induction programme for Members following the County Council Elections in May 2022.

Appendix: Appendix A – Draft Members’ Induction programme 2022.

Background documents: Local Government Act 1972
Local Government Measure 2011
Local Democracy Act 2013
Ceredigion County Council’s Constitution

Nia Jones
Corporate Manager Democratic Services

27th September 2021



Members' Induction and Training Programme 2022

All training will be held in the Council Chamber, Penmorfa, Aberaeron and/or remotely via video-conference unless stated below

Date	Time	Details	Comments
10 th May	10.00am	Introduction to the Council To include Code of Conduct Training	Mandatory for <u>all</u> Councillors
23 rd May	10.00am	Role and function of Cabinet members	Mandatory for <u>all</u> Cabinet Members
1 st June	9.30am	Development Control Committee training	Mandatory for <u>all</u> members of the <u>Development Control Committee*</u>
1 st June	2.00pm	Planning for Councillors who are not on the Development Control Committee	Mandatory for <u>all</u> Councillors (excluding those on the Development Control Committee)
8 th June	10.00am	The role of Overview and Scrutiny	Mandatory for <u>all</u> members of <u>Overview and Scrutiny Committees</u>
22 nd June	2.00pm	Governance and Audit Committee training	Mandatory for <u>all</u> members of the <u>Audit Committee*</u>
23 rd June	9.30am	Wellbeing of Future Generations and effective decision making	Mandatory for <u>all</u> Councillors
4 th July	10.00am	Licensing Committee training	Mandatory for <u>all</u> members of the <u>Licensing Committee*</u>
6 th July	9.30am and 2.00pm	Safeguarding – Level 1 training	Mandatory for <u>all</u> Councillors
21 st July	9.30am	Overview and Scrutiny Chairing	Mandatory for <u>all Chairs and Vice Chairs of Overview and Scrutiny Committees</u>
	2.00pm	The role of the Overview and Scrutiny Co-ordinating Committee in relation to the Public Service Board and the Wellbeing of Future Generations	

Further dates will be confirmed in due course and you will be notified accordingly.

*Please note – you will not be permitted to sit on these Committees unless you have attended the mandatory training.



e-Learning modules

All Councillors will also have access to the e-learning modules on the All Wales Academy Portal.

We will inform you when you have been registered and are able to access the e-learning modules.