

Report of the Head of Democratic Services

Standards Committee – 5 June 2015

COUNCILLOR TRAINING AND ATTENDANCE

Purpose:	To review Councillor Training and to consider ways of improving Councillor Attendance.
Policy Framework:	None.
Reason for Decision:	To review the Councillor Training and Attendance.
Consultation:	Finance, Legal.
Recommendation(s):	Committees note the report and consider ways of improving Councillor Attendance following the meeting with the Democratic Services Committee on 16 June 2015.
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Legal Officer:	Tracey Meredith
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- 1.1 Training and Personal Development is vital for Councillors. It helps them to progress, improve and to carry out their role as Councillor as effectively as possible. Training is the process of acquiring the essential skills required for a certain role. Personal Development puts emphasis on broader skills, which are applicable in a wide range of situations such as decision making and creative thinking.
- 1.2 Section 7 “Training and Development of Members of a Local Authority” of the Local Government (Wales) Measure 2011 places a duty on Local Authorities to secure the provision of reasonable training and development opportunities for its Councillors. The Public Service Ombudsman of Wales has indicated in his Guidance that in relation to the Code of Conduct that he expects all Councillors to take advantage of such training including refresher course training.
- 1.3 In Spring 2013, Councillors were asked and encouraged to complete a Training Needs Analysis. The information obtained from this was used to produce the 2013-2014 and 2014-2015 Councillor Training Programme.
- 1.4 **Appendix 1** shows the Councillor Training Programme 2014-2015 together with the additional training which was added through the term. The additional training is shaded on the appendix. This appendix shows the actual attendance figures for the training.

2. Councillors Attendance

- 2.1 The Standards Committee are asked to consider the Training Programme and Councillors Attendance.
- 2.2 The Standards Committee is also asked to consider identifying whether Training Sessions should be mandatory and what actions, if any, should be taken should Councillors not comply.

3. Equality and Engagement Implications

- 3.1 An Equality Impact Assessment (EIA) screening process took place prior to the consultation period. The outcome indicated that it was low priority and a full report was not required.

4. Financial Implications

- 4.1 Any costs that arise will be minimal and will be met from within existing budget.

5. Legal Implications

- 5.1 Section 7 of the Local Government (Wales) Measure 2011 provides that a Local Authority must secure the provision of reasonable training and development opportunities for its Councillors. There is no legal duty on Councillors to attend training sessions although the constitution provides that in respect of Licensing Committee members must be trained prior to taking part in the Committee meeting.

Background Papers: None.

Appendices:

Appendix 1	Councillor Training Programme 2014-2015
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