

Democratic Services Committee

Date: 8th September 2022

UPDATE ON MEMBER INDUCTION PROGRAMME 2022

Purpose: To update the committee on progress of the Member Induction Programme.

Recommendations / key decisions required:

- To obtain the Committee's views on the Member Induction Programme to date
- To obtain the Committee's views on holding focus groups with all members at the end of November to seek feedback of the Induction Programme.

Reasons: To update the committee and invite comments on holding focus group to evaluate its effectiveness for members.

Relevant scrutiny committee to be consulted NA

Cabinet Decision Required NA

Council Decision Required NA

CABINET MEMBER PORTFOLIO HOLDER:- N/A – Chair of Democratic Services (Member Development Champion)

Directorate: CEX

Name of Head of Service: Paul R Thomas

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Designations: Corporate Development Advisor

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EXECUTIVE SUMMARY
Democratic Services Committee
8th September 2022

Members Induction Programme 2022

The Member Induction Programme was launched on the 18th May 2022.

The objectives of the launch were to inform new and returning members of;

- An outline of the main functions of the Council and of the responsibilities of each service.
- An overview of the organisation and its key functions.
- An understanding of the principal strategies and the vision for service delivery for Carmarthenshire.
- Further information on the arrangements for the Induction/Refresher Programme for Councillors.

The Induction Programme contained a total of 40 developmental sessions which were divided into sessions for all members, sessions specifically for Cabinet members and panel members sitting on relevant committees.

To date, 27 developmental sessions have been delivered since the launch with the remaining 13 sessions planned from September to November.

Members have had the opportunity to attend the majority of sessions either remotely via Zoom and/or physically in County Hall, Carmarthen.

Where some sessions have been recorded on Zoom, members have been able to watch the recording via the eLearning Platform following the session.

A breakdown of the attendance to each development session is attached.

Evaluation

To make sure that the Induction Programme has been effective in providing members with sufficient knowledge and understanding, it would be useful to seek feedback from members by holding focus groups.

The focus groups will discuss;

- What worked well at the 2022 Member Induction?
- What aspects of the 2022 Member Induction could have been better?
- Next steps – Member Development Programme 2023/24

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **P.R. Thomas** **Assistant Chief Executive**

Policy, Crime & Disorder and Equalities NONE	Legal NONE	Finance NONE	ICT NONE	Risk Management Issues NONE	Staffing Implications NONE	Physical Assets NONE
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CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **P.R. Thomas** **Assistant Chief Executive**

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

1. Scrutiny Committee: N/A

2. Local Member(s)

Individual Members consulted as part of 1-1 Personal Development Meeting with Group Leaders or Deputy Group Leaders.

3. Community / Town Council – N/A

4. Relevant Partners – N/A

5. Staff Side Representatives and other Organisations – N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THERE ARE NONE (Delete as applicable)

Title of Document	File Ref No.	Locations that the papers are available for public inspection