

<b>SIGNED OFF BY</b>	Head of Legal and Governance
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<b>TO</b>	Employment Committee
<b>DATE</b>	Tuesday, 21 January 2020
<b>EXECUTIVE MEMBER</b>	Portfolio Holder for Corporate Direction and Governance

<b>KEY DECISION REQUIRED</b>	N
<b>WARDS AFFECTED</b>	(All Wards);

<b>SUBJECT</b>	Member Learning and Development - Evaluation and Recommendations
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<b>RECOMMENDATIONS</b>
<ul style="list-style-type: none"> <li>(i) To note the findings of the evaluation as presented to the Committee.</li> <li>(ii) That the Committee forms a Working Group of three Members to consider how to improve the attendance and participation of Members in learning and development.</li> <li>(iii) That the Committee work programme be amended to provide for the Working Group to report back to the Committee with its findings before the start of the 2020/2021 municipal year.</li> <li>(iv) To endorse that the member induction day, for new and existing Members be set as Saturday 16 May 2020</li> </ul>
<b>REASONS FOR RECOMMENDATIONS</b>
To provide the Committee with an evaluation of the Member Learning and Development Programme 2019/2020.

## **EXECUTIVE SUMMARY**

This report, and accompanying presentation, sets out the findings of the evaluation of the Member Learning and Development Programme 2019/2020. Nine out of ten Members reported that they were satisfied or very satisfied that the training session they attended met its objectives and that the sessions had helped them understand their role and responsibilities.

**The Employment Committee has authority to approve the above recommendations**

## **BACKGROUND**

1. The Five Year Plan 'Reigate and Banstead 2025' provides an objective to ensure that councillors and officers have the right skills to deliver the plan. The Member Learning and Development Programme enables that objective to be achieved.

## **KEY INFORMATION**

### **The Programme**

2. The Member Learning and Development Programme consisted of 32 sessions delivered between May and December 2019. It consisted of an induction day on Saturday May 11 2019, and two comprehensive phases of training, which included Planning, Financial Scrutiny, Member/Officer relations and Charing skills.
3. A balanced approach to delivery of the programme was achieved by utilising RBBC's own Managers, as well as external providers, according to need.

### **Evaluation**

4. Where attendance was mandatory (Planning and Code of Conduct, for example) more than 87% of Members attended. However, where attendance was optional, 35% of Members attended. The average attendance for sessions aimed at specific Committees, with optional attendance, was 45%.
5. 92% of those that attended were either satisfied or very satisfied that the training session they attended met its objectives and that the sessions had helped them understand their role and responsibilities.

## **LEGAL IMPLICATIONS**

6. There are no direct legal implications arising from this report. However, a clear understanding of roles and responsibilities amongst members is essential for good governance.

## **FINANCIAL IMPLICATIONS**

7. The budgetary implication of the Member Learning and Development Programme 2019/2020 to date is £7386.

<b>EQUALITIES IMPLICATIONS</b>
8. Sessions on Code of Conduct, the Corporate Plan, Effective Meetings, Member/Officer relations and Charing Skills emphasised the equality and diversity objectives of the Council.
<b>COMMUNICATION IMPLICATIONS</b>
9. The means to encourage Members to participate in future sessions will be considered by the proposed Working Group.
<b>RISK MANAGEMENT CONSIDERATIONS</b>
10. Member Learning and Development is a mitigation to Strategic Risk 4 – <i>Organisational capacity and culture – specifically “to ensure we remain an efficient and effective Council - will require a continually ambitious organisation and culture, including both Members and Officers.”</i>
<b>OTHER IMPLICATIONS</b>
11. There are none.
<b>CONSULTATION</b>
12. Attendees at each session were asked for their feedback on the effectiveness of the training.
<b>POLICY FRAMEWORK</b>
13. The Five Year Plan ‘Reigate and Banstead 2025’ provides an objective to ensure that councillors and officers have the right skills to deliver the plan.
<b>BACKGROUND PAPERS</b>
14. There are none.