

Committee: Standards committee

Date: 25 February 2014

Wards: All

Subject: Member induction

Lead officer: Julia Regan, Democracy Services Manager

Reason for urgency:

The Chair has agreed to the late submission of this report in order that the Standards Committee can consider and comment on the arrangements for member induction prior to the borough elections 2014.

Recommendations:

A. That members discuss and comment on the member induction arrangements

1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

1.1. To present the member induction arrangements for the new council after the borough elections in 2014.

2 DETAILS

2.1. The election will take place on 22 May 2014 with members taking office on 26 May 2014.

2.2. The two main support tools are

- (i) The members' handbook
- (ii) The member induction programme

2.3. The draft members handbook is attached as appendix A.

2.4. Details of proposed member development events including induction events are being sought from corporate HR. These details are not available at the time of this report. The latest information in this respect will be tabled.

2.5. Members will also receive IT and other equipment and a copy of the constitution. All groups represented on the Council are supported by dedicated group office staff and it is anticipated that this will continue with the new council.

3 CONSULTATION UNDERTAKEN OR PROPOSED

3.1. The members handbook has been to Corporate management team and groups leaders for comment. A copy of the draft handbook is attached at appendix A.

4 TIMETABLE

4.1. Election – Thursday 22 May 2014.

4.2. New members take office – Monday 26 May 2014

4.3. Annual Council meeting Wednesday 4 June 2014

5 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

5.1. The cost of induction arrangements are included in the relevant budgets for this year.

6 LEGAL AND STATUTORY IMPLICATIONS

6.1. None for the purposes of this report

7 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

7.1. None for the purposes of this report

8 CRIME AND DISORDER IMPLICATIONS

8.1. None for the purposes of this report

9 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

9.1. None for the purposes of this report

10 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

- Draft member handbook

11 BACKGROUND PAPERS

11.1. None