

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**  
**EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE**  
**MEMBER DEVELOPMENT PANEL**

**7 April, 2016**

**NEW MEMBERS INDUCTION 2016**

**Submitted by:** Member Training and Development Officer

**Portfolio:** Finance, IT and Customer

**Ward(s) affected:** Non-specific

**Purpose of the Report**

To agree to the amendments made to this years' New Members Induction programme and to make any amendments/additions.

**Recommendations**

**(a) That the revised New Member's Induction programme be agreed.**

**Reasons**

To ensure that the training programme is robust and that Members take up the opportunities offered to give them the required skills and knowledge to carry out their role.

**1. Background**

- 1.1 The take up of training by Members of the Council has always been fairly low – approximately only one third of Members attend courses offered to all.
- 1.2 The Induction Programme needs to be reviewed on an annual basis to ensure that relevant and useful information is passed on to new Members.

**2. Issues**

- 2.1 The requirement for Member Development is an ongoing process as legislation and situations are constantly changing.
- 2.2 A revised programme is appended to this report and Members are asked to consider the changes and add any items which they feel appropriate.

**3. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 3.1 Better informed Members will contribute directly to 'Achieving a Cooperative Council and Community Based Service'.

4. **Legal and Statutory Implications**

4.1 There are no legal implications directly associated with this report.

5. **Equality Impact Assessment**

5.1 There are no equalities implications directly associated with this report.

6. **Financial and Resource Implications**

6.1 There is now a limited budget for the remainder of the current financial year.

6.2 The main resource implication associated with the proposals listed in this report is use of Members' time. The process will require a minimal commitment of time from Members if it is to be effective and meaningful. There is little resource implication concerning officers as this process will be Member led and owned by Members.

7. **Major Risks**

7.1 There are no major risks associated with this report.

8. **Key Decision Information**

8.1 The proposals within this report are not regarded as Key Decisions in the sense that it should be included within the Forward Plan. However, as this is not regarded as a non-Executive function, a Cabinet (executive) decision is required to give effect to the proposals.

9. **Appendices**

Appendix 1: New Members Induction Programme 2016.

10. **Earlier Cabinet/Committee Resolutions**

2 April, 2015