

WELWYN HATFIELD BOROUGH COUNCIL  
COUNCIL – 22 MAY 2017  
REPORT OF THE EXECUTIVE DIRECTOR (PUBLIC PROTECTION, PLANNING AND  
GOVERNANCE)

MEMBER DEVELOPMENT ANNUAL REPORT

**1 Executive Summary**

- 1.1 In May 2016, the Council held all out elections due to boundary changes in the Borough. This resulted in the election of seventeen new Councillors.

**2 Recommendation(s)**

- 2.1 To note the contents of the report which provides details of the Member Development that has been offered to Councillors and attendances.

**3 Explanation**

- 3.1 Member Development is considered to be essential in providing support, knowledge and guidance to Members, both new and experienced.
- 3.2 Member Development Charter standards are used as the basis for providing a robust programme of events and opportunities are being provided that will help Members fulfil their roles.
- 3.3 Due to the large number of new Members, events were held that focussed on induction to the Council and an introduction to the work done by the Committees and service areas.
- 3.4 Last year also saw the introduction of the new Council Chamber and the use of Modern.gov on newly supplied iPads. Several sessions were devoted to assisting Members with the new technology that they had to use.

**3.5 INDUCTION**

- 3.5.1 An induction event was held which was attended by the majority of the new Councillors. They received information about the Council, about the standards and ethics required of a Councillor and were then provided with an opportunity to have an informal meeting with the Chief Executive, Directors and members of the Governance Services Team.

**3.6 MEMBER DEVELOPMENT PROGRAMME 2016-2017**

- 3.6.1 There were twelve events held which covered topics such as Planning, Licensing, Hackney Carriages, Statement of Accounts, Personal Safety and Estates Management.
- 3.6.2 Drop-in sessions were provided for Members to discuss any issues with their iPads and to have one-to-one training sessions where required.

- 3.6.3 There were two Council chamber familiarisation events held at which Members were introduced to the use of the microphones and cameras and provided with the opportunity to speak using the microphone whilst seeing themselves on camera.
- 3.6.4 In total, in excess of 40 hours of training were offered and 41 Members attended one or more sessions.
- 3.6.5 Attendances are listed below. However, it should be noted that these figures do not include the chamber familiarisation sessions which almost all Members attended.
- 3.6.6 Councillors Brandon, Chapman (elected at a bye-election), Hayes, Morgan, Roberts and Thorpe each had zero attendances.
- 3.6.7 Councillors Fitzpatrick, Holloway, Mabbott, Zukowskyj and Levitt each had one attendance.
- 3.6.8 Councillors Birleson, J Boulton, Broach, Bromley, Cowan, J Dean, Kingsbury and Sparks each had two attendances.
- 3.6.9 Councillors Bailey, Beckett, Bennett, S Boulton, Cragg, Johnston, Pace, Sarson, Shah, Taylor and Weston each had three attendances.
- 3.6.10 Councillors Basch, Beckerman, Bell, Cook, I Dean, Holman, Perkins, Thomson and Trigg each had four attendances.
- 3.6.11 Councillors Larkins and Michaelides each had five attendances.
- 3.6.12 Councillors Gillett and Markiewicz each had six attendances.
- 3.6.13 Councillors A Chesterman, L Chesterman and H Quenet each had seven attendances.
- 3.6.14 Councillor Bower had nine attendances.
- 3.6.15 Councillor Fitzsimon had ten attendances.

### **3.7 SHARED EVENTS**

- 3.7.1 Events were offered by us to the other Hertfordshire Councils or by them to us. This provides an opportunity for us all to offer a more comprehensive programme of events and permits us to defray some of the costs of bringing in external trainers.

### **3.8 MEMBER DEVELOPMENT STEERING GROUP**

- 3.8.1 Four meetings were scheduled for the Group during the year. On the occasions when it was not possible to meet, papers were circulated and opinions given electronically.
- 3.8.2 Members of the Group this year were R Trigg, J Broach, H Quenet and N Taylor.

### **3.9 HERTFORDSHIRE MEMBER DEVELOPMENT NETWORK**

3.9.1 Welwyn Hatfield Borough Council remains a member (founding) of the Hertfordshire Member Development Network. This is an officer group that meets four times a year. Lead Members are invited to attend one meeting per year to offer a Member perspective.

3.9.2 The network works together to share knowledge, good practice and opportunities for shared training sessions.

3.9.3 Minutes from the Network meetings are presented to the Member Development Steering Group.

### **3.10 INDUCTION AND MEMBER DEVELOPMENT 2017-2018**

3.10.1 A draft programme of events has been planned for 2017-2018.

3.10.2 Topics likely to be covered are:

- Hackney Carriage Committee – the role of Members
- Code of Conduct for Development Management Committee
- Housing
- Safeguarding
- Standards and Ethics
- An Introduction to the New Directorates
- Equalities Impact Assessments
- Licensing
- Motions and Amendments
- Public Speaking
- Chairing Skills
- Planning

3.10.3 Once the programme is agreed and arrangements made, Members will be informed of events in advance.

Name of author	Suzanne Hulks
Title	Governance Services Officer
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