
**REPORT OF THE DIRECTOR OF GOVERNANCE AND LEGAL
SERVICES AND MONITORING OFFICER**

**COUNCILLOR INDUCTION 2017 - CODE OF CONDUCT ESSENTIAL
TRAINING**

Reason for this Report

1. To report to Committee on the Councillor Induction 2017 and completion of the Essential Code of Conduct sessions run by the Director of Governance & Legal Services and Monitoring Officer.

Background

2. The Local Government (Wales) Measure 2011 sets out a number of requirements in relation to Member learning and development. In particular, it requires authorities to “secure the provision of reasonable training and development opportunities for its Member within budgetary constraints”.
3. The Standards and Ethics Committee has a role in ensuring that all Members receive appropriate Induction on the Code of Conduct and standards required of Councillors in public life, and that updates are provided as necessary.
4. The Democratic Services Committee at its meeting on 7 December 2016 agreed those sessions identified as essential learning for all new Members which included Induction sessions on the Code of Conduct as an essential module.
5. The Constitution Committee 2 March, 2017 approved a recommendation to Council 23 March, 2017 to update the terms of reference of Committees to include the need for Members to have completed essential training before they can sit on the Committee; and to include a requirement in the Cardiff Undertaking that Members sign up to completing essential training identified in the programme.

Issues

6. Since May 2017, four sessions Essential Code of Conduct sessions have been held and attendance has been as follows: -

Session Date	Number of Attendees
16 May 2017 Session 1	28
16 May 2017 Session 2	21
26 June 2017 Session 3	14
28 August 2017	(3) - to be reported at the meeting
E. Learning All Wales Academy Module	(2) - to be reported at the meeting

7. Group Whips were advised at their meeting on 10 July 2017 of attendances by their party of Councillors at Essential Training Sessions.

Legal Implications

8. The relevant requirements of the Local Government (Wales) Measure 2011 are referred to in the body of this report.
9. The Cardiff Undertaking requires Councillors to commit to appropriate training, to include all training which has been identified as essential in the Member Induction Programme / Member Training and Development Plan, or equivalent, to equip them to carry out their duties as Councillor.
10. The Councils Constitution has been amended to include essential training in the terms of reference of quasi- judicial committees to ensure that Councillors who are Members of these Committees receive training on their decision making role, to ensure that they are aware of the legislative requirements and only take relevant considerations into account.

Financial Implications

11. There are no direct financial implications arising from this report with the costs associated with development and support being met from existing resources.

Recommendation

The Committee is requested to receive and note the report.

Davina Fiore
Director of Governance & Legal Services
29 August 2017