

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT TO THE DEMOCRATIC SERVICES COMMITTEE**

**21 OCTOBER 2021**

**REPORT OF THE HEAD OF DEMOCRATIC SERVICES**

**MEMBER DEVELOPMENT PROGRAMME**

**1. Purpose of report**

- 1.1 The purpose of this report is to provide the Committee with an update on the delivery of the Council's Member Training and Development Programme and related activities.
- 1.2 The Committee is also requested to identify topics for inclusion on the Member Development Programme.

**2. Connection to corporate well-being objectives / other corporate priorities**

- 2.1 This report assists in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015:-**
- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being-objectives.

**3. Background**

- 3.1 The Democratic Services Committee has the following functions and is supported by the Head of Democratic Services as necessary:
- i. Review the adequacy of provision by the Authority of staff, accommodation and other resources to discharge Democratic Services functions, and
  - ii. Make reports and recommendations to the Authority in relation to such provision.
- 3.2 Increasing attention has been given to Elected Member Development. The Local Government (Wales) Measure 2011 directed that local authorities place more emphasis on Member Development. Members are encouraged to identify their own development needs and participate fully in learning and development activities.

**4. Current situation / proposal**

**4.1 Member Training and Development Sessions**

- 4.1.1 The following Member Training and Development Sessions have been provided since the meeting of the Democratic Services Committee held on 25 March 2021:

| <b>Date</b>                  | <b>Subject</b>                                   | <b>Facilitator</b>                                |
|------------------------------|--|---|
| 12 April 2021                | Covid-19 Vaccination Programme                   | Cwm Taf Morgannwg University Health Board (UHB)   |
| 19 April 2021                | Code of Conduct                                  | External Provider, Bethan Evans                   |
| 23 April 2021                | Socio Economic Duty Webiner                      | Consultation, Engagement and Equalities Manager   |
| 29 April 2021                | Blended Learning                                 | Education Department and Central South Consortium |
| 22 June 2021 and 2 July 2021 | Local Government and Elections (Wales) Act 2021  | External Provider, Bethan Evans                   |
| 7 July 2021                  | Quarterly Member Update – Valleys to Coast (V2C) | V2C   |
| 20 September 2021            | Appeals Panel Member Training (refresher)        | Legal Services                                    |

## 4.2 **Briefing Sessions**

4.2.1 The following Briefing Sessions have been provided since the meeting of the Democratic Services Committee held on 25 March 2021:

| <b>Date</b>       | <b>Subject</b>                                      | <b>Facilitator</b>                                 |
|-------------------|---|--|
| 23 June 2021      | Cwm Taf Morgannwg Test, Trace and Protect Programme | Cwm Taf Morgannwg UHB / Shared Regulatory Services |
| 15 September 2021 | V2C Member Presentation                             | V2C  |

## 4.3 **Development Control Committee Training Sessions**

4.3.1 The following Development Control Committee Training Sessions have been provided since the meeting of the Democratic Services Committee held on 25 March 2021:

| <b>Date</b>   | <b>Subject</b>   | <b>Facilitator</b>                |
|---------------|--|-----------------------------------|
| 14 April 2021 | Future Wales 2040 – Wales National Plan update – Planning Policy Wales | Planning and Development Services |
| 26 May 2021   | Local Development Plan – Consultation Draft                            | Planning and Development Services |
| 7 July 2021   | Member Development Fire Safety Act 2021 – Building Regulations         | Planning and Development Services |

|                   |                              |                                   |
|-------------------|------------------------------|-----------------------------------|
| 29 September 2021 | Planning Committee Protocols | Planning and Development Services |
|-------------------|------------------------------|-----------------------------------|

#### 4.4 **Future scheduled Briefings**

4.4.1 The following Briefings have been scheduled:

| <b>Date</b>      | <b>Subject</b>   | <b>Facilitator</b>                        |
|------------------|--|---|
| 17 November 2021 | Police and Crime Commissioner and the Chief Constable of South Wales Police Presentation | South Wales Police                        |
| 15 December 2021 | Cwm Taf Morgannwg University Health Board Presentation                                   | Cwm Taf Morgannwg University Health Board |
| 23 February 2022 | Medium Term Financial Strategy (MTFS)  | S151 Officer                              |
| 9 March 2022     | South Wales Fire and Rescue Service Presentation   | South Wales Fire and Rescue               |

4.4.2 In addition to the above, Quarterly Debate topics will also be considered by Council.

#### 4.5. **Future Scheduled Member Training and Development Sessions**

4.5.1 The following Member Training and Development Sessions have been scheduled:

| <b>Date</b>      | <b>Subject</b>   | <b>Facilitator</b>  |
|------------------|--|---|
| 6 October 2021   | Active Travel update   | Communities Directorate                                       |
| 22 October 2021  | Additional Learning Needs and Educational Tribunal (Wales) Act | Education and Family Support Directorate                      |
| 27 October 2021  | Budget Consultation 2021                                       | S151 Officer/ Consultation, Engagement and Equalities Manager |
| 15 November 2021 | Quarterly Member update from V2C                               | V2C   |
| TBC              | Safeguarding   | Social Services and Wellbeing Directorate                     |
| TBC              | Corporate Parenting  | Social Services and Wellbeing Directorate                     |

|     |  |                         |
|-----|--|-------------------------|
| TBC | Climate Change and Decarbonisation   | Communities Directorate |
| TBC | Process for prioritising maintenance of Highways, Footpaths, Street Lighting and Buildings | Communities Directorate |

#### 4.6 Future Scheduled Development Control Committee Training Sessions

4.6.1 The following Development Control Committee Sessions have been scheduled:

| Date            | Subject              | Facilitator                       |
|-----------------|----------------------|-----------------------------------|
| 27 October 2021 | Green Infrastructure | Planning and Development Services |
| 8 December 2021 | Minerals Update      | Planning and Development Services |
| 3 March 2022    | Placemaking          | Planning and Development Services |

#### 4.7 E-Learning

4.7.1 The Council has devised a range of e-learning courses for Members to support their learning and development needs. The provision of e-learning courses gives Members the opportunity to undertake their learning and development remotely at a convenient time at their own pace.

4.7.2 The following courses below have been provided:

- Corporate Induction
- UK GDPR
- Display Screen Equipment
- Fire Safety Awareness
- ICT Code of Conduct
- Safeguarding Children and Adults
- Violence Against Women, Domestic Abuse and Sexual Violence

4.8 The role of the Head of Democratic Services is to produce and monitor the Member Development Programme, to collate any identified learning and development needs, and to subsequently use these to inform and plan the on-going Member Development Programme. The Democratic Services Committee is also encouraged to provide direction to the Head of Democratic Services in respect of the development and support requirements of Elected Members. This will include the priorities for learning and development and appropriate use of the Member Development budget.

## **5. Effect upon policy framework and procedure rules**

5.1 There is no effect upon policy framework and procedure rules.

## **6. Equality Act 2010 implications**

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

6.2 Member development enables members to make decisions, which can impact the communities they serve.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there is no significant or unacceptable impact upon the achievement of well-being goals/objectives as a result of this report.

## **8. Financial implications**

8.1 Elected Member learning and development is resourced from the allocated Member Development budget. Reasonable allocation will be made as part of the annual budget round and applied with regard to the corporate needs of the Authority. The Head of Democratic Services will monitor appropriate spend on the budget. In-house training will be provided by Directorates if the topic relates to their service areas. The costs for this type of event will be met from within Directorate budgets and not from the Member Development budget.

## **9. Recommendation**

9.1 The Committee is recommended to note the report and to identify any additional member development topics, briefings and e-learning topics for inclusion in the Member Development Programme and prioritise them accordingly.

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October 2021

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**Background documents:**

None