



Member Development Update

Why is Member Development Important?

Dacorum Borough Council is committed to the continuous training and development of its elected Members so that they can carry out their executive, non-executive, regulatory and scrutiny roles effectively. The Council is committed to providing ample resources in order to carry this out.

Elected Member training and development is essential to the enhancement of the Council's performance. The support provided includes an induction process for all new Councillors, statutory and mandatory training and all areas of development identified through Member feedback.

Community members will expect their local Councillor to keep up to date with ever changing policy, external issues and local area needs. Councillors also need to be in a position to respond to constituent casework arising from their role as Community Leaders within their wards.

Councillor Responsibilities

As adopted by the Council, each Councillor must adhere to role descriptions specific to their elected role, as set out in Part 2 of the Council's Constitution. Commitment to Member Development will help towards delivering the Principal accountabilities:

- Adhering to the Members Code of Conduct & the Council's Constitution
- Undertake case work on specific problems raised by their constituents
- To act as 'Community Leaders' within their ward
- Communicate in a variety of ways
- Scrutinise & hold to account the Cabinet and Council as a whole
- To take part on the Member Development Programme to help improve their role as an effective Councillor

What is 'Community Leadership'?

Community Leadership is at the heart of modern local government. Councils work in partnership with local communities and other organisations – including the public, voluntary and community and private sectors – to develop a vision for their local area and to work collaboratively to improve services and quality of life for citizens. Councillors have a lead role in this process.

Councillors need to be actively engaged with all parts of the community if they are to be effective leaders. They need to be empowered and supported to engage with residents and community groups using a range of different tools. Councillors and community organisations want elected members to be able to tackle local issues directly. Councillors must have real opportunities to influence strategic decisions about how mainstream services are allocated spending, and at a point where local priorities can be fully reflected in how services are planned and delivered.

What does a 'Community Leader' look like?

A Community Leader has the ability to connect with all parts of the community and represent everyone fairly. They exercise community development skills and understand the complex business of local government and services provided both by the council and others. A Community Leader is a local figurehead that people feel they can turn to and will be the primary source of local intelligence flowing between the community and the Council.

The Community Leadership Programme of training is designed to support elected Members in their representative role and strengthen their ability to influence positive changes to services and quality of life at the local and neighbourhood level. It is intended to reinforce the role of members as Community Leaders for the people and neighbours they represent.

New Member Induction Plan

Member Induction sessions to be held on Friday 10 and Saturday 11 May.

Plan for both days as follows:

10.00-12.00 – Presentations from Chief Officer Group (COG)

Current officers giving a presentation are Sally Marshall, James Deane and James Doe.

12.00-14.00 – Lunch and market place:

Service market stall	Lead staff member	Friday 10 May	Saturday 11 May
Planning, Development & Regeneration			
Development Management & Planning	Sara Whelan	Yes	No
Strategic Planning and Regeneration	Chris Taylor	Yes	Yes
Housing			
Tenants and Leaseholders	Layna Warden		
Property & Place	Alan Mortimer	Yes	Yes
Strategic Housing	Natasha Beresford		
Private Sector Housing	Daniel Mason	Yes	No
Housing Development	David Barrett	Yes	Yes
Supported Housing & Lifeline Service	Oliver Jackson	Yes	Yes
Performance, People and Innovation			
Technology and Digital Transformation	Ben Trueman		
People and Performance	Matt Rawdon	Yes	Yes
Corporate and Contracted Services			
Corporate & Contracted Services; Procurement	Ben Hosier, Mark Brookes (will cover all services)	Yes	Yes
Neighbourhood Delivery			
Environmental Services	Craig Thorpe		
Environmental Projects	Melanie Parr	Yes	No
Environmental & Community Protection	Emma Walker, Dawn Rhoden	Yes	Yes
Finance & Resources			
Financial Services	Fiona Jump	Yes	Yes
Commercial Assets and Property Development	Richard Rice		
Revenues, Benefits and Fraud	Chris Baker	Yes	Yes

14.00-15.00 – Mark Brookes to provide a mandatory training session on the Constitution and Code of Conduct.

15.00-16.00 – Members to collect IT equipment and ID badges. IT Security Policies to be sent out prior to sessions so they are ready to sign on the day. IT and Corporate &

Democratic Support to provide a quick run-through session on how to use basic functions. IT drop-in sessions will be arranged after the inductions for any further queries.

- Corporate & Democratic Support will set up a stall during the market place for Members to sign their acceptance of office forms (in presence of Sally Marshall)

Our plans to increase attendance and engagement with Member Development:

- Providing mandatory training for Members to attend (listed below)
- The development of a programme of training that is more interactive and less 'classroom lecture' style
- Supporting Councillors in their roles as 'Community Leaders' within their wards by providing training sessions covering media skills (including social media), ethical leadership and neighbourhood engagement
- Development of a 'Knowledge Hub' for Councillors; a dedicated area on the Council's intranet that Members can view from their Council device to access a range information such as policies, contact information, FAQs and online officer briefings (video/audio or slideshows)

Suggestions for Mandatory Training to be included in the 2019/20 Member Development Programme

- Safeguarding
- GDPR
- Council's Constitution & Code of Conduct
- Media (including Social Media) training
- Budget setting process
- Chairing skills (for Chairs/Vice Chairs only)
- Statutory committee training (for Committee members only);
 - Development Management
 - Licensing

We will be developing access to refresher training for some mandatory training online (via the Members Knowledge Hub) to supplement face-to-face courses.