



<b>Report of:</b>	<b>Meeting</b>	<b>Date</b>
Councillor Colette Birch, Vice-Chair of the Councillor Development Group	Council	18 April 2024

## **Councillor Development Group – Periodic Report 2023/24**

### **1. Purpose of report**

**1.1** To report on the work of the Councillor Development Group for 2023/24 to the Full Council.

### **2. Council priorities**

**2.1** A well run, forward-thinking council that puts customers first.

### **3. Recommendation**

**3.1** That Council note the report and the work of the Councillor Development Group.

### **4. Background**

**4.1** The Councillor Development Group was commissioned in 2003 to act as a cross-party, designated group of councillors focussed on supporting councillor development.

**4.2** At the meeting of the Councillor Development Group in June 2023, it was agreed to update the terms of reference to include the provision of a periodic report to Full Council.

### **5. Key issues and proposals**

**5.1** The Councillor Development Group have met three times in 2023/24 and will have their final meeting on 18 March 2024.

**5.2** The group have reviewed the induction process and overall training programme for the year, including monitoring the member development budget and attendance levels.

- 5.3** The group approved their updated terms of reference and the new member training application forms and policy. To date, 17 forms have been submitted for costed training events.
- 5.4** In June 2023, it was agreed for the council to re-apply for the North-West Elected Members Charter Award, and work has been ongoing with the Democratic Services team to submit evidence for a Level 1 Review.
- 5.5** The North-West Charter for Elected Member Development Declaration has been signed by the Chief Executive and the Leader of the Council, re-stating our commitment to the principles of the Charter. The Councillor Development Group has also agreed a supporting statement, stating members' desire for a reassessment on our learning and development strategy and programme. The council is hopeful to be approved for the award and receive this at the end of the calendar year.
- 5.6** The annual Strengths and Development Questionnaire (SDQ) was circulated to all members in September 2023. Overall, 29 responses were submitted and the group analysed the data. This was then used to review current training priorities and offers, which have been fed into the Councillor Development Programme 2024/25. The Vice-Chair reiterated the point that where possible, the council ought to make use of its in-house expertise, with greater relevance to members who also find it enjoyable and interesting to work with our in-house teams.
- 5.7** The group has also reviewed and agreed the refreshed Councillor Development Strategy 2024-2028, Councillor Development Programme 2024-2025 and Wyre Councillor Skills Framework. This is now to be formally approved by Full Council.
- 5.8** The below table shows the overall attendance at the three meetings of the Councillor Development Group held at the time of report writing:

<b>Name</b>	<b>Attendance (max 4)</b>
Councillor Amos	3
Councillor Birch (VCh)	4
Councillor Catterall (substitute)	3
Councillor Ellison	3
Councillor Jackson	3
Councillor Kay (Ch)	1
Councillor Moliner	4
Councillor Rimmer (membership agreed 30 November 2023 – max 2)	1
Councillor Sorensen (membership ceased 30 November 2023 – max 2)	1
Councillor C Stephenson	2
Councillor Swatton	2
Councillor Swift	4

Councillor C Walker	4
Councillor le Marinel (appointed Cabinet member)	2

## 6. Alternative options considered and rejected

### 6.1 Not applicable for this report.

Financial, Legal and Climate Change implications	
Finance	None arising from this report.
Legal	None arising from this report.
Climate Change	None arising from this report.

### Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
health and safety	x

risks/implications	✓ / x
asset management	x
ICT	x
data protection	x

### Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

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