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## Report of the Chief Democratic Services Officer

### Member Management Committee

Date: 13<sup>th</sup> April 2010

### Subject: Standards Committee Training Plan

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#### Electoral Wards Affected:

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## Executive Summary

1. An amended version of the Standards Committee Training Plan was approved by Standards Committee on 17<sup>th</sup> February 2010. This report seeks Member Management Committee's confirmation of the list of meetings to be attended, and Leeds City Council Members to be shadowed by the external members of the Standards Committee, in accordance with the amended Training Plan.

## 1.0 Purpose Of This Report

- 1.1 The purpose of this report is to seek Member Management Committee's confirmation of the list of meetings to be attended, and Leeds City Council Members to be shadowed by the external members of the Standards Committee, in accordance with the Standards Committee Training Plan.

## 2.0 Background Information

- 2.1 An amended version of the Standards Committee Training Plan was approved by the Standards Committee on 17<sup>th</sup> February 2010, following consultation with Member Management Committee on 13<sup>th</sup> October and 16<sup>th</sup> December 2009. The Training Plan includes two elements which require approval from Member Management Committee, as follows:

LEARNING TARGET	ACTION	TIME	RESPONSIBILITY
To ensure all external members of the Committee have the necessary awareness of Council business, the political context, and the role of a City Councillor	Attendance at sample meetings of Full Council, Executive Board, Plans Panel or Licensing and Regulatory Panel (to include attendance at relevant site visits), Scrutiny Board and other Committees to observe.  <b>(As detailed on a list to be approved by Member Management Committee)</b>  Members may find it helpful to discuss with the relevant officers the role of the Committee prior to attending.	On appointment to the Committee	Facilitated by Corporate Governance Team
	Shadowing of Members of Leeds City Council, to include discussion of case work and attendance at Councillor Ward Surgeries to observe – agreement must be obtained from Member to be observed.  <b>(From a list approved by Member Management Committee)</b>	On appointment to the Committee	Arranged directly between Members

## 3.0 Main Issues

### Attendance at Sample Meetings

- 3.1 Members have previously indicated that they would like the external members of the Standards Committee to experience a 'day in the life' of:
- (a) An Executive Member – by attending an Executive Member briefing and Executive Board meeting;

- (b) A Scrutiny Board Chair – by attending a Chair’s brief followed by a Board meeting;
- (c) A Council Meeting – by attending a Whips meeting followed by full Council; and
- (d) A Plans Panel Member – by attending any pre-application discussions, site visits, Chair’s brief and the Plans Panel meeting.

3.2 It was suggested that each external member could attend one of the above four groups of meetings, and that this could be followed by a ‘de-briefing’ meeting where the members share feedback from their respective meetings. Members of Member Management Committee are asked to confirm whether they agree with this approach, and if not, confirm their preferred approach.

#### Shadowing of Leeds City Council Members

3.3 With regard to shadowing a ward Member and attendance at a ward surgery it is proposed that contacts be arranged via Group Support Managers (and will be subject to the Member’s agreement). Member Management Committee is asked for any advice and guidance it may wish to offer with regard to the selection of Members who may be invited to participate.

### **4.0 Implications For Council Policy And Governance**

4.1 Providing training on the role of a City Councillor will assist the external members of the Standards Committee in assessing and reviewing complaints relating to Member conduct.

### **5.0 Legal And Resource Implications**

5.1 There are no legal or resource implications arising from this report.

### **6.0 Conclusions**

6.1 An amended version of the Standards Committee Training Plan was approved by the Standards Committee on 17<sup>th</sup> February 2010. Member Management Committee is now asked to confirm the list of meetings to be attended, and Leeds City Council Members to be shadowed by the external members of the Standards Committee, in accordance with the amended Training Plan.

### **7.0 Recommendations**

7.1 Member Management Committee is asked to:

- (a) Confirm whether it agrees with the approach suggested at paragraphs 3.1 and 3.2 in relation to attendance at sample meetings, and if not, confirm its preferred approach; and
- (b) Provide any advice and guidance that it considers appropriate in relation to the Leeds City Council Members who may be invited to be shadowed by the external members of the Standards Committee (subject to the Member’s agreement).

#### Background Papers

- Report to Standards Committee ‘Compulsory Training for Members of Standards Committee’, 17<sup>th</sup> February 2010;
- Reports to Member Management Committee ‘Compulsory Training for Members of Standards Committee’, 13<sup>th</sup> October and 16<sup>th</sup> December 2009