



Combined Authority Board

5 June 2024 – Ordinary Meeting

Title:	Member Development Annual Report
Report of:	Edwina Adefehinti, Director, Legal and Governance and Monitoring Officer
Lead Member:	Councillor Edna Murphy, Lead Member Governance
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	No vote required.

Recommendations:

A	To note the Member Development Annual Report
B	To note the training sessions held and the planned prospectus for the new Municipal Year
C	To note the objectives as being to assist Members in carrying out their roles efficiently, and to maintain the highest standard of elected Members in carrying out their responsibilities to the Combined Authority and the communities they serve.

Strategic Objective(s):

The proposals within this report fit under the following strategic objective(s):

Achieving Best Value and High Performance

1. Purpose

1.1	This report sets out an overview of the Member Development that has taken place during the 2023/24 Municipal year whilst looking ahead to the forthcoming year and the programme of training offered to Members.
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2. Background

2.1	Member Development is considered to be essential in providing support, knowledge and guidance to Members, both new and experienced.
2.2	Whilst none of the training sessions provided are mandatory, Members are encouraged to attend especially when sessions are subject specific relating to the work of committees they attend.

3. Member Development Programme 2023/24

3.1 An induction/information session was held on 22 June 2023 and all members and substitute members of the Combined Authority Board, regulatory committees and thematic committees were invited; along with members of the Business Board.

3.2 Subject-specific and committee-specific training sessions were held throughout the year and are shown in the table below.

Session	Invitees	Date
Audit and Governance Induction	Audit and Governance Committee	08-Jun-23
A&G - Financial Management	Audit and Governance Committee	09-Jun-23
Environment and Sustainable Communities Induction	Environment and Sustainable Communities Committee	12-Jun-23
Overview and Scrutiny Workshop	Overview And Scrutiny Committee	13-Jun-23
Transport and Infrastructure Induction	Transport and Infrastructure Committee	14-Jun-23
Member Induction	All Members including Business Board	22-Jun-23
Skills Induction	Skills and Employment Committee	03-Jul-23
KPI Training	Audit and Governance & Overview and Scrutiny Committees	13-Jul-23
A&G Training - Subsidiary Companies	Audit and Governance Committee	09-Oct-23
Board Development - MTFP and Corporate Plan	CA Board	18-Oct-23
Effective Committee Skills	All Members including Business Board	25-Oct-23
O&S Training - Subsidiary Companies	Overview and Scrutiny Committee	06-Nov-23
Budget Scrutiny	Overview and Scrutiny Committee	22-Nov-23
A&G Training - Cyber Security, Data Protection, Freedom of Information	Audit and Governance Committee	04-Dec-23
Code of Conduct	All Members including Business Board	06-Dec-23
Effective Committee Skills	All Members including Business Board	16-Jan-24
Chair Skills	All Members including Business Board	21-Feb-24

3.3 Feedback was sought from members after each session, through an emailed form they were asked to return. This received a very small number of responses over the course of the year but any feedback received was taken onboard by the team in order to improve future sessions.

4. Member Development Programme 2024/25

4.1 The training programme for 2024/25 has been compiled into a prospectus for members which is attached at appendix 1.

4.2	Some of the comments received from members following the training sessions in 2023/24 related to the content not being tailored toward Combined Authorities. This feedback was passed on to any returning training providers to try and ensure a more tailored session in 2024/25. We have also included a specific session looking at the differences between combined authorities and other LAs.
4.3	The method of receiving feedback from members will also be amended; with online surveys set up for each session to make it more accessible and interactive.

5. Appendices

4.1	Appendix A. Member Training Prospectus 2024-25
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6. Implications

Financial Implications

5.1	This report is for information only and there are no financial implications arising. However, Members should note the objective to continue to utilise cost effective Member development tools given budget realities.
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Legal Implications

5.2	This report is for information and noting only and there are no legal implications arising.
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Public Health Implications

5.3	There are no public health implications arising from this report.
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Environmental & Climate Change Implications

5.4	There are no environmental and climate change implications arising from this report.
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Other Significant Implications

5.5	This report is for information only and while there are no risk management implications arising, failure to deliver sufficient training would create a compliance risk and/or prevent Members carrying out their duties effectively.
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Background Papers

5.6	None
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