



STANDARDS COMMITTEE

DATE:	Wednesday, 15 March 2023
TIME:	10.00 am
VENUE:	Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Land (Chairman)
Councillor Steady (Vice-Chairman)
Councillor Casey
Councillor V Guglielmi

Councillor J Henderson
Councillor Placey
Councillor Skeels
Gallone

Most Council meetings are open to the public and press. The space for the public and press will be made available on a first come first served basis. Agendas are available to view five working days prior to the meeting date and the Council aims to publish Minutes within five working days of the meeting. Meeting papers can be provided, on request, in large print, in Braille, or on disc, tape, or in other languages.

This meeting will be filmed by the Council for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be filmed, except where there are confidential or exempt items, and the footage will be on the website for up to 24 months (the Council retains one full year of recordings and the relevant proportion of the current Municipal Year). The Council will seek to avoid/minimise footage of members of the public in attendance at, or participating in, the meeting. In addition, the Council is obliged by law to allow members of the public to take photographs, film, audio record and report on the proceedings at public meetings. The Council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

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DATE OF PUBLICATION: Wednesday, 15 March 2023

AGENDA

6 New Member Induction Programme 2023/24 (Pages 1 - 12)

The Committee will receive from the Council's Head of Democratic Services & Elections a presentation on the new Member Induction Programme for the Councillors duly elected at the District Council elections to be held on Thursday 4 May 2023.

THE PRESENTATION IS NOW ATTACHED.

Information for Visitors

FIRE EVACUATION PROCEDURE

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the hall and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.

Standards Committee – 15 March – Item 6: Councillor Induction

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Post Elections on 4 May
2023

Agenda Item 6

The elements of induction

- Basic knowledge of local government, the District, the Council
- Specific IT knowledge to use resources provided
- Specific knowledge for those on Planning, Licensing, Audit etc
- Taking account of Councillors training needs
- Adjusting and adapting over time

Envisaged meetings

- Annual Council – *23 May*
- Planning Committee – *6 June*
- Licensing & Registration Committee – *To be determined*
- Audit Committee – *29 June*
- Cabinet – *23 June*

What have we got already (1)

Page 4

- Signpost booklet
- Initial letter to winning candidates at the count *(4/5 May)*.
- Date for first 'NEW' Councillors event *(11 May in the Committee Room)*
- General Welcome Event for all Councillors *(15 May in the Theatre – with market stall in Committee Room)*
- Dates for two Tours of the District *(26 May and 8 June)*

signpost →

A guide for Elected Members of
Tendring District Council



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A message from Ian Davidson
Local government structure and fur
Management structure
Chief Executive and Management
Senior officers
Roles and functions of all Councillor
The Council's political management
Decision making
Code of Conduct, Register of Disclo
Members' representation on Outside
Allowances and expenses
Dealing with the public
Member development
Data Protection
Freedom of Information and Environ
Communication, media and social me
Customer service
Facilities and arrangements
Health, safety and welfare
IT services
Essex County Council - useful number
Essex County Councillors - Tendring di
Members of Parliament
Members of European Parliament
Key documents
Timetable of meetings
TDC lead officers and heads of service contacts

What have we got already (2)

- Date for Planning Mandatory Training
- Date for Licensing Mandatory Training (*8 June Evening*)
- Date of Audit Mandatory Training
- Councillor Consultative Event on the Corporate Plan 2024-2028 (*30 May*).
- Cabinet Away Day (*9 June*)
- Councillor Development Sessions throughout the Year (*first one on 21 June*)
- Evaluation Sheets on Training delivered

What have we got already (3)

- LGA Online Training Resource

The screenshot displays the LGA Online Training Resource interface. At the top, the browser address bar shows the URL <https://lga.kallidus-suite.com/learn/#/all-courses>. The page header includes the 'Local Government Association' logo and navigation links: Home, My courses, All courses, and Add my learning. A search bar is located on the right, with filters for 'Any category' and 'Any duration'. The main content area features a user profile for Keith Simmons, Officer, and a 'My bookings' section indicating no bookings. Below this, 'Councillor Modules' are listed, including 'Commissioning Council services', 'Community engagement and leadership', and 'Councillor induction', each with a 'Start course' button.

What we are also planning? (1)

- Initial Training Needs Analysis

Individual Councillor Development Needs and Aspirations Questionnaire

All Tendring District Council's Councillors are invited to take part in the Development Needs and Aspirations process. In this process, Councillors are asked to consider their future aspirations as well as their current needs. Following completion of this questionnaire, a confidential, individual meeting will be offered; it is then up to you to decide how you wish to take this forward. Feedback received in this process will also inform the overall Councillor Development Programme at the Council. If you have any questions regarding this or would like to discuss the completion of the questionnaire, please get in touch via leadershipsupport@tendringdc.gov.uk.

Hi, Keith. When you submit this form, the owner will see your name and email address.

* Required

1. Please enter your full name: *

Enter your answer

2. Please confirm the date that you were first elected as a District Councillor

Please input date (dd/MM/yyyy)

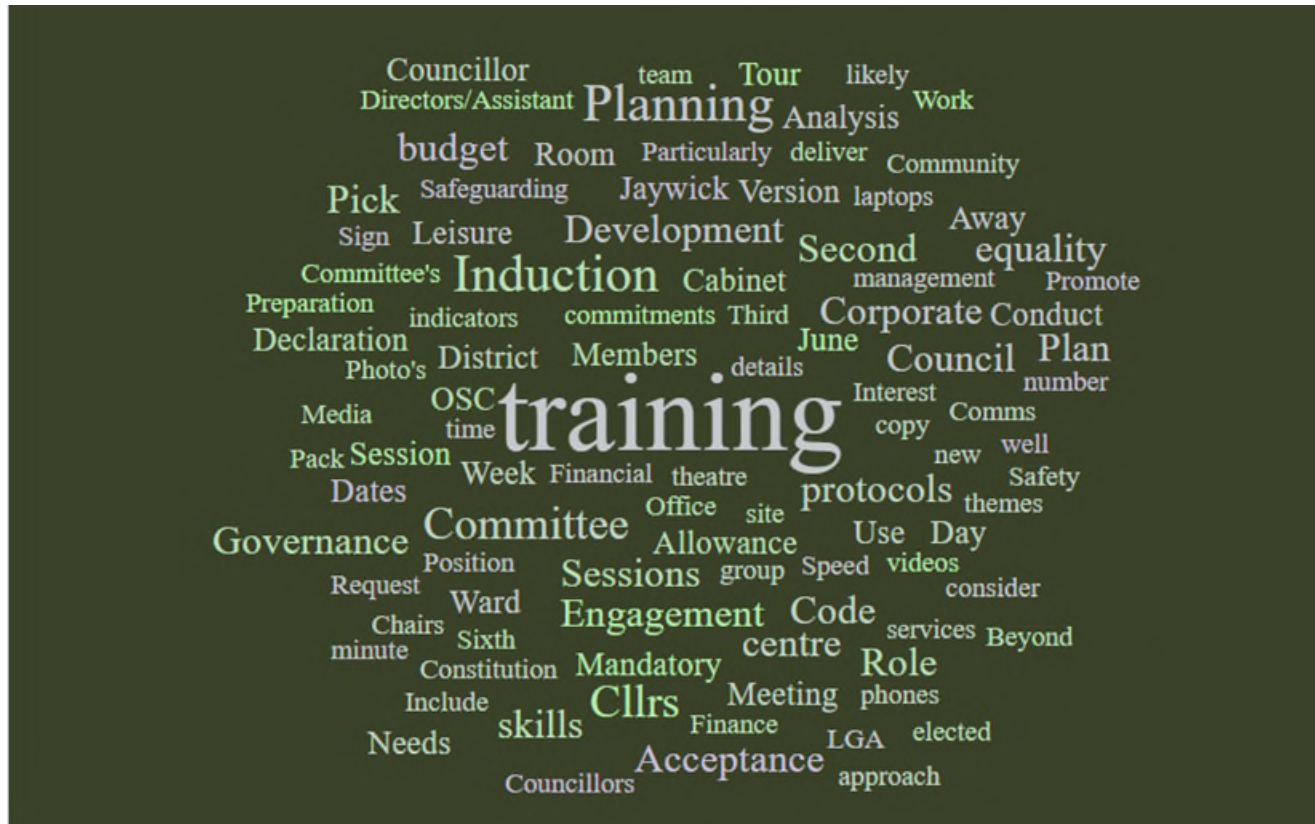
3. Roles

What we are also planning? (2)

- Service based video resources



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And....

...any questions

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