

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

SUBJECT:	Member Induction Programme 2027
MEETING:	Democratic Services Committee
DATE:	20 July 2026
DIVISION/WARDS AFFECTED:	N/A

1. PURPOSE:

- 1.1 To consider the draft timetable for the initial induction programme following the 2027 Council elections.

2. RECOMMENDATIONS:

- 2.1 That the committee consider the draft programme in its current format and consider any recommendations to support the induction programme.

3. REASONS:

- 3.1 Following the council elections in May 2027, an induction programme will be required to upskill all members on the requirements of being a Councillor, the expected behaviours and duties attached to the role and how to participate in council meetings.
- 3.2 Attached at Appendix A is a draft timetable for the induction of new councillors in 2027 for the committee's comments and feedback. The attached programme is similar to the induction programme in 2022 which was streamlined to deliver the required sessions to allow the Council to begin delivering its functions as quickly as possible. The programme also follows a recommended programme set out by the WLGA with small changes that suit our local needs.
- 3.3 New member feedback at previous induction programmes has been that the programme can be too much too soon. There is a balance needed between delivering what is required in order for the council to function against the wishes of members to slow the induction programme down. For example, Code of Conduct training for all members must be held before that member is entitled to vote in the AGM which only falls two weeks after the election. Similarly, training for quasi-judicial committees is required before planning and licensing committees can be held so that members vote with the required knowledge and understanding of local policies and legislation. Delays in the induction programme will result in delays in these committees being held and will impact on service delivery.
- 3.4 To that end the programme is broken down into stages of Pre election, Month 1 post election, Month 2, then the following six months after that. During that last period, the Democratic Services Committee of the Council

can review the induction programme and identify further areas of training and development as well as provide feedback on the appropriateness of the induction training to date.

- 3.5 An important theme of the induction programme is to ensure that where possible there is an e-learning module in Thingi for members to complete where they are not able to attend a training session. During this term we provided recordings and a library of training sessions however we are not able to record completion rates and individuals that completed those sessions using those systems. Recordings of sessions will still be made available in the library but any member not attending training sessions will be required to complete the corresponding e-learning module. Additionally, those attending training sessions will automatically have their e-learning profile updated to record all training completed in one space.
- 3.6 To support this change, a dedicated member induction training badge will be created in Thingi to make it as easy as possible for councillors to access the training that is relevant to them and to allow easy monitoring of training progress. Further information and examples of this will be brought to a future Democratic Services Committee meeting.
- 3.7 To support the induction programme, a dedicated internal webpage is being built to support new councillors in settling into their new role. The pages are in draft and are currently in development but members can access those pages on this link to review the structure and suggest any changes (internal access only) [Councillor Induction](#)
- 3.8 There are other aspects of the induction programme that we could which include;

Mentoring Programme

This would involve experienced members acting as a point of contact for new councillors to support them in settling into their new role. However with such a big turnover in Councillors at the 2022 elections and many experienced councillors not returning, we were limited in the ability to deliver this as a viable option and it was left to each political group, with the support of the democratic services team, to help settle new members and answer their queries.

Personal Development Plans

These are individual training development plans that councillors complete individually focussing on specific areas of development for that sole councillor in areas where they feel they need improvement. Again, with the significant turnover in councillors these were not progressed early in the term as it was likely that if one member required training, then all the new members also needed it and training was delivered en mass.

If councillors are seeking re-election and would like to put themselves forward as a mentor for new councillors please send these through to Democratic Services and we can review at a future meeting if it something we could deliver as part of the 2027 induction programme. Similarly, if any members wish to be involved in the pre election sessions to share their

experience as a councillor over the last term then please send through your interest to Democratic Services.

4. RESOURCE IMPLICATIONS:

Not applicable

5. CONSULTATION:

Chair of Democratic Services Committee
Senior Leadership Team

6. BACKGROUND PAPERS:

N/A

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