
Ethics Committee

25 June 2026

Name of Cabinet Member:

NA – Ethics Committee

Director approving submission of the report:

Director of Law, Governance and Safer Communities

Ward(s) affected:

N/A

Title:

New Members Induction Programme – Interim Progress Report June 2026

Is this a key decision?

No

Executive summary:

This report provides the Ethics Committee with an interim progress report on the new Member Induction Programme.

Recommendations:

The Ethics Committee is requested to:

- 1) Consider the interim progress on the Members Induction Programme
- 2) Support and encourage all Members to participate in training and development opportunities
- 3) Provide any comments or recommendations on the future delivery of the Elected Members Training and Development Strategy

List of Appendices included:

The following appendices are attached to the report:

Appendix A – Induction Programme and Marketplace flyer

Appendix B – Data June 2026

Background papers:

None

Other useful documents

None

Has it or will it be considered by Scrutiny?

No

Has it or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: New Members Induction Programme – Interim Progress Report June 2026

1. Context (or background)

- 1.1. The refreshed Members Training and Development Strategy was agreed by Council at their meeting on 24th March 2026. This Strategy included a set of core training for all Elected Members to complete during their term of office.
- 1.2. This core training programme was agreed as:
 - Code of Conduct
 - Induction programme for newly Elected Members
 - Personal Safety
 - Equalities
 - Data Protection and Cyber Security
 - Health and Safety
- 1.3. This report provides an interim progress report on the delivery of that core training programme, ahead of a more in-depth report, including feedback from Members, in January 2207

2. Options considered and recommended proposal

- 2.1. **Do nothing** (Not recommended)
- 2.2. The Elected Members Training Strategy was agreed by Council in March 2026 and therefore is required to be implemented.
- 2.3. **Support the recommendations in the report** (Recommended proposal)
- 2.4. Within the refreshed Strategy, reports to the Ethics Committee are built into the Terms of Reference for the Elected Member Training and Development Advisory Panel and regular progress reports can be requested as well as an Annual Report.
- 2.5. Due to the anticipated higher number of new Members at this year's election a different approach was taken to the induction programme. At the election count, all elected Members were provided with an information pack, covering the basic information required to start their role as Councillors. This information included the Induction Programme for newly elected Members and an invitation to the "marketplace" (Appendix A)
- 2.6. The "marketplace" was held over two days and at different times to accommodate Members' availability. It was an opportunity for new Members to pick up and be set up on their IT equipment, complete their registers of interest, tour the Council House and interact with all Council Services. The invitation was extended to all Members, not just those newly elected. This was well attended with all except one new Member, who was unable to attend and has since completed these actions, plus 10 returning Members. Informal feedback from this session has been positive, from both Members and officers involved.
- 2.7. The data in Appendix B shows the current take-up of the induction programme, as well as the core training programme offered to all Elected Members.

- 2.8. The Code of Conduct, which is mandatory for all Members, has had a take-up of 76%. There are 13 Members who have not yet completed this training, mainly due to leave commitments. There will be an additional session arranged to ensure all Members are trained.
- 2.9. Those induction sessions which have been held online or hybrid have been recorded and those recordings have been made available to Members who were not able to attend the session. A record is kept of those Members who have accessed the recordings.
- 2.10. Some sessions have not yet been delivered so acceptance of invites has been recorded for those being delivered between 16th June 2026 and 8th July 2026.
- 2.11. There has been a really positive take-up of the training offer so far, particularly from the newly elected Members. This bodes well for the rest of the programme delivery.

3. Results of consultation undertaken

- 3.1. Elected Members are regularly consulted on their training needs to ensure that the offer is relevant and accessible. The induction programme and core training offer was developed using feedback from Members, as part of the Strategy refresh

4. Timetable for implementing this decision

- 4.1. The Elected Members Training and Development Strategy is delivered over the municipal year. A further and more in-depth progress and evaluation report will be presented to the Ethics Committee in January 2027, which will include Members feedback. This will be used to shape and inform future induction programmes.

5. Comments from Director of Finance and Resources and Director of Law. Governance and Safer Communities.

5.1. Financial Implications

There is no cost of developing the Strategy other than officer time as this will be delivered by existing officers. There is already a budget allocated for Members training and development. These proposals would be delivered within the existing budget allocation.

5.2. Legal Implications

The provision of a training and development Strategy and core training will further the ability of Elected Members to undertake their roles and make robust and informed decisions

6. Other implications

6.1. How will this contribute to the One Coventry Plan?

By enabling a well-trained cohort of Elected Members with the skills and knowledge to deliver the One Coventry Plan.

How is risk being managed?

By providing the opportunity for Elected Members to have access to good quality training and development, the risk to the organisation is reduced. Elected Members

with appropriate skills and knowledge leads to good decision making. In Councils where poor decision making has taken place, this has led to poor management and significant risks to the organisation.

6.2. What is the impact on the organisation?

By delivering the Strategy, Elected Members will continue to have access to relevant training, meaning the Council will be better equipped to deliver the ambitions in the One Coventry Plan. Responsibility for managing the Elected Members Training and Development Strategy lies with the Head of Governance Services.

6.3. Equalities / EIA?

The implementation of an Elected Members Training and Development Strategy will include needs assessment in terms of accessibility, to ensure that there are no negative impacts on any protected group.

6.4. Implications for (or impact on) climate change and the environment?

There will be no implications or impact on climate change or the environment as a result of implementing the Elected Members Training and Development Strategy

6.5. Implications for partner organisations?

None

Report author(s):

Name: Gennie Holmes

Title: Scrutiny Co-ordinator

Service Area:

Governance and Scrutiny

Tel and email contact:

Tel: 024 7697 1857

Email: gennie.holmes@coventry.gov.uk

Enquiries should be directed to the above person

Contributor/ approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Suzanne Bennett	Governance Services Co- ordinator	Law, Governance and Safer Communities	9/6/26	9/6/26
Asher Veness	Governance Services Officer	Law, Governance and Safer Communities	9/6/26	10/6/26
Other Members				
Names of approvers for submission: (officers and members)				
Finance: Richard Shirley	Lead Accountant	Finance	9/6/26	9/6/26
Legal: Amy Wright	Solicitor	Law, Governance and Safer Communities	9/6/26	10/6/26
Adrian West	Head of Governance Services	Law, Governance and Safer Communities	9/6/26	15/06/26
Councillor Hopkins	Chair of Ethics Committee	-	12/6/26	15/6/26

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