

1. Introduction

- 1.1 The purpose of this report is to inform Members about the proposals for induction and training to be offered to all members of the Partnership.

2. Background

- 2.1 It is important that all Councillor and Non-Councillor Members are fully aware of the purpose of Regional Transport Partnership's (RTPs) and what is expected of them as members of the SEStran Board. New members of statutory bodies customarily receive an induction and training programme to familiarise themselves with:

- The powers and functions¹, aims and objectives² and business³ and strategic plans of the body.
- Their professional and personal responsibilities and obligations as members of an autonomous and accountable statutory body.
- The organisations standing orders, scheme of delegation/officer powers, code of conduct, financial rules (which are covered in earlier items and of which there are copies on the SEStran website)⁴

- 2.2 If the Partnership feels it would be beneficial for a specific training and induction programme to be developed for new members, this can be progressed and delivered as part of a wider Board/Staff training session on board decisions, proposed for the afternoon of Friday 22nd September. In addition, the Partnership Director has already made the offer of one to one discussions with new and returning Councillor Board Members and has met with some of these Members prior to the Board meeting.

- 2.3 There are no legal requirements to provide training or induction generally and there is a clear balance needed to be struck from good governance principles and replication of training/induction received at councils, or in the case of Non-Councillor Members, their broader range of skills that they bring to their appointments. In circumstances where training/induction is needed it could be very specific matters such as employment related appeals, and Members involved could be given specific induction training as part of that process, prior to hearings if required. The Treasurer has indicated they will have given fuller information on key aspects of the accounts as part of the introduction to the Annual Accounts item and he also refers members to the Accounting Code of Practice.

¹ <http://www.legislation.gov.uk/asp/2005/12/contents>

² <http://www.sestran.gov.uk/info/about-sestran/>

³ <http://www.sestran.gov.uk/publications/sestran-business-plan-201718/>

⁴ <http://www.sestran.gov.uk/publications-category/governance/page/2/>

3 Code of Conduct

- 3.1 Members should be aware that it is their responsibility to comply with the organisation's code of conduct⁵ and a copy of that code has been appended to this report. Members should familiarise themselves with the Code and the Secretary is willing to answer any questions on this matter.
- 3.2 Members attention is also drawn to the launch of a new Standards Commission Twitter account @StandardsScot this was developed following feedback received at the Standards Officers Workshop in March 2017. The account will be used to engage with stakeholders, promote the ethical standards framework and as a link to training resources.

4. CONCLUSION

- 4.1 The Board is asked to comment upon whether the induction information provided as links within this report and the broader information provided as part of Board agenda is sufficient for them in terms of training or whether a further bespoke session of induction is required by some or all members.

Angela Chambers
Business Support Manager
16 June 2017

Andrew Ferguson
Secretary

Policy Implications	Members should make themselves aware of the relevant transport and corporate policies related to SEStran but further bespoke induction can be provided.
Financial Implications	None
Equalities Implications	Members should make themselves aware of the relevant transport and corporate policies related to SEStran but further bespoke induction can be provided around our statutory Equality duties.
Climate Change Implications	Members should make themselves aware of the relevant transport and corporate policies related to SEStran but further bespoke induction can be provided around our statutory Climate Change duties.

⁵ http://www.sestran.gov.uk/wp-content/uploads/2017/01/SEStran_Model_code_of_conduct_Mar_2014.pdf