

## **Fulfilling the Member Role**

You can see information about what the member role entails in the separate section. When you become a County Councillor, you will be an office holder with major responsibilities and great opportunities. The County Council is committed to providing a range of support to you to enable you to fulfil the member role. This includes seeking to remove potential barriers.

## **Induction and Development**

You will receive a comprehensive induction to help you understand your role, the range of services provided by the County Council and personal skills to help you to be effective in your role.

Mentoring is available within political groups.

The County Council has a Member Development Strategy and is committed to signing up to the 'Member Development Charter' which demonstrates the Council's commitment to giving members continuing development support. This can be through further development sessions on the services provided by the Council or considering significant changes to these services, personal skills training and the potential to attend external conferences and courses connected with the roles you hold on the Council.

## **Diversity**

West Sussex County Council is an inclusive organisation and would like its county councillors to reflect the diverse nature of the residents it represents as much as possible. It wishes to encourage people from all walks of life, with different backgrounds and experience to consider standing for election.

## **Member support**

The Council has a range of support available to help members in a variety of circumstances and from a wide range of backgrounds:

- Meeting arrangements set out, with mostly daytime meetings to leave most evenings free.
- You will receive a basic allowance of £11,875 to recompense you for the time and effort that you put into being a member. Additional special responsibility allowances are paid to members in senior roles.
- You can claim travel expenses for meetings you attend at County Hall and other meeting venues away from your local area, as well as site visits organised by the Council and parish council meetings in your area.
- Carer's allowance is available for care of children or other family members while you are on County Council business (currently up to £3,567 per annum for childcare and £7,541 per annum for dependants)
- A laptop giving access to a wide range of council information and a secure email address for correspondence.

- Reasonable adjustments can be made to support members with disabilities. Examples include an infrared hearing device that can be used in any meeting room, specially adapted IT, papers produced to meet accessibility standards, the ability to use a taxi if a member is not able to drive a car or use public transport.
- Code of conduct to promote high standards of conduct
- Social media guidance
- Parental leave policy
- Special leave policy

### **Taking Time off from Work**

It is a legal requirement that an employer should allow employees 'reasonable time' for volunteering for public service. The [GOV.UK](#) website gives advice. (good practice example employers will be listed here).

### **Personal Safety**

The [Local Government Association](#) (LGA) has useful guides on:

- Lone working
- Anti-harassment and safety

Other support can be made available. Please speak to a member of staff in Democratic Services to explore what support might help you or for further information: Contact: Charles Gauntlett, Senior Advisor on 033 022 22524.