



**Member Development**

**Annual Report 2020/21**

## **1. Introduction**

The purpose of this annual report is to report on member development work undertaken in the municipal year 2020/21.

Member development activities are designed to support the learning and development of Members so that they have the appropriate knowledge, skills and confidence to carry out their various roles and represent the public they were elected to serve.

The Annual Report covers the following subjects:

- Member Development Working Group
- Member Development Sessions
- Committee Specific Training and Other Training and Development Events
- Other Member Development Opportunities
- Members' ICT Training
- Member Development Budget 2020/21
- Member Mid-Term Induction Programme Development

Part of the Members' Roles and Responsibilities includes that Members 'be responsible for continuous personal development, engaging in available opportunities for training and development to build on understanding and knowledge, and to develop relevant skills.'

## **2. Member Development Working Group**

The Council has a cross-party working group to oversee, monitor and make recommendations on member development. The Group is committed to supporting the development of councillors and to enable them to engage effectively in the modernisation of local government and to deliver the Council's statutory functions and corporate objectives, and to represent the people of Bolsover District.

The Working Group was chaired by Cllr Sandra Peake and its membership in 2020/21 was as follows:

Councillor T Cannon  
Councillor D Dixon  
Councillor D Downes  
Councillor T Munro  
Councillor S Peake  
Councillor L Smyth  
Councillor D Watson

## **3. Member Learning, Development and Information Sessions**

The purpose of the Member Learning, Development and Information Sessions is to provide a framework to support the achievement of members' objectives.

The sessions offer an opportunity for Members and officers to discuss the latest developments in local government in terms of policy, legislation and initiatives from Government and to undertake development work in an informal environment which supports learning.

The following sessions were held during the year:

Date of Session	Topics	Attendance
<b>28 May 2020</b>	Chairing Virtual Scrutiny Meetings	4
<b>23 September 2020</b>	Planning Committee Training	12
<b>7 October 2020</b>	Licensing Committee Training	9
<b>13 October 2020</b>	Lone Worker (catch up mandatory session)  <i>Scheduled sessions to watch the recording of the training were also offered on 20 October and 23 October</i>	6
<b>16 October 2020</b>	Equalities and Diversity Training (catch up mandatory training)	4
<b>22 October 2020</b>	Fraud Awareness (catch up mandatory session)	5
<b>2 November 2020</b>	Performance Management for Scrutiny Members	11
<b>19 April 2021</b>	Public Speaking	3

The programme for 2020/21 was impacted by the Covid-19 Pandemic and a reduced programme was run as a result. Although a number of mandatory sessions were still able to take place using Zoom.

The attendance at many of the training sessions was low and participation and take up of training events remains low. Training is particularly important for certain subjects and there are a number of sessions that are set out as mandatory training sessions in the Members' Code of Conduct. Training for members of particular committees such as Planning and Licensing are vital due to the nature of the decisions the committees take and it is essential that Members are trained prior to sitting on such committees. This is set out in Appendix A to the Members' Code of Conduct.

The Member Development Working Group regularly considers the attendance of Councillors at training sessions.

#### **4. Members' ICT Training**

The Members ICT and Training Officer provides regular support and training to members as part of the induction process when issuing iPads and on-going support through servicing on a regular basis and on-to-one support on any issues Members encounter.

Formal training on iPad apps is available and sessions can be scheduled when there is a demand for any particular topic or feature of the iPads.

During 2020/21, the Members ICT and Training Officer spent the majority of his time offering one-to-one ICT and iPad support to members rather than formal training. As the authority held a number of meetings on Zoom during the year the Members ICT and Training Officer also played a large role in helping members learn how to access and participate in virtual meetings.

The Members ICT and Training Officer continues to create training videos which can be accessed by Members in their own time. Members are encouraged to request any specific topics they wish to see covered by videos that can be added to those that are already available.

#### **5. Member Development Budget 2020/21**

The Member Development Budget for 2020/21 was set at £9,549. The total budget spend was £3,465.79.

#### **6. Member Development Evaluation**

The Working Group receives reports on a regular basis detailing statistical evaluation, together with Members' comments, on training and development events.

#### **7. Member Mid-Term Induction Programme Development**

During 2020/21, the Working Group developed a Mid-Term Induction Programme for Councillors to take place at the half way point of the election cycle, in May-June 2021. This Mid-Term Induction Programme would be reported on in next year's report.