Bolsover District Council

Standards Committee

8 November 2021

MEMBER TRAINING ATTENDANCE

Report of the Assistant Director of Corporate Governance and Solicitor of the Council & Monitoring Officer

Classification**:**   This report is public

Report By**:**   Amy Bryan, Senior Governance Officer

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PURPOSE / SUMMARY

This report provides information on the attendance by Councillors at recent training sessions.

REPORT DETAILS

1   Background *(reasons for bringing the report)*

1.1   Within the Terms of Reference of the Standards Committee is to:

'Oversee Member Training, (including the attendance of Members at courses), in relation to matters affecting their conduct and probity including relevant information provided to newly elected District Councillors.

1.2   The information in this report and the appendix are set out for the Committee to monitor and oversee Member Training.

2.   Details of Proposal or Information

Mid-Term Induction Programme

2.1   A Mid-Term Induction Programme was held in May and June 2021. This programme included the following sessions:

- A session for newly elected Councillors
- Councillors and their technology: a refresher – 11 May
- Corporate Priorities and understanding the Council's financial position and transformation programme – 21 May
- Code of Conduct and Freedom of Information & Data Protection – 27 May
- Safeguarding and Procurement and Contractual Arrangements – 4 June

- Licensing Committee Training – 11 June
- Council's complaint process and Corporate Risk Management – 24 June
- Planning Committee Training – 28 June

2.2 All sessions were delivered internally by officers.

2.3 Attendance for each session was:

Councillors and their technology: a refresher – 11 May

Two sessions were held. 21 Councillors attended the morning session and 4 Councillors attended the afternoon session.
Total attendance – 25 out of 37 Councillors.

Corporate Priorities and understanding the Council's financial position and transformation programme – 21 May

Two sessions were held.   16 Councillors attended the morning session and 5 Councillors attended the afternoon session.
Total attendance – 21 out of 37 Councillors.

Code of Conduct and Freedom of Information & Data Protection – 27 May

Two sessions were held.
Total attendance – 20 out of 37 Councillors.

Safeguarding and Procurement and Contractual Arrangements – 4 June

Two sessions were held.   14 Councillors attended the morning session and 1 Councillor attended the afternoon session.
Total attendance – 15 out of 37 Councillors.

Licensing Committee Training – 11 June

Two sessions were held.   7 Councillors attended the morning session and 0 Councillors attended the evening session.
Total attendance – 7 out of 10 Councillors on Licensing Committee.

Council's Complaint Process and Corporate Risk Management – 24 June

One session was held.
Total attendance – 18 out of 37 Councillors.

Planning Committee Training – 28 June

One session was held.
Total attendance – 3 out of 8 Councillors on Planning Committee.

2.4 The Members ICT and Training Officer held ICT drop in sessions for all Members to access on 17 and 19 August 2021. These sessions were designed to be informal and open for any Member to pop in to receive training and support with anything ICT related. Take up was very low.

2.5 New Councillors (elected in May 2021) were offered the opportunity to attend a workshop on Overview and Scrutiny, which was held in June 2021. This was run by East Midlands Councils. 1 of the 2 new Councillors asked to be booked a place.

2.6 All Scrutiny Chairs and Vice Chairs for 2021 were offered the opportunity to attend a workshop on Overview and Scrutiny, which was held in June 2021. This was run by East Midlands Councils. One Chair and two Vice Chairs, asked to be booked a place.

2.6 Members of the Audit and Corporate Overview Scrutiny Committee were offered the opportunity to attend a free webinar run by Centre for Governance and Scrutiny, which was held in September 2021. 5 of the 8 members of the scrutiny committee were asked to be booked a place.

3 **Reasons for Recommendation**

3.1 To ensure the Committee has the relevant information available in order to carry out its role in overseeing Member Training.

4 **Alternative Options and Reasons for Rejection**

4.1 No alternative options are available as this report is for information only.

RECOMMENDATIONS

1. That the Committee note the information and statistics regarding Member training.

Approved by the Portfolio Holder - Cllr McGregor, Executive Member for Corporate Governance

IMPLICATIONS

Finance and Risk: Yes☒   No ☐
Details:

The Member Development Budget should cover the cost of any external trainers required to deliver any training identified for the year and any sessions Members attend externally. Additional conferences that Members attend can be unexpected

costs and it is important that these be identified with the Governance Team as early as possible.

On Behalf of the Section 151 Officer

Legal (including Data Protection):   **Yes**☐   **No** ☒

Details:

Essential training to cover the legal obligations and responsibilities of Members and the Council is included in the member development programme as part of induction and with regular refreshers. Subjects such as data protection, safeguarding, code of conduct will be addressed bi-annually, with committee specific training on an annual basis or as needed.

On Behalf of the Solicitor to the Council

Staffing: **Yes**☐   **No** ☒

Details:

Training delivered in house adds to the workloads of officers across the Council, however as much notice will be given as possible to minimise this impact.

On behalf of the Head of Paid Service

DECISION INFORMATION

Decision Information	
Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: **BDC:** **Revenue - £75,000** ☐ **Capital - £150,000** ☐ **NEDDC:** **Revenue - £100,000** ☐ **Capital - £250,000** ☐ ☒ *Please indicate which threshold applies*	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
District Wards Significantly Affected	None
Consultation: **Leader / Deputy Leader** ☐ **Cabinet / Executive** ☐ **SAMT** ☐ **Relevant Service Manager** ☐ **Members** ☒ **Public** ☐ **Other** ☐	Yes Details: The Member Development Working Group receives regular updates and coordinates the Member Development Programme

Links to Council Ambition (BDC)/Council Plan (NED) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.
Demonstrating Good Governance

DOCUMENT INFORMATION

Appendix No	Title
1	Attendance by each Councillor at the Mid-Term Induction training sessions
2	Information on mandatory training attendance
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
None	