

**REPORT OF: DIRECTOR OF HR & LEGAL &
GOVERNANCE**

TO: STANDARDS COMMITTEE

ON: 27th January 2021

SUBJECT: Member Training – Update

1. PURPOSE OF THE REPORT

To consider the latest position on the Member Training Programme 2020/21.

2. RECOMMENDATIONS

The Standards Committee is asked to:

1. Note the Member training – Latest Update report
2. Endorse a request from the Monitoring Officer that each Councillor who has yet to complete their course be provided support as required to complete the training.
3. Note that all elected members are due to complete equality and diversity related training & workshop, but this externally arranged `in person` event had to be postponed due to the Covid-19 restrictions coming into place in March 2020 and to,
4. Note that the plan remains for this programme to be scheduled for a date later in the municipal year when it would hopefully be possible to deliver this training safely and securely respecting any remaining Covid-19 restrictions that may be in place at that time and that a further update will be provided at the next meeting.

3. BACKGROUND

At the meeting October the Committee considered the half year update on Member Training 2020/21

Members training and development is under the remit of the Standards Committee and the programme is agreed and updated each year. The programme includes items that this Committee has considered as mandatory and areas that the committee felt necessary for members to be aware of in carrying out their duties as a Councillor.

4. RATIONALE

At their meeting in June 2019 the Committee received a presentation on the MeLearning e-learning solution and confirmed the move to e training, and noted the selection of courses now open and available to all members. The committee also discussed the identification of additional areas/courses that they would like to see covered/developed for the platform.

As reported in October, given the current pandemic the move to `on-line` training has provided a vital method of ensuring members can be kept up to date with key aspects of their responsibilities.

Currently three key training courses are made available `on line` targeted directly at Councillors in their role with many more generic courses covering a range of subjects and personal skills also available for Councillors to access.

The 3 targeted courses this year are:

- Civil Contingencies for Elected Members
- DOJO Cyber Security Awareness (2020)
- Information Governance for Elected Members

All elected members are expected to undertake and refresh their training each year in these 3 key areas.

As at 15th January 2021, 5 Councillors had not completed the programme. Of these 2 had reported some issues with their computer equipment as the reason for their non-completion to date. A further councillor could not complete for medical reasons and this issue is being addressed via an alternative solution. 2 Councillors provided no reason for their failure to complete the programme.

The Committee is asked to advise the Monitoring Officer of its view as regards the failure of these Councillors to complete the training.

It had also been agreed by the Committee in the previous municipal year that all elected members complete equality and diversity related training & workshop, but this externally arranged `in person` event had to be postponed due to the Covid-19 restrictions coming into place in March 2020.

The Committee is asked to note that the plan remains for this programme to be scheduled for a date later in the municipal year 2020/21 when it would hopefully be possible to deliver this training safely and securely respecting any remaining Covid-19 restrictions that may be in place at that time. A further update will be provided at the next meeting.

5. POLICY IMPLICATIONS

There are no direct policy implications from the report.

6. FINANCIAL IMPLICATIONS

None.

7. LEGAL IMPLICATIONS

Members are expected to ensure they are regularly updated with key knowledge of key legislation relating to their work as Councillors. These courses assist the delivery of that objective. Attendance at mandatory courses whilst not being a legal requirement is seen as good practice.

8. RESOURCE IMPLICATIONS

Most courses have been developed to be delivered `on-line` and represent an effective and efficient use of digital technology supporting the work of elected members.

9. EQUALITY IMPLICATIONS

The provision of all training to elected members incorporates elements which will enhance members understanding of equality aspects/implications in the development and delivery of Council services

10. CONSULTATIONS

The Standards Committee is being consulted through this report.

David Fairclough
Monitoring Officer

Contact Officer: David Fairclough
Date: 15 January 2020