



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Employment Committee

23 September 2020

Report of: Councillor Kelham Cooke

The Leader of the Council



Members Development Programme

To provide Employment Committee with the draft Members Development Programme for information for 2020/2021.

Report Author

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Corporate Priority:	Decision type:	Wards:
Administrative	Administrative	All Wards

Reviewed by:	Debbie Roberts, Corporate Project Officer	9 September 2020
Approved by:	Shahin Ismail, Director of Law and Governance	10 September 2020
Signed off by:	Councillor Kelham Cooke, The Leader of the Council	10 September 2020

Recommendation (s) to the decision maker (s)

1. That Employment Committee approves the draft development programme for 2020/21.

1 The Background to the Report

- 1.1 In year one of each Council four-year term councillors receive an induction programme, this is then followed up each year with an annual programme of training and events.
- 1.2 The 2020/21 Development Programme has been delayed due to the COVID-19 pandemic. However, the programme has been in development with the aim to launch it during the Autumn of 2020. To do this, consideration has been given to different options on how to deliver the programme to members. This may be a combination of virtual, hybrid or face to face options, but is also dependent on any local lockdown measures that may be in place and therefore may be subject to change at short notice.
- 1.3 There are specific regulatory training sessions that are required to take place as set out by the Council's Constitution, these are Licensing Committee, Development Management Committee and Governance & Audit Committee.
- 1.4 There is a budget of £10,000 for the Members Development Programme for this current financial year, and of this it is anticipated that £7,000 could be spent on external providers who are experts in their field to deliver specific elements of the programme. However, consideration should be given where possible to use the Council's own officers to deliver elements of the programme to help minimise the spend and to provide local knowledge and context to training.
- 1.5 The programme also has flexibility, to accommodate any ad hoc training requests submitted by members to attend specific courses relevant to either their portfolio or within their area of interest in relation to committees throughout the year.
- 1.6 Appendix 1 gives an outline of the draft proposed programme of training/support/events to be undertaken during the remaining months of 2020/21, as already stated this is subject to change.

2 Consultation and Feedback Received, Including Overview and Scrutiny

- 2.1 The development programme has been to CMT for feedback which has been incorporated into this draft version.

3 Financial Implications

- 3.1 The Members Development Programme has an approved budget of £10,000 for 2020/21 and the draft proposed work programme is being developed within this approved budget allocation.

Financial Implications reviewed by: Richard Wyles, Interim Director of Finance

4 Legal and Governance Implications

- 4.1 The Members Development Programme includes the mandatory training that is required by the Council's Constitution. The current programme provides an extensive range of training for councillors and includes refresher courses on important functions of the Council so that they can fulfil their roles as councillors effectively.

Legal Implications reviewed by: Shahin Ismail, Director of Law and Governance

5 Equality and Safeguarding Implications

5.1 There is training on equality and diversity and safeguarding included in the programme. This can only serve to enhance members' understanding of equality and safeguarding implications.

6 Risk and Mitigation

6.1 There are risks associated to the regulatory training not taking place, as members will not have the right skills to make informed decisions.

7 Appendices

7.1 Appendix 1 – Members Development Programme 2020/21

Report Timeline:	Date of Publication on Forward Plan (if required)	Not required
	Previously Considered by: Employment Committee	Not required
	Final Decision date	Not required