



**REPORT of
DIRECTOR OF STRATEGY, PERFORMANCE AND GOVERNANCE**

**to
COUNCIL
4 FEBRUARY 2021**

MEMBER TRAINING AND DEVELOPMENT PLAN

1. PURPOSE OF THE REPORT

1.1 To provide further detail and a Member training and development plan for adoption

2. RECOMMENDATIONS

- (i) That the Councillor Training and Development Plan as set out in **APPENDIX A**, be adopted;
- (ii) that compulsory Member attendance where relevant, be agreed;
- (iii) that further scoping of the full course details be delegated to the Director of Strategy, Performance and Governance, in Consultation with the Leader of the Council.

3. SUMMARY OF KEY ISSUES

- 3.1 An initial report and suggested Member development plan was considered by the Council on 5 November 2020, and Members requested further detail and course outcomes before fully adopting a course schedule and agreeing modules as compulsory.
- 3.2 The Local Government Association (LGA) has met with officers and agreed to manage some of the initial training and their offer, that would be bespoke to Maldon, and greatly support our knowledge development at no additional cost. This would also ensure that course content is in line with national best practice.
- 3.3 A merged proposal of the original officer plans and the detailed courses that the LGA has offered to deliver are now brought back for Member review, with course content and outcomes set out in **APPENDIX B**.
- 3.4 A high-level suggested timetable for Member Training is available at **APPENDIX A**.
- 3.5 Further details on each course outlined in the high-level timetable, explaining the course rationale and expected coverage are in the supporting **APPENDIX B**.

- 3.6 Should Members agree in principle to the detail provided, further work will then be done to fully scope these courses with the LGA, which we suggest is also done in Consultation with the Leader of the Council to allow for Member input.

4. CONCLUSION

- 4.1 The training and development plan is provided for Member adoption, and a mix of compulsory attendance / highly recommended attendance is set out in Appendix A, to ensure all members are supported to the same level.

5. IMPACT ON STRATEGIC THEMES

- 5.1 The courses detailed all help to underpin the ‘performance and efficiency’ corporate goal.

6. IMPLICATIONS

- (i) **Impact on Customers** – Training is a good way to help Members make well-informed decisions, supporting our customers in a positive way.
- (ii) **Impact on Equalities** – Specific equality and diversity training is listed, to support Members.
- (iii) **Impact on Risk** – Training is a good way to help Members make well-informed decisions, and therefore reduce Corporate Risk
- (iv) **Impact on Resources (financial)** – No additional costs will be required to deliver the training set out
- (v) **Impact on Resources (human)** – There will be officer time required to deliver training, but the LGA offer greatly supports this and reduces the resources impact
- (vi) **Impact on the Environment** – Not applicable (NA).
- (vii) **Impact on Strengthening Communities** – NA.

Background Papers: None.

Enquiries to: Cheryl Hughes, Programmes, Performance and Governance Manager.