

<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 12
<b>6 OCTOBER 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Dan Kalley, Senior Democratic Services Officer	Tel. 296334

## TRAINING RECORD

RECOMMENDATIONS	
<b>FROM: Director of Law and Governance and Monitoring Officer</b>	<b>Deadline date:</b>
It is recommended that the Constitution and Ethics Committee notes the updated training record as at 6 October 2022	

### 1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Constitution and Ethics Committee following a referral from the Monitoring Officer.

### 2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is for the Constitution and Ethics Committee to note the training record on training provided by the Council since May 2022.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	
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### 4. BACKGROUND AND KEY ISSUES

- 4.1 As part of the work of the Improvement Panel there was a commitment and drive to increase the training provision for all Councillors.
- 4.2 To date 20 training sessions have been arranged and completed, this has been done via a mix of in person training and virtual training. Where possible virtual sessions have been recorded and made available. Not all sessions were able to be recorded, this was done at the request of some of the external training providers.
- 4.3 A number of finance and budget driven session have taken place and have been provided by outside organisations such as CIPFA and the Governance Training and Consultancy Ltd.

- 4.4 This year a dedicated Councillors training page has been set up on InSite giving access to members all training materials that have been used this municipal year.
- 4.5 A breakdown of the percentage per key session is outlined below.

It is important to note that some Councillors were unable to attend some of the sessions due to illness or other engagements on behalf of the Council.

Children Safeguarding – 58%  
General Committee Chairing skills – 82%  
Scrutiny Essentials – 29%  
Employment Committee – 63%  
Audit Committee session 1 – 15%  
Chairing and Leading Scrutiny – 75%  
Planning Session 1 – 100%  
Licensing Committee – 92%  
Audit Committee session 2 – 37%  
Planning Committee Session 2 – 78%  
Cabinet Member Robust Decision Making – 100%

There were also a number of sessions that were open to all Councillors this included:

Robust Decision Making  
Budget and Finance Training Session

- 4.6 In terms of overall numbers across the key sessions the percentage of those that have attended is 67%.

The particular areas of focus going forward will be around Scrutiny training, Audit training and more work around the budget.

However, it is noted that figures have improved over the course of the year and Group Leaders have had a positive impact on encouraging members to attend training sessions.

## 5. **APPENDICES**

- 5.1 There are none.