

Standards Committee Meeting	
Meeting Date	23 September 2025
Report Title	Member Development Update
EMT Lead	Larissa Reed, Chief Executive
Head of Service	Lisa Fillery, Director of Resources
Lead Officer	Billy Attaway, Senior Democratic Services Officer
Classification	Open
Recommendations	1. That Members note the Member Development Update.

1 Purpose of Report and Executive Summary

- 1.1 This report provides the Standards Committee with a formal update on Member Training events conducted during the civic years 2023/24 and 2024/25.
- 1.2 It summarises the training sessions into three topics, mandatory training, other training sessions and Member briefings.
- 1.3 The report provides an overview of the planning training sessions held in the current civic year (2025/26) and outlines the action plan that the Member Development Working Group will follow during the current Members' term.

2 Background

- 2.1 In May 2023, Democratic Services undertook a survey of all Councillors to identify the most appropriate times and dates for the delivery of training sessions. Based on the findings of this survey, the Member Development Working Group formulated a schedule of training events for the 2023/24 civic year, whilst developing the Member Development Strategy.
- 2.2 At Full Council in October 2024, the Council agreed to the Member Development Strategy which sought to ensure that all Members have the necessary skills and knowledge to best serve their community. It was important that any training sessions that the Council provided to Members was high quality and was delivered in a variety of methods to meet the differing learning styles of Councillors.
- 2.3 Some training which is mandatory (e.g. planning, licensing and standards) to enable Councillors to take regulatory decisions.
- 2.4 Training is everyone's responsibility, and Group Leaders play a key role in ensuring training plans are developed with their Members. It is also the responsibility of Group Leaders to encourage their Members to attend training

relevant to their role, or training which has been identified within their training plan.

- 2.5 During 2023/24 and 2024/25, officers recorded Members' attendance at training sessions. The attendance statistics are provided in Appendix I of the report.
- 2.6 It should be noted that attendance records for certain training sessions are unavailable, and it is currently not possible to verify when a Councillor has viewed a recording of a session on the Members Teams Channel at any point since the training took place.

3 Proposals

- 3.1 That Members note the Member Development Update.

4 Alternative Options Considered and Rejected

- 4.1 This report is for noting only.

5 Consultation Undertaken or Proposed

- 5.1 Whilst there has been no formal consultation, this report has been shared with the Member Development Working Group which has representatives from all political groups and also the Independent councillor.

6 Implications

Issue	Implications
Corporate Plan	Member Development meets the needs of the corporate plan (Running the Council) as Development and training enables elected members to understand their role and represent their constituents.
Financial, Resource and Property	All Member training is agreed within the council resources.
Legal, Statutory and Procurement	With the exception of Licensing and Planning training, there is no legal requirement for Members to undertake training.
Crime and Disorder	No implications
Environment and Climate/Ecological Emergency	No implications
Health and Wellbeing	No implications

Safeguarding of Children, Young People and Vulnerable Adults	No implications
Risk Management and Health and Safety	No implications
Equality and Diversity	Where possible, all training sessions are delivered in a hybrid format and at different dates or times so that it is open to all Councillors.
Privacy and Data Protection	No implications

7 Appendices

- 7.1 The following documents are to be published with this report and form part of the report:
- Appendix I: Overview of Member Training sessions (2023-24 and 2024-25).

8 Background Papers

[Council \(02.10.24\)](#)