



## **North Devon Council**

Report Date: Wednesday, 26 February 2025

Topic: Member Training Programme 2025/26 - 2026/27

Report by: Member Development Working Group

### **1. INTRODUCTION**

- 1.1. This report outlines the mid-term Member Training Programme for Councillors for 2025/26 to 2026/27.
- 1.2. The purpose of the training programme is to ensure that all Councillors are fully trained in all aspects of their duties and ensure that mandatory training is provided where required as a Member of some Committees and in their role as a Councillor.

### **2. RECOMMENDATIONS**

- 2.1. That the Member Training Programme for 2025/26 to 2026/27 as detailed in Appendix A be adopted which incorporates the mandatory training sessions that Councillors are required to undertake.

### **3. REASONS FOR RECOMMENDATIONS**

- 3.1. The Member Training Programme for 2025/26 to 2026/27 ensures that all Councillors are fully trained in all aspects of their duties and receive refresher training as required.

### **4. REPORT**

- 4.1. The Member Training Programme for 2025/26 to 2026/27 has been reviewed by the Member Development Working Group and their feedback has been incorporated within the training programme.
- 4.2. Feedback from the Member Satisfaction Surveys have identified additional training needs which have been incorporated within the training programme, such as planning matters and public presentation skills.
- 4.3. At the last meeting of the Governance Committee on 7 January 2025, it was considered that certain Councillor roles should be provided with crisis communication training. One workshop has been incorporated within the training programme for 2025/26. The Member Development Working Group has also considered that it would be beneficial to provide: Updates to Councillors on specific topics such as housing and the Devon Homes Choice Register; Finance training provided by the Local Government Association; separate training sessions on certain committee reports such as the performance and financial management quarterly reports. These suggestions are currently being considered.
- 4.4. The skills and expertise of external trainers are currently being sought for the delivery of some of the sessions. Where possible training sessions will be provided internally.

4.5. Appendix A sets out the Member Training Programme for 2025/26 to 2026/27. It also details the mandatory training sessions and which Councillors the training is targeted at.

4.6. There are a number of mandatory refresher training sessions which all Councillors will be required to complete in their role as a Councillor. Mandatory committee refresher training is also provided for members of the Governance, Planning (including appointed Substitute Members) and Licensing and Community Safety Committee.

4.7. Training will be provided either in-person, hybrid or virtually depending on the type of training being provided and the requirements of the training provider.

4.8. Following the approval of the Member Training Programme for 2025/26 to 2026/27, dates of training sessions will be confirmed and Councillors notified accordingly.

## 5. RESOURCE IMPLICATIONS

5.1. There are some training sessions that we are not able to deliver in-house. The details of costs of external training providers for these training sessions have not currently been confirmed as the options for training providers are still being explored. The 2025/26 budget for Members training is £4,500.

## 6. EQUALITIES ASSESSMENT

6.1. This proposal has no relevance to equalities and the protected characteristics. All Councillors are provided with the opportunity to attend training sessions as required and dependant on their roles.

## 7. ENVIRONMENTAL ASSESSMENT

7.1. There are no environmental implications arising from these proposals.

## 8. CORPORATE PRIORITIES

8.1. What impact, positive or negative, does the subject of this report have on:

- 8.1.1. The commercialisation agenda: None
- 8.1.2. Improving customer focus and/or: None
- 8.1.3. Regeneration or economic development: None

## 9. CONSTITUTIONAL CONTEXT

9.1. The decision in respect of the recommendations in this report can be made pursuant to Article 4, paragraph 4.5.15 of the Constitution.

## 10. STATEMENT OF CONFIDENTIALITY

This report contains no confidential information or exempt information under the provisions of Schedule 12A of 1972 Act.

## 11. BACKGROUND PAPERS

The following background papers were used in the preparation of this report::  
Results of Members Satisfaction Surveys undertaken In 2024/25. (The



background papers are available for inspection and kept by the author of the report).

## 12. STATEMENT OF INTERNAL ADVICE

The author (below) confirms that advice has been taken from all appropriate Councillors and Officers: Director of Resources and Deputy Chief Executive, Head of Governance, Senior Solicitor and Monitoring Officer and Senior Corporate and Community Services Officer.