

## STANDARDS COMMITTEE – 1<sup>ST</sup> MARCH 2007

### TRAINING AND DEVELOPMENT

Report of the: Monitoring Officer

Status: For consideration and views

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**This report supports the Key Aim of** promoting and maintaining high standards of conduct in local government through training and development.

**Portfolio Holder** Cllr. Loney

**Head of Service** Head of Legal and Committee Services – Christine Nuttall

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**Recommendation:** Members are requested to note this report and make suggestions for future training development.

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### Background

- 1 The Monitoring Officer is responsible through the Standards Committee for the provision of training to Councillors within the District and the Parish/Town Councils.

### Introduction

- 2 The Monitoring Officer has throughout 2006/07 embarked upon an extensive training programme with weekly training workshops taking place for Members of the District Council, members of the town/parish, clerks of the town/parish councils, Directors and Heads of Service and various Officers within the Council.
- 3 The training workshops use training material provided by the Standards Board for England (the Board) and a training manual compiled by the Monitoring Officer.
- 4 Statistical material on the number of members, clerks, directors, heads of service and specific officer who have attended a workshop are as follows:

**Item No. 7****Standards and Ethics – Councillors Code of Conduct****Training Workshops**

Attendance figures as at 30th January 2007

**District Councillors**

Number of Councillors	Councillors attended	Councillors Still to attend
54	22	32

**Parish/Town Councils**

Number of Councils	Councils attended	Councils still to attend	Councillors attended	Clerks attended
29	15	14	22	12

**Parish/Town Council Representatives and Independent Members of the Standards Committee**

5 attended

**Heads of Service, Directors and Officers**

Attended	Still to attend
11	5

**Feed Back**

- 5 The feed back from the training workshops has been encouraging and samples of the monitoring replies completed at the end of each workshop are enclosed at Appendix 1 with names redacted.
- 6 The Monitoring Officer has adopted an open door policy of proactively helping members with any ethical problems and members, town/parish clerks and officers of the council are encouraged to contact the Monitoring Officer earlier rather than later if they are anticipating or experiencing a problem.

**Item No. 7**

**The Future**

- 7 Enclosed at Appendix 2 is material currently on the council's web site relating to the Ethical Framework. The Monitoring Officer intends to add to this material in the coming months giving information in respect of the workings of this committee and changes to the Code of Conduct. The Monitoring Officer intends to circulate the material to members of this committee for comments before including any additional material on the council's website.
- 8 The Monitoring Officer intends to implement work on the ethical governance toolkit previously approved by this committee on 27<sup>th</sup> June 2006 once the new Code of Conduct has been adopted and training on the changes has commenced.
- 9 The Board has promised to produce a new training DVD this year.

**Financial Implications**

10. Training sessions have been accommodated within the Council's existing training budget.

**Legal Implications**

- 11 Training for Members in respect of the Code of Conduct and generally in respect of the ethical framework is an essential part of the Standards Committee's responsibilities as set out in the Constitution.

**Conclusions**

- 12 Training is essential to enable Members to acquire the key competencies to comply with the Model Code of Conduct and the changes to be made to the Code of Conduct thus significantly enhancing good corporate governance.

**Sources of Information:**

Training material produced by the Board as set out on their web site, video and DVD material.

Training manual compiled by the Monitoring Officer.

Material on the Ethical Framework set out on the council's web site.

**Contact Officer(s):**

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**Corporate Resources Director**  
**Dr. Pav Ramewal**

**RISK ASSESSMENT STATEMENT**

Training and development is essential in order to achieve high standards of conduct in public life. Without such high standards public confidence in the democratic process will be undermined.