

**STANDARDS COMMITTEE – 3<sup>RD</sup> NOVEMBER 2005**

**TRAINING AND DEVELOPMENT**

Report of the: Monitoring Officer

Status: For Consideration

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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 Services – Mrs. Christine Nuttall

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**Recommendation:** Members are requested to note and endorse this report.

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**Background**

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

**Introduction**

- 2 On the 17<sup>th</sup> March 2005 a training session was conducted for the Parish Councillors and on the 18<sup>th</sup> March 2005 a similar training session took place for the District Councillors.
- 3 On the 28<sup>th</sup> September 2005 a training session took place at Halstead Parish Council.

**Future Proposals**

- 4 With the approval of this Committee the Monitoring Officer is planning in the coming year to tailor training to each individual member's needs and to produce an Ethical Framework Manual for each member of the District Council and for each Clerk to the Parish/Town Councils. The Manual will include training material.
- 5 The Monitoring Officer is planning to set up training workshops that Councillors can drop into on a regular basis.
- 6 The training proposed will include:  
Personal and prejudicial interests;  
Registering interests;

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The dual-hatted role;

Case law including the Richardson case and its effects on the roles and functions of Members;

Training material produced by the Standards Board for England including case reviews;

How and when to apply for a dispensation;

The Code of Conduct and new arrangements for investigation and local adjudication on complaints against Members;

Changes to the Code of Conduct.

- 7 The Monitoring Officer is looking towards establishing a partnership arrangement with Tandridge District Council in respect of specialist training for Members in respect of Ethical Standards. Discussions with the Head of Legal Services at Tandridge District Council has taken place.

**Financial Implications**

- 8 Training sessions will be capable of being accommodated within the Council's existing training budget. The partnership arrangement with Tandridge District Council should reduce the cost of specialist training for Members.

**Legal Implications**

- 9 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**

- 10 Training is essential to enable Members to acquire the key competencies to comply with the Model Code of Conduct and to significantly enhance good Corporate Governance.

**Sources of Information:** Training material from the Standards Board for England

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**Corporate Resources Director**  
**Pav Ramewal**

**RISK ASSESSMENT STATEMENT**

Training and development is essential in order to achieve high standards of conduct in public life and is part of this council's commitment towards good corporate governance.

