

Appendix 1

Member Training and Development 2023- 2024

Dates and Timescales	Topic	Audience	Delivery method	Organiser or Contact
14 June 2023 10.30am Teams	Invite to BLZ	All Members	Microsoft Teams	HR and Learning Development Administrator
21 June 2023	Health and Safety	All Members	Microsoft Teams	Democratic Services
22 June 2023 9.15am -3.30pm	Planners Event Planning Reform –One Year on	Planning Committee	Face to Face External Course 9.15am -3.30pm Leicester Devonshire Place Leicester Lunch provided	Contact Democratic Services to book through East Midlands Councils
22 June 2023 7pm	The Role of Scrutiny	Members of Scrutiny Committee	Presentation/Workshop	Democratic Services
28 June 2023 10.30am	Corporate Safeguarding	All Members	Presentation/E Learning	Communities Team
29 June 2023	Intro to LJCC	Members and Union representatives	Process, Committee Representatives reports and recommendations	Head of Governance
5 July 2023 10.30am	Introduction to Equalities	All Members	Presentation/Workshop or E Learning	Communities team
11 July 2023 2pm *New training added	Domestic Abuse and Sanctuary Scheme	All Members	Face to face presentation in the Council Offices, Beeston.	Communities Team and Democratic Services
12 July 2023 all day	Licensing Event(NALG)	Members of the Licensing and	Face to face at The Hostess, Sookholme, Mansfield NG19- 8LL	Contact Democratic Services to book a place.

Dates and Timescales	Topic	Audience	Delivery method	Organiser or Contact
		Appeals Committee		
14 July 2023 1.30pm-4.30pm	New Councillor Workshop Hitting the Ground Running	All New Councillors	Face to face Nottinghamshire County Council	Book through Democratic Services organised by East Midlands Councils.
19 July 2023 10.30am	Data Management and Freedom of Information	All Members	Presentation or E-Learning	Information Governance Officer
26 July 2023 10.30am *New training added	Housing Development	All Members	Presentation	Interim Housing Delivery Manager
13 September 10.30am	Climate Change	All Members	Head of Environment	Head of Environment/ Waste and Recycling
11 October 2023 6pm	Citizens Advice Broxtowe	All Members	Presentation before full Council from Sally Bestwick	Head of Governance
8 November 2023 10.30am	Housing Repairs	All Members	Head of Housing	Head of Housing
21 November 2023 6pm	Dealing with the Media	All Members	Comms, Cultural and Civic Services Manager	Comms, Cultural and Civic Services Manager
22 November 2023 10.30am	Homelessness and Allocations	All Members	Head of Housing	Head of Housing
6 December 2023 10.30am	Tenancy Conditions	All Members	Head of Housing	Head of Housing

Dates and Timescales	Topic	Audience	Delivery method	Organiser or Contact
	and Tenants Rights			
10 January 2024 10.30am	Rents	All Members	Head of Housing	Head of Housing
13 February 2024 6pm	Social media Training	All Members	Comms, Cultural and Civic Services	Comms, Cultural and Civic Services Manager
20 February 2024 6pm	Waste Recycling and Street Cleansing	All Members	Head of Environment	Head of Environment
TBC	Introduction to Finance	All Members	Budget Workshop –Presentation	Head of Finance, Head of Revenues and Benefits and Deputy Chief Executive.
2024 Repeat	Asset Management	All Members	Head of Asset Management	Head of Asset Management
Further or Repeat Sessions				
4 dates TBC for 2023/24 Council year	Planning Committee (Mandatory)	Planning Committee members	Planning team	Planning
4 dates TBC for 2023/24 Council year	Licensing Committee (Mandatory)	Licensing Committee Members	Licensing Team	Licensing

East Midlands Councils Training for Councillors have updated their programme and new dates have been added.

- Scrutiny Skills
- Social Media
- Cyber Security a FREE 1-hour briefing delivered via Teams with practical tools and information to help keep councillors safe on-line. There are 2 sessions available and the dates and links are below:

<https://www.emcouncils.gov.uk/Our-programme-of-events-for-Councillors/Cyber-Security-%E2%80%93-Stay-safe-online!/80584> - 31st July 1pm – 2pm

<https://www.emcouncils.gov.uk/Our-programme-of-events-for-Councillors/Cyber-Security-%E2%80%93-Stay-safe-online!/80585> - 26th September 7pm - 8pm

- Chairing Skills

<https://www.emcouncils.gov.uk/Our-programme-of-events-for-Councillors/Chairing-Skills-for-Members/80597>
- 3 July 6pm-8.30pm

The full list of East Midlands Councils events can be found using the link below.

<https://www.emcouncils.gov.uk/Our-programme-of-events-for-Councillors>

Councillor E-Learning [Councillor e-learning | Local Government Association](#)

Councillors sign up to the LGA E-Learning package for free e-learning modules that will deepen your knowledge of local government and help you to build the leadership skills you need to work effectively within your communities. Register through the link above to create a bespoke learning programme and choose the modules most relevant to your individual needs and interests, and be able to fit your learning around your other commitments. E-learning modules to choose from are:

- Audit Committees (An Introduction)
- Biodiversity for Councils
- Building Control
- Commissioning council services
- Community engagement and leadership
- Corporate parenting
- Councillor Code of Conduct
- Councillor Induction
- Economic Development
- Equality, diversity and inclusion
- Facilitation and conflict resolution
- Handling Intimidation
- Holding Council meetings online
- Influencing skills
- Licensing for Councillors
- Local Government finance
- Planning
- Police and Crime Panels
- Scrutiny for Councillors
- Stress Management and Personal Resilience
- Supporting mentally healthier communities
- Supporting your constituents with complex issues
- The effective Ward Councillor
- UK General Data Protection Regulation (GDPR)

The Local Government Information Unit (LGIU) provides courses for Councillors. As a member we also get 25% off all LGIU training

The link to this is [Courses for councillors - LGiU](#)

Some of the courses listed include:

- Chairing
- Project Management
- Scrutiny
- Speed reading
- Strategic thinking
- Safety and Self-Protection

Please let the Democratic team know if you wish to book on any of the courses and we will arrange payment.

LGIU also offer resources for new Councillors and a link to sign up to a free LGIU account to keep you up to date with local government. The link can be accessed here: [Resources for new councillors - LGiU](#)

Please contact the Democratic Services Team at committees@broxtowe.gov.uk to book external courses or if you have any queries.