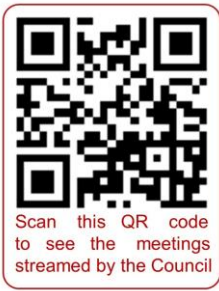


Public Document Pack



**North East
Derbyshire**
District Council

Contact: Torin Fuller
Tel: 01246 217375
Email: torin.fuller@ne-derbyshire.gov.uk
Date: Monday, 28 April 2025

To: **Members of the Standards Committee**

Please attend a meeting of the Standards Committee to be held on **Wednesday, 7 May 2025 at 2.00 pm in Meeting Room 1**, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield, S42 6NG.

Yours sincerely

A handwritten signature in black ink that reads "Sarah Steenberg".

Assistant Director of Governance and Monitoring Officer

Members of the Committee

Councillor K Gillott (Chair)
Councillor H Wetherall (Vice-Chair)
Councillor P Antcliff
Councillor C Cupit
Councillor P Kerry
Councillor F Petersen
Councillor K Rouse

For further information about this meeting please contact: Torin Fuller 01246 217375

A G E N D A

1 Apologies for Absence

2 Declarations of Interest

Members are requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item in the agenda and withdraw from the meeting at the appropriate time.

3 Minutes of Last Meeting (Pages 4 - 6)

To approve as a correct record and the Chair to sign the Minutes of the Standards Committee held on 5 March 2025.

4 Review of the Constitution (Pages 7 - 17)

5 RIPA Annual Report (To Follow)

6 Member Complaints - Guidance for Potential Complainants (Pages 18 - 21)

7 Review of Members' Attendance at Training Events (Pages 22 - 25)

8 Standards Committee Training Proposals for District Councillors (Verbal Report)

9 Options for Parish Councillors Training (Verbal Report)

10 Work Programme (Page 26)

11 Urgent Business (public session)

To consider any other matter which the Chair is of the opinion should be considered as a matter of urgency.

Access for All statement

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- **Phone** - [01246 231111](tel:01246231111)
- **Email** - connectne@ne-derbyshire.gov.uk
- **Text** - [07800 00 24 25](tel:07800002425)
- **BSL Video Call** – a three way video call with us and a BSL interpreter. It is free to call North East Derbyshire District Council with [Sign Solutions](#) or call into the offices at Wingerworth.
- Call with [Relay UK](#) via textphone or app on [0800 500 888](tel:0800500888)– a free phone service
- **Visiting** our [offices](#) at Wingerworth – 2013 Mill lane, [S42 6NG](#)

STANDARDS COMMITTEE

MINUTES OF MEETING HELD ON WEDNESDAY, 5 MARCH 2025

Present:

Councillor Kevin Gillott (Chair) (in the Chair)

Councillor Helen Wetherall (Vice-Chair)

Councillor Pat Kerry

Councillor Kathy Rouse

Councillor Fran Petersen

Also Present:

J Dethick

Director of Finance and Resources & (Section 151 Officer)

S Sternberg

Assistant Director of Governance and Monitoring Officer

D Thompson

Assistant Director of Planning

A Smith

Legal Services Manager and Deputy Monitoring Officer

A Bryan

Governance Manager

T Fuller

Governance Officer

STA/ Apologies for Absence

24/2

4-25 None.

STA/ Declarations of Interest

25/2

4-25 Councillor H Weatherall declared an interest in agenda item 5, Gifts and Hospitality Annual Report, as she was named in the report.

STA/ Minutes of Last Meeting

26/2

4-25 RESOLVED – That the Minutes of the meeting of the Standards Committee held on 13 November 2024 and the Extraordinary Standards Committee held on 23 January 2025 be approved as records and signed by the Chair.

STA/ Whistleblowing Policy Review

27/2

4-25 Committee considered a report which detailed the annual review of the Whistleblowing Policy. The report informed Members that the existing version of the policy was considered up-to-date with current legislation and best practice, and that no discussions have been made under the policy in 2024.

Committee considered the report. The process for investigating concerns about elected members was clarified. It was suggested that this be expanded upon in the Whistleblowing Policy Flowchart, attached in Appendix 1.

RESOLVED – That:-

- (1) The policy on the Council's website, be approved.
- (2) Committee noted that no disclosures had been made under the Policy in

2024.

STA/ Gifts and Hospitality Annual Report

28/2

4-25

Committee considered a report which detailed all entries in the Council's Gifts and Hospitality Register during the period January 2024 to December 2024. The report recommended that Members consider whether a reminder should be sent out regarding the requirement to declare all offers of gifts and hospitality over the value of £50. Members received a handout detailing late submissions to the Gifts and Hospitality Register.

Committee considered the report and handout. It was felt that sending out a reminder, regarding the Gifts and Hospitality Register, was a good decision.

RESOLVED – That:

- (1) The contents of the annual report in respect of offers of gifts and hospitality made to Members and officers for the period January 2024 to December 2024, be noted.
- (2) A reminder be sent regarding awareness of the Gifts and Hospitality Register.

STA/ Review of the Constitution

29/2

4-25

Committee considered a report which proposed changes to the Council's Constitution, following a "light touch" review. The report included a table of proposed changes, attached at Appendix 1, and the proposed Contract Procedure Rules, attached at Appendix 2. Committee received a handout which detailed proposed changes to the rules on substitutions.

Committee went through the table of proposed changes and discussed amendments accordingly. This included a breakdown of the proposed Contract Procedure Rules. It was clarified that the procurement team that had previously been serving the Shared Alliance was now working solely for North East Derbyshire District Council (NEDDC). The process for making this decision and reasons behind it were explained.

Members considered the constitutional changes affecting Planning Committee. It was suggested that the proposed change regarding deferrals be extended to Licensing Committee. Committee discussed the proposed changes to the call in process and the benefits/limitations these came with. It was agreed that the proposed changes be amended to give adjoining Ward Members and the Chair of Planning Committee the provision to call in planning applications.

Committee discussed the proposed changes to delegated decisions and the length of Motions to be submitted at Council. Members suggested amendments in relation to communicating delegated decisions with portfolio holders and putting a set word limit on Motions.

Committee considered the proposed changes to substitutions. It was suggested that substitutions also be permitted for Standards Committee, but not for any

Standards Committee hearings.

RESOLVED – That Members agreed the proposed changes and recommended them to Council for inclusion in the Constitution, subject to the amendments discussed being implemented by the Monitoring Officer.

STA/ Work Programme

30/2

4-25

The Committee considered its work programme for the remainder for the 2024/25 Municipal Year. The reason for the RIPA Policy Annual Report being deferred was explained.

It was suggested that the date for the next meeting be changed to accommodate for the upcoming Local Elections. It was agreed that a date would be decided with the Chair and Vice Chair outside of the meeting.

RESOLVED – That the work programme be noted.

STA/ Urgent Business

31/2

4-25

None.

North East Derbyshire District Council

Standards Committee

7 May 2025

Review of the Constitution 2024/25

Report of the Assistant Director of Governance and Monitoring Officer

Classification: This report is public

Report By: Sarah Sternberg, Assistant Director of Governance and Monitoring Officer

Contact Officer: Sarah Sternberg, Assistant Director of Governance and Monitoring Officer

PURPOSE / SUMMARY

To present the final draft version of the Constitution to Members of the Standards Committee, prior to presentation at the Council’s Annual Meeting.

RECOMMENDATIONS

- 1. That, subject to any comments by Members of Standards Committee, Council be recommended to approve the Constitution attached.

IMPLICATIONS

Finance and Risk: Yes ☐ No ☒

Details: On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details: As in the report. On Behalf of the Solicitor to the Council

Staffing: Yes ☐ No ☒

Details: On behalf of the Head of Paid Service

DECISION INFORMATION

Decision Information	
Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: NEDDC: Revenue - £125,000 ☐ Capital - £310,000 ☐ ☒ <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
District Wards Significantly Affected	None directly
Equality Impact Assessment (EIA) details:	
Stage 1 screening undertaken Completed EIA stage 1 to be appended if not required to do a stage 2	Yes, appended.
Stage 2 full assessment undertaken Completed EIA stage 2 needs to be appended to the report	No, not applicable
Consultation: Leader / Deputy Leader ☐ Cabinet ☐ SMT ☐ Relevant Service Manager ☐ Members ☐ Public ☐ Other ☐	Yes Details: previous meetings of Standards Committee.

Links to Council Plan priorities; - A great place that cares for the environment - A great place to live well - A great place to work - A great place to access good public services
Indirectly affects all the above.

REPORT DETAILS

1 **Background** (reasons for bringing the report)

- 1.1 Standards Committee has been carrying out their annual review of the Council's Constitution over their meetings this corporate year. Members have looked at a number of areas including the changes to procurement as a result of the implementation of the Procurement Act 2023. This has been a light touch review as a thorough review was undertaken last year. However of necessity it has included the significant Procurement Act 2023 changes.
 - 1.2 In addition the Monitoring Officer has separately reviewed the Constitution under the delegation in the Constitution to correct typos, update titles and references to legislation and to clarify where necessary.
 - 1.3 The final table of changes, including those made at the last meeting of Standards Committee is attached at Appendix 2.
- 2. Details of Proposal or Information**
- 2.1 The final version of the draft Constitution is attached for Members to consider and make comments. This will then be presented to the Annual Meeting of the Council for approval for the forthcoming year.
- 3 Reasons for Recommendation**
- 3.1 To ensure the Constitution is up to date and approved annually by Council.
- 4 Alternative Options and Reasons for Rejection**
- 4.1 There are no acceptable alternatives.

DOCUMENT INFORMATION

Appendix No	Title
1	EIA Stage 1
2	Table of changes
3	Draft Constitution
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet you must provide copies of the background papers)	
None	



Stage 1 – Equality Impact Assessment Screening

Any new policy, strategy, function, service, practice, or proposal will need to be screened to decide whether it's relevant to equality and if this is the case, it is necessary to build an assessment (Stage 2) into the **initial drafting** or **development** of the piece of work.

The relevant strands of equality are:

Age, Disability, Gender identity/Gender reassignment, Race, Religion or belief, Sex, Sexual orientation, Women who are pregnant or have recently had a baby.

Also, for issues affecting staff, consider employees who are married or in a civil partnership.

The next section sets out the points you may need to consider in determining whether to carry out an EIA (stage 2). For advice/support in making this determination, please contact the Performance & Improvement Team (Equality lead).

Title of policy or proposal	Annual review of Council Constitution 2025
Name of EIA lead	Sarah Sternberg, Monitoring Officer
Briefly describe the aims of the policy, strategy, service, decision or proposal, its aims, the likely outcomes, and the rationale for it	The Constitution contains the rules for how the Council formally deals with its business. This is reviewed annually by the Standards Committee together with the Monitoring Officer, Deputy Monitoring Officer and Governance Manager.

	Initial Assessment Considerations	Yes	No	Comments
1.	Does this policy/proposal affect people: - Customers - Residents - Staff	X		Affects all groups positively
2.	Does it have the potential to adversely impact on any of the protected characteristics?		x	It is intended that the Rules are fair and as far as possible we seek to make sure no one with the protected characteristics is adversely affected.
3.	Can the council influence the impact? E.g., is it a statutory requirement, national guidance etc.		X	Part is statutory and part isn't. the part that is statutory instructs the Council as to what the rules should be.
4.	Are existing equality monitoring processes already in place? If so, please note under comments		X	No. this relies on a member of the public, Councillor or Officer bringing such an issue to our attention. This is unlikely but we are always open to this happening and reviewing the relevant part of the Constitution.

If the answer to questions 1 to 3 above is 'yes', then an **Equality Impact Assessment** (Stage 2) may be necessary.

A copy of the form should be sent via email to the Performance and Improvement (Equality Lead) amar.bashir@ne-derbyshire.gov.uk and a copy should be retained with your policy/proposal documentation.

Equality Officer Recommendation	Tick as appropriate	Date
EIA Stage 2 required		
EIA Stage 2 NOT required	X	16 th April 2025

Copy to be returned to the EIA lead with Equality Officer recommendation.

Performance and Improvement Team to keep a central electronic record of all decisions made under Stage 1.

Appendix		
Constitution changes 2024/25		
Index of parts of the Constitution.	Group together relevant items e.g. functions and delegations and proper officers under individual sections.	Will be part of the report to Standards Committee at its meeting on 7 th May 2025.
Director of Finance and Resources' delegations	Specific Delegations to Officers in Section 19, number 3 Director of Finance and Resources and Section 151 Officer on page 141.	Add the following as 3.14 and renumber: 3.14 Where an area is to be regenerated and a Council House within that area becomes void, to retain the property as void until such time as the regeneration scheme is commenced or a decision is taken not to proceed.
New Contract Procedure Rules as a result of the Procurement Act 2023 implementation.	Replace Contract Procedure Rules at Section 22 on page 170 Implementing the Procurement Act 2023.	New Contract Procedure Rules attached.
Restriction on participation in a deferred planning decision.	The Functions Scheme, Section 17, 2 Planning Committee Terms of Reference page 116.	Add at the end: <u>Deferred Planning Committee consideration of planning application</u> Councillors must not take part in the Planning Committee's determination of an application, unless they have been present to hear the entire debate, including the officers' introduction to the matter and any speakers comments. If an application has previously been deferred after the public speakers, then the same Councillors will be asked to reconsider the application when it is returned to Planning Committee.

Assistant Directors and Directors' general delegation.	Delegation of Council Functions and Executive Functions to Officers – section 15 page 87	Add to the end of 9.1: where there is no direct delegation covering the matter. Add to 9.3 as follows: 9.3 To sign licenses, notices and orders relevant to their service areas subject to consultation with the Monitoring Officer
HOPS delegation	Specific Delegations to Officers Section 19 page 136. 1. Managing Director and Head of Paid Service.	Add after 1.20 and renumber following paragraphs: 1.21 Following consideration by JCG, to approve operational policies relating to the management of people within the organisation except where the policy is a new policy or there is significant disagreement with the Unions as to the content. A new policy is one which covers a part of the Employer/Employee relationship not previously covered by a policy.
Assistant Directors and Directors' general delegation.	Delegation of Council Functions and Executive Functions to Officers – Section 15 page 91.	9.13 To deal with procurement matters including procurement exercises and finalising subsequent contractual arrangements whilst at all times acting in accordance with the Council's Finance Rules and Contract Procedure Rules.
Assistant Directors and Directors' general delegation.	Delegation of Council Functions and Executive Functions to Officers – Section 15 page 90.	Amend as follows: 9.9 To decide the terms upon which services will be provided to the public (which may include providing services on different terms to different individuals or classes of

		individuals). This includes changes to fees and charges for services. Although as originally drafted fees and charges are part of the terms on which a service is provided, this will make it explicit in the delegation.
Council Procedure Rules	Council Procedure Rules – Section 10(2) page 54 – motions on notice.	Add: (h) the motion contains more than one topic and the topics are unrelated. This is so that the motion is focussed and does not include a wide number of non related subjects. Add (f) the proposed motion is longer than 300 words. On occasion there have been motions which have been excessively long. Where a proposer is unwilling to amend the motion, there should be authority to reject in the circumstances.
Planning Committee Terms of Reference	Functions Scheme – section 17 page 106.	Amendment of paragraphs (c) to (e) to refer to material planning considerations and to refer to a District ward councillor as follows: (c) A District Ward Councillor or the Ward Councillor for an adjoining Ward has notified the Assistant Director of Planning / the Planning Manager – Development Management or the application case officer in writing or by e-mail within 3 weeks of the publication of the weekly list of their contention that the application should be

		determined by the Planning Committee and the notification is supported by one or more planning grounds material planning considerations, the planning issues to be fully explained by the Member calling it in or the Chair of Planning (or Vice Chair in their absence) has agreed to the application being considered by Planning Committee. (d) A District Ward Councillor or the Ward Councillor for an adjoining Ward has notified the Assistant Director of Planning, the Planning Manager - Development Management or the application case officer by email before the application has been determined the planning reasons material planning considerations why they contend the application should be determined by Planning Committee or the Chair of Planning (or Vice Chair in their absence) has agreed to the application being considered by Planning Committee, and (e) the Assistant Director of Planning has accepted the planning reasons material planning considerations which have been put forward and has advised and/or has received the consent of the Planning Committee Chair or Vice Chair that the application should be heard and decided by the Planning Committee. This is in order to ensure that the reasons given by the Councillor are mainly planning reasons.
Planning Committee Terms of Reference	Functions Scheme – section 17 page 116.	After:

	Delegation of functions to officers	• Making Tree Preservation Orders (TPOs) except where there are any objections or other representations made in opposition to the proposed making of a TPO. Add: • Amending or revoking Tree Preservation Orders (TPOs). Where there are any objections or other representations made in opposition to the proposed amendment or revocation of a TPO, the delegation to the officer to be in consultation with the Chair of the Planning Committee.
Licensing and Scrutiny Committees terms of reference in Section Seventeen of the Functions Scheme in the Constitution.	Change to rules on substitutes to allow for substitutes to be available for Committees in addition to Planning. This would allow the membership of the Licensing Committees and Scrutiny Committees to be substituted by the Leader of the relevant political group. It is not advised to allow this for the Audit Committee or the Standards Committee.	Add the following to the terms of reference of the Licensing, Scrutiny and Standards Committees: Each Party Leader will supply an annual list of the substitute Councillors from their Party to the Governance Manager in advance of the Annual Meeting. Nominated Members of each political group may act as substitutes on the Committee and will undertake training alongside other Committee Members. Substitutes may vote at Meetings. Any substitutions must be notified to the Governance Manager in advance by midday the working day before the meeting. If a Substitute Councillor is present at a meeting at which a Councillor (who they are substituting for) joins the meeting during the course of proceedings, the Substitute Councillor may not take part from that point.

		Add the following green text to the Planning Committee Terms of Reference: Any substitutions must be notified to the Governance Manager in advance by midday the working day before the meeting. Add the following to the Standards Committee Terms of Reference: Substitute Councillors will not be allowed to sit on Hearing Panels of the Standards Committee.
Scrutiny Committees terms of reference in Section Seventeen of the Functions Scheme in the Constitution	To clarify the role of the Joint Scrutiny Committee	Add the following to the terms of reference for Scrutiny Committees: Joint Scrutiny Committee To consider the Council's budget proposals and any other cross cutting work that requires input of all four scrutiny committees. The Chair of the Joint Scrutiny Committee will be elected at the start of the meeting from one of the Chairs of the four themed scrutiny committees.

Guidance for those wishing to make a complaint to the Monitoring Officer that a Councillor has breached the Code of Conduct.

Under the legislation the Monitoring Officer is to receive your complaint in writing with sufficient detail.

Further, under the Localism Act 2011, the Monitoring Officer is only able to deal with complaints that Councillors have breached the relevant Code of Conduct whilst acting in their role as a Councillor and where it can be evidenced that there is a breach of the relevant code of conduct.

You must give the following details to enable us to consider your complaint properly and avoid the need for requests for further details. There is also a description of some of the things that should not be relied upon.

	Complaint details	Examples of evidence	Examples of evidence which wouldn't support your complaint
1	The name of the Councillor and which Council they are from.	The Monitoring Officer's role is in relation to Parish, Town and District Councillors only and it is in relation to the alleged breaches of the Code of Conduct by a Councillor.	If the complaint is about a Parish or Town Clerk or another officer, the Monitoring Officer cannot deal with the complaint. A decision of the Parish or Town Council. Any actions of the Parish or Town Council such as closure of the football pavilion on a Tuesday. The alleged failure of a Councillor to attend the council for 6 months and the impact of section 85 of the Local Government Act 1972.
2	The details of how the Councillor was performing their duties at the time the alleged behaviour took place. <u>The complaints process</u>	It was at a formal Council meeting and is in the minutes or was seen by the complainant.	It was on the street where the Councillor was doing their shopping.

	<u>does not apply to the private life of a Councillor.</u>	It was before the Council meeting, but as people were gathering together ready for the meeting to start. It was on a formal Council site visit by Councillors. It was at the meeting of another body which the Councillor attends as the Council's representative. The Councillor's attendance is in the minutes/notes of the meeting. The Councillor said that he/she is a Councillor at the time of the alleged behaviour and the circumstances showed that they believed they were acting as a Councillor. It was in the street after a council meeting where a group of people had collected to discuss the outcome of one of the items at the council meeting.	It was as the Councillor was walking up the path to their home. It was at the allotments where the Councillor has an allotment, but the allotments are run by an allotment association. It was in the pub. It was at a restaurant where a group of Councillors were having dinner together. It was in the street after a council meeting where a group of people including Councillors had collected to discuss the football results. The Councillor was directing people to car parking spaces at a Parish Council run event and directed me to the wrong place in the car park and caused me to get a parking ticket. The behaviour relates to social media posts on the private social media of the Councillor and they do not refer to themselves as a Councillor anywhere.
3	Details of the alleged behaviour	Date, time and place plus a full description of what was said and/or done.	'They harassed me' - without giving any details of the behaviour.

		If it is an allegation of using their influence to get a particular outcome, include details of how they did this, for example, when they met officers or decision makers, what they said and how this caused the decision to be what it was. Seek to demonstrate that it would have been a different decision without this interference. The Councillor was seen going in to the house of a current planning applicant where the planning applicant was not a personal friend or business colleague.	‘They are bullying me’ - without giving any details of the behaviour. ‘They used their influence’... to get my playground, football pitch, theatre, etc closed down.
4	The alleged breach of the Code of Conduct?	Name the part of the particular council’s code of conduct that has been breached and explain why you think that part has been breached.	Confusing the different parts of the code of conduct and not clearly identifying the nature of the breach.
5	Details of witnesses to the alleged breach	Identify the witnesses who have agreed to be party to the complaint and what they can say.	‘The lady in number 32 saw it so you should speak to her.’ ‘There are CCTV cameras on that street so you can get pictures.’
6	Whether the Councillor didn’t declare an interest where they should have done so on their Register of Interests form.	Identify the interest with some evidence of the connection between the Councillor and the interest. The complainant has asked the Councillor who has confirmed the interest.	A statement that the Councillor owns the piece of land next to the planning application being considered at the next Planning Committee. The statement insisting that the Monitoring Officer will have to check ownership.

		An event has been organised and the Councillor's name appears in the social media and other publicity.	The relevant interest is already on the Register of Interests form or is duly registered. The interest is registered but not shown due to its sensitive nature. The interest is outside the District's area and has no relevance to the Council. It is a new interest and the Councillor has the remainder of the 28 days to register it.
7	Whether the Councillor didn't declare an interest where they should have done so at a formal meeting of the Council.	Identify the interest that should have been declared either by way of a Register of Interests entry or by outlining the circumstances. Relate the interest to the decision being made at the meeting. How did it cause a conflict of interest for the Councillor? Why should the Councillor have realised there was a conflict of interest?	It's an interest because it's in the same ward as the councillor's home. I saw the Councillor in the street saying 'hello' to the applicant and therefore the Councillor cannot take part in the decision. The Councillor's spouse is an officer of the Council so the Councillor shouldn't take part in any decision where the spouse is advising.

North East Derbyshire District Council

Standards Committee

7 May 2025

Member Training Attendance 2024/25

Report of the Governance Manager

Classification: This report is public

Report By: Amy Bryan, Governance Manager

Contact Officer: Amy Bryan, Governance Manager

PURPOSE / SUMMARY

This report summarises attendance by Councillors at recent training sessions.

RECOMMENDATIONS

1. That the information on Member training attendances be noted.

IMPLICATIONS

Finance and Risk: Yes ☐ No ☒

Details:

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details: Essential training to cover the legal obligations and responsibilities of Members and the Council is included in the member development programme as part of induction and with regular refreshers. Subjects such as data protection, safeguarding, code of conduct will be addressed regularly, with committee specific training on an annual basis or as needed.

On Behalf of the Solicitor to the Council

Staffing: Yes ☐ No ☒

Details:

On behalf of the Head of Paid Service

DECISION INFORMATION

Decision Information	
Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: NEDDC: Revenue - £125,000 ☐ Capital - £310,000 ☐ ☒ <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
District Wards Significantly Affected	None directly
Equality Impact Assessment (EIA) details:	
Stage 1 screening undertaken Completed EIA stage 1 to be appended if not required to do a stage 2	Not applicable. This report is for information only.
Stage 2 full assessment undertaken Completed EIA stage 2 needs to be appended to the report	No, not applicable
Consultation: Leader / Deputy Leader ☐ Cabinet ☐ SMT ☐ Relevant Service Manager ☐ Members ☐ Public ☐ Other ☐	Details:

Links to Council Plan priorities; - A great place that cares for the environment - A great place to live well - A great place to work - A great place to access good public services
Indirectly affects all the above.

REPORT DETAILS

1 Background (reasons for bringing the report)

- 1.1 Within the Terms of Reference of the Standards Committee is to: 'Oversee Member Training, (including the attendance of Members at courses), in relation to matters affecting their conduct and probity including relevant information provided to newly elected District Councillors.
- 1.2 The information in this report is set out for the Committee to monitor and oversee member training.

2. Details of Proposal or Information

- 2.1 The following training has been held during 2024/25:

Making Defensible Planning Decisions - delivered by the Planning Advisory Service (PAS) – Two sessions on 10 June and 16 July 2024

Personal Safety Briefing for Councillors – delivered by Derbyshire Police – 25 November 2024

Planning Appeals Training – 10 December 2024

Personal Safety Briefing for Councillors – delivered by Derbyshire Police – 8 January 2025

Planning Committee Training on New NPPF – 14 January 2025

Cyber Training for Councillors – delivered by Derbyshire Police – 24 March 2025

- 2.2 A summary of the attendances at these events is set out in the following table:

Topic	Members invited	Attendees	Percentage
Making Defensible Planning Decisions	Planning Committee Members and Subs - 21	11	52%
Personal Safety Briefing (Total of two sessions)	All Members - 53	7	13%
Planning Appeals Training	All Members - 53	12	22%
New NPPF	Planning Committee Members - 11	9	81%
Cyber Training	All Members - 53	6	11%

- 2.3 Since November 2024, Councillors have had access to Me Learning, which is the Council's online learning platform. All Councillors received an email in November 2024 which invited them to set up an account on the platform. Councillors who are signed up then have access to the following nine courses:

- Information & Cyber Security
- NEDDC Safeguarding Awareness

- Freedom of Information
- GDPR / Data Protection
- Fire Safety Awareness
- Health & Safety in the Workplace
- NEDDC Mental Health Awareness
- Equality & Diversity
- Safeguarding against Radicalisation – Prevent Duty

Councillors were asked to complete the courses by 6 May 2025.

2.4 A summary of the courses completed and started are set out in the following table.

Course	Number who have started the course but not completed	Number who have completed the course
Customer Service		3
Equality and Diversity		2
Fire Safety Awareness		3
Freedom of Information		3
GDPR	1	2
Health and Safety in the Workplace		2
Information & Cyber Security		3
NEDDC Mental Health Awareness		3
NEDDC Safeguarding Awareness		2
Safeguarding against Radicalisation – Prevent Duty		2

3 Reasons for Recommendation

3.1 To enable the Committee to carry out its role in monitoring member training.

4 Alternative Options and Reasons for Rejection

4.1 There are no alternative options as this report is for information only.

DOCUMENT INFORMATION

Appendix No	Title
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet you must provide copies of the background papers)	
None	

Agenda Item 10

STANDARDS COMMITTEE 2025/26 – WORK PROGRAMME

Date	Agenda items
July 2025	• Annual Letter from the Local Government & Social Care Ombudsman • Annual Complaint Performance and Service Improvement Report for Housing • Annual Report of Standards Committee • Annual Report of the Independent Persons
October 2025	• Review of the Constitution
December 2025	• Review of the Constitution
February 2026	• RIPA Policy Annual Report • Whistleblowing Policy Annual Report • Gifts and Hospitality Annual Report • Review of the Constitution
April 2026	• Review of Members' Attendance at Training Events