

North East Derbyshire District Council

Standards Committee

29 April 2026

Member Training Attendance 2025/26

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	
<p>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:</p> <p>NEDDC: Revenue - £125,000 <input type="checkbox"/> Capital - £310,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	No
District Wards Significantly Affected	None directly
Equality Impact Assessment (EIA) details:	
<p>Stage 1 screening undertaken</p> <ul style="list-style-type: none"> Completed EIA stage 1 to be appended if not required to do a stage 2 	Not applicable. This report is for information only.
<p>Stage 2 full assessment undertaken</p> <ul style="list-style-type: none"> Completed EIA stage 2 needs to be appended to the report 	No, not applicable
<p>Consultation: Leader / Deputy Leader <input type="checkbox"/> Cabinet <input type="checkbox"/> SMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p>	Details:

<p>Links to Council Plan priorities;</p> <ul style="list-style-type: none"> 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 2025/26:

Planning Committee Training – 25 June 2025

This training was aimed at those who had not completed any planning training, but all Planning Committee Members and Subs were invited to attend.

This session was delivered in person with the option to join on Teams.

All Planning Committee Members and named substitutes were invited and 11 Councillors attended.

Licensing Committee Training – 16 September 2025

This training provided an overview of the Licensing Service and aim to help Members understand their role and responsibilities as a Member of the Licensing Committee and provide guidance on good decision-making.

This session was delivered in person with the option to join on Teams.

All Licensing Committee Members were invited to attend and 6 Councillors attended.

- 2.2 For the mid-term induction refresh, officers have produced training videos which have been made available to Members. The following training videos have been made available:

- Emergency Planning
- Safeguarding
- Risk
- Finance
- Equality & Inclusion
- Community Safety
- Understanding Executive Decision Making
- Freedom of Information & Data Protection

Members were asked to confirm once they had watched the training videos so their training records could be updated.

So far, four Councillors have confirmed they have watched some or all of the training videos.

- 2.3 One member attended an externally run course – Chairing Skills for Members on 18 June 2025 run by East Midlands Councils.

2.4 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.

2.5 In January 2026 Councillors were sent a reminder about the training platform.

2.6 Twelve Councillors have so far set up an account on the software.

Other Training

2.7 Some Councillors have indicated that they have participated in similar training through other positions and have requested recognition to avoid repeating or undertaking training at a level below what is required for their other role(s). In response, if a Councillor provides details of previous training, including the provider and completion dates, this information will be recorded in the Councillor's official training record.

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	