

To Members of the Member Development Steering Group

Cllr. Adrian Clifford (Chairman)
Cllr. Matt Tomeo (Vice-Chairman)

Cllr. Nick Brown
Cllr. Luke Cousin
Cllr. Susan Findlay

Cllr. Ande Savage
Cllr. Dillan Shikotra
Cllr. Roger Stead

Cllr. Bob Waterton
Cllr. Jane Wolfe

Dear Councillor,

A meeting of the **MEMBER DEVELOPMENT STEERING GROUP** will be held in the Brooks Room - Council Offices, Narborough on **TUESDAY, 23 SEPTEMBER 2025 at 5.30 p.m.** Please find attached a supplemental item that is required for the meeting and is in addition to the agenda and report pack that has already been circulated.

Yours faithfully



Gemma Dennis
Corporate Services Group Manager

SUPPLEMENTAL ITEMS

4. Member Development Programme (Pages 3 - 6)

For Members to consider the current Member Development Programme and provide feedback on the courses delivered and proposed future training against the identified training and development needs from the latest Councillor Development Reviews (enclosed).

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Key Themes:

Affordable Housing

17 out of 30 Members (57%) completing CDR's identified 'Affordable Housing' as an area for further training and development.

Previous training on this topic:

A training session on Affordable Housing took place on Monday 18 December 2023, covering Affordable Housing Development, Homelessness, Housing Demand and the Housing Register. 13 Members attended.

Action: An update was received at Scrutiny Commission on 11 September and the presentation slides will be shared with all Members. Training materials from the session held on 18 December are available to view on the Members SharePoint Site.

Emergency Planning/Resilience

14 out of 30 Members (47%) completing CDR's identified 'Emergency Planning/Resilience' as an area for further training and development.

Previous training on this topic:

Training was provided on the Resilience Partnership on Thursday 21 March 2024, covering resilience arrangements in Leicester, Leicestershire & Rutland and explaining the role of Elected Members before, during and following an incident. 17 members attended this session.

Action: Training materials from the Resilience Partnership are available on the Members SharePoint Site.

Benefits and Support available to residents

12 out of 30 Members (40%) completing CDR's identified 'Benefits and Support available to residents' as an area for further training and development.

Previous training on this topic:

Finance & Welfare training: Monday 23 October 2023

- This session included an overview of Council Tax & Benefits. 11 Members attended.

Vulnerability & Support Awareness training: Wednesday 3 April 2024

- This session showcased the work of the Community Services team including the Resident Support Service, The Children's Workers Service, the Domestic Abuse Outreach Service and the Community Hub. 12 members attended. Materials from this session are available on the Members SharePoint site.
- Action: Democratic Services are liaising with the Service to find a suitable date, or provide a pre-recorded video to meet learning needs.

Effective Surgeries & Casework

12 out of 30 Members (40%) completing CDR's identified 'Effective Surgeries & Casework' as an area for further training and development.

Previous training on this topic:

Training was provided for New Members at the Hitting the Ground Running: New Councillor Workshop, hosted by East Midlands Councils on Friday 14 July 2023.

Democratic Services will source an appropriate training provider for this.

Climate Change

11 out of 30 Members (37%) completing CDR's identified 'Climate Change' as an area for further training and development.

Previous training on this topic:

A Climate Change Masterclass was provided on Thursday 12 October 2023, covering our achievements so far, our plans moving forward and an introduction to the Climate Change Action Plan and Climate Change Strategy. 17 Members attended this session, and the feedback was positive.

Action: Scrutiny will be commencing its work on net zero targets and climate change on 11 November 2024. Democratic Services to send invitations to those Members interested in this topic. Training materials from the session held on 12 October are available to view on the Members SharePoint Site.

Chairing Skills

9 out of 30 Members (30%) completing CDR's identified 'Chairing skills' as an area for further training and development.

A common theme amongst members identifying this as a training and development need was the desire to have the opportunity to chair a committee or Task & Finish group, and those that were already in such positions wished to further enhance the impact and effectiveness of the committee or group they chaired through improved chairing skills.

Previous training on this topic:

Previously, Chairing Skills training was provided for members on 3 July 2023, though this was attended by only 2 Members, 1 of which has identified this as a need in their CDR. This session, hosted by East Midlands Councils, provided participants with tips and techniques associated with being a skilled chair of a virtual, physical or hybrid meeting.

Action: Democratic Services to approach those Members with a learning need in this area, to see which scrutiny meetings they would like to chair (with agreement from the Scrutiny Commission Chairman). See current Scrutiny Work Programme for dates.

Local Government Finance

A combined 13 Members (43%) completing CDR's identified 'Local Government Finance' as an area for further training and development. 6 Members identified a need for 'Basic' training in this area, while 7 identified the need for 'Advanced' training.

Action: Democratic Services circulated a training opportunity to all Members. 'Finance without Numbers' was held on 19 September 2024, hosted by LGA. We will continue to keep Members informed of any upcoming sessions.

Planning Masterclasses

At the previous meeting of the Member Development Steering Group on Tuesday 23 July 2024, Members discussed key areas where a Planning Masterclass would be most beneficial. The Development Services Manager has been invited to the meeting on 10 October to discuss future masterclasses.

The following masterclass training materials are available on the Members SharePoint Site:

- Enforcement – 16 November 2023
- Planning Advisory Service video and slides – 1 February 2024