

Member Development Programme for new Glen Parva Councillor By-Election: 21 December 2023

Online Modules	
Mandatory, Optional or Advisory	Training Module:
Mandatory (Complete these first)	Safeguarding (Bronze Level) Children, Young People & Adults
Mandatory (Complete these first)	GDPR and Data Protection
Optional	Induction for New Starters
Optional	Councillor Scrutiny
Optional	Dementia Awareness
Optional	Business Math
Optional	Coaching
Optional	Cyber Security – Keeping Safe online
Optional	Dementia Awareness
Optional	Emergency Planning
Optional	Healthy Lifestyles
Optional	Influencing, Assertiveness and Negotiation

Optional	Interview Skills
Optional	Introduction to health & Safety
Optional	Introduction to Mindfulness and Meditation
Optional	Keeping Safe Online
Optional	Managing your priorities
Optional	Mental Health Awareness
Optional	Personal Resilience
Optional	Prevent
Optional	Risk Management
Optional	Treating People Fairly

Date	Location	Mandatory, Optional or Advisory	Training Event:	External Training Provider
TBC w/c 1 January 2024	TBC	Mandatory	<u>Member Induction – Essential Business</u> <ul style="list-style-type: none"> • Welcome from Chief Executive and Directors • Corporate Overview • Introduction to the Code of Conduct - Monitoring Officer • Drop off forms. 	No
w/c 8 January 2024	TBC	Mandatory	<u>ICT and Democratic Services Support Session</u> <ul style="list-style-type: none"> • Issue laptop etc (if required) • Overview of various applications and Modern.Gov • Chamber layout, use of microphones and seating positions. • Tour of Council Offices • Photo for ID card and website 	No
11 January 2024 5-6pm	Teams	Advisory	<u>Questioning Skills for Elected Members</u> EMC in partnership with the Centre for Governance Scrutiny (CfGS) are providing an “entry level bite size” scrutiny session that aims to raise member understanding and confidence in questioning skills.	Yes (Centre for Governance & Scrutiny)

Date	Location	Mandatory, Optional or Advisory	Training Event:	External Training Provider
			This session will set out what the purpose of overview and scrutiny is, then will explore types of enquiry and types of questions, as well as looking at where you are asking questions and to whom.	
TBC	TBC	Mandatory for Planning Committee Members and Substitute Members	<u>An introduction to Planning and Strategic Growth</u> <ul style="list-style-type: none"> • Function of the Planning Committee • Introduction to legislation & policy • Local Plan/Strategic Growth 	No
TBC	TBC	Advisory for newly elected Members.	<u>An introduction to local government finance</u> <ul style="list-style-type: none"> • Members' role in finance • How finance decisions are made • Some key financial issues and terminology • Council Tax and Benefits overview 	No – Delivered by officers
Thursday 15 February 2024 5:30pm	Council Chamber	Mandatory	<u>Code of Conduct</u> <ul style="list-style-type: none"> • Understanding members roles and responsibilities • The purpose of the code, the principles the code is based on and when the code applies. 	No