# Cheshire East Council Member Development Core Programme

Delivered in person or on Teams:

| THESE SESSIONS ARE MANDATORY FOR: | | | |
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| **Event Details/Objectives** | **Main Presenter(s)/Facilitator** | **Audience** | Frequency/Notes |
| **Councillor Code of Conduct:** Covering general principles of conduct and Members' specific obligations in relation to standards of conduct by Cheshire East Councillors. | Monitoring Officer | All Councillors | Annually |
| **Planning Training:** Subjects selected in advance of future decisions, in response to legislative change and on common issues. | Head of Planning | Members of the Planning Committees and Substitutes | Ongoing programme of events held 3 – 4 times a year |
| **Medium Term Financial Strategy:** Member engagement sessions as part of consultations on the proposed Medium Term Financial Strategy (MTFS). | Section 151 Officer | All Councillors | MTFS session held 2 times a year |

Delivered via Learning Lounge:

| THESE SESSIONS ARE MANDATORY FOR: | | | |
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| Event Details/Objectives | Main Presenter(s)/Facilitator | Audience | Frequency/Notes |
| **Protecting and Managing Information:** Set of courses designed to help inform members about the creation, use, sharing and disposal of information safely and effectively. Courses cover the UK General Data Protection Regulation (UK GDPR), Information Security and Records Management. | Learning Lounge | All Councillors | Annually |
| **Dignity at work:** Covers dignity at work, bullying and harassment, how behaviour can impact on others, acceptable and unacceptable behaviour for members, identify what action to take if have concerns. | Learning Lounge | All Councillors | Annually |
| **Equality in the workplace:** Increase awareness of equality in the workplace and to identify the expectations on elected member in terms of their behaviour. | Learning Lounge | All Councillors | Annually |

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|---|---|---|---|
| **Cheshire East Committee System:** Committee procedural rules and decision-making process at Cheshire East. | Learning Lounge | All Councillors | Annually |
| **Safeguarding Adults:** Overview of Adults Safeguarding. | Learning Lounge | All Councillors | Annually |
| **Safeguarding Children:** Insight into the safeguarding of children and young people and how to respond to potential safeguarding issues. | Learning Lounge | All Councillors | Annually |
| **Members' Health and Wellbeing:** One module from mental health/personal resilience/managing your priorities/managing yourself and your time | Learning Lounge | All Councillors | Annually |

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| **Highways Engagement Days/Online tutorials:**<br>• Update on current service performance.<br>• Progress with the 2024-5 Highways capital programme.<br>• Update on Highways developments. | Head of Highways | All Councillors | Two in person events each year, two via MS Teams. |
| **Section 106**:<br>• An explanation of the S.106 process.<br>• How and when Members will engage in the process of developing a S.106 agreement.<br>• Constraints on how the Local Planning Authority can seek and secure S.106 funding.<br>• How S.106 spend will be monitored and reported moving forward.<br>• Reports to members on a ward basis and FAQs. | Interim Director Environment and Neighbourhoods | All Councillors | Two sessions held annually. |
| **Introduction to Learning Lounge:**<br>Orientation event to help members navigate Learning Lounge. | Workforce Development Advisor | All Councillors | To support the mandatory online learning programme.<br><br>Sessions scheduled periodically each year. |

Delivered via Learning Lounge:

| DISCRETIONARY SESSIONS: | | | |
|---|---|---|---|
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| **Introduction to Local Government:** Facts and information, and links to other resources. | Learning Lounge | All Councillors but aimed at those members new to local government/role of the Councillor. | Module classed as induction training but remains accessible on Learning Lounge. |
| **Unconscious Bias:** Course will help members to identify, acknowledge and challenge unconscious bias in the workplace. | Learning Lounge | All Councillors | Module classed as induction training but remains accessible on Learning Lounge. |