



Telford & Wrekin
Co-operative Council

Protect, care and invest
to create a better borough

Borough of Telford and Wrekin

Governance Committee

Wednesday 8 October 2025

Member Learning and Development Programme 2027-2031 Update

Cabinet Member:	Cllr Zona Hannington - Cabinet Member for Finance, Governance and Customer Services
Lead Director:	Anthea Lowe – Director: Policy and Governance
Service Area:	Policy and Governance
Report Author:	Lorna Gordon – Mayor and Member Support Officer
Officer Contact Details:	Tel: 01952 384978 Email: lorna.gordon@telford.gov.uk
Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable
Report considered by:	Governance Committee – 8 October 2025

1.0 Recommendations for decision/noting:

The Committee is asked to:

- 1.1 review and comment on the proposals outlined in the report and
- 1.2 agree the creation of a working group to review the Member Learning & Development Programme and make recommendations to the Governance Committee based on their findings

2.0 Purpose of Report

- 2.1 To provide Members of the Governance Committee with an overview of the main proposals for the Member Learning and Development Programme 2027-2031, as part of its role in evaluating the overall effectiveness of Member development and

to assist in generating creative and innovative ideas for the advancement of the Member Development Programme, as set out in the Committee's Terms of Reference. The strategy builds on previous successes and feedback, with a renewed focus on flexible learning, utilising digital resources and measurable engagement.

3.0 Background

3.1 The current Member Learning and Development Programme 2023-2027 was approved by the Member Development Steering Group (MDSG) in March 2023 ahead of the May 2023 local elections. Governance Committee now has oversight and responsibility for Member training and development and therefore the future of the strategy.

3.2 The programme is split into four themes:

- Hit the ground running
- Operating as an effective Councillor
- Roles and responsibilities
- Continuing professional development

These four key themes allow for learning to be tailored to a Councillor's journey during their term in office.

3.3 Differentiating between each of the four themes and what they entail has allowed officers to prioritise required learning initially, before focusing on other key topics.

3.4 The Mayor and Member Support Team has engaged with Members regarding their feedback at each stage of the development programme, including online surveys, written feedback forms at council meetings, discussions with group leaders and input from the Governance Committee during the regular Member Support Update items.

4.0 Summary of Main Proposals

4.1 The Member Learning and Development Programme 2027-2031 is expected to retain the successful four-theme structure, with additional enhancements to the induction process, digital delivery and engagement.

4.2 There are plans to streamline the initial induction process which focuses on providing Members with an understanding of the basic conduct standards and probity rules and understanding the quasi-judicial functions that the Council undertakes. This is of particular importance for Members assigned to sit on decision making Committees such as Licensing, Audit and Planning, where training is mandatory before sitting.

4.3 It is proposed that the two-day drop in event for essential registration is expanded to include Code of Conduct training for all Members in order to ensure that the legal requirement for all elected Members to attend training at least once during

each term in office is met. It is expected that the registration events will take place in SW1. During the sessions, Members will also be required to:

- Formally sign the declaration of acceptance of office (if not completed on election night).
- Complete a register of interests form to declare any financial interests in the Borough.
- Complete a disclosure and barring service check (DBS).
- Complete relevant paperwork to enable the payment of basic allowances.
- Collect council issued ICT equipment (newly elected members only).
- Have a corporate photograph taken and issued with building passes.

As with the 2023 elections, all candidates for election will be sent a letter with a comprehensive list of dates they need to be available for training and induction purposes, should they be elected.

- 4.4 Newly elected Members will be once again invited to attend a Directorates' Fayre in the weeks following the election to provide them with the opportunity to meet with directors and officers from the many service areas operated within the Council. This event was well received when it was introduced in 2023, with Members stating that it was helpful and provided them with a better understanding of council operations. It is expected that the event will take place in the Council Chamber and will involve representatives from all directorates.
- 4.5 Member feedback has indicated that there is a desire for more training content to be accessible at all times. Officers are in the process of exploring multiple options in order to make this possible. It is proposed that using a combination of the Councillor Connect portal and Ollie, the Council's e-learning platform, that recorded training sessions be uploaded to watch online and interactive training modules be developed for Members to complete individually. Discussions are still ongoing regarding how and when this will be delivered, but the Governance Committee will be regularly updated regarding progress.
- 4.6 The Member Support Team is seeking support from the Governance Committee for the creation of a working group comprised of Members of the Committee in order to review the current Member Learning Development Programme in greater detail and to discuss areas of strength and weaknesses, as well as proposals for the future of the Programme. The meetings of the working group will take place virtually. The findings and recommendations from the working group will be brought back to a future committee meeting for review and approval.

5.0 Alternative Options

- 5.1 The Committee could choose not to create a working group, and the review of the Member Learning and Development Programme could be undertaken solely by officers. However, this approach may not provide the same level of Member ownership, ensuring it remains relevant, responsive and aligned with Member development needs.

6.0 Key Risks

6.1 There are no key risks associated with this report.

7.0 Council Priorities

7.1 A community-focused, innovative Council provided efficient, effective and quality services.

8.0 Financial Implications

8.1 There are no specific financial implications arising from this report.

9.0 Legal and HR Implications

9.1 There are no specific legal or and HR implications arising from this report.

10.0 Ward Implications

10.1 There are no specific ward implication arising from this report.

11.0 Health, Social and Economic Implications

11.1 There are no specific health, social and economic implications arising from this report.

12.0 Equality and Diversity Implications

12.1 There are no specific equality and diversity implications arising from this report.

13.0 Climate Change, Biodiversity and Environmental Implications

13.1 There are no specific climate change and environmental implications arising from this report.

14.0 Background Papers

None.

15.0 Appendices

None.

16.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal	29/9/2025	29/9/2025	EH

