

## LGA Highlighting Political Leadership Update: August 2022

**Our Highlighting Political leadership programmes, events and resources are part of our Sector-Led Improvement offer funded by UK Government**

### Leadership Academy

The Leadership Academy is the LGA's flagship development programme for councillors in leadership positions. Refreshed and updated for the current challenges faced across local government, the Leadership Academy delivers for local leaders a step change in leadership behaviors, strategies, skills and mind-set.



Leading councillors from across the country and political spectrum have found the Leadership Academy helps to ensure they can effectively address modern challenges and make the most of new opportunities. The programme is now approved by Institute of Leadership & Management, the UK's leading awarding body for leadership and management, and Leadership Academy graduates will now receive an approved Institute of Leadership and Management certificate with access to resource materials for a year from the organisation. The Leadership Academy is a leadership development programme for leading councillors based on three two-day residential modules over a three-month period.

Leading councillors from across the country and political spectrum have found the Leadership Academy helps to ensure they can effectively address modern challenges and make the most of new opportunities. Over 3,300 elected members from almost every council in the country have graduated from the main Leadership Academy programme since it was launched 22 years ago.

### **Benefits of attending**

- Work with fellow Leaders and leading councillors on current issues
- Understand your own leadership style and enhance your leadership capabilities
- Develop a 'leadership toolbox' of techniques and strategies to use in different situations
- Work on participants' own specific challenges from their councils
- Understand and practise effective leadership strategies for the current environment
- Take back the learning to councils
- Work with peers from other parties and councils
- "You will become registered [Members](#) with [The Institute of Leadership & Management](#) for 1-year, providing access to all their brilliant resources, including their award-winning platform [MyLeadership](#). You will receive a certificate of achievement\* upon completion, along with a digital credential and you can use letters after your name: MInstLM"
- Overall, providing a step change in leadership effectiveness

[Type here]

## About the programme

The Leadership Academy is a leadership development programme for leading councillors based on three two-day residential modules over a three-month period.

**Module 1 Personal Leadership:** This module explores how councillors can develop, maintain and use relationships (both internal and external) to provide effective leadership at the political, organisational and wider community levels.

**Module 2 Political Leadership:** This module will develop councillors' ability to lead and manage complex change to improve effectiveness and efficiency and to achieve better outcomes for the community.

**Module 3 Leadership of place.** The focus is on helping councillors to communicate with and provide leadership to their communities and within partnerships to achieve growth and prosperity.

## Who is it for?

Councillors in leadership positions, including leaders of councils, deputy leaders, leaders of political groups, portfolio holders, shadow portfolios, scrutiny chairs and committee chairs.

**Fees:** The cost of the first place booked for each authority is now just £1,000, and the cost for each subsequent place will be £1,250. The fee covers accommodation, meals, refreshments, materials and tuition for the three residential modules. Fees are reduced for virtual programmes

## Weekend Programme 207: Warwick Conference Centre, Coventry

**Module 1:** Saturday, 10<sup>th</sup> September – Sunday, 11<sup>th</sup> September 2022

**Module 2:** Saturday, 8<sup>th</sup> October – Sunday, 9<sup>th</sup> October 2022

**Module 3:** Saturday, 5<sup>th</sup> November – Sunday, 6<sup>th</sup> November 2022

## Midweek Programme 208: Warwick Conference Centre, Coventry

**Module 1:** Wednesday, 21<sup>st</sup> September – Thursday, 22<sup>nd</sup> September 2022

**Module 2:** Wednesday, 19<sup>th</sup> October – Thursday, 20<sup>th</sup> October 2022

**Module 3:** Wednesday, 16<sup>th</sup> November – Thursday, 17<sup>th</sup> November 2022

## Weekend Programme 209: Warwick Conference Centre, Coventry

**Module 1:** Saturday, 15<sup>th</sup> October – Sunday, 16<sup>th</sup> October 2022

**Module 2:** Saturday, 19<sup>th</sup> November – Sunday, 20<sup>th</sup> November 2022

**Module 3:** Saturday, 17<sup>th</sup> December – Sunday, 18<sup>th</sup> December 2022

## Midweek Programme 210: Virtual

**Module 1:** Thursday, 3<sup>rd</sup> November – Friday, 4<sup>th</sup> November 2022

**Module 2:** Wednesday, 1<sup>st</sup> December – Thursday, 2<sup>nd</sup> December 2022

**Module 3:** Wednesday, 18<sup>th</sup> January – Thursday, 19<sup>th</sup> January 2023

## Weekend Programme 211: Warwick Conference Centre, Coventry

**Module 1:** Saturday, 26<sup>th</sup> November – Sunday, 27<sup>th</sup> November 2022

**Module 2:** Saturday, 14<sup>th</sup> January – Sunday, 15<sup>th</sup> January 2023

**Module 3:** Saturday, 11<sup>th</sup> February – Sunday, 12<sup>th</sup> February 2023

[Type here]

## **Support for Disabled Councillors and Candidates**

Councillors play a vital role in shaping the future of their communities and improving the quality of life of local people. We need people from all backgrounds and experiences who reflect the communities that they serve. The LGA is delivering a package of support for currently elected disabled councillors, and disabled people who are considering becoming a councillor

### **A campaign to attract more disabled candidates**

Our **Be a Councillor campaign** inspires people who are passionate about their communities to stand for election and become local leaders. As part of this, we have developed a bespoke national campaign to encourage disabled people to find out more about becoming a councillor.

We are taking a holistic approach to inspire a new generation of disabled councillors, but also recognise that there are practical considerations. A guide has been published for disabled councillors, and a practical checklist for councils and political groups. These resources aim to increase awareness, accessibility and inclusion at every stage of becoming a councillor.

<https://www.local.gov.uk/be-councillor/resources/improving-access-local-government-elected-office-disabled-people>

### **New! Disabled Councillors Leadership Development Programme**

July is Disability Pride Month, and we're very excited to be launching our first ever leadership programme for disabled councillors, shaped in partnership with the leading charity Disability Rights UK. It has been co-produced with disabled people and councillors, ensuring it responds to the specific needs of disabled leaders. The carefully chosen topics and activities will take disabled councillors through a six-month journey of personal development, and will accelerate and develop their leadership skills so they can become resilient and confident local leaders.

The programme is cross-party, free to attend, and will begin at a 2-day residential event on the 19<sup>th</sup> and 20<sup>th</sup> October in Manchester. This will be followed by monthly virtual workshops held via Microsoft Teams or Zoom between November and March. Places are limited, so please express your interest early by emailing [leadership@local.gov.uk](mailto:leadership@local.gov.uk).

### **One to One Coaching for Disabled Councillors**

Our highly effective coaching programme offers a cohort of 20 disabled councillors structured one-to-one conversations to support them to be brilliant leaders of their communities.. The coaching will be focussed on personal leadership development and is open to councillors from any political party, including independents.

It will provide a safe space for councillors on a one-to-one basis to examine, explore and reflect on their own leadership style and how they bring it to bear on the challenges they are facing in their role, strengthen personal resilience and embed those behaviours that will support them to confidently navigate the complexity of their local and political environment.

Each councillor will have an initial 'chemistry meeting', where they will get to know their coach and set their personal leadership goals. This is then followed by 3 x 1-hour coaching sessions via Microsoft Teams or Zoom, where their coach will support them in achieving these goals. To find out more or book a place, please email [grace.collins@local.gov.uk](mailto:grace.collins@local.gov.uk).

[Type here]

## **Political Leadership Masterclasses**

These one-day political master classes are for councillors who hold leadership positions on their councils including cabinet members, committee chairs and opposition group leaders. The cost of places at these events is fully subsidised. There are a very limited number of places available and they will be allocated on a strictly first come, first served basis.

---

### **Communication and Media Political Leadership Masterclass**

As a leading councillor you play a pivotal role in raising awareness of your local area and organisation through the media. We're running an intense five-hour virtual masterclass to develop and enhance interview skills. The session will be run by Scott Chisholm, who advises some of the country's top politicians and the world's most influential corporate executives.

- You will learn how to be in control of any encounter with any journalist
- How to prepare and present
- How a journalist thinks
- What makes news, news
- Your rights
- How to exploit difficult questions
- How to influence, rather than merely inform
- The 3 'R's of damage limitation and crisis management

**Programme 28:** Thursday, 8<sup>th</sup> September 2022 (Virtual)

**Programme 29:** Friday, 28<sup>th</sup> October 2022 (Virtual)

**Fee:** The cost of attending this programme is fully subsidised.

---

### **Risk Management Political Leadership Masterclass**

**Further details under the Finance Political Leadership Progs Offer section on Page 7**

**Programme 6:** Wednesday, 12<sup>th</sup> October 2022  
Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending the masterclass is fully subsidised.

---

## 2022-2023 LGA Finance Political Leadership Programmes / Events for Councillors

### For Leaders, Directly Elected Mayors and Finance Leads:

#### Leadership Essentials: Finance

This two-day programme will help leaders and finance portfolio holders get to grips with the financial challenges facing their authority. Facilitated by experienced local government finance practitioners, we will discuss how councils can set longer term strategies for sustainability as well as balancing the budget on an annual basis and how to work with officers to ensure that the Council is making the most of its opportunities.

Designed for Leaders and finance portfolio holders, this programme is an opportunity to focus on financial management and governance ahead of the final stages of the 2022/23 budget process, but also to look longer term at what the strategic options may be for the Council and its local area. Participants will hear from a variety of speakers with experience of financial leadership in difficult times and experts on the financial impact of change. This course is also suitable for the Chairs of Audit Committees and those responsible for finance scrutiny.

Topic covered will include;

- The role of leaders and portfolio holders in a changing financial environment
- Working with others to make sense of the opportunities
- Understanding the council's finances
- Navigating the budget process
- The financial aspects of the new delivery models
- Recognising a good business case for change

**Programme 23:** Saturday, 17<sup>th</sup> September – Sunday, 18<sup>th</sup> September 2022 – **Full**

**Programme 24:** Thurs, 13<sup>th</sup> October 2022 – Fri, 14<sup>th</sup> October 2022 – **Full**

**Programme 25:** Saturday, 5<sup>th</sup> November – Sunday, 6<sup>th</sup> November 2022

All events will take place at Warwick Conferences, Coventry CV4 7SH

Programmes start at 9.30 and finishes with lunch at 1.00pm

**Fee:** The cost of attending this programme is fully subsidised, but places are limited and will be offered on a strict first come first served basis.

---

[Type here]

## For Cabinet Members:

### Leadership Essentials: Finance for Non-Finance Cabinet Members

This exciting new course will de-mystify the financial elements of your portfolio. While all councillors understand the current financial pressures and their importance, many councillors – including cabinet members - find local government finance difficult to understand and hard to navigate. Too often financial leadership is left to the cabinet member for finance but all cabinet members need to understand finances and be comfortable with their financial roles.

The course is aimed specifically for non-finance portfolio holders, supporting their financial roles by:

- Increasing non-finance cabinet members' understanding of the contemporary local government finance system and likely future developments in the system.
- Providing tools and practical advice to enable cabinet members to navigate their own authorities' financial systems and controls.
- Increasing the confidence of cabinet members in developing constructive relationships with key financial managers (including the section 151 officer).
- Enabling participants to identify and specify the financial management elements of a portfolio's role.
- Enabling participants to better integrate financial information with non-financial service performance information.

Interactive, practical and engaging – and high accessible for cabinet members less comfortable with the financial aspects of their portfolio.

### Who is it for?

Non-finance portfolio holders  
Non-finance deputy/assistant cabinet members  
Shadow cabinet members  
Non finance Committee chairs from committee systems

**Programme 2:** Thursday, 10<sup>th</sup> November 2022 10:00am – 4:00pm – **Limited spaces**  
Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending this programme is fully subsidised.

---

### New: Leadership webinar: Finance for non-finance cabinet members

Thursday 29 September 2022, 10.30am - 11.45am via Zoom

Many non-finance cabinet members receive financial information and react to it. An effective cabinet member leads by being proactive about finance. This leadership webinar, aimed at non-finance cabinet members, will consider who should do what in ensuring there is effective financial governance, offer an overview of how finance works in your service area and provide councillors with the confidence and tools needed to be a proactive financial leader. Free to members, to book follow the link to the event page [here](#)

---

**For Your information: New: Councillor Workbook: Finance for non-finance portfolio-holders / cabinet members :** This workbook has been designed to enable councillors holding a non-finance portfolio to better understand their roles and responsibilities in relation to the financial aspects of their role. [Councillor workbook: Finance for non-finance portfolio holders / cabinet members | Local Government Association](#)

[Type here]

## **For all Cabinet Members, Scrutiny chairs and Audit Committee Chairs:**

### **Risk Management Political Leadership Masterclass**

What is the role of elected members in the risk management process? Can't this be left to the Audit Committee? What should we do with the risk register that the officers report to us?

There is truth in the cliché that the greatest risk for councils in the current climate is to take no risks. Consequently, every council has had to develop strategies to transform the way they deliver services, whilst ensuring that the council's finances remain resilient. However, recent government and audit reports written where councils have run into difficulties have highlighted that elected members were not as engaged as they should have been in ensuring that risk is effectively managed throughout the authority.

This practical seminar will enable participants to develop their understanding of how risk should be identified, assessed, and managed throughout the council. Please bring a copy of your latest risk register with you to the seminar as there will be plenty of time for you to reflect upon the risk management process at your council and have your questions answered.

**Programme 7:** Wednesday, 12<sup>th</sup> October 2022 10:00am – 4:00pm – **Limited spaces**  
Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending this programme is fully subsidised.

---

## **For Audit Committee Chairs and Vice-Chairs:**

### **Leadership Essentials - Audit Committees**

As councils grapple with a changing environment, financial resilience and service transformation, ensuring that the Audit Committee is functioning effectively has never been more important. Meanwhile, the pressures have grown on auditors and council staff to deliver more with less. Given all that is going on, together with the increasingly high profile that government and national bodies are giving to local council Audit Committees, it is essential that time is taken to reflect on how such committees can contribute to ensuring the council is well governed.

Aimed at Audit Committee chairs, this programme will discuss how Audit Committees can be most effective. Drawing on the insights of regulators and practitioners it will provide space for participants to reflect on the way their Committee functions and how it can gain maximum assurance that the council's governance arrangements are fit for purpose.

**Programme 7:** Thursday, 12<sup>th</sup> January – Friday, 13<sup>th</sup> January 2023

**Programme 8:** Saturday, 11<sup>th</sup> February – Sunday, 12<sup>th</sup> February 2023

Both events will take place at Warwick Conferences, Coventry CV4 7SH

Programme starts at 9.30 on first day and finishes at 3.00pm on second day

**Fee:** The cost of attending this programme is fully subsidised.

---

## For all councillors:

### New: Leadership essentials: Financial governance

#### Programme 1

##### Session 1 – Principles, rules and processes

Saturday 21<sup>st</sup> January 2023 10am-12pm via Zoom

##### Session 2 – Decision making –

Saturday 21<sup>st</sup> January 2023 2pm - 4pm via Zoom

##### Session 3 – Monitoring performance and outcomes

Saturday 28<sup>th</sup> January 2023 10am-12pm via Zoom

##### Session 4 – Audit and scrutiny

Saturday 28<sup>th</sup> January 2023 2pm – 4pm via Zoom

#### Programme 2

##### Session 1 – Principles, rules and processes

Wednesday 25<sup>th</sup> January 2023 10am-12pm via Zoom

##### Session 2 – Decision making

Wednesday 25<sup>th</sup> January 2023 2pm - 4pm via Zoom

##### Session 3 – Monitoring performance and outcomes

Wednesday 1<sup>st</sup> February 2023 10am-12pm via Zoom

##### Session 4 – Audit and scrutiny

Wednesday 1<sup>st</sup> February 2023 2pm – 4pm via Zoom

By law, councillors are “charged with governance”, meaning that it is essential that every councillor understands what effective financial governance looks like and are aware of their role in ensuring that the council’s systems, processes and culture deliver effective financial governance arrangements.

This new four-session online seminar series is designed to provide an accessible and practical overview of what is meant by financial governance. The first session provides an overview of financial governance and is particularly suited to newly-elected councillors and those who would appreciate a refresher on financial governance basics. Subsequent sessions build upon the learning in the previous sessions so that by the end of the programme you will have a thorough grounding in the various rules, systems and processes that make up an effective financial governance framework and will be able to contribute effectively as your council seeks to make sure that its finances are well governed.

To book on any of the above Finance Progs, please email [grace.collins@local.gov.uk](mailto:grace.collins@local.gov.uk)

---

Event below is booked via LGA events on website

### Finance without numbers - An introduction to local government finance

#### Wednesday 21 September 2022, 2.00pm – 3.30pm (Virtual webinar)

This webinar will provide an overview of local government finance without any numbers - focussing instead on roles and responsibilities, key terminology and processes. It will give you an understanding of both what you need to be aware of in your role and what you need to understand about your authority’s role.

#### Repeated on

### Finance without numbers - An introduction to local government finance

Monday 31 October 2022, 6.00pm – 7.30pm (Virtual webinar)



[Type here]

## **Leadership Essentials**

The Leadership Essentials programme is a series of themed leadership programmes and workshops. They are aimed at leading members offering a stand-alone opportunity to concentrate on particular themes and share experiences amongst colleagues dealing with similar challenges. These programmes take place at Warwick Conferences, Coventry CV4 7SH (unless otherwise stated.)

---

### **Leadership Essentials: Adult Social Care**

These free development events will support Adult Social Care Lead Members with the key challenges they face in care and health in a rapidly changing policy landscape. The programmes will explore leadership within the current policy and practice context, including adult social care funding and reform and ongoing health and care integration.

The events are member led, interactive, and provides lots of opportunities for discussion, the sharing of practice and innovative solutions in a confidential environment and for making valuable contacts. The programmes are delivered by LGA staff supported by high profile guest speakers from local government and partner agencies.

**Programme 9:** Thursday, 13<sup>th</sup> October – Friday, 14<sup>th</sup> October 2022 – **FULL**  
Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending this programme is fully subsidised.

More information on other resources can be found at [Adult social care lead member development](#) and also available:

---

### **Leadership Essentials: Being an Effective Cabinet Member**

This exciting programme from the LGA has been designed to meet a significant unmet need in the member development world - a course to support new and experienced cabinet members in being successful in their portfolios. There are many courses available for scrutiny councillors but this is the first course dedicated to supporting councillors in their role as executive members.

The course examines the key aspects of being a successful cabinet member - from having a clear understanding of the legacy you want to leave, to working with your director, working with other cabinet members, making effective decisions and managing your workload. The course is designed to produce a step change in the effectiveness of cabinet members. It is designed to support all different types of portfolio holders - and is not specific to a specific portfolio.

#### **Who is it for?**

New cabinet members; Experience cabinet members wanting a 'refresh'; Cabinet deputies or assistants; Shadow cabinet members or assistants.

**Programme 14:** Thursday, 1<sup>st</sup> December – Friday, 2<sup>nd</sup> December 2022 - **FULL**

**Programme 15:** Thursday, 9<sup>th</sup> February – Friday, 10<sup>th</sup> February 2023

**Programme 16:** Saturday, 7<sup>th</sup> January – Sunday, 8<sup>th</sup> January 2023 **[Virtual]**

**Fee:** The fee for attending the 2-day residential event is £250 per place which includes accommodation at Warwick Conferences, Coventry, meals, and all learning materials and cost for the virtual programme is £99.

---

[Type here]

## Leadership Essentials: Building Safety

This two day course will give greater confidence to leaders and portfolio holders to face the challenges of ensuring that buildings – and their residents - are safe. This course focuses exclusively on the issues affecting councils as housing providers (including overseers of ALMOs, TMOs etc) - specifically those issues affecting councils with high-rise stock (over 18m). The tragic fire at Grenfell tower in June 2017 illustrated the essential role of portfolio holders in scrutinising the delivery of housing functions and having the correct assurance in place that these are being delivered effectively.

The Fire Safety Act and Building Safety Bill will deliver significant changes to these responsibilities. This course will help participants to:

- ❖ Understand their scrutiny role in overseeing the work of housing departments
- ❖ understand key policy issues and challenges regarding the new Building Safety regime, with input from key national, regional, and local speakers and create space for reflective thinking
- ❖ Explore new responsibilities as duty holders under both the Building Safety Bill and the Fire Safety Act/Order
- ❖ Lead and deliver the practical and cultural changes required in staff training, technology, and assurance processes
- ❖ Ensure that resident voice is at the heart of changes to their building safety approach

The programme runs over two days and is delivered by member peers and local government officers, supported by subject matter experts from local government and partner agencies.

**Who is it for?** It is for leaders, deputy leaders, Portfolio holders with responsibility for housing and members with an interest in building safety.

**Programme 4:** Tuesday, 18<sup>th</sup> October – Wednesday, 19<sup>th</sup> October 2022

**Programme 5:** Wednesday, 1<sup>st</sup> February – Thursday, 2<sup>nd</sup> February 2023

Both progs at Warwick Conferences, Coventry CV4 7SH

**Fee:** The event is fully subsidised including accommodation and refreshments.

---

## Leadership Essentials: Children's Services

Lead Members for Children's Services are responsible for providing leadership to Children's Services in their area and hold a statutory role. This development event is funded as part of the sector led improvement programme and aims to support Lead Members with the key challenges, they face in the changing policy landscape and to develop leadership capacity, share learning and provide a valuable networking opportunity. This programme is also for Chairs of Children's Services scrutiny committee. The programme runs over two days and is delivered by member peers and LGA staff supported by guest speakers from local government and partner agencies

**Programmes 37:** Thursday, 13<sup>th</sup> October – Friday, 14<sup>th</sup> October 2022 – **Full**

**Programmes 38:** Thursday, 15<sup>th</sup> December – Friday, 16<sup>th</sup> December 2022

Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending this programme is fully subsidised.

---

[Type here]

### Leadership Enhanced Children Services Programme

If you have attended the Leadership Essentials Children, we have our fully funded Leadership Enhanced Children Service programme which provides an opportunity for a more in-depth focus on areas crucial to support you in your roles in driving and embedding improvements in your Local Authorities. The programme is aligned to identified themes from the Leadership Essentials, and it is opportunity to learn about a breadth of topics relevant to our current context.

Sessions will centre around;

- *Working with Partners* - understanding how to keep Children's Services on the shared agenda in Integrated Care Systems;
- *Governance and corporate parenting* - ensuring effective lines of sight to support impactful decision making;
- *Safeguarding Adolescents- a look a redesigning our approach with adolescents;*
- *Recruitment and Retention* - what due diligence looks like when recruiting to Leadership posts;
- *When there is a Spotlight on your Local Authority-* how to navigate this as a Political Leader;
- *Leadership Challenges* – A chance to explore experiences with experts;
- *Policy Updates-* focusing on Children's Social Care and SEND and more.

**Programmes 3:** Saturday, 19<sup>th</sup> November – Sunday, 20<sup>th</sup> November 2022

**Programmes 4:** Tuesday, 7<sup>th</sup> February – Wednesday, 8<sup>th</sup> February 2023

All Leadership Enhanced Children Services programmes are fully subsidised. This includes accommodation, meals, course materials and tuition. The programme starts at 11.30 on the first day and finishes around 3.45 on the second day.

---

### Leadership Essentials: Climate Emergency

The programme will help senior councillors with responsibility for climate change to explore the crucial local leadership role in responding to the climate emergency. Featuring a range of inputs, practical sessions and discussions, the programme will explore themes including community engagement, action planning, current climate change issues and how councils can bring partners together.

This Carbon Literacy Project accredited online course will explore the solutions offered by the Zero Carbon Britain end point vision. During the course you'll commit to two carbon reducing actions; one as an individual and one which will influence a group of individuals. We encourage these to be work-based actions in order to support low carbon culture change within councils. These actions will be evaluated by the Carbon Literacy Project in order for you to be certified as Carbon Literate, enabling you to go on to train others in your sector or area of work.

**Programme 10:** Wednesday, 21<sup>st</sup> September – Thursday, 22<sup>nd</sup> September 2022

**Programme 11:** Tuesday, 11<sup>th</sup> October – Wednesday, 12<sup>th</sup> October 2022

*Timings: First day 9.30-4.30 & Second day 9.30-4.00 with plenty of breaks through the 2 days*

**Fee:** The cost of attending this programme is fully subsidised & will all be virtual via Zoom.

**You may also be interested in:** [A councillor's workbook on the local pathway to net zero](#), that sets out how councillors can play an active role in supporting their local authority and their communities in working towards the net zero target.

If you would like to keep in touch with all things climate, we are producing a monthly Climate Change Bulletin which gives a roundup of best practice examples and the latest news for councils from policy, improvement, and Local Partnerships. You can [sign up to receive the bulletin for free](#).

[Type here]

### **Leadership Essentials: Economic Growth**

The LGA's Improvement team is looking to continue its support work for its member councils around Economic Growth. As part of the LGA's work to provide political leadership support to councillors on this agenda and in response to calls from member authorities, the LGA is offering two Leadership Essentials programmes for 2022/23 covering Economic Growth. This programme is aimed at Leaders, Deputy Leaders and relevant portfolio holders / committee chairs

The programme will provide leadership training around economic growth, development, and resilience, and be organised by expert facilitators. The aim is to give councillors the confidence, capacity and skills to lead growth in their local areas. Both of the programmes are a two-day residential programme, and topics could include:

- Principles of economic growth and the Councillor role
- The link between economic growth and health
- The role of cultural services
- The Councillor role in engaging with investors and local businesses
- How Councillors can encourage an increase in aspirations regarding skills and jobs amongst local people
- The Levelling Up agenda with practical examples

**Programme 3:** Tuesday, 18<sup>th</sup> October – Wednesday, 19<sup>th</sup> October 2022 - **FULL**

**Programme 4:** Tuesday, 15<sup>th</sup> November – Wednesday, 16<sup>th</sup> November 2022  
Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending this programme is fully subsidised

---

### **Leadership Essentials: Effective Scrutiny**

The Leadership Essentials: Effective Scrutiny 2-day programme is for new or aspiring scrutiny chairs or task-and-finish group review lead members covering:

- Leading and managing a scrutiny review
- Chairing scrutiny meetings in all their forms
- Increasing participation by members and the public
- Ensuring impact of scrutiny recommendations

Drawing on experts in their field, the programme will also offer the opportunity to focus in depth on the hot topics that are currently most relevant to your work, whether that is children's safeguarding, welfare reform, changes in health services or pressure on budgets driving major changes in how services are delivered or commissioned.

**Programme 17:** Thursday, 22 September – Friday, 23 September 2022 – **FULL**

**Programme 18:** Saturday, 21<sup>st</sup> January – Sunday, 22<sup>nd</sup> January 2023

**Programme 19:** Thursday, 8<sup>th</sup> December – Friday, 9<sup>th</sup> December 2022 - **Virtual**

**Fee:** The fee for attending the 2-day residential event is £250 per place which includes accommodation, meals and all learning materials, and cost for the virtual programme is £99.

---

[Type here]

### **Leadership Essentials: Fire and Rescue**

Fire Leadership Essentials to support Fire and Rescue Authority (FRA) members with their responsibilities. By the end of the course, delegates will have had the opportunity to:

- Develop a comprehensive understanding of the fire sector, including clarity on duties and responsibilities
- Develop skills around leadership in fire and rescue authorities (FRAs).
- Gain a thorough understanding of scrutiny and governance in FRAs and practical skills to apply that understanding.
- Improve knowledge of the key strategic issues facing the sector, including fire reform, building safety, the fire inspections regime and issues around culture, inclusion and diversity in the fire sector.
- Share ideas and network with leading members from a variety of FRAs.

We encourage all fire members to attend a fire programme as an induction to the fire sector and as an opportunity to network with other fire members.

**Programme 17:** To be advised

Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost of attending this programme is fully subsidised.

---

### **Leadership Essentials: Getting Your Message Across**

This event will provide leading councillors with the new ideas, strategies and techniques for achieving more effective communication with both internal and external audiences. Participants will learn how to:

- Influence others towards achieving mutually beneficial objectives
- Adapt their communication style to convey messages more persuasively to people who have a different communication style
- Be more effective when delivering and managing bad news
- Develop a more authoritative communication style
- Build and promote their own personal brand
- Target the right message at the right audience and establish trust and credibility and build relationships
- Overcome barriers to effective communication
- Select the best tools and methods for delivering messages.

**Programme 8:** Saturday, 14<sup>th</sup> January – Sunday, 15<sup>th</sup> January 2023

Warwick Conferences, Coventry

**Fee:** The fee for attending the 2-day residential event is £250 per place which includes accommodation, meals, and all learning materials.

---

### **Leadership Essentials: Housing**

This programme is aimed at Leaders, Deputy Leaders and relevant portfolio holders. It will be designed to help participants hone their leadership skills with a focus on shaping their local housing market to meet current and future needs. It will cover understanding the housing market, working in partnership to develop a vision and driving both delivery of new homes and improving current housing options in your local area.

**Programme 3:** Thursday, 19<sup>th</sup> January – Friday, 20<sup>th</sup> January 2023

Warwick Conferences, Coventry CV4 7SH

**Fee:** The fee for attending the 2-day residential event is £250 per place which includes accommodation, meals, and all learning materials.

---

[Type here]

## **Leadership Essentials: Licensing**

### **Decision making at licensing committee: how to run a good licensing committee – for licensing committee/ sub-committee Chairs and Vice-Chairs**

Following a successful pilot event in early 2020, this new leadership essentials programme is perfect for those councillors who are new and getting to grips with the role as well as for the more experienced licensing committee members as a refresher and update.

Licensing, and the decisions made by licensing committees, make a fundamental contribution to shaping places where people want to live, work and relax. The aim of the licensing committee must be that those people that engage with are satisfied with the decision making process, if not always the outcome.

Chairing a committee, and all the preparation and lead-in required for good decision making can be challenging. The course will focus on good quality decision making at licensing committee and how a good licensing committee is run. Attendees will be able to compare how their committee operates with other authorities and share ideas with other councillors.

**Programme 3:** Wednesday, 19<sup>th</sup> October – Thursday, 20<sup>th</sup> October 2022 – **FULL**

**Programme 4:** To be advised

**Fee:** The cost of attending is fully subsidised. This includes accommodation, meals and course materials

---

## **Focus on Leadership Programmes**

One to two-day development programmes for councillors with potential or aspirations to move into leadership positions on their council.

### **Effective Opposition**

This program, aimed at opposition leaders and deputy leaders, is designed to help participants to get a better understanding of how they can enhance the effectiveness of their role in leading an opposition group on their council. It will focus on a range of relevant topics, skills and techniques, including building good working relationships with key officers, engaging with external stakeholders, working with the local media and getting the most out of social media.

The programme will provide a unique, cross-party opportunity for participants to explore the nature of effective opposition and gain some insight into their personal leadership and influencing styles.

**Programme 14:** Thursday, 27<sup>th</sup> October 2022 – Friday, 28<sup>th</sup> October 2022

**Programme 15:** Saturday, 28<sup>th</sup> January – Sunday, 29<sup>th</sup> January 2023

Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost for attending this two-day residential event is only £150, which covers the cost of accommodation, meals, tuition, and materials.

---

[Type here]

### **Young Councillors' Weekender**

The Young Councillor Weekender event is designed to give councillors aged 40 and under an opportunity to benefit from some focused leadership skills development aimed at helping them to make progress in their political career. The event also provides a chance for them to meet with and build up their network of other young councillors from different political parties and parts of the country. Over the fourteen years since the programme was first run approximately 40 participants have attended each year and several have gone on to take up cabinet positions on their councils or roles on LGA boards.

This year's programme will include plenary sessions lead by experts in the field of leadership and leading member peers covering personal development and some of the key current issues and challenges for all councillors.

**Date:** Saturday, 19<sup>th</sup> November - Sunday, 20<sup>th</sup> November 2022

Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost for attending is £150 for the 2-day residential event which includes accommodation, meals and all learning materials, plus an additional £50 for those of you who wish to join us for dinner and stay overnight at the venue on pre-night.

---

### **LGBTQ+ Councillors Weekender**

Cross-party two day Councillors Weekender event which will provide an opportunity for Lesbian, Gay, Bisexual, Trans and Queer + (LGBTQ+) Councillors to network and share experience and stories with each other. Exploring the challenges of being a LGBTQ+ elected member and how to get what you stand for across.

Working on how to build support networks, your own personal resilience and develop your way of being a leader whilst also being "other". Looking at intersectionality and what it is to be different whilst at the same time the same!

By the end of the two-day event, you will have had an opportunity to:

- ❖ Explore some of the critical challenges facing LGBTQ+ elected members given the societal pressures facing LGBTQ+ communities.
- ❖ Hearing and sharing experience from other LGBTQ+ leaders, about their leadership journey, insights and views on the type of leadership required to address key challenges
- ❖ Discuss whether there are any particular issues for consideration as a LGBTQ+ elected member.
- ❖ Reflect on your personal leadership style and its impact on others.
- ❖ Explore and practice key leadership skills such as influencing, networking and 'creating impact' in order to achieve their goals.

**Date:** Saturday, 4<sup>th</sup> February – Sunday, 5<sup>th</sup> February 2023

Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost for attending is £150 for the 2-day residential event which includes accommodation, meals and all learning materials, plus an additional £50 for those of you who wish to join us for dinner and stay overnight at the venue on pre-night.

---

[Type here]

## **Black, Asian and Minority Ethnic Councillors Weekender**

The annual leadership Programme for Black, Asian and minority ethnic elected members continues to be one of the longest running and successful events in the LGA leadership calendar.

Established in 2004, the programme provides a unique learning and networking opportunity for elected members from Black, Asian and minority ethnic backgrounds who are committed to developing their leadership effectiveness and in many cases, their careers. Helping councillors in their existing roles and providing a bridge to more senior leadership positions are key aims of all the leadership programmes and the LGA recognises that a core part of this has to be ensuring a better representation of Black, Asian and minority ethnic councillors at senior and influential levels nationally.

The two-day residential event will incorporate 'leading-edge' learning interventions and debates facilitated by excellent facilitators with significant experience in the leadership field. There will be conceptual and practical explorations of the notion of 'leadership' across a range of fronts - but with a particular focus on preparing participants for leading roles in communities and councils. All of this will be contextualised by exploring the opportunities and challenges that will confront elected members, and in particular those of Black, Asian and minority ethnic heritage in our increasingly complex and fast-changing environment.

### **Dates:**

**October Masterclass:** Saturday, 29<sup>th</sup> October - Sunday, 30<sup>th</sup> October 2022  
Starting at 12.00 midday – finishing with lunch at 1.00pm  
Warwick Conferences, Coventry CV4, 7SH

**February Weekender:** Saturday, 18<sup>th</sup> February – Sunday, 19<sup>th</sup> February 2023  
Starting at 9.30am – finishing at 3.30pm  
Warwick Conferences, Coventry CV4 7SH

**Fee:** The cost for attending is £150 for the 2-day residential event which includes accommodation, meals and all learning materials, plus an additional £50 for those of you who wish to join us for dinner and stay overnight at the venue on pre-night.

---

**To book or for more information on the Highlighting Political Leadership development programmes /events mentioned**

**Please email [grace.collins@local.gov.uk](mailto:grace.collins@local.gov.uk) or Tel: 0207 664 3054**



[Type here]

## **LGA Events**

The LGA are still running a series of virtual events via Zoom for members and officers – please click on the following link to see what’s coming up and book a place: <https://www.local.gov.uk/events>:

---

### **Health and Wellbeing in the Integrated Care System Political Leadership Masterclass (London, South East and South West)**

**Wednesday 7th September ( LGA, Smith Square, London)**

It is a time of significant and complex structural and legislative change across health and social care. Health and Wellbeing Boards (HWB) are an enduring part of the system. As a HWB Chair you will navigate the new Integrated Care System, need to work more collaboratively with your neighbouring HWBs than ever before to align priorities, build strong relationships and undertake new roles in the Integrated Care Partnership. Whilst titled ‘masterclass’, there is no blueprint for operating in this new environment but this one-day inter-active development session will provide an opportunity for reflection, to share learning and work through leadership challenges with your peers, as well as hearing from some authoritative speakers.

### **Finance without numbers - An introduction to local government finance**

**Wednesday 21 September 2022, 2.00pm – 3.30pm (Virtual webinar)**

This webinar will provide an overview of local government finance without any numbers - focussing instead on roles and responsibilities, key terminology and processes. It will give you an understanding of both what you need to be aware of in your role and what you need to understand about your authority’s role.

Repeated on

### **Finance without numbers - An introduction to local government finance**

**Monday 31 October 2022, 6.00pm – 7.30pm (Virtual webinar)**

### **Chairing skills essentials (virtual webinar)**

**Thursday 22 September 2022, 2.00pm - 3.30pm**

This webinar will provide insights, advice and tips from two experienced LGA member peers on the key skills needed to chair meetings effectively in your role as a councillor. Whether in a formal council setting or as a representative of the local community.

### **Leadership webinar: Finance for non-finance cabinet members (virtual webinar)**

**Thursday 29 September 2022, 10.30am – 11.45am**

Many non-finance cabinet members receive financial information and react to it. An effective cabinet member leads by being proactive about finance. This Leadership webinar, aimed at non-finance cabinet members, will consider who should do what in ensuring there is effective financial governance, offer an overview of how finance works in your service area and provide councillors with the confidence and tools needed to be a proactive financial leader.

[Type here]

## Fundamentals Training Programme 2022

**Fundamentals is a three-day training course aimed at elected members and others who attend pension committees/panels and local pension boards.**

We are pleased to announce our Fundamentals training programme for this year. The training will be run face to face in two locations, London and Birmingham and we will also be running a separate online session.

Fundamentals is a three-day training course aimed at elected members and others who attend pension committees/panels and local pension boards. Past delegates include elected members, trade union representatives, member and employer representatives, as well as a variety of officers who attend/support committees and some private sector organisations who provide services to administering authorities. The course provides a scheme overview and covers current issues in relation to administration, investments and governance of the LGPS.

Attending all three days will assist delegates in meeting the relevant requirements for knowledge, skills and understanding either required in statute or encouraged by relevant guidance.

Each day has a different theme and will include sessions delivered by experts in their field. The event also provides delegates with valuable networking opportunities. Each day's programme will start at 10am, with registration and coffee from 9:30am, and close by 4pm with refreshments and lunch provided. For full details see the [training programme](#).

### Cost :

**Face to face** - £270 plus VAT per session. The price is inclusive of lunch, refreshments and all delegate materials.

**Virtual attendance** - £220 plus VAT per session.

Early booking is recommended as places are limited. You can book using the online events booking facility which is part of the Local Government Association website. We are unable to take manual bookings. Each event below has a link to the date to take you directly to the booking page of that session.

### Day 1 : Legal Framework of the LGPS

<a href="#">18 October</a>	Online	
<a href="#">20 October</a>	Westminster	LGA Offices
<a href="#">27 October</a>	Birmingham	Eversheds Offices

### Day 2: LGPS Investments

<a href="#">10 November</a>	Westminster	LGA Offices
<a href="#">16 November</a>	Birmingham	Eversheds Offices
<a href="#">22 November</a>	Online	

### Day 3: Duties and Responsibilities

<a href="#">6 December</a>	Westminster	LGA Offices
<a href="#">14 December</a>	Birmingham	Eversheds Offices
<a href="#">20 December</a>	Online	

[Type here]

## [Other Resources](#)

### [Procurement](#)

The LGA Procurement Team publishes a weekly Supply Chain bulletin with all the latest updates, guidance, webinars, funding streams and offers of support which have proved invaluable to the procurement and commissioning teams during the pandemic. Sign up to the bulletin to keep abreast of all the latest supply chain news affecting your council and the communities we serve at our [e-Bulletins webpage](#) and select 'Procurement – National Advisory Group' - previous bulletins can now be [found here](#). There's also a [councillor's guide to procurement](#) which looks at the roles councillors play – you don't need to be a procurement professional, but it's good to be able to ask the right questions and that is where this guide comes in.

---

**LG Inform:** a benchmarking data service for councils and fire and rescue services: This is another useful tool for members that is part of our sector-led improvement offer that they are able to obtain up-to-date published data about their local area and the performance of the council or fire and rescue service. It can help councillors to review and compare performance with other authorities using data that is updated quickly after publication at source. For more information <https://www.local.gov.uk/benchmarking-data-lg-inform>

In March, the LGA concluded the **Councillor Introduction to Digital and Data Training** series. The sessions explored how councillors could harness technology and data to help deal with COVID-19 pressures and to support residents, businesses, and local communities through digital enablement. After each session, councillors received resource packs containing case studies, presentations, and Q&A notes. To access all resource packs, please use the following link: <https://www.local.gov.uk/councillor-introduction-digital-and-data-training-sessions-resource-packs>

---

## [Equalities, Diversity and Inclusion Hub](#)

The LGA has launched a new [Equalities, Diversity and Inclusion \(EDI\) hub](#), to support councils' ambitions relating to EDI and community cohesion as well as to help councils meet their obligations outlined in the Equality Act 2010. The hub brings together the range of tools and resources the LGA offers in this area, for example:

- **Equalities peer support**, including peer challenges and an equality framework for local government and fire and rescue services.
  - **Access to leadership programmes**, which offer learning and development opportunities for councillors and officers.
  - **Workforce support**, including advice relating to EDI in the workplace.
  - **Case studies**, providing examples of good practice from councils across the country.
  - **Community cohesion, inclusion and equality support**, which includes a number of resources on this subject area.
- 

## [LGA Remote Council Meeting Hub](#)

The [LGA Remote Council Meeting hub](#) contains a wealth of information on remote meetings and continues to be updated with a vast amount of information and best practice. As the rules become relaxed and there is demand for hybrid meetings, there is a page on this particular topic here <https://www.local.gov.uk/our-support/guidance-and-resources/remote-council-meetings/hybrid-council-meetings>.

---

[Type here]

## **Resources for Newly Elected Councillors**

### **Councillor Hub**

The LGA has developed a Councillor hub to provide newly elected members with all the essential information they need to complement the induction support provided by their own councils. On the Hub you can find information about the councillor's role; how local government is organised; the councillor code of conduct and standards; and decision making. It includes information on the key policy areas of the LGA, the resources, events and services offered by the LGA with links to the political groups at the LGA. It also provides information on our regional teams, information on our support and development offers, and a host of other information essential for newly elected members. The Hub is a live and evolving resource which is updated regularly and provides information and links relevant to new members and can be accessed via <https://www.local.gov.uk/our-support/councillor-development/new-councillor-hub>. Do sign post newly elected councillors to the Hub as a means of accessing essential information and information on our offers.

**Councillor development resources hub** on the LGA website: <https://local.gov.uk/our-support/leadership-workforce-and-communications/councillor-development-resources>

The website provides good practice on the three main areas: member development strategy, induction pack and role profiles

### **Councillor e-learning platform**

In response to the continued need to deliver our councillor development offers through virtual means, the LGA provides a dedicated councillor e learning platform.

### **Councillors wishing to register**

Councillors should register themselves on [the e-learning platform](#). The platform allows councillors to access bespoke learning, choosing the modules most relevant to their needs from deepening knowledge of local government to the essential leadership skills needed to work effectively with communities. Please note anyone wishing to register will need a 'council'. gov.uk email address.

---

### **Civility in public life: Digital citizenship resources**

Across the UK, there are growing concerns about the impact that an increase in misinformation and online abuse is having on democratic processes. In response, the LGA is working with the WLGA, COSLA and NILGA on a long-term project to improve civility in public life.

Our latest resources are [infographics outlining rules of engagement for social media, and top tips on how to tackle online abuse](#), for local authority candidates and councillors. We hope the resources will help councillors to set the tone of their contact with members of the public online and empower councillors to take appropriate action if communications break the rules of engagement.

The resources draw from the most recent available research and consultation with the sector. And can be found on the [LGA Civility in public life webpage](#)

Our call for evidence of abuse and intimidation of councillors was launched in October 2021. Our new report – ['Debate Not Hate: the impact of abuse on local democracy'](#) – sets out the findings from the submitted evidence, and recommendations for the future of local democracy.

## Community Leadership

The Community Leadership Programme provides a number of resources to support councillors in their role as community leaders, facilitators and brokers.

### Councillor Modules

We can deliver modules in-house and tailor these accordingly to your authority's needs using a member peer and a trained facilitator on topics such as chairing skills, effective ward councillor, councillor-officer relations influencing skills and partnerships, and social media.

### Councillor workbooks

The workbooks are aimed at all councillors and will be particularly useful to new councillors. They are available to download on the LGA website <https://www.local.gov.uk/our-support/highlighting-political-leadership/community-leadership/councillor-workbooks>.

Topics include:

- Acting on Climate Change
- A Councillor's workbook on the local pathway to net zero
- Being an effective ward councillor
- Bribery and fraud prevention
- Chairing skills
- Commissioning Services
- Councillor / Officer Relations
- Creating a 'fit for the future organisation'
- Engaging young people
- Equality, Diversity, and Inclusion
- Facilitation and conflict resolution
- Handling casework
- Handling complaints for service improvement
- Handling Intimidation
- Influencing skills
- Local government finance
- Media and communications
- Mentally Healthier Communities
- Neighbourhood & community engagement
- Neighbourhood planning- ward councillors
- Performance Management
- Planning
- Scrutiny
- Scrutiny of finance
- Stress management & personal resilience
- Supporting residents with complex issues
- Working with town and parish councillors

---

The **councillor e-learning modules** available to download from the e-learning platform for councillors are as follows:

#### **An introduction to audit committees**

This module gives you an overview of the purpose of the Audit Committee and how it goes about its functions. It is ideal for councillors who may be interested in sitting on an audit committee and for newer councillors to learn how the audit function of the council operates.

#### **Biodiversity**

Councils, council officers and local councillors all have a role to play in ensuring these pledges are carried out at a local level, so it is important to understand the issues and what can be done to tackle the issues around biodiversity. This module will provide an introduction to the subject, as well as providing tips and guidance on how councils can take action to protect their natural habitats.

[Type here]

### **Commissioning Council Services**

This module brings together learning and experiences from the Leadership Essentials Commissioning Academy programme to examine new ways to approach commissioning from an outcome-based perspective. It also provides tools to help implement outcome-based commissioning and the skills to facilitate change.

### **Community Engagement and Leadership**

With the increasing emphasis on local democracy, this module considers the important role of a councillor as a community leader and as an advocate for their local area. It gives thought to how to determine the needs of your local community and how best to engage with all elements of it in ways which are most appropriate for their needs and circumstances.

### **Councillor code of conduct**

This module will provide you with a good understanding of the general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct, equipping you to carry out your role effectively and lawfully.

This e-learning is applicable whether your council has adopted the LGA Model Councillor Code of Conduct. It is intended as an introduction or refresher to the topic, and not as a replacement for training run by your council's Monitoring Officer. We recommend that you consider reading your own council's Code of Conduct alongside this module, so you can see where it diverges from the Model Code.

The LGA Model Councillor Code of Conduct applies to councils in England. Wales has a separate Code of Conduct Guidance for members of local authorities in Wales, which is not covered in this module.

### **Councillor Induction**

Designed to complement the Councillor Hub, this module provides a useful introduction to the increasingly diverse and complex role of being a local councillor. It looks at the legal framework of councils, considers the different types and structures of councils as well as providing some helpful tips and pointers to those undertaking this role for the first time. It is intended to sit alongside any council specific training provided to provide a national perspective to better inform the local ward or division councillor.

### **Economic Development**

This module provides an introduction to the key principles of economic development: People, Pillars, Partners, Prosperity, Plans. It offers tips and guidance for officers and members, so they have some insight into the key issues involved to identify if and when to become involved in discussions as well as how to develop and deliver effective action plans to create a place that people can live, work, and invest

### **Effective Ward Councillor**

This module looks at the key skills for being an effective councillor. It will provide insights into the issues and concerns specific to your own ward or division and is designed to equip you with the skills confidence and ability to take action and make a difference to your community. It looks at time management, prioritisation of tasks and the importance of effective communication.

### **Equality, Diversity and Inclusion**

This module considers the implications of the Equality Act 2010 and the Public Sector Equality Duty 2011. It looks at the provisions of the Act and protected characteristics, as well as how the legislation applies to elected members in a community leadership context. It considers how councillors can act as effective community leaders to ensure social and societal inclusivity in their elected member role. And how not complying with the Act might lead to issues around discrimination, harassment, and victimisation.

### **Facilitation and Conflict Resolution**

Facilitation and conflict resolution is nothing new. Much of the work that councils are currently doing around community cohesion and tension monitoring is an attempt to understand, prevent and respond to actual or potential community conflicts on a comprehensive and consistent basis. As councillor you will play an important role in resolving community conflict, dealing with conflicting priorities and acting as a facilitator for resolution. This module looks at the possible causes of conflict and tension in communities and provides some tools and tactics for acting effectively to resolve them where possible.

### **General Data Protection Regulation**

This short module is designed to give an introduction to the General Data Protection Regulation as it applies in the United Kingdom. It looks at the law, and why it is important for councillors to understand its implications for them when collecting, storing, using, or accessing data and information on their residents as ward councillors. It is intended as an overview rather than a detailed look at the legislation itself or how it applies to individual councils or circumstances. This module might be regarded as useful as part of the induction process for a councillor

### **Handling Complaints for Service Improvement**

As you develop in your role as a councillor you may receive complaints or concerns from your local community about a variety of issues. Written in partnership with the Local Government Ombudsman this module looks at the type of complaints you might receive as a councillor, considers which are appropriate to be dealt with and which should not! It provides councillors with the necessary signposting to direct complaints to the appropriate body for resolution, be that the council or an elsewhere.

### **Handling intimidation**

Becoming and serving as a councillor is a responsibility, a privilege and a hugely rewarding undertaking. But we are aware that an increasing number of councillors and candidates are being subjected to abuse, threats, and public intimidation, undermining the principles of free speech, democratic engagement, and debate. The growth of social media has provided an additional and largely anonymous route for individuals and groups to engage in such activity. This elearning module builds on the LGA workbook on this topic and gives you some ideas and thoughts about how you might address issues and concerns as they affect you in your role.

### **Holding Council Meetings online**

The Coronavirus pandemic has brought about fast-paced changes to the way people live and work. The need for self-isolation and social distancing led to a focus on home and remote working, with councils exploring how to make the most of technology to enable this. The module looks at the technology available and how to engage the public effectively

### **Influencing Skills**

Being able to influence people is a key skill for effectiveness as a councillor. The module looks at how to be effective in influencing and persuading others, provides you with information about your own influencing style and how and when best to use it. It considers how to change the way others perceive you as a politician and to overcome the difficulties involved in influencing effectively.

### **Licensing for councillors**

This module focusses on the licensing frameworks in which councillors have the greatest role: alcohol and entertainment, gambling, taxis, and Private Hire Vehicles (PHVs). By the end of the module, you will be familiar with the legislation for licensing, and the role of councils and councillors in setting and implementing licensing policies.

### **Local Government Finance**

As a councillor you have responsibility for making decisions on behalf of your residents about how policies should be implemented and the best way to deliver appropriate services efficiently and effectively. Underlying all this are financial considerations such as what budget is available, how and when things are paid for and how to raise what additional funding may be required. This module provides you with an understanding of local government finance rules and processes to help you make informed financial decisions in your elected role.

### **Planning**

The module looks at how the planning process works in England  
How the Local Plan works; Local and neighbourhood issues; Planning applications and decisions; Infrastructure contributions. It provides some examples and case studies of planning in action

### **Police and Crime Panels**

The Police Reform and Social Responsibility Act 2011 introduced new structural arrangements for national policing, strategic police decision making neighbourhood policing and policing accountability. Principal amongst these changes was the election of Police and Crime Commissioners (PCCs) and the introduction of Police and Crime Panels to scrutinise them. The module provides you with the information you need as a councillor to sit on a Police and Crime Panel and looks at the links between Police and Crime Panels, councils, and local councillors.

### **Scrutiny for councillors**

All councils must have an overview and scrutiny function. This is to ensure that decisions taken are robust and fulfil the needs of the local community. This module is aimed at councillors who sit on the Overview and Scrutiny committee of a council, involved in scrutiny work, or wish to learn more about the overview and scrutiny function of a council.



[Type here]

### **Holding Council Meetings online**

The Coronavirus pandemic has brought about fast-paced changes to the way people live and work. The need for self-isolation and social distancing has led to a focus on home and remote working, with councils exploring how to make the most of current technology to enable this. So that council's democratic functions and public council meetings can continue legislation has been changed to permit the conducting of meetings online, using software applications, or 'apps', designed for this purpose. The module looks at the revised provisions, the technology available and how to engage the public effectively

### **Influencing Skills**

Being able to influence people is a key skill for effectiveness as a councillor. The module looks at how to be effective in influencing and persuading others, provides you with information about your own influencing style and how and when best to use it. It gives consideration to how to change the way other perceive you as a politician and to overcome the difficulties involved in influencing effectively.

### **Licensing and Regulation**

The standard of products and services provided by local businesses is maintained through licensing and regulatory legislation. This enables local communities to stay safe and benefit from a healthy local economy. Council's regulatory services are responsible for enforcing this legislation, enabling businesses to improve and grow. The module takes a look at why licensing and regulation is necessary, what regulatory services are their role and function and the role of the councillor in licensing and regulation.

### **Local Government Finance**

As a councillor you have responsibility for making decisions on behalf of your local residents about how policies should be implemented and the best way to deliver vital services efficiently and effectively. Underlying all this are financial considerations, such as what budget is available, how and when things are paid for and how to raise what additional funding may be required. This module provides you with an understanding of local government finance rules and processes to help you make better and informed financial decisions in your elected role.

### **Planning**

If you think about planning, what word(s) come into your mind? To some councillors planning is exciting and visionary, it is about improving the environment, making places and communities work, a way of securing tangible improvements and investments, of shaping the future, and a mechanism for getting involved in decisions on things that matter to people. To others, it is bureaucratic, confrontational, stifles creativity, and pits neighbours against each other. Some residents fear it, don't trust it, and think it fails them. Some businesses see it as stifling innovation and enterprise. The Local Plan, planning proposals and decisions are all things that the public are interested in, although not all of the time. If you think about how many more members of the public turn up for a planning committee than a full council meeting, you can tell what sparks interest and strong views. This workbook will help you to understand how the planning system in England work

### **Police and Crime Panels**

The Police Reform and Social Responsibility Act 2011 introduced new structural arrangements for national policing, strategic police decision making neighbourhood policing and policing accountability. Principal amongst these changes was the election of Police and Crime Commissioners (PCCs) and the introduction of Police and Crime Panels to scrutinise them. The module provides you with the information you need as a councillor to sit on a Police and Crime Panel and looks at the links between Police and Crime Panels, councils and local councillors.

[Type here]

### **Stress Management and Personal Resilience**

This module looks the role of a councillor and examines some of the factors and issues which if not managed effectively can lead to stress and tension in performing your role. It includes a 'test your stress' exercise, looks at a day in the life of a councillor and provides some advice on how to manage stress appropriately.

### **Supporting constituents with complex issues**

As a councillor, providing effective support and advice to your residents is a key skill required in your role. Some of the conversations you will have will be difficult, awkward, or painful. And you need to find the tools and personal resilience to enable you to do this well. This module looks at the ways in which you can provide this support and advisory role and to signpost residents with difficulties to other agencies who can offer more targeted support where needed

### **Supporting Mentally Healthier Communities.**

Our mental health and wellbeing has never been more important to us as individuals. In times of stress and challenge it becomes ever more important for councillors to be able to act as community champions and demonstrate effective leadership. This module looks at how you can improve your own mental wellbeing and that of your communities.

**For more information on our community leadership offer please contact Alison Edwards**  
[alison.edwards@local.gov.uk](mailto:alison.edwards@local.gov.uk) Tel: 020 7665 3857

---

### **Be a Councillor**

Do you have elections coming up in 2023? Are you thinking of running a campaign or prospective councillor event? Our website has a toolkit and resources to help councils promote the role of councillor to new talented people, who want to make a difference in their community: [www.beacouncillor.co.uk/resources](http://www.beacouncillor.co.uk/resources). Please contact us at [beacouncillor@local.gov.uk](mailto:beacouncillor@local.gov.uk) for further information and more tailored support.

Email: [beacouncillor@local.gov.uk](mailto:beacouncillor@local.gov.uk) Twitter: @beacouncillor

Website: <https://www.local.gov.uk/be-councillor>

---

### **Handling Intimidation**

We have also provided support for all councils, councillors and officers through our handling intimidation guide and we continue to work with the Government and other agencies to address the issue of public intimidation and its impact on local democracy.

The LGA's [guide to handling intimidation](#) covers topics such as how to handle abuse, both face-to-face, letters or online, and the legal and practical remedies, including the nature of the criminal offences involved. We also have an e-learning module entitled 'Handling Intimidation' on our e-learning hub which can be access on our website via <https://lga.melearning.university/course/view/1?gc=WMA7LFIA1FZCUC1QCVSK>