

**Agenda Item No:** 10 **Report No:** 195/08  
**Report Title:** Councillors' Training Requirements  
**Report To:** Employment Committee **Date:** 13 October 2008  
**Ward(s) Affected:** All  
**Report By:** Head of Business Services  
**Contact Officer(s):** John Clark, Head of Business Services

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**Purpose of Report:**

To allow the Committee to identify any training needs for the coming year.

**Officers Recommendation(s):**

- 1 To identify any training requirements that the Committee feels need to be addressed so that it can carry out its functions over the coming municipal year.
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**Reasons for Recommendations**

- 1 So that councillors can be properly trained to carry out the functions of the Committee.

**Information**

- 1 As part of the ongoing support for councillors, each year all the formal meetings of the Council are asked to consider their known work programme and identify any training requirements that that would help them during that programme. This is the opportunity for general training requirements for the Committee as a whole or to identify what may be useful for any new Committee members.

**Financial Appraisal**

- 2 It is anticipated that any training needs identified will be met using the corporate training budget. In the event that overall demand from all Committees etc. exceeds the capacity of that budget, Cabinet will be asked to address the issue, by either agreeing more resources or by prioritising the requests.