

## LGA Highlighting Political Leadership Update – February 2021

### **COVID Guidelines – Leadership Programmes attendance**

Our leadership progs in a face-to-face setting is the choice of the delegate. If you do not feel comfortable attending our event in person there is the option to attend virtually.

- The following measures have been taken at Warwick Conferences for your safety at our events <https://warwick.ac.uk/services/conferences/news/covid-19/keeping-you-safe.pdf>
- A reminder of government guidance on ‘staying safe outside of your home’: <https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home>
- The guidance for people who are clinically vulnerable <https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july#clinically-vulnerable-people>

### **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 3,070 elected members from almost every council in the country have graduated from the main Leadership Academy programme since it was launched 20 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

## 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** focuses on **leading through relationships**. 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** looks at **leading innovation and change**. 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** explores **leading communities and 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

**2021/22 programme dates to be announced shortly.**

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## One to One Development Sessions

We are offering councillors the opportunity to have one-to-one development conversations with one of the Leadership Academy Facilitators. This will be available to councillors in leadership positions for the next three months. These sessions are not political and will be provided by tutors from our Leadership Academy programme who a number of you might have met from your participation on the programmes. They will be focussed on helping councillors adapt their personal leadership style through three structured coaching calls. If you would like more information, please contact [grace.collins@local.gov.uk](mailto:grace.collins@local.gov.uk)

## **Cllr Introduction to... Digital and Data Training Series**

The LGA has developed six new free Councillor training sessions to support members navigate the world of digital and technology as their local authorities harness this area of innovation to help deal with COVID-19 pressures and support residents, communities and businesses utilise technology to improve their everyday life.

### **Digital Communications: Thursday, 18th February 2021, 10.00 - 12.00**

Covid-19 has forced unprecedented change and channel shift on communities, workforces and members. Cllrs need as much support as possible to navigate the emerging technologies now required to continue fulfilling their democratic duty to residents. Digital communications and new forms of engagement will be important to master as more and more services move online.

How can Cllrs embrace the new forms of digital communication?

### **Data: Thursday 25th February 2021, 10.00 - 12.30**

The potential for data is continuing to grow in importance. It guides council decision making adding a quality of evidence and reliability, however it is somewhere the sector can improve greatly by learning lessons from each other, combining knowledge and brainpower to focus on successful strategies and overcoming national concerns.

How can the Cllr role encourage the safe and constructive use of data in council operation and decision making?

### **Cyber Security: Thursday, 4th March 2021, 14.00 - 16.00**

As digital and online technology only becomes more developed within councils, members must also take note of the increasing threats that emerge from using digital and data tools. Cyber security roles must be taken extremely seriously and embedding this from a member perspective is crucial.

What is the Cllr role in ensuring that your council cyber secure?

### **Digital in Social Care and Shielding Vulnerable People: Wednesday, 10th March 2021, 10.00 - 12.00**

As residents become more and more dependent on councils for their social care and support during the covid-19 lockdowns, but also wish to live at home independently for longer, councils have needed to respond in the most responsive and effective way. Assistive living technologies and services orientated for vulnerable shielded people are becoming a core necessity for local government to support residents under the fluctuating covid-19 restrictions. So, as a Cllr what does this innovation look like and how can it be supported from the political arm of councils within a highly pressured service area and environment?

What is the Cllr role in the implementation of digital solutions for the most vulnerable and shielded residents?

## Leading Healthier Places Webinars

We are pleased to invite you to attend a series of Leadership Essentials webinars which will be held weekly during March 2021, co-chaired by Cllr Sue Woolley, Chair of Lincolnshire Health and Wellbeing Board and Dr Graham Jackson, Chair NHSCC and Senior Clinical Adviser, NHS Confed.

The sessions will:

- Provide the context for Health and Wellbeing Boards with input from speakers offering the latest national and policy perspective
- Provide opportunities for discussion and Q&As around the issues, challenges and opportunities within your system and place
- Explore the key features of effective system leadership
- Provide an environment for personal leadership development and reflective thinking

### Place-based leadership:

#### Health and Wellbeing Boards (HWBs) and the changing health and care landscape

**Thursday 4 March 2021, 14.00-16.00**

This session will explore current challenges and opportunities for HWBs, and how place-based leadership is crucial. It will consider the latest NHS reform proposals, and the importance of place and the HWBs in this context, and what you see as the future of HWBs.

### Health Inequalities

**Thursday 11 March 2021, 14.00-16.00**

This session will explore how HWBs can tackle health inequalities, specifically in light of the unequal impact of COVID-19 on communities.

### Mental health, wellbeing, and isolation

**Thursday 18 March 2021, 10.00-12.00**

This session will explore the impact of COVID-19 on mental health, wellbeing and isolation, and how HWBs are leading local action to understand and address the impact on their communities.

### Future vision - health, care and wellbeing rooted in the community

**Thursday 25 March 2021, 10.00-12.00**

The session will explore the future vision of health, care and wellbeing, with a specific focus on the role of HWBs. Key issues relate to the impact of COVID-19, particularly the wider determinants of health, prevention and equalities and the next steps in ICS development.

**To sign up** for the free series of Leadership Essentials: Leading Healthier Places webinars please reply to this email, or [email Tara.Cranna@local.gov.uk](mailto:Tara.Cranna@local.gov.uk)

Further details on the webinars can be found on our [webpage](#).

*You are welcome to attend one specific webinar rather than the series if you wish. If this is the case, please indicate in your email.*

## [Commercial Skills Masterclasses for Councillors](#)

**Free masterclasses delivered using Zoom platform:** As a result of COVID-19, many councils are refocusing their commercial activity. The LGA has developed a range of support for councillors to develop the skills they need to make confident decisions about refocused commercial activity.

### Commercial Mindset

- Friday 5<sup>th</sup> March 2021

**Link:** <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=340608&eventID=997>

**For portfolio holders for commercial activity or whose portfolio includes income generating services and scrutiny board members.**

This masterclass is designed to support councillors to:

- Understand (at a high level) the trading powers available to local authorities
- Review and refocus the council's commercial activity in light of the impact of COVID-19
- Challenge conventional thinking to solve problems – how to use alternative approaches to develop sustainable income streams
- Set the commercial vision and outcomes and empower officers to deliver those outcomes
- Use commercial approaches to deliver social value – placing purpose at the heart of commercial activity

### Commercial Leadership and Decision-Making

- Friday 19<sup>th</sup> February 2021

**Link:** <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=341613&eventID=1000>

- Friday 19<sup>th</sup> March 2021

**Link:** <https://lgaevents.local.gov.uk/lga/frontend/reg/thome.csp?pageID=341948&eventID=1001>

**For portfolio holders for commercial activity or whose portfolio includes income generating services and scrutiny board members.**

This masterclass is designed to support councillors to:

- Understand and appraise investment proposals (including risk)
- Understand the financial health of companies, including questions to ask of chief financial officers/finance directors
- Understand the role of the board directors, including roles and responsibilities
- Understand and consider the culture and ethics commercial activity

### Communicating Commercial Activity

**Wednesday 3<sup>rd</sup> March 2021 (10am – 12.30pm)**

The LGA is running a free two-and-a half-hour Zoom masterclass to support councillors to develop the skills to confidently and appropriately communicate commercial activity to external audiences. Many councils are refocusing commercial activity that has been impacted by COVID-19 and changes to investment guidance by the Ministry of Housing, Communities and Local Government and CIPFA. It is important that elected members have the skills to communicate key messages about commercial activity to a range of external audiences. The masterclass includes best practice guidance from a local authority communications expert and council case studies demonstrating how communications teams have worked effectively with elected members to communicate the key messages of council commercial activity to external audiences

Book your place via this [online booking form](#) or for further information visit the [Commercial skills for councillors web page](#). To find out more email [commercialskills@local.gov.uk](mailto:commercialskills@local.gov.uk)

## **COVID-19 Political Leadership Webinars for councillors**

To access any of the below recorded webinars, please click <https://www.local.gov.uk/our-support/lga-covid-19-support-offer/covid-19-political-leadership-webinars-councillors>

### **Presentation Skills**

**\*New\***: Leadership webinar concerning online Presentation Skills on virtual platforms. The webinar is hosted by Darren Caveney, creator of Comms2point0. This pre-recorded session is aimed at providing advice and support to councillors during COVID-19 to navigate online interviews and meetings. Councillors are currently having to work with a wide range of platforms for virtual meetings and interviews and this webinar aims to boost confidence and discusses the elements to consider when wanting to build and maintain an effective online profile.

### **Coalition Administrations**

**\*New\***: This pre-recorded webinar on Coalition Administrations, is presented by Dr Stephanie Snape, a local government specialist and LGA Associate. The webinar aims to support councils run by coalition administrations in their work on COVID-19 and the recovery. The webinar will identify how to ensure robust, stable coalition working during Covid-19 and beyond.

### **Effective Chairing of Remote Meetings**

This webinar provides some advice and assistance to councillors when undertaking council business through digital platforms. It provides some case studies and hints and tips from councillor colleagues who have been undertaking meetings online and some thoughts on the process and conduct of meetings.

### **Rapid Innovation**

This single session webinar is presented by Manny Gatt, co-founder and Managing Director of Shared Service Architecture Ltd, a teaching company providing training programmes in Collaborative Leadership and Shared Services. Council leaders with a democratic responsibility for place leadership, have a role to play in encouraging and supporting rapid innovation and change. This webinar provides an opportunity to explore both the theory and practice as to how to lead council's response to these challenges.

### **The Importance of opposition leadership and what effective opposition looks like during Covid-19**

This two-part webinar is present by Dr Stephanie Snape, a local government specialist, having spent thirty-three years in the 'world of local government'; working first as a local government officer, then over two decades as a local government academic. These sessions discuss the importance of the contributions of opposition councillors and groups make, and will support opposition groups in their work on Covid-19.

### **The Role of the Ward Councillor during Covid-19**

This two-part webinar is presented by Andy Fry OBE, a former local government corporate director and chief fire officer. Part one discusses the emergency management cycle and council responsibilities, the role of officers and building and maintain trust in your community. Part-two discusses the role of senior councillors and a detailed look at the role of the ward councillor.

## [COVID-19 Publications and Guidance on LGA Website](#)

- [Councillor workbook on creating mentally healthy places](#)
- [Changes to local authority powers and duties: Adoption, fostering and care planning and health protection resulting from Coronavirus Regulations 2020](#)
- [Changes to local authority powers and duties resulting from Coronavirus Regulations 2020: school admissions](#)
- [Changes to local authority powers and duties resulting from the Coronavirus Act](#)
- [COVID-19: a leadership workbook for cabinet members](#)
- [Councillor guidance on emergency response structures](#)
- [Key questions and issues for finance portfolio holders during the COVID-19 pandemic](#)
- [Councillor guidance: COVID-19 outbreak](#)
- [Protecting vulnerable people during the COVID-19 outbreak](#)
- [Tackling domestic abuse during the COVID-19 pandemic](#)
- [A councillor's workbook on effective opposition during COVID-19, reset and recovery](#)
- [The impact of COVID-19 on culture, leisure tourism and sport](#)
- [Fiscal devolution: adopting an international approach](#)
- [Changes to local authority powers and duties covering special educational needs, planning and road traffic orders resulting from Coronavirus Regulations 2020](#)
- [Councillor guidance: COVID-19 reset and recovery](#)
- [Councillor workbook on creating mentally healthy places](#)
- [Managing the wellbeing of furloughed staff during the COVID-19 pandemic](#)
- [Loneliness, social isolation and COVID-19: practical advice](#)
- [Changes to local authority powers and duties resulting from the Coronavirus Act](#)
- [Approaches to managing licensing and related issues during the COVID-19 pandemic](#)

## [LGA Events](#)

All LGA 'in-person' events which take place at 18 Smith Square have now been postponed/ cancelled up to the end of February 2021 due to the COVID-19 pandemic. The LGA are now 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>

Examples of some of the February LGA events are below:

### [Dealing with empty shops](#)

**Wednesday, 10<sup>th</sup> February 2021, 10.30am – 12.00pm**

The pandemic and associated restrictions has resulted in a very significant reduction in demand for products and services from high streets. The impact of this is that many high street businesses are reducing their presence in town centres - leaving the area and remaining neighbouring businesses with potential negative long-term consequences. From individual units to large department stores, empty shops on high streets impact on the wider economic health of an area as businesses, jobs and public realm are affected.

This webinar will be an opportunity for councillors and council officers to hear about findings from good practice research that the LGA commissioned from the urban realm specialists, We Made That.

### [Has COVID-19 changed the way communities behave?](#)

**Thursday, 11<sup>th</sup> February 2021, 10.00am – 11.30am**

To help councils with their thinking and to shape a narrative that will resonate locally, the LGA commissioned Britain Thinks to conduct qualitative research with 50 participants from across the country to better understand how the pandemic has changed public opinion and behaviour.

At this webinar, we will hear from the researchers about what they found, including how the public defines 'local' and their attitude towards civic participation and whether they think any of their behaviours have changed for good.

### [Delivering under pressure: supporting the wellbeing of frontline staff](#)

**Thursday, 11<sup>th</sup> February 2021, 2.00pm – 3.30pm**

Frontline staff are key to the success of our communities and they have been at the heart of the country's response to the global pandemic. Our webinar will discuss how to support these frontline staff and invest in helping them to be mentally fit and resilient for the challenges they face.

### [Safeguarding and homelessness](#)

In 2019/2020 four national workshops were organised on adult safeguarding and homelessness through the Care and Health Improvement Programme (CHIP). The outcome was a briefing on adult safeguarding and homelessness, published by the Local Government Association and the Association of Directors of Social Services: <https://www.local.gov.uk/adult-safeguarding-and-homelessness-briefing-positive-practice>

These webinars are part of a series of eight virtual seminars, developed to disseminate and take this work forward and to inform a further briefing on adult safeguarding and homelessness, including the impact of COVID-19.

### [Session 1: Legal literacy: safeguarding people experiencing homelessness](#)

**Monday, 15<sup>th</sup> February 2021, 10.00am – 12pm**

### [Session 2: Governance: adult safeguarding and homelessness](#)

**Tuesday, 23<sup>rd</sup> February 2021**



### Green economic recovery

**Monday, 22<sup>nd</sup> February 2021, 10.30am – 12pm**

The COVID-19 pandemic and the exit from the EU has presented councils with a number of key economic challenges and questions. Councils are increasingly re-evaluating their economic growth strategies and adapting their plans to support their local economic recovery amidst this unprecedented climate.

The LGA are committed to supporting councils with their economic development and recovery plans. By organising this webinar, the LGA are seeking to provide insight from across the local government sector on some of the work currently being carried out and the opportunities that this backdrop of events has presented.

### Applying behavioural change techniques to the COVID-19 and climate emergency responses

**Tuesday, 23<sup>rd</sup> February 2021, 10.00am – 11.30am**

This webinar will look at how we can use behavioural change techniques in council services to work with communities and change their behaviour. The event will showcase councils which have used behavioural change techniques to tackle two of the biggest challenges of our day – tackling COVID-19 and climate change.

### Local authority youth services

**Wednesday, 24<sup>th</sup> February 2021, 2.00pm – 4.30pm**

The COVID-19 pandemic has had a big impact on the lives of children and young people. Youth services have pivoted and mobilised to support vulnerable children and families in their community. There are a range of youth service models across local authorities; this webinar will provide the opportunity for local authority youth services and family services to come together and reflect on the last year, share their experiences and good practice and hear from a range of partners. There will also be an update from the Department for Digital, Culture, Media and Sport (DCMS).

### Vaccine webinar: Equalities

**Thursday, 25<sup>th</sup> February 2021, 10.30am – 12.00pm**

This webinar is part of a series of vaccine focused webinars. This session will provide an update on vaccination roll out, and the implications for local authorities in engaging with their communities, with a focus on equalities. It will explore the good work previously carried out and what lessons can be learnt and applied to the vaccination roll out.

### Design in the Public Sector: creating meaningful engagement with communities on climate change

**Friday, 26<sup>th</sup> February 2021, 10.00am – 11.30am**

This is the first in a series of four webinars run by the LGA in partnership with the Design Council as part of the Design in the Public Sector programme 2020-21. The webinars intend to scale design approaches across the public sector and inject new thinking with a focus on climate change challenges.

In this session, you will be introduced to the value of design and the Design Council's Framework for Innovation which enables organisations to embrace new ways of working while adopting design as a mindset and skillset. We will discuss our experience of carrying out meaningful community engagement as well as highlight some practical tips and tricks.

Do continue to check out <https://www.local.gov.uk/events> for further events that are taking place in February and March as there are more on the website.

## 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.

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### Communication and Media Political Leadership Masterclass

#### Communication and Media 21 – Wednesday, 3<sup>rd</sup> March 2021 – *Virtual*

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
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## Leadership Essentials

The Leadership Essentials programme is a series of themed leadership events 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 - Audit Committees

The world of governance, control and audit has moved up the agenda in recent times. 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, there has never been a better time to reflect on the role of the Audit Committee. 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 is managing its services and finances effectively.

**Programme 4:** Saturday, 20<sup>th</sup> February – Sunday, 21<sup>st</sup> February 2021, 9.30am - **Virtual only**  
(10am – 4pm) (9.30am – 1.30pm)

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

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## **Leadership Essentials: Climate Emergency**

The impact of climate change on our planet was dominating global news headlines prior to COVID-19 and, no doubt, will do again. An Ipsos MORI survey has shown 85% of adults are now concerned about global warming. Many councils have formally declared a climate emergency and are looking at practical steps to turn ambitions on reducing carbon emissions into action.

This programme will help leaders and portfolio holders explore the crucial local leadership role in responding to the climate emergency. It will explore levers for councils to reduce carbon emissions and provide opportunities to learn from the experience of others.

Featuring a range of inputs, practical sessions and discussions, the programme will explore themes including community engagement, action planning, current climate change issues, including our green recovery from COVID-19, and how councils can bring partners together to deliver meaningful changes.

**Programme 5:** Tuesday, 16<sup>th</sup> March – Wednesday, 17<sup>th</sup> March 2021 (Virtual) - FULL

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

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

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## **Leadership Essentials Planning Programmes for 2020/21**

Leadership Essentials Planning provides an opportunity to learn about leading planning services. It provides a forum where attendees from across the political spectrum can meet and talk about common issues, hear from leading experts and take part in discussions and exercises, to develop understanding and thinking and learn new things.

We will announce new dates for 2021/22 planning soon, in the meantime do keep out on the Planning Advisory Services website which is constantly being updated with resources and webinars events.

## **Planning Advisory Services Website**

In response to Covid-19, PAS have created a "hints & tips" guide to running a virtual planning committee. There is a number of resources on this page which is constantly being updated. <https://www.local.gov.uk/pas/councillors/planning-committee>

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## Focus on Leadership Programmes

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

### **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 twelve 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 led 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, 27<sup>th</sup> March - Sunday, 28<sup>th</sup> March 2021

**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.

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### **Black, Asian and Minority Ethnic (BAME) Councillors Weekender**

This event provides a unique learning and networking opportunity for elected members from BAME backgrounds and those who are interested in exploring ideas for enhancing the recruitment and retention of BAME councillors.

#### **Programme Objectives**

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

- Reflect on your personal leadership style and its impact on others.
- Hear from experienced and notable BAME political leaders and leadership experts about their leadership journeys, insights and views on the type of leadership required to address critical issues facing the UK's BAME communities.
- Explore and practice key leadership skills such as influencing, networking and 'creating impact' in order to achieve their goals.
- Explore key changes taking place within public services and local authority environment and the implications for the personal leadership approach of elected members.
- Discuss whether there are any particular issues for consideration as a BAME elected members.
- Think about your 'leadership career' (your 'legacy') and begin planning in a practical manner.

Some of the sessions will include:

- Personal Leadership: What is Leadership?
- Understanding Leadership Styles:
- "Successful political leadership – making a difference."
- 'Enhancing your leadership'
- Presentation skills

**Date:** Saturday, 20<sup>th</sup> March – Sunday, 21<sup>st</sup> March 2021  
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, plus an additional £50 for those of you who wish to join us for dinner and stay overnight at the venue on Friday 26<sup>th</sup> February.

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**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**

## 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 accordingly to your authority's needs using a member peer and a trained facilitator on topics such as chairing skills, 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
- Being an effective ward councillor
- Bribery and fraud prevention
- Chairing skills
- Commissioning Services
- Community safety
- Councillor / Officer Relations
- Creating a 'fit for the future organisation'
- Engaging young people
- Facilitation and conflict resolution
- Handling casework
- Handling complaints for service improvement
- Handling Intimidation
- Health and safety in the council
- Influencing skills
- Local government finance
- Media and communications
- Mentally Healthier Communities
- Neighbourhood & community engagement
- Neighbourhood planning- ward councillors
- Planning
- Scrutiny
- Scrutiny of finance
- Stress management & personal resilience
- Supporting residents with complex issues
- Working with town and parish councillors

## [New councillor e-learning platform](#)

In response to the continued need to deliver many of our councillor development offers through virtual means, the LGA has now redesigned and updated our councillor e learning platform. We have recently updated and redesigned the platform to provide those undertaking the learning with a better user experience and to allow for better information on what modules are being undertaken by our councillors.

As a result of these changes, the link to access the platform has changed as of Monday 1 February 2021. The new link is <https://lga.kallidus-suite.com/external>.

However, as a result we have also had to make changes to how councillors access the platform itself. The new instructions for accessing the platform are as follows.

### Existing councillors

Existing councillors who were registered on the previous platform will need to re-access the site by **Friday 30 April 2021**. Their registration from the previous platform will have carried over. But due to the need to bring registration requirements in line with current data protection law, when they log in to the new platform the details for doing so will have changed.

Their new username will be their **council** email. The default password is Welcome123!

But they will need to change their password on first use to something they can remember.

**Please note** that if the site isn't accessed by Friday 30 April 2021 their registration will automatically lapse. And they would need to re-register with us.

### Councillors wishing to register

In advance of the elections in May 2021 any current councillor who wishes to register on the platform can do so by emailing [elarning@local.gov.uk](mailto:elarning@local.gov.uk)

They will receive a username and the default password. Which will then need to be changed on first access.

It is anticipated that shortly before the elections in May 2021 a system of self-registration will be in place for councillors wishing to register on the site. This will then enable those who are elected in May 2021 to self-register.

Please note anyone wishing to register will need a '**council**'.**gov.uk** email address.

### Officers registered on the previous platform

The previous platform had a number of officers registered to use the site. The majority of these were member development, democratic services or support officers who wanted to test out or look at the modules. Due to the need to streamline access these registrations have not been carried over. Especially as a large number of the officers registered, did so in 2018 mainly to take advantage of the GDPR module the LGA devised. It is also possible that some of those officers who were registered may no longer need to be so. If officers do wish to be reregistered then they need to email [elarning@local.gov.uk](mailto:elarning@local.gov.uk) and we can arrange this.

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

### **Anti-bribery and Corruption**

As a councillor you will deal with many types of people and organisations in your role as a community leader. Sometimes these relationships might come under scrutiny from others. An understanding of when these situations might put you at risk of bribery or possibly even corrupt activity is important to ensure that you don't end up compromised or breaking the law without realising it. The e learning module has been written to support you and feel more confident in these situations.

### **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 gives consideration to how best to engage with all elements of it in ways which are most appropriate for their needs and circumstances. By taking a more strategic view on community engagement it will enable you to consider how to be more effective in this role.

### **Councillor Induction**

Designed to complement the LGA Councillors' Guide, 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.

### **Effective Ward Councillor**

This module looks at the key skills for being an effective councillor. It examines the need to understand the issues and concerns of your own ward or division and to equip you with the skills confidence and ability to take action and make a difference to your community in the most important role you undertake as a councillor. It looks at time management, prioritisation of tasks and the importance of effective communication.

### **Equality, Diversity and Unconscious Bias**

This module considers the implications of the Equality Act 2010. It looks at the provisions of the Act and the protected characteristics within it as well as how the legislation applies to elected members both in a recruitment and community leadership context. In addition it looks at how not complying with the Act might lead to issues around discrimination, harassment and victimisation for councillors in their roles.

## 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.

## Handling Complaints for Service Improvement

As you develop in your role as a councillor you will 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 e-learning 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 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.

## **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.

## **Stress Management and Personal Resilience**

In a time of changing priorities and ways of working for both front line and back office services, councils face increasingly difficult and stressful decisions about the services they provide to their communities. As a councillor you may find yourself having to communicate difficult and unpopular news to your local areas. This module looks at the sources and causes of stress, and offers some insights and strategies for creating greater personal resilience.

### 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**

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### Be a Councillor

Do you have elections coming up in 2021 or 2022? 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: [www.beacouncillor.co.uk](http://www.beacouncillor.co.uk)

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### 21<sup>st</sup> Century Councils Toolkit

For international women's day we launched a new toolkit called "21<sup>st</sup> century councils". It is a self-assessment tool helps councils to consider whether their underlying policies, procedures and environment encourage women, parents and carers to become local councillors. It can be used either to help empower more women, parents or carers to stand for election as well as helping to create and sustain a culture where women (and parents and carers) can continue to serve and re-stand in elections and reach leadership positions. The tool has several steps, including self-assessment questions and tips to help you plan actions & next steps. If your council uses it, please let us know. For further information please <https://www.local.gov.uk/twenty-first-century-councils>

### 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 accessed on our website via <https://lga.melearning.university/course/view/1?gc=WMA7LFIA1FZCUC1QCVSK>