



Date:	14 November 2019
Classification:	For General Release
Title:	Member Code of Conduct: Training
Report of:	The Head of Committee and Governance Services
Wards Involved:	Not applicable
Financial Summary:	There are no financial implications
Report Author and Contact Details:	Reuben Segal, Head of Committee and Governance Services, Tel: 020 7641 3160 Email: rsegal@westminster.gov.uk

1. Executive Summary

- 1.1 This report updates the Committee on the programmed refresher Members' Code of Conduct training following the adoption of a revised Code by the full Council on the 18th September.

2. Recommendations

- 2.1 That the report be noted.

3. Background Information

- 3.1 Refresher Member Code of Conduct training is scheduled periodically, for instance, when there has been a revision to the Code or following local elections.
- 3.2 A Code of Conduct training session was held on the 30th October with another session programmed for the 18th November. The training follows the adoption of a revised Code by the full Council on matters including bullying and harassment and the acceptance of gifts and hospitality. In addition other topics were covered including cultural awareness which relates to the requirement of the Code to value and respect colleagues, staff and members of the public.
- 3.3 Thirty nine Councillors and one Independent Person attended the training session on the 30th October. Those councillors that did not attend this session are expected to attend the second session scheduled to take place on the 18th November. The Leader and the Lord Mayor will receive separate training

sessions due to long-standing engagements in their diaries on both dates. An update on final attendance will be provided to the Committee at its next meeting.

3.4 Those members who do not attend either session will be written to by the Monitoring Officer and advised that the offer of training remains and that she and her senior colleagues are available to answer questions. The presentation will also be made available.

3.5 The presentation covered the following themes:

- Code of Conduct including recent updates
- Gifts and Hospitality including the issues to consider when deciding whether to accept or decline an offer and changes to the recording system.
- Cultural Awareness and Respect.
- The use of social media by Councillors including an update on the draft guidance for Members.
- General Data Protection Rules (GDPR) – the role of Councillors as data controllers and data processors and dealing with data breaches.

3.6 Members had a discussion following each section and asked a range of questions to which they received replies and advice from the Monitoring Officer.

3.7 The session was well received by Members who welcomed the opportunity to discuss the topics.

4. Other Implications

4.1 None.

**If you have any questions about this report, please contact
Reuben Segal: 020 7641 3160
Email: rsegal@westminster.gov.uk**

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1972
BACKGROUND PAPERS - None**