

Appendix A

Sessions and attendance from October 2018 – June 2021

* indicates online session

Session	Date	Attendance
Personal Safety	4 October 2018	11
Housing	29 November 2018	8
CityWest Homes Local Offer	10 January 2019	14
Safeguarding Children	13 February 2019	5
Emergency Planning	11 April 2019	10
Corporate Parenting	6 June 2019	4
Cyber Security and GDPR	5 September 2019	7
Code of Conduct (1)	30 October 2019	39
Code of Conduct (2)	18 November 2019	7
Personal Safety	16 January 2020	8
Teams training*	21 April 2020	22
Teams training (basic)*	28 April 2020	15
Teams training (ask the expert)*	5 May 2020	14
Teams Live events(1)*	2 June 2020	14
Teams Live events (2)*	10 June 2020	13
Cyber Security*	17 September 2020	10
Violence Against Women and Girls*	1 October 2020	10
Document Handling for Virtual meetings*	15 October 2020	19
Diversity training (as part of Code of Conduct)*	29 October 2020	27
Office 365 functions (basic)*	12 November 2020	16
Teams (basic)*	26 November 2020	8
Preventing Youth Crime and Serious Violence*	10 December 2020	16
Safeguarding and Corporate Parenting*	14 January 2021	14
GDPR*	11 February 2021	17
CIL (1)*	23 February 2021	9
CIL (2)*	25 February 2021	8
CIL (3)*	4 March 2021	8
Teams and Office365*	25 March 2021	7
Cyber Security*	29 April 2021	9
Code of Conduct refresh*	3 June 2021	27

Appendix B

Analysis of attendance 2019 -2020 and 2020 – 2021

Average attendance per session – 2019-2020	12.5
Average attendance per session – 2020-2021	13.7
	8% increase

Appendix C

Session timetable for 2021-2022

Date	Topic
Thursday 23 September	Westminster's City Plan 2019-2040
Thursday 14 October	GDPR
Thursday 18 November	
Thursday 13 January 2022	Safeguarding and Corporate Parenting
Thursday 10 February	
Thursday 24 March	
Thursday 21 April	