



ST HELENS
BOROUGH COUNCIL

Standards Committee

18 January 2022

Report Title:	Member Training and Development Update
Cabinet Portfolio	Finance and Governance
Cabinet Member	Councillor Martin Bond
Exempt Report	No
Reason for Exemption	N/A
Key Decision	No
Public Notice issued	N/A
Wards Affected	All
Report of	Rob Huntington Assistant Chief Executive robhuntington@sthelens.gov.uk
Contact Officer	Jenny Pritchard Organisational Development and Workforce Officer jennypritchard@sthelens.gov.uk

Borough priorities	Ensure children and young people have a positive start in life	
	Promote good health, independence, and care across our communities	
	Create safe and strong communities and neighbourhoods for all	
	Support a strong, thriving, inclusive and well-connected local economy	
	Create green and vibrant places that reflect our heritage and culture	
	Be a responsible Council	X

1. Summary

- 1.1 This report details the training opportunities available to members and attendance rates during January 2020 and January 2022. The complete summary results are shown in Appendix 1.

2. Recommendations for Decision

- i) **Standards Committee is recommended to note the report.**

3. Purpose of this Report

- 3.1 To provide the Standards Committee with an overview of the training opportunities provided to members during January 2020 and 6th January 2022.

4. Background /Reasons for the recommendations

- 4.1 In accordance with the records held by the Organisational Design and Development Team, 44 training sessions were delivered during the period of January 2020 to 6th January 2022 on a variety of subject matters. The sessions were attended by a total of 412 members equating to an average of 9.4 members per session.
- 4.2 Due to the focus on Covid response priorities the internal member training offer was significantly reduced during 2020. However, members continued to have access to online training provided by the Council, LGA and other external agencies, in addition to support and guidance from Officers as and when required.
- 4.3 It is also important to note that during April 2020 to July 2020 and November 2020 to February 2021 the two officers responsible for the facilitation and administration of member training were deployed full time on Covid response activities (Council employees Covid redeployment scheme and later the Asymptomatic Test Sites), thereby significantly reducing available resources.

- 4.3 Appendix 1 identifies gaps in the circulation and completion of training evaluation forms. To enable more thorough and accurate assessment on the benefits of training activity the Member Training and Development Steering Group agreed the following at their recent meeting in December 2021:
- the OD&D team to promote the importance of members completing a course evaluation form following training
 - the electronic course evaluation form is to be shared with delegates during rather than following training
 - the Member Training and Development Steering Group to encourage their group members to complete the course evaluations when they attend training
 - some members have identified issues accessing the electronic form. Democratic Services agreed to progress this issue with IT.
- 4.6 Throughout 2020 and 2021, member training was delivered virtually. Under current circumstances this is likely to continue for the foreseeable future, however there will be greater focus on making the sessions more interactive by utilising digital opportunities such as Menti and breakout rooms to better engage attendees and encourage participation.
- 4.7 In May 2021, the Council introduced the new online induction programme for newly elected members, providing access to digital learning resources at a time and place that suited individuals' needs. The evaluation of the programme and further development recommendations will be reported to the next Member Training and Development Steering Group meeting in February 2022.
- 4.8 In September 2021, the Council shared the updated training and development offer with all members. The offer is based on blended learning approach including reading resources, e-learning, briefings, external training, and digital learning opportunities. This offer will be reviewed and updated for forthcoming municipal years.

5. Community Impact Assessment

5.1 N/A

6 Consideration of Alternatives

6.1 N/A

7 Conclusions

7.1 The Organisational Design and Development Team will continue to work with the Member Training and Development Steering Group and senior officers to develop training that meets members' needs and support the delivery of Council priorities.

8.0 Implications

N/A

9. Background papers

None

10. Appendices

Appendix 1: Member Training Overview January 2020 to December 2021