Standards Committee

4 July 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	N/A
Report of	Rob Huntington Assistant Chief Executive robhuntington@sthelens.gov.uk
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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 from 11 January 2022 to the 16 June 2022, and member training currently planned for the remainder of 2022/2023.

2.   Recommendation for Decision

i)   The 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 from 11 January 2022 and 16 June 2022, and the current training/briefing off for the remainder of 2022/2023.

3.2   The detail of all completed training is provided in Appendix 1.

3.3   The details of upcoming training currently scheduled for the remainder of 2022/2023 can be found in Appendix 2.

4.   Background / Reason for the recommendations

4.1   In accordance with the records held by the Organisational Design and Development Team, 25 briefing/training sessions were delivered during the period of 11 January 2020 to 16 June 2022, including 14 induction sessions for new members. The sessions were attended by a total of 181 members (see Appendix 1).

4.2   Recording of attendance at the ELT briefing sessions commenced in April 2022, figures are not available for briefings prior to this date.

4.3   The sessions were hosted via a combination of in-person and virtual events, enabling greater flexibility for officers and members.

4.4   Looking forward there are currently 28 events planned for the remainder of 2022/2023, including 7 new member induction sessions (Appendix 2). However, additional events are likely to be included in the schedule in the forthcoming months, including further planning training.

4.5   A number of members have also recently taken up the opportunity of one-to-one support from officers in the E-learning Team on the Teams and Outlook applications.

4.6   In addition to the briefing events noted in Appendices 1 and 2, members also have access to over 1000 e-resources on the Learning Hub, bitesize learning on the IT Learning Support Hub, and e-learning opportunities on the My Learning and LGA platform. These resources are available all via the Council's intranet.

4.7   Members were also recently invited to complete the following e-learning modules:-

- Action Counters Terrorism
- Hate Crime
- Suicide Awareness
- Equality & Diversity
- Fraud Awareness
- Fire Safety
- Unconscious Bias

4.8   Completion of the modules will be monitored and reported to the next Standards Committee.

4.9   Following a recommendation from the Member Training and Development Steering Group, the Organisational Design and Development Team have established a member's resource area and a training and briefing materials repository on My Learning.

4.10   Similar to the new member induction, the resource area contains links to key documents, e-learning and signposting to systems and websites, in the following subject areas:-

- About St Helens
- Senior Leadership Structures
- E-learning detailed in paragraph 4.5
- Key Strategic Documents
- Key Sites and Systems
- Being a Councillor
- Emergency Planning
- Planning
- Prevent
- Safeguarding Adults

- Safeguarding Children
- Schools
- Scrutiny
- Your Health and Wellbeing
- Your Personal Development

4.11 Content in the resource area will be reviewed on a quarterly basis to ensure it remains current and accessible.

4.12 The training and briefing materials repository will provide members with easy access to materials shared during training such as presentation slides and guidance documents, following the event.

5. Consideration of Alternatives

5.1 None.

6. Conclusions

6.1 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 the Council's priorities.

7. Legal Implications

7.1 None.

8. Community Impact Assessment (CIA) Implications

8.1 None.

9. Social Value

9.1 None.

10. Sustainability and Environment

10.1 None.

11. Health and Wellbeing

11.1 None.

12. Equality and Human Rights

12.1 None.

13. Customer and Resident

13.1 None.

14.   Asset and Property

14.1 None/

15.   Staffing and Human Resources

15.1 None.

16.   Risks

16.1 None.

17.   Finance

17.1 The costs are contained with the Member Training budget for 2022/2023.

18.   Policy Framework Implications

18.1 None.

19.   Impact and Opportunities on Localities

19.1   None.

20.   Background Documents

20.1 None.

21.   Appendices

21.1 Appendix 1 - Member training/briefings delivered 11 January to 16 June 2022

21.2 Appendix 2 – Member briefing/briefings currently planned for the remainder of 2022/2023