



Standards Committee

17 January 2023

Report Title	Member Training and Development Update
Cabinet Portfolio	Finance and Governance
Cabinet Member	Councillor Martin Bond
Exempt Report	No
Reason for Exemption	NA
Key Decision	No
Public Notice issued	NA
Wards Affected	All
Report of	Rob Huntington Assistant Chief Executive robhuntington@sthelens.gov.uk
Contact Officer	Jenny Pritchard Principal Organisational Design 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 neighborhoods 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 1st June 2022 to the 31st December 2022, and member training currently planned for the remainder of 2022/2023.

2. Recommendation 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 from 1st June 2022 and 31st December 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, 27 briefing/training sessions were delivered during the period of 1st June 2022 to 31st December 2022, including 8 induction sessions for new members. The sessions were attended by a total of 201 members (Appendix 1).
- 4.2 The sessions were hosted via a combination of in-person and virtual events, enabling greater flexibility for officers and members.
- 4.3 Looking forward, there are currently 7 events planned for the remainder of 2022/2023 (Appendix 2).
- 4.4 Several members have also recently taken up the opportunity of one-to-one support from officers in the eLearning Team on the Teams and Outlook applications.
- 4.5 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 eLearning opportunities on the My Learning and LGA platform. These resources are all available via the Council's intranet.
- 4.6 Members were also recently invited to complete the following eLearning modules: -
- Action Counters Terrorism
 - Hate Crime
 - Suicide Awareness
 - Equality & Diversity
 - Fraud Awareness
 - Fire Safety
 - Safeguarding Children

- Unconscious Bias
- 4.7 Appendix 3 outlines the completion rates of the above modules. Further promotion will be undertaken to encourage members to review these modules and progress will be reported in the next Standards Committee report.
- 4.8 Members have access to a resource area and a training and briefing materials repository on My Learning.
- 4.9 Similar to the new member induction, the resource area contains links to key documents, eLearning and signposting to systems and websites, in the following subject areas :-
- About St Helens
 - Senior Leadership Structures
 - eLearning detailed in para 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
- 4.10 Content in the resource area is reviewed on a quarterly basis to ensure it remains current and accessible.
- 4.11 The training and briefing materials repository provides 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 Council priorities.

7. Legal Implications

- 7.1 None.

8. Community Impact Assessment (CIA) Implications

8.1 N/A

9. Social Value

9.1 N/A

10. Sustainability and Environment

10.1 N/A

11. Health and Wellbeing

11.1 N/A

12. Equality and Human Rights

12.1 N/A

13. Customer and Resident

13.1 N/A

14. Asset and Property

14.1 N/A

15. Staffing and Human Resources

15.1 N/A

16. Risks

16.1 N/A

17. Finance

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

18. Policy Framework Implications

18.1 N/A

19. Impact and Opportunities on Localities

19.1 N/A

20. Background Documents

20.1 None.

21. Appendices

- 21.1 Appendix 1 - Member training/briefings delivered 1st June 2022 to 31st December 2022
- 21.2 Appendix 2 – Member briefing/briefings currently planned for the remainder of 2022/2023
- 21.3 Appendix 3 – Member essential eLearning completion