

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:-	Members' Training & Development Panel
2.	Date:-	17th December 2012
3.	Title:-	Principles for supporting individual training requests
4.	Directorate:-	Resources

5. Summary

Members training and development panel is responsible for oversight and approval of learning & development opportunities for all Members. With an ever-decreasing resource to support training, this report suggests guiding principles to be used for the approval of individual training requests, with associated costs.

6. Recommendations

Members are asked to:

- **Agree the proposed principles for the approval of individual training requests.**

7. Proposals and Details

7.1 Training Budget

The Members training budget has been reducing over the last few years. However, it remains a priority that appropriate development activity is made available to Members. The panel has previously identified a number of key areas in which they would like to see development opportunities made available during the next year. There will also be issues/changing government agendas which necessitate development sessions for Members, as well as the need to induct new Members. Individual Members also identify specific topics/awareness for which they seek development.

Training provision is by a number of means:

- Internally delivered sessions with no cost associated where the subject matter is of general interest to a number of Members
- RMBC-commissioned or sub-regionally commissioned training sessions where the subject matter is of general interest to a number of Members
- Other Yorkshire & Humber Council organised events/sessions, where a small fee per attendee is charged
- National LGA events/programmes with a variety of charging levels dependant on the provision. Such events take place in a variety of locations throughout the country
- Subject-specific sessions advertised by a range of organisations associated with local government which take place in a variety of locations throughout the country.

7.2 Principles for supporting training

In order to balance competing needs and make best use of the budget, some guiding principles for the approval of individual training requests which incur a cost (either course cost or travelling) would be beneficial:

- The development need should have been identified previously in a Members PDP OR be in an area that is subject to continuous change which the Member needs to be kept up to date in
- Priority will be given to sub-regional and regional provision. Attendance at events beyond the region will only be approved if there is no similar local provision possible
- Attendance of more than one Member will not normally be approved, as Members will be expected to cascade learning to colleagues
- There should be no repetition of learning from a previous event attended
- It should be confirmed that the learning cannot be achieved by other no (or lower) cost means
- The event/session/programme should include a high proportion of actual learning.

8. Finance

Member development is supported by a dedicated training budget. An agreed set of criteria for prioritisation of spend against budget will enable fair and transparent prioritisation of spend.

9. Risks and Uncertainties

The level of interest shown in development by different Members varies. The use of criteria to guide decisions regarding approval of training budget spend will ensure consistency in the decision making.

10. Policy and Performance Agenda Implications

Development of Members enables them to carry out their respective roles and help keep Members updated on national and local policy issues.

11. Background Papers and Consultation

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