

SLOUGH BOROUGH COUNCIL

REPORT TO: Employment & Appeals Committee
DATE: 25th October 2016
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WARD(S): All

PART I

For Information

Staff Development Programme Update

1. Purpose of Report

The purpose of this report is to inform the Employment and Appeals Committee on the progress of the staff development programme.

2. Recommendation(s)/Proposed Action

The Committee is requested to note the report

3. Supporting Information

The purpose of the Organisational Development (OD) team and its function is to promote Slough Borough Council as a learning organisation - to create a motivating environment where employees prosper and are the best of themselves to advise and support each other, residents, visitors, businesses and partner organisations.

The Staff Development Programme aims to:

- support staff to be safe and effective in their roles through a Mandatory Training Programme that is regularly reviewed by CMT and Directorate SMTs to ensure compliance;
- offer a comprehensive corporate learning and development programme which supports organisational needs;
- appreciate and respond to the different learning styles, preferences and capabilities of our workforce; and
- upskill staff throughout their lifecycle with Slough, so that they are confident in their current roles; recognise their own potential and evolve into role models for their colleagues and customers.

In order to support the above a learning and development directory setting out 2016/17 programmes has been produced and is made available to all staff through the Council's internal website.

Mandatory Training

This committee was advised that CMT had approved a Mandatory Training Programme for staff which included training around health and safety, safeguarding and equality. This programme is established with a requirement for all employees to complete 11 e-learning modules between now and the end of March 2017 through a staged approach.

CMT are advised of the level compliance for each Directorate on a monthly basis as part of the workforce data schedule. Through the OD / HR Business Partners, the Directorate SMTs are also updated.

Corporate Learning and Development Programme

As well as the mandatory responsibility set out above, the programme has been established to support the Five-Year Plan outcomes and will be monitored and revised accordingly.

Management Development Programme

The current Management Development Programme is due to end in January 2017 after almost three years and 12 cohorts. The OD work programme sets out to evaluate the programme's effectiveness with a view to determine future needs. Options for a future programme will be proposed by the end of this year with a view to starting the new programme in 2017/18.

4. Background Papers

None

5. Appendices

Appendix 1: Corporate Training Directory