

HIGHWAYS STREET LIGHTING GROUP REVIEW AND TRAINING PLAN 2008- 9

During 2005-6 we recruited and have a full compliment of staff in Street Lighting Maintenance and two new Trainee posts within the group. The Design Group have not recruited fully and still have some temporary staff.

One Trainee is currently on the 2nd year day release OND electrical course, which will continue during 08-09. The trainees will also continue to have a programme of training which is currently being identified. They will also take up training under the Map'd traing plan.

There is still a shortage of electrically qualified staff and an on going need for the Lighting Section to develop Highway Electrical competency training. This is essential for personal development, and could enable staff to progress under career progression. It should build a portfolio of skills and training which is recognised throughout the sector and HEA.

We currently have 23 permanent staff and 6 temporary staff, which we are hoping to include in the training. Map'd Training Ltd have been identified to provide this training, and after further meetings to cover all aspects of what they will provide with the Training and Development Section, we hope to take this training forward and start to establish portfolios for all staff, and from this identify individual training needs.

The first year of this scheme will be primarily undertaking interviews and putting together portfolios to identify skill and training gaps. It is expected that Map'd training will provide help and support to each member of staff and by the end of the first year we will be able to assess the amount and type of relevant training for 09-10.

It is hoped that UTC can also be included in this training as they too would benefit from Highway Electrical Competency training. We need to speak to Mike Nixon and see if he wants his staff included in this initiative, how many staff he would put forward and the contribution they could make towards the cost.

The more people included on the scheme may help realise a competitive price for the training as there will be certain economies of scale.

Other Training that has been identified is attendance at ILE conference for 2 members of staff. Peter Harrison has also indicated he will be involved in LUCI visits and ILE work over the coming year – this should benefit the Department as BCC will have representation at the heart of the highway electrical industry, and enhance personal development.

CDM Regs Training – arranged by Helen Bright, but with shared cost.

PDR Training for all staff as this is cascaded down.

CAD Training for one member of staff.

PFI Information Sessions – for all staff to understand the process and implications of PFI

Lighting Reality Training – Funded for up to 4 design staff to keep up to date with changes in lighting software and design advances.

Other Training to be identified by Project Leaders, which should become clearer after PDR reviews have taken place.

Training and development is an integral part of service delivery, a well trained workforce should provide a better service. If we invest time and money into high quality training and development of individuals with the skills they need to do their jobs, members of staff should feel more confident in carrying out their duties. It is also a way of recognising what staff need. Motivated staff need to know that we understand the duties they carry out, any difficulties they may have, that we want to provide them with skills to do their jobs well, and that we are prepared to invest in them for the future.

Some of the training we will provide over the next year will be in-house, using existing staff to train new or inexperienced staff in the use of IT, office and site procedures, and best practice. In the past this has been a successful way of making everyone in the group familiar with the systems in place. Most staff once confident in the basics will, where appropriate, advance their knowledge by attending more formal training courses.

We have achieved greater feedback from individuals on the courses they have attended, and have continued to do follow up work after courses are undertaken so that we can evaluate the personal and organisational benefits. Where courses are not reflecting people's experience or expectation we have made changes and introduced more tailored courses in conjunction with the DLO. We have provided the venue and an outside trainer and geared courses towards service delivery and the needs and ability of the attendee.

Managers and supervisors will continue to talk to the attendees prior to putting them forward for courses to better assess the level they feel they would be going in at and what they hope to achieve from the training.

It is hoped that we can continue to undertake training and produce a workforce that is highly skilled and motivated.