

## **Report of ACFO – Director Service Support**

### **9. Member Development Working Group Update**

#### **Purpose of report**

1. To advise Members of the proceedings of the Member Development Working Group meeting held on 1 October 2013.
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#### **Recommendation**

***It is recommended that the contents of the report be noted.***

#### **Introduction and Background**

2. The Member Development Working Group was established as an informal forum where Members and Officers:
  - i) Aim to make the Member Development Programme meaningful and appropriate to the role of each Authority Member.
  - ii) Ensure that the Member Development Programme contributes to the Authority achieving its core values, priorities and objectives more effectively and efficiently, as set out in the Members Development Strategy (attached at Appendix 1)
  - iii) Design and plan the Member Training Programme and present the Programme for approval by the Audit & Standards Committee.
3. Following the Annual General Meeting of the Fire Authority in June 2013 Group Leaders nominated the following Members to the Member Development Working Group:
  - Councillor A Amos
  - Councillor P Grove
  - Councillor R Jenkins
  - Councillor M Lloyd-Hayes

#### **Members' Induction and Sessions arranged So Far – Identifying the Gaps**

4. The Working Group met on 1 October 2013 and discussed the following sessions that had been held:
  - Induction Sessions, which included information on crewing systems, organisational structure and finances.

- Community Risk Management Plan Workshop.
  - Role of the Authority Member, which included the ethical framework.
  - Audit and Standards Committee Training.
  - Managing the Authority's Finances.
5. Feedback received from evaluation sheets has been very positive with Members finding the training sessions to be useful.
  6. The majority of Authority Members (20 Members) received training at their home authorities on the Code of Conduct that was introduced in 2012.

### **Future Sessions**

7. The following sessions have been planned for the remainder of 2013/14:
  - Budget Seminar on 30 January 2014
  - Pensions Seminar (March 2014)
  - Major Operational Exercise (June 2014)

### **Members' Attendance at Sessions**

8. Until the recent seminar on Managing the Authority's Finances Members' attendance figures had been relatively low, with an average of 7 Members attending each session. However a good attendance of 16 Members was recorded at this seminar. It was suggested that Members could be sent text messages to remind them of forthcoming training sessions and this is currently being investigated.
9. The Working Group discussed other methods of imparting information to Members and it was agreed that the monthly Members' Bulletin was a useful way to keep Members informed.

### **Future Themes for Member Development**

10. The Member Development Working Group agreed that the 2014/15 Member Development programme should incorporate the role of national structures, such as the Chief Fire Officers' Association and the Local Government Association Fire Commission and their impact on the Fire Authority.
11. The Member Development Working Group will seek the views of Members on the 2013/14 programme and will then meet to commence planning the Member Training Programme for 2014/15.

## Corporate Considerations

<b>Resource Implications</b> (identify any financial, legal, property or human resources issues)	None
<b>Strategic Policy Links</b> (identify how proposals link in with current priorities and policy framework and if they do not, identify any potential implications).	Proposals for Member Development accord with Our Strategy.
<b>Risk Management / Health &amp; Safety</b> (identify any risks, the proposed control measures and risk evaluation scores).	None
<b>Consultation</b> (identify any public or other consultation that has been carried out on this matter)	Members will be surveyed to ascertain their views regarding the Members' Development Programme
<b>Equalities</b> (has an Equalities Impact Assessment been completed? If not, why not?)	The Members' Development Programme has incorporated information on the Ethical Framework and Equality and Diversity.

## Supporting Information

Appendix 1 – Member Development Strategy

Background papers – Member Development Working Group Terms of Reference

## Contact Officer

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