

## **DEMOCRATIC SERVICES COMMITTEE REPORT**

Date Written	21 <sup>st</sup> September 2015
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Service Area	Democratic Services
Committee Date	28 <sup>th</sup> September 2015

*To: Chair, Ladies and Gentlemen*

### **(DRAFT) MEMBER DEVELOPMENT STRATEGY**

#### **1.0 SUMMARY OF THE REPORT**

- 1.1 The Draft Member Development Strategy has been written to inform how the authority will deliver and monitor a programme of training and development for elected members and independent members of regulatory committees.
- 1.2 It outlines the objectives for the programme and how it will be delivered and evaluated; including a training matrix that will monitor and inform personal action plans.

#### **2.0 RECOMMENDATION(S)**

- 2.1 That the Draft Member Development Strategy be approved.
- 2.2 That implementation of the Strategy will begin by the end of October 2015.
- 2.3 That the Head of Democratic Services report back to committee in January 2016 to provide feedback on the first stage of implementation.

#### **3.0 INTRODUCTION AND BACKGROUND**

- 3.1 The Member Development Strategy applies to all elected members and to independent members of regulatory committees. It sets out the Council's commitment to providing appropriate development opportunities for all councillors

and describes the approach that will be followed in order to ensure that it is achieved.

3.2 The aim of the strategy is to ensure that there is a consistent and structured approach to member development, supported by a training matrix and action plan, which defines how members are supported in:

- Undertaking their existing roles efficiently and effectively
- Preparing for future roles on an individual basis
- Developing their knowledge relating to specific duties and responsibilities
- Keeping up to date with new legislation and changing policies

#### **4.0 FINANCIAL IMPLICATION(S)**

4.1 There is a member training budget available that will support the procurement of training.

4.2 Wherever possible, we will look to source free training and work closely with neighbouring authorities to share costs.

**ANN TAYLOR**  
**HEAD OF DEMOCRATIC SERVICES**

<b>BACKGROUND PAPERS</b>		
<b>Title of Document(s)</b>	<b>Document(s) Date</b>	<b>Document Location</b>
(Draft) Member Development Strategy	September 2015	Democratic Services Department
<b>Does the report contain any issue that may impact the Council's Constitution?</b>		<b>No</b>