

## Member Development 2009/10

### Report of the Chief Fire Officer

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#### 1 Purpose of Report

This report requests consideration of future elected member development proposals in preparation for the upcoming elections and potential changes to the Fire Authority.

#### 2 Recommendations

That Human Resources Committee agree:

- a) That a Member induction session be planned for July 2009;
- b) That the Member Development Needs Questionnaire be refreshed in readiness for new Fire Authority Membership being confirmed;
- c) That Officers plan to undertake a development needs review process; and
- d) That Officers liaise with the constituent authorities regarding member development to ensure joined up delivery and minimise duplication

#### 3 Background

Since 2006 we have undertaken Member Development in various formats and with the forthcoming elections it is clear that there are likely to be changes to the membership of the Fire Authority.

We are aware that three Members have indicated that they do not intend to either stand for election, or if standing will not be involved with the Fire Authority in the future. In addition we have two relatively new Members of the Fire Authority who have yet to attend one of our induction sessions. This means that as a minimum nearly one third of the Authority's membership will require an induction session in the coming weeks.

To address this change and to ensure that new members of the Fire Authority are equipped with the knowledge to contribute effectively from an early stage, an outline plan for future development is proposed for Member's approval.

## **4 Proposals**

The work plan put before the full Fire Authority in April 2009 shows that we intend to consult the full Fire Authority about future Member development in July 2009. In preparation for this, and given that the Human Resources (HR) Committee will not meet again before the July Fire Authority, Members are asked to consider the following proposals in order that planning can begin in good time.

- a) **Member Induction**  
That a member induction session be planned for July 2009. This would usually consist of a mix of factual and practical input including financial and governance information as well as an opportunity to view the operational equipment and meet employees of the Authority.
- b) **Member Development Needs Questionnaire**  
That the existing member development questionnaire be refreshed in readiness of new Fire Authority membership.
- c) **Development Review Process**  
That Officers plan to undertake a development needs review with all Members on a voluntary basis and based on the outcome of the development needs questionnaire.
- d) **Liaison with Constituent Authorities**  
That Officers liaise with the constituent authorities to ensure that Member development is provided in a joined up way that ensures best value and efficient use of member and officer time.

## **5 Financial Implications**

A budget exists for Member development and any provision would be contained within the budget set. There are no additional financial implications arising from this report.

## **6 Legal Comment**

Member training and development is important as it will assist members when making decisions that ensure that the Fire Authority meets its statutory obligations.

## 7 Equality Impact Assessment

This report requests consideration of proposals for Member development over the coming year in order to provide some direction for preparatory work by Officers during the election period. Any actions arising will be targeted at identifying and meeting Members' needs. As such an equality impact assessment is not necessary at this time.

## 8 Appendices

There are no appendices attached to this report.

## 9 Background Papers

There are no background papers associated with this report.

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk), the implications are detailed within the report itself.

Balanced Score Card		Integrated Risk Management Planning	
Business Continuity Planning		Legal	*
Capacity	*	Member Involvement	
Civil Contingencies Act		National Framework	
Comprehensive Performance Assessment		Operational Assurance	
Efficiency Savings		Retained	
Environmental		Risk and Insurance	
Financial	*	Staff	*
Fire Control/Fire Link		Strategic Planning	
Information Communications and Technology		West Midlands Regional Management Board	
Freedom of Information / Data Protection / Environmental Information		Equality Impact Assessment	