

SHROPSHIRE AND WREKIN FIRE AUTHORITY

MEMBER DEVELOPMENT PLAN 2006/07

This Development Plan focuses on areas identified during the 2006-07 process as being the greatest need by the most Members.

In identifying the areas of need, account has been taken of the size of Committees and so, where a high proportion of Members of a specific committee have indicated they have a development need, this has been included in the Plan.

The delivery plan will be completed as events are agreed and arranged.

Means of Delivery

Within the Development Plan you will note that 'I' or 'E' has been used to identify when the delivery will be 'Internal' (provided by officers) or 'External' (bought in).

The proposal for 2006-07 is that:

1. A Members' Seminar is arranged for early 2007 to provide high level input to Members on some of the common areas of identified need;
2. Further ½ day sessions are booked in advance throughout the year to enable forward planning of development activity; and
3. Where practicable, pre-meeting or post-meeting sessions could also be arranged for specific topics.

Budget

The Budget Provision for Member development is £3,000.00 per annum. It is intended that this is used to procure external development and that, where possible, duplication with Members individual authority's development activity is avoided.



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MEMBER TRAINING AND DEVELOPMENT QUESTIONNAIRE COLLATION 2006/07

Skill / Knowledge	Development Need Medium Priority	Development Need High Priority	TOTAL	Means of Delivery	Proposal to meet need
Budget setting and budgetary process	8	3	11	E	Budget Scrutiny course
Analysing complex information	5	3	8	E	Budget Scrutiny course
Evaluating options to improve services	6	2	8	E	TBC
Making contributions in meetings	2	1	3	NA	/
Expressing concerns	2	1	3	NA	/
Decision making	1	1	2	NA	/
Actively contributing to policy formation	2	2	4	NA	/
Presenting a positive image of the Fire Authority	4	1	5	E	Media training ½ day
Equality and diversity	6	1	7	I	Members' Seminar
Ethics and standards, including Code of Conduct	2	2	4	E	Constituent Authority
Internet and email	4	3	7	I	Constituent Authority/ Associate Trainer
Overview of key issues	5	2	7	I	Members' Seminar
Treasury Management	8	4	12	E	Budget Scrutiny course



Fire Authority funding	4	2	6	E	Budget Scrutiny course
Statement on Internal Control	8	2	10	I	Members' Seminar
Monitoring financial information	6	1	7	E	Budget Scrutiny course
Asset management and procurement strategies	6	0	6	I	Members' Seminar
Best Value	3	1	4	NA	/
Monitoring performance	5	1	6	E	TBC
Comprehensive Performance Assessment	4	3	7	E	TBC
Code of Corporate Governance	3	2	5	E	TBC
Integrated Personal Development System	5	2	7	I	Session TBC
Grievance Procedure	5	1	6	I	Session TBC
Conditions of Service	6	2	8	I	Session TBC
Local determination procedures	1	2	3	I	TBC
Health Panel procedures	3	2	5	I	Session on 19 October
Firefighters' Pension Scheme	5	3	8	E	Members' Seminar
Ill-health retirement legislation	3	2	5	I	Session TBC
Disciplinary Policy and Procedures	3	1	4	E	TBC
Integrated Risk Management Planning	3	1	4	I	TBC
Chairing meetings	4	0	4	NA	/



Interview skills	4	1	5	NA	/
Conducting personal development reviews	4	0	4	NA	/
Developing positive relationships with officers	2	0	2	NA	/
Dealing with the media	5	1	6	E	Media training ½ day
Vision, Mission, Core Values, Strategic Aims, Corporate Objectives and Service Objectives	2	3	5	I	Members' Seminar
Community fire safety	5	2	7	I	TBC
Organisation structure	8	3	11	I	Members' Seminar
Command structures	7	4	11	I	Members' Seminar
West Midlands Regional Management Board	4	2	6	I	TBC
Regional Fire Control	5	1	6	I	TBC
New Dimension The Government's co-ordinated response to terrorism	5	2	7	I	TBC

Key

NA	Not applicable – insufficient numbers at this stage*
E	External provider required
I	Internal provision available

*either low priority need overall or not particularly required for any individual committee