

AGENDA ITEM:

REPORT TO: Meeting of the	MERSEYSIDE FIRE & RESCUE AUTHORITY
DATE:	7TH MAY 2013
REPORT NO.	CFO/048/13
REPORTING OFFICER:	CLERK TO THE AUTHORITY
CONTACT OFFICER:	KELLY JOHNSON – DEPUTY DEMOCRATIC SERVICES MANAGER, EXTN; 4113
OFFICERS CONSULTED:	MEMBER DEVELOPMENT GROUP
SUBJECT:	MEMBER DEVELOPMENT PROGRAMME & STRATEGY 2013-16

APPENDIX	A	TITLE	MEMBERS LEARNING & DEVELOPMENT STRATEGY 2013-16
	B		MEMBER DEVELOPMENT PROGRAMME 2013-16
	C		MEMBERS FEEDBACK FORM FOLLOWING ATTENDANCE AT EVENTS

ATTACHED – ELECTRONIC / HARD COPY

Purpose of Report

1. To request that Members approve the recommendations of this report regarding the Members Learning & Development Strategy and Programme for 2013-16.

Recommendation

2. That Members;
 - a) Approve the revised Members' Learning & Development Strategy for 2013-16.
 - b) Approve the Member Development Programme for 2013-16
 - c) Approve the use of the attached Members' feedback form following attendance at events.

Introduction & Background

3. As Members may recall, the current Members' Learning & Development Strategy and Programme was approved by the Authority at its meeting on 30th September 2010 and was intended to run from 2010 to 2013. As such, that strategy is now due to be reviewed.
4. In consultation with the Member Development Group, that Strategy has now been reviewed and it is proposed that the revised Strategy will run from the Annual General Meeting 2013, up to the Annual General Meeting 2016.
5. This three year Strategy has been developed to support the Authority and their Integrated Risk Management Plan. The Member Development Programme will allow the Authority to build in learning needs to ensure that Member Development Charter status is sustained and that the Authority continue to progress in relation to the learning and development of Members.
6. An important way in which learning and development is provided for Members, is through internally arranged development events, such as Strategy Days, Learning Lunches, Induction sessions and other training events. For 2013-16, at the request of Members, a series of station visits have been built into the Members Development Programme. This will also be included within the schedule of meeting dates and events for 2013/14, which will be considered by the Authority at its Annual Meeting.
7. The Member Development Programme for 2013-16 (attached as Appendix B), provides some detail regarding the content of Induction events (to which all Members are invited) and also provides information about some of the subject areas which are to be covered in training sessions. It sets out the type of events that will be provided to Members each year.
8. Learning Lunches will be scheduled into the Authority's dates of meetings and events and will be held prior to meetings of the Community Safety & Protection Committee or the Policy & Resources Committee. Likewise, Strategy Days (held in July and January) will also be scheduled into the list of meeting dates and events.
9. The Programme sets out the type of events that will be provided provided for Members. However, due to the dynamic nature of the Fire & Rescue Authority, it is not intended to be too prescriptive as flexibility will be required to deal promptly with issues and interests which arise throughout the year.
10. Specific topics for learning and development events will also be identified through an analysis of Members' Personal Development Plans, to identify any common training needs and all events will be planned and developed in consultation with the Member Development Group.
11. Attendance by Members at conferences and other events (both formal and informal), also form an important part of Members learning and development. It is important that Members attending such events, share the knowledge acquired. Therefore, in consultation with the Member Development Group, a feedback form has been developed for completion by Members following attendance at events

(attached as Appendix C). It is envisaged that this form will be completed following attendance at a range of events, such as

- Approved Conferences
- Sponsored Conferences
- Community Engagement Events (i.e IRMP Consultation Events)
- Youth Engagement Events

Equality & Diversity Implications

12. It is vitally important that Members have a thorough understanding of equality and diversity issues. Therefore, development in this area forms a key part of the Member Development Strategy and Programme.

Staff Implications

13. Due to the requirements for Members to have a thorough understanding of specific Fire & Rescue related issues, Merseyside Fire & Rescue Authority staff are usually best placed to provide Members with learning and development sessions. Whilst this impacts upon staff time, this does represent value for money for the Authority when compared to using external trainers.

Legal Implications

14. Members receive training on a regular basis from the Clerk to the Authority in terms of any legal issues and the Ethical Framework that applies to the Authority.

Financial Implications & Value for Money

15. The majority of events and learning and development sessions provided to Members, will be delivered by Merseyside Fire & Rescue Authority staff, at no additional cost, other than the staff implications identified above.

16. However, were there is a need to engage outside training providers or speakers incurring additional costs, these costs will be contained within existing budgets.

Risk Management, Health & Safety, and Environmental Implications

17. There are no risk management or health and safety issues arising from this report.

18. Many events are delivered in-house and are arranged wherever possible, prior to or following meetings of the Authority, in order to reduce Members travel. Wherever possible, transport to external events is arranged via rail or car share, to ensure that carbon emissions are kept to a minimum.

Contribution to Our Mission – To Achieve: Safer Stronger Communities – Safe Effective Firefighters”

19. Having a comprehensive Member Development Strategy and Programme, is important to ensure effective governance arrangements. Providing Members with relevant development opportunities, will ensure they have the necessary knowledge to enable them to make the best decisions on behalf of the communities of Merseyside and ensure the Authority continues to deliver against it's Mission.

BACKGROUND PAPERS

CFO/122/10 – Member Development Programme 2010- 2013