

<b>Report of:</b>	Head of Democratic Services – Sylvia Reynolds
<b>Submitted to:</b>	Constitution and Members Development Committee
<b>Subject:</b>	Member Development Framework & Member Development Programme for 2021/22

**Summary**

<b>Proposed decision(s)</b>
To note the Member Development Skills Framework and proposed Member Development Programme for 2021/22

<b>Report Not for:</b>	<b>Key decision:</b>	<b>Confidential:</b>	<b>Is the report urgent?<sup>1</sup></b>
Noting	No	No	No

<b>Contribution to delivery of the 2021-24 Strategic Plan</b>		
<b>People</b>	<b>Place</b>	<b>Business</b>
Not applicable	Not applicable	Not applicable

<b>Ward(s) affected</b>
Not applicable

**What is the purpose of this report?**

1. To advise Members of the attached Member Development Skills Framework (appendix 1) for all elected Members which was approved at the Constitution and Development Committee on 19 January 2018. The Framework supports the previously agreed Member Development Policy. Members are also asked to note the proposed Member Development Programme for 2021/22 (appendix 2).

**Why does this report require a Member decision?**

2. This report is for information only.

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<sup>1</sup> Remove for non-Executive reports

## **Report Background**

3. At the Constitution and Member Development Committee held on 11 November 2016, it was agreed that a Skills Framework for Members be introduced which would help identify individual development needs around the following competencies:
  - Local leadership;
  - Partnership working
  - Communication skills
  - Political understanding
  - Scrutiny challenge; and
  - Regulatory and monitoring
4. The above competencies form part of the Local Government Associations (LGA) Political Skills Framework which sets out the key knowledge and skills needed to support new and experienced councillors in their efforts to develop the knowledge and skills to be effective in their role.
5. Much of the framework will be delivered internally and Members would still in part be supported by officers within Democratic Services, however one key element in delivering the framework would be through self-reflective learning undertaken by the Councillors themselves ie, e-learning, shadowing and coaching.
6. This may also be supported by attended at some external events such as the LGA Leadership Academy or events arranged locally, collaborating with other local authorities to minimise costs.
7. In order to attend external events such as the LGA Leadership Academy (which incur greater costs), Members would need to meet certain criteria before attendance is approved i.e. shown that the event is relevant to their portfolio/role and have undertaken a personal development plan.
8. The Member Development Programme has been designed to support the Member Development Skills Framework and will be a live working document which can be added to at any time. The programme will identify which element of the skills framework the event is aimed at supporting. The programme will be implemented from approval.

### **What decision(s) are being asked for?**

9. That Members note the Member Development Skills Framework and proposed Member Development Programme for 2021/22

### **Why is this being recommended?**

10. To provide Members with the appropriate skills and knowledge to fulfil their role as an elected member.

### **Other potential decisions and why these have not been recommended**

11. Not applicable

**Impact(s) of recommended decision(s)**

***Legal***

12. No impact

***Financial***

13. There is a small budget allocated within the overall Members budget for training and development to cover the costs of additional training that will need to be provided through the Member Development Framework.

***Policy Framework***

14. Not applicable. The report does not propose an amendment to the policy.

***Equality and Diversity***

15. Not applicable

***Risk***

16. Not applicable.

**Actions to be taken to implement the decision(s)**

**Appendices**

17. Member Development Skills Framework (appendix 1), Member Development Programme 2021/22 (appendix 2)

**Background papers**

<b>Body</b>	<b>Report title</b>	<b>Date</b>
	Member Development Skills Framework	19 January 2018

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