

MEMBER DEVELOPMENT POLICY STATEMENT 2009/2010

Effective Member Development is essential to ensure that Councillors update their knowledge and learn new skills and behaviours. Only by having Members who can exploit development opportunities can we successfully implement new ways of working and continuously improve our performance.

It is the policy of Cheshire East Council to support its elected Members in their complex roles by ensuring that appropriate learning and development opportunities are identified, realised and accessible. In turn Members are expected to take up the opportunities provided for their benefit and take responsibility for their own personal development.

THE COMMITMENTS

Induction

Council Commitment To provide a comprehensive support and induction programme for all newly Elected Members.

Member Commitment All Newly Elected Members will be expected to attend the sessions offered.

Core Skills

Council Commitment To provide on-going core skills training for Members on the basis of individual need and to reflect emerging themes i.e.

Chairing Meetings Media Awareness Public Speaking
Presentation Skills Dealing with Casework Information
Technology Mediation Negotiation Skills

Member Commitment All Members will be expected to attend the sessions offered.

Committee Training

Council Commitment To i) arrange training for Members appointed to sit on a Committee, in line with allocated duties; and ii) provide on-going training for each Committee as appropriate.

Member Commitment To attend the training offered to provide flexibility.

Member Development Programme

Council Commitment	To provide a comprehensive, topical and varied programme each year reflecting the needs of Members and the authority.
Member Commitment	Members will be expected to attend relevant sessions during the year, attendance to be recorded.

Seminars and Conferences

Council Commitment	To support the acquisition of new knowledge via attendance at conferences/seminars.
Member Commitment	To share with others the knowledge gained from attendance at conferences/seminars via an agreed feedback process following the event.

Personal Development Plans

Council Commitment	To i) arrange a Personal Development/One to One interview for all Members every two years; ii) offer an opportunity one year on from the primary interview to review progress and identify any arising development needs; and iii) use the information gathered from Personal Development/One to One Interviews to inform the Member Development Programme for the forthcoming year.
Member Commitment	To attend any Personal Development/One to One Review meetings arranged for them

Individual Developmental Needs

Council Commitment	To seek out appropriate opportunities to meet the individual needs of Members (as far as practicable), taking into account the nature of the need.
Member Commitment	To attend all sessions/events arranged for their individual benefit.

Information Technology

Council Commitment	To supply Members with the necessary IT equipment for their role and provide adequate support.
Member Commitment	For each Member to commit to attaining an operational level of IT skills in order to allow them to carry out their role as Councillor.

Leadership Academy

Council Commitment	To offer the opportunity to Cabinet Members and Group Leaders to attend IDeA Leadership Modules as places/resources allow.
Member Commitment	To take up any agreed placement and to provide appropriate feedback where this would be useful/beneficial to others.

E-Learning

Council Commitment	To ensure that all Members have access to learning opportunities at a time convenient to them.
Member Commitment	Where appropriate and where in line with their learning style, to make use of E-learning resources.

Mentoring

Council Commitment	To arrange appropriate mentoring support for any Member who requests it, funding permitted.
Member Commitment	For One to One mentoring sessions to be undertaken every two years, conducted by the Member's Group Leader.

Evaluation

Council Commitment	To use the feedback provided to amend and adapt the Member Development Strategy.
Member Commitment	To actively participate in providing feedback via the appropriate channels.

Recording Attendance/Achievements

Council Commitment	To i) maintain an accurate record of the training undertaken by each Member; and ii) present a training portfolio to each Member at the point they leave the authority
Member Commitment	Members will be expected to i) attend relevant sessions during the year, attendance to be recorded; and ii) inform the Senior Member Development Officer of any individual training undertaken for inclusion in their portfolio.

Resources and Support

Council Commitment	To provide adequate resources to support Members in their work and to deliver the Member Development Strategy.
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