

## **Teignbridge District Council Member Development Strategy**

### 1. Introduction

Teignbridge District Council is committed to supporting the development of all elected members providing a programme of development opportunities that assists individuals to perform effectively in their role both as community leaders and as representatives of the District Council. It recognises the numerous and ongoing changes to local government in recent years, including national changes to funding and the need for increased collaboration with a range of stakeholders and partners, which increasingly requires the Council to deliver services differently. Members take a leading role in their development by engaging with the process.

### 2. Key Principles

Through the processes in place to deliver Member Development we will ensure that:

- A comprehensive programme of development will support the delivery of the Council's priorities (climate change, jobs and homes) and meet individual learning needs as they evolve through the life of the Council.
- Development activities will be consistent with the Council's policies and deliver best value. Where possible local and national development initiatives, such as through the Local Government Association) will be utilised.
- Tools are developed and utilised to support the development of elected Members

### 3. Production of the Member Development Plan

The Member Development Plan is the delivery mechanism for the Strategy. It will include (but are not exclusive to):-

- (i) Corporate responsibilities (e.g budget; equality and diversity and safeguarding)
- (ii) Code of Conduct
- (iii) Regulatory functions (i.e. planning and licensing)
- (iv) Specific committee training (e.g overview and scrutiny, audit)
- (v) Community leadership (e.g. working with the community)
- (vi) Skills development (e.g information technology; dealing with the media; use of social media; chairing; coaching and mentoring)

### 4. Delivery of Member Development

The process is Member owned and driven by the Procedures Committee. Individuals will be encouraged to take an active involvement in their own learning and development.

Member training and development will be delivered through a range of means including:-

#### (i) All Member Briefings

The purpose of a briefing is to support the ongoing development of members in relation to strategic issues facing the Council and to provide important briefings which will support Members in the decision making process. Briefings could be presented either in person or virtually by internal colleagues at Teignbridge District Council or external stakeholders.

#### (ii) Specific learning and development

These events are publicised in advance through the Members' newsletter and via specific emails from Democratic Services. They may apply to all or specific Members, depending on the topic. The purpose of a training session is to teach somebody a specific skill or type of behaviour. Training sessions are likely to be delivered by Business Leads or on occasions by external suppliers. These could be in person or virtually.

#### (iii) Workshops

The purpose of a workshop is to involve participants in learning. Workshops are sessions where participants/attendees are involved in interactive activities or group tasks.

#### (iv) Online

E-learning modules may be used at times to impart important information, or teach a specific skill.

The Members Newsletter is circulated on a weekly basis and provides invaluable information to support Members in their role.

As the Council increasingly moves to different ways it works the use of technology will be used to expand methods of delivering training and development.

### 5. Strategic Direction

The Procedures Committee will be responsible for setting the strategic direction for Member training and development which will be implemented on their behalf by officers. Group leaders will actively encourage party members to attend the planned training events.

#### Prior to Election

A variety of methods including the web site and social media will be used to communicate with prospective candidates providing information about the role and how they will be supported should they be successful.

## Induction

A comprehensive Induction Programme will be delivered following elections for new and returning members. Skills and knowledge will be delivered in a timely manner using a variety of methods to allow for equality of access. The programme will cover the full range of activities that a member will undertake and will be delivered incrementally to avoid overloading.

Preparations for the induction programme will take place in good time and the programme will be published on the Council's web site.

## Identifying development needs

Members can undertake to have a personal development interview as a tool to identify their personal development needs. This will be undertaken by an officer from the Devon and Somerset Member Development Group. A personal development plan will be produced for that Member and this will help towards the overall formation of the Members Learning and Development Plan.

Organisational requirements to provide learning and development to Members will be considered through officer networks which will represent all areas of the organisation and coordinated by Democratic Services.

## 6. Resources and Support

Primarily, Member Development will be delivered in-house and within available resources, as determined by the council. There will be occasions when external training suppliers are used. We will also utilise the member development and leadership courses provided through the local government family and by the Local Government Association and through South West Councils.

Some of the LGA events are 'online' while others are free to register for or offered at subsidised cost

## 7. Evaluation

Evaluation of all learning and development activities will include take place via a short survey to ensure that the development activity address the key learning points and any potential areas for improvement.