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<b>PART A:</b>	<b>MATTERS DEALT WITH UNDER DELEGATED POWERS</b>
<b>REPORT TO:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>DATE:</b>	<b>2 OCTOBER 2014</b>
<b>REPORT OF THE:</b>	<b>COUNCIL SOLICITOR ANTHONY WINSHIP</b>
<b>TITLE OF REPORT:</b>	<b>MEMBER DEVELOPMENT SKILLS FRAMEWORK</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 This report presents the Member Development Skills Framework for consideration and scrutiny.

### **2.0 RECOMMENDATION(S)**

2.1 It is recommended that:

- (i) The Member Development Skills Framework be considered and any comments fed back to the Member Development Task Group.

### **3.0 REASON FOR RECOMMENDATION(S)**

3.1 The Member Development Task Group requested that the Skills Framework be sent to the Overview and Scrutiny Committee for consideration.

### **4.0 SIGNIFICANT RISKS**

4.1 There are no significant risks arising directly from the consideration of the Skills Framework by the Overview and Scrutiny Committee. Ensuring that Members have the appropriate skills to carry out their roles effectively is part of risk management.

### **5.0 POLICY CONTEXT AND CONSULTATION**

5.1 The Member Development Skills Framework links to corporate aim 5, to transform the Council, strategic objective 9, to know our communities and meet their needs, and strategic objective 10, to develop the leadership, capacity and capability to deliver future improvements. It supplements the Member Development Framework, which is aimed at promoting learning and development opportunities for all Elected

Members and ensuring that they are engaged with the learning and development process.

## **REPORT**

### **6.0 REPORT DETAILS**

6.1 In September 2012, following a peer review assessment, Ryedale District Council was awarded Member Development Charter status. The Charter and the underpinning good practice guidelines were developed by the Improvement and Development Agency (IDeA) and the nine Regional Employers Organisations. It is similar in its approach to Investors in People.

6.2 Following consideration of the report from that assessment, a work plan was developed by the Member Development Task Group to ensure ongoing continuous improvement in this area, drawing on best practice. The Member Development Task Group is an advisory group, currently consisting of the four Group Leaders, who seek to ensure that elected Members are fully engaged in the formulation, monitoring and evaluation of Member Development activities.

6.3 Included in the work plan was an action to develop a Member Development Skills Framework. The purpose of this Framework, as set out in its introduction, is:

*“It is designed to be a guide for Councillors to help you personally identify any gaps in skills and knowledge that you need to fulfil your various roles. It’s aim is to provide a useful prompt for both new and existing Members. Use of the guide is entirely voluntary.*

*The skills framework is also a useful guide for Councillors involved in planning member development events and can be used by the Member Development Task Group to set some of the core skills learning and development they wish to put in place for all members, from designing induction programmes to fulfilling statutory training needs.”*

A continuous thread should run from the Framework, through the planning of the Member Development Programme, the drafting of specifications for sessions including the desired learning outcomes, the evaluation of sessions and review of any further development required.

6.4 The Member Development Task Group initially considered a draft of the Framework and then further work was carried out, developing the document in the light of their feedback. A revised version of the Framework was presented in March 2014 and no further changes were requested. The Task Group allowed a period of time for Group Leaders to discuss the Framework with their respective Groups and then recommended that it should be submitted to this meeting of the Overview and Scrutiny Committee for a final stage of consideration, comment and scrutiny.

### **7.0 IMPLICATIONS**

7.1 The following implications have been identified:  
a) Financial  
None.

- b) Legal  
None.
  
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)  
None.

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**Background Papers:**

Member Development work plan

**Background Papers are available for inspection at:**

Ryedale House, Malton