

TO: EMPLOYMENT COMMITTEE – 16 MARCH 2005

SUBJECT: ELECTED MEMBER DEVELOPMENT CHARTER

FROM: CORPORATE PERSONNEL SERVICES AND MEMBERS'SERVICES

1. PURPOSE OF REPORT

- 1.1 To propose a timescale and actions for the achievement of the West Midlands Member Development Charter.

2. BACKGROUND

- 2.1 At their meeting on 21st September 2004 the Employment Committee recommended that the Council should sign up for the West Midlands Member Development Charter.
- 2.2 This proposal was included as an action with the Corporate Personnel Services Service Area Plan for 2005/06 with an objective to achieve the Charter by 2008. The Service Area Plan was approved by the Executive in February 2005.
- 2.3 This report sets out the actions now required in order to sign up for and then achieve the Charter.

3. SIGNING UP FOR THE CHARTER

- 3.1 Signing up to the Charter will commit the Council to the following:
- specifying a date by which the Council will be ready to be assessed against the Charter or one of the milestones;
 - sharing learning with other local authorities in the West Midlands; and
 - nominating two elected members and two officers to be trained to participate in assessments
- 3.2 The signing up form requires the following:
- Which milestone the Council is signing up to in the Award
 - The names of the members and officer nominations for assessors
 - The signature of the Chief Executive
 - The signature of the Leader of the Council
 - The signatures of all the Group Leaders
 - A lead contact officer

4.0 PROPOSALS FOR ACHIEVING THE CHARTER

- 4.1 It is proposed that the Employment Committee consider signing up for the Primary Milestone of the Charter with the aim of achieving that by April 2006. Further consideration could then be given to progressing to the Intermediate Milestone by April 2007 and the Charter Award by April 2008. The committee will need to decide which level they wish to commit the Council to be assessed against.
- 4.2 One of the key requirements of the Milestone Award is to have a corporate annual plan developed in conjunction with members that outlines priority development needs and how they will be met. It is proposed that a group of four members (not necessarily exclusively Employment Committee members) is established to assist with the development of such a plan which will then be reported to the Employment Committee in June 2005.

- 4.3 A second requirement of the primary milestone which is not in place at the moment is to have an agreed approach that offers members an annual development review. It is envisaged that the same group of members could work together to develop such an approach and bring it back to the Employment Committee in December 2005.
- 4.4 The meetings of the Employment Committee in September 2005 and March 2006 could be used to review the progress of the annual development plan which would meet another of the requirements of the Charter.

5.0. **POLICY AND BUDGET FRAMEWORK**

- 5.1 The provision of training and development for elected members sits within the overall Council policy of being an Investor in People employer.

6.0 **RECOMMENDATIONS**

- 6.1 The Committee considers which level of the West Midlands Development Charter it wants to sign up to be assessed against and when.
- 6.2 The Committee nominates two members who are prepared to become assessors for the Charter and four members who are prepared to work on the proposals suggested in 4.1 to 4.4.
- 4.3 The Assistant Chief Executives (Personnel and Members Services') undertake to support the members working group and to nominate two officers as assessors under the scheme.

Karen Pearce
Assistant Chief Executive (Personnel)
Robert Inman
Assistant Chief Executive (Members' Services)

BACKGROUND PAPERS

Employment Committee September 21st 2004

Areas in District Affected: None **Key Decision:** No

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