

HIGHLAND AND ISLANDS FIRE BOARD

27 November 2009

Agenda Item	
Report No	

MEMBER DEVELOPMENT PROGRAMME

Report by the Clerk

Summary

The purpose of this report is to update the Board on progress in putting in place a Member Development Programme for Members of the Board.

Background

1. At its meeting held on 10 September 2009, the Board agreed to introduce Role Descriptions for Board Members. The next stage is for all Members to undertake a Training Needs Assessment (TNA) which will inform the development of a Members' Training Programme for the Board.

Next Stage

2. The TNA will be conducted in January 2010 and all Members will be emailed a survey form for completion on-line. The surveys will then be analysed and it is then intended to bring a Development Programme to Board for approval in April.
3. A TNA is also being conducted, at the same time, for Members of the Northern Joint Police Board. Those Members who serve on both Joint Boards will only have to complete the survey once.

Recommendation

The Board is asked to note that:

- i. the Training Needs Analysis will be conducted in January 2010; and
- ii. a proposed Member Development Programme will be reported to the Board in April 2010.

Signature

Designation Clerk

Date 19 November 2009

Author Ms M Morris, Clerk