



**Bedfordshire**  
Fire & Rescue Service

# BFRS DRAFT MEMBER DEVELOPMENT STRATEGY 2023

## Introduction

The aim of Member Development is to build on the skills and knowledge of Members to ensure they can fulfil their roles and responsibilities as a Fire Authority Member.

The Code of Corporate Governance requires that arrangements are put in place to ensure that Members have the skills, knowledge, and experience to perform well through the implementation of a **Member Development Strategy**.

This document brings together the aims of Member Development and the priorities of the Authority. It also details how Members will be supported to fulfil their roles and contribute to the quality of the services delivered to communities.

## Member Development Aims and Objectives

The Member Development Strategy has the following three key aims:

- i) to maintain effective leadership of the Authority through on-going and continuous Member development;
- ii) to provide Members with the support, knowledge, skills and information necessary to enable them to effectively carry out their role:
  - to ensure that the Fire Authority provides an efficient and effective Fire and Rescue Service, taking into account the needs of all sections of the community;
  - to contribute actively to the formation and scrutiny of the Fire Authority's decisions, policies, priorities, plans, targets, budget and service delivery;
  - to ensure that the Fire Authority delivers value for money; and
  - to ensure that the Fire Authority is an equal opportunity employer an Authority that focuses on the safety of employees and considers the needs of all sections of the community.
- iii) To ensure Members are made aware and kept up to date with developments impacting on the organisation through seminars, workshops and meetings.

These aims will be realised through ensuring that:

- this strategy derives from and contributes to the Authority's strategic objectives;
- key competencies are identified for Authority Members through Member Training

- Members have the opportunity to develop specific skills in line with specific Portfolio Holder roles; and
- training activities are provided in response to identified organisational, individual and statutory needs.

### **Member Training and Development Programme**

Members nominated to Bedfordshire Fire and Rescue Authority (FRA) already undertake training and development programmes in their own Local Authority, but as a Member of the FRA, Members must undertake specific training and development programmes, which includes a Member development programme as stated within the Member Training and Development Programme attached as **appendix 2**.

### **Portfolio Holder Roles**

Portfolio Holder roles provide the Service with an opportunity to work closely with individual Members to help to develop services and to engage with local communities, staff, councillors and other stakeholders through a closely aligned officer and member relationship.

The following roles have been identified as bringing significant advantages to the Service and Authority:

- Prevention and Protection
- Operational Response and resilience
- Workforce and Organisational Development
- Assets and Collaboration
- Digital and Data Transformation

The role requirements for Member Champions are set out in Role Descriptions out at **appendix 3a**.

Designated Officers from the Service Leadership Team (SLT) will maintain a closely aligned officer and member relationship to ensure Members are involved and kept up to date with developments in their area. A current list of the Member Champions and their associated officer lead is attached at **appendix 3b**.

Members undertaking a Portfolio Holder role will gain a significant amount of personal development in relation to the specific role being undertaken, whilst the Service benefits from the local knowledge, experience and public standing of Members.

### **Member workshops/awareness days**

Dedicated Member workshop days are incorporated in the CFA calendar on a timely basis to ensure Members are fully engaged in specific issues and developments.

## **Member Handbook**

All Members will be issued with a Handbook for the municipal year 2023/24. This will include a self-help guide to virtual learning and training offered by different providers for free, including from the LGA and CfGs.

The Handbook will also include Service specific information, such as a useful background to the service and the area it covers, contact details for key officers and an acronyms glossary.