Annual Cycle – Member Development

	Analysis of development needs, requirements and opportunities			
DEC – FEB	IDENTIFY ORGANISATIONAL PRIORITIES FOR MEMBER DEVELOPMENT (Cabinet)	IDENTIFY ISSUES FOR MEMBER DEVELOPMENT (CMT)	RESEARCH EXTERNAL DEVELOPMENT OPPORTUNITES (OD)	EVALUATE PROGRAMME AND RESEARCH MEMBERS NEEDS (MDP)
MARCH	DRAFT PROGRAMME (OD)			
APRIL	CORPORATE MANAGEMENT TEAM (internal/external resourcing) →		MEMBER DEVELOPMENT PANEL (Approval)	
APRIL	REPORT TO STANDARDS (evaluation of previous year & approval for next) & CABINET (for information)			
MAY	PROMOTE AGREED PROGRAMME (OD & Corp Comms)			
MAY - SEP	**Internal Corporate programme** MDP - Provide programme & monitor quality and costs	**External Corporate events for individuals** Portfolio holders/ chair of scrutiny support training Exec, Director OD approve funding in consultation with MDP MDP - Monitor quality and costs	**Internal departmental programme** Departmental managers (co-ordinate with OD)	**External departmental events** Agreed in departments
SEP	EVALUATE 1ST SIX MONTHS & REVISE ESTIMATES			
OCT - DEC	**Internal Corporate programme** MDP - Provide programme & monitor quality and costs	**External Corporate events** Portfolio holders/ chair of scrutiny support training Exec, Director OD approve funding in consultation with MDP MDP - Monitor quality and costs	**Internal departmental programme** Departmental managers (co-ordinate with OD)	**External departmental events** Portfolio holders approve funding
JAN	**EVALUATE & RESTART CYCLE FOR ON-GOING PROGRAMME**			