Appendix A

Member Development and Engagement Forward Programme

Development activity	Timing and status	Purpose and intended Member outcome	Proposed delivery responsibility
New Member induction at Headquarters, Member and Officer buddies, Members' Handbook and practical systems support	September 2026 – Following Member appointment dates (Complete)	Enable new Members to understand the Authority's role, Service priorities, governance arrangements and routes for advice, and contribute effectively to meetings	Head of Corporate Services and Democratic Services, with senior officers
Control Room visit for Management Committee	Thursday 10 December 2026 at 5pm.	Explain emergency call handling, mobilisation and Thames Valley collaboration, strengthening understanding of response and resilience	Control Group Manager and Democratic Services
Understanding Fire Authority Finance, including the Medium-Term Financial Plan and Strategic Asset Investment Framework	Date TBC, before the relevant budget decisions where practical	Enable Members to understand funding, financial pressures, investment choices and the relationship between resources, risk and Service priorities	Assistant Director of Finance supported by Democratic Services
Strategic Member workshop on budget, annual planning and CRMP priorities; maintain a minimum of two workshops per Municipal year	4 August 2026 and 20 January 2027	Enable Members to understand proposed plans and address risk and strategic priorities	Senior officers and Democratic Services
Control Room visit for Audit and Governance Committee	Wednesday 27 January 2027	Explain emergency call handling, mobilisation and Thames Valley collaboration, strengthening understanding of response and resilience	Control Group Manager and Democratic Services
Annual Cyber Security and Protecting Information e-learning	Session dates and completion deadlines TBC	Session to provide practical help on Members access Staff Development System (SDS)	Democratic Services

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Development activity	Timing and status	Purpose and intended Member outcome	Proposed delivery responsibility
sessions; Equality, Diversity and Inclusion development		specifically Cyber Security courses and Protecting Information	
Station visit combined with thematic development, including opportunities to understand Wholetime and On-Call provision	Dates and venue TBC	Connect Members' understanding of community risk, staffing models and capability with the decisions and scrutiny undertaken by the Authority	Democratic Services with station and subject leads
Safety at Home and Health, Safety and Wellbeing development, combined with a station visit	Dates and venue TBC	Strengthen understanding of prevention work and the arrangements supporting a safe and supportive Service, enabling more informed scrutiny	Relevant subject leads, supported by Democratic Services
Observer attendance at Service Exercise	February 2027 date TBC	Give Members practical insight into preparedness, coordination and operational learning without participation in crew training or attendance at live incidents	Exercise leads and Democratic Services
Visits for Estates and Sustainability Working Group to key assets and sites, including the Training Centre and relevant estate, fleet or equipment facilities	November 2026–April 2027; dates and sites TBC	Help Estates and Sustainability Working Group Members understand how investment, equipment and facilities support capability, resilience, sustainability and the management of risk	Head of Assets supported by Capital Projects Team
Thematic briefings (as and when required) such as strategic	Date TBC	Provide focused fire and rescue context for forthcoming decisions and scrutiny. Finance and	Relevant subject leads, coordinated by Democratic Services

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Development activity	Timing and status	Purpose and intended Member outcome	Proposed delivery responsibility
commitments, Member Development; CRMP; HMICFRS and data and performance		asset subjects will be integrated with the finance session where appropriate to avoid duplication	
Chair and Vice-Chair briefings, Lead Member and Member Champion briefings	Throughout 2026/27; linked to the meeting and decision timetable	Provide role-specific understanding and opportunities to explore evidence and issues before formal scrutiny or decisions	Relevant officers and Democratic Services
Headquarters team visits and other suitable opportunities to meet partners or understand Service activity first-hand (available on request)	Throughout 2026/27; by appointment	Explain how teams and partnerships contribute to Service priorities and identify questions for subsequent formal scrutiny	Relevant team or partnership leads and Democratic Services
Relevant LGA courses, LGA Fire and NFCC conference opportunities for Fire Authority Chair and / or Chair of Committees	Throughout 2026/27; event dates TBC	Provide fire and rescue-sector insight and relevant role-specific learning, avoiding duplication with local authority provision and sharing learning with other Members	Democratic Services
Induction feedback, session evaluation, Member Development annual reporting to the Audit and Governance Committee	Following induction and development sessions; annual review date between March 2027	Assess whether the programme is improving Members' understanding and supporting their roles; identify outstanding activity and inform the next programme. Course attendance updates will continue to be provided to Group Leaders	Head of Corporate Services and Democratic Services