

### Member Development and Support – Delivery Action Plan

<b>Requirement</b>	<b>Action</b>	<b>Timescales</b>	<b>Progress</b>
Member Development Working Group	Form member development working group to develop ideas for member training	Oct 2009	Amber
Support Interviews and Personnel Plans	Arrange/conduct interviews produce personal plans	By Jan 2010	Amber
Member Development Programme	Re-launch programme of events following support plans	By Jan 2010	Amber
Induction Programme	Arrange induction programme Design induction pack for new members	By May 2010	Amber
Training Passports	Design and launch	Nov 2009	Green
Joint working	Develop joint working opportunities including parish and town councils	By Jan 2010	Green
Attendance Records	Circulate attendance records to group leaders/secretaries each month	Sep 2009	Green
Member IT specification	Agree with ICT circulate to members	Nov 2009	Amber
Member websites	Launch member websites Training for members	Oct 2009	Green

Member Information pages on intranet	Liaise with ICT to develop	Dec 2009	Red
Annual Member Survey	Develop survey to circulate to members in Jan 2010 <i>(Note this has been put back to September to combine with the IRP survey)</i>	By Jan 2010	Amber
Support to members on outside bodies	Report to Exec Develop with Improvement Team	By Apr 2010	Amber

Green - 100% of the target met

Amber - 90% and above of the target met

Red - below 90% of the target met