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# Housing Vision



## Learning and Development Policy

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**Policy Lead Officer:**

Dr Richard Turkington  
Director  
Housing Vision  
59 Stocks Lane  
Newland  
Malvern  
Worcestershire  
WR13 5AZ

01886 833118 (phone)  
01886 830102 (phone/fax)  
07714 106386 (mobile)

[richardturkington@housingvision.co.uk](mailto:richardturkington@housingvision.co.uk)  
[www.housingvision.co.uk](http://www.housingvision.co.uk)

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[add]

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## Housing Vision: Research Ethics Policy

### 1. Introduction

- 1.1 Housing Vision (HV)<sup>1</sup> is committed to ensuring all who work under the name of the Consultancy have the appropriate skills to deliver quality products and services to its clients.
- 1.2 HV's approach to learning and development is based on developing the individual's potential and career in terms of knowledge, skills, personal abilities, competencies and understanding to support the business' vision and priorities. It embraces a wide range of learning experiences, both within and outside the Consultancy, and is a continuing process that can help individuals to:
- Extend their range of performance;
  - Identify and develop their potential;
  - Respond positively to change, uncertainty and conflict;
  - Increase their job satisfaction; and
  - Improve their self-confidence, motivation and initiative.
- 1.2 Additionally, the Consultancy needs to ensure that the Housing Vision's Director (an employee) and Associates have the necessary skills to be able to comply with the other HV policies, namely:
- Environmental Policy;
  - Equal Opportunities Policy;
  - Health, Safety and Wellbeing Policy;
  - Quality Assurance Policy; and
  - Research Ethics Policy.
- 1.3 This will be achieved in conjunction with HV's vision and values:

#### *Vision*

**Combining advanced research skills with policy formulation to develop effective and practical solutions, tailor-made to our clients' needs.**

#### *Values*

<b>Commitment</b>	all team members operate in a professional and flexible manner to ensure that clients' needs are met.
<b>Value for Money</b>	track record of competitively priced projects, successfully completed to a high standard, on time and within budget.
<b>Diversity</b>	offering skills, experience and geographical coverage that aid in delivering uniqueness for clients.
<b>Impact</b>	producing high quality outputs which clients can use with confidence to improve their performance.

<sup>1</sup> Also termed 'the Consultancy' in this policy.

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### **2. Objectives**

- 2.1 Learning and development can take place on-job. This includes learning through the experience of doing the job; reflecting on that experience; discussing with colleagues, receiving feedback on performance; reviewing and evaluating performance.
- 2.2 Learning and development can also take place off-job. This can include participation in courses or conferences, undertaking a qualification, secondment, placement, shadowing, exchange visit, study leave etc.
- 2.3 HV will facilitate both on-job and off-job learning and development wherever practicable and appropriate for the business.

### **3. Implementation, Monitoring and Review**

- 3.1 Development, both business and personal, is critical to the future success of Housing Vision. The Business Manager: Resources is particularly tasked with assessing learning and development needs of those working under the name of Housing Vision.
- 3.2 At the regular Housing Vision teleconferences 'Learning and Development' issues relating to the business are discussed.
- 3.3 At the Housing Vision Business Review Meetings, a standing agenda item on 'Learning and Development' will ensure that the policy objectives are monitored.
- 3.4 The Director of Housing Vision, in agreement with the Associates, will review the Learning and Development Policy on an annual basis.
- 3.5 Dr Richard Turkington, the Director of Housing Vision, has overall responsibility for Learning Development in the Consultancy.

### **4. Communicating the Policy**

- 4.1 Where appropriate, a copy of the HV Learning and Development Policy will be included in submissions for consultancy work.
- 4.2 All Associates operating on a sub-contractor basis to the Consultancy will receive a copy of the Learning and Development Policy and agree its terms as part of the HV Associate Protocol.
- 4.3 All Partners/Specialist Advisers working with the Consultancy will be made aware of the Learning and Development Policy.