

## Report of Democratic Services Manager

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### **Subject: General Update on Member Support and Development**

#### 1. Purpose of report

To provide an update on matters relating to Member support and development.

#### 2. Welsh Government Performance Assessments / Personal Development Reviews / Training Plan

An email has been sent reminding Welsh Government appointed Members of the requirement for them to undertake Performance Assessments with the Chair of the Authority.

At the last meeting, it was agreed that this year's round of Personal Development Reviews (PDRs) would focus on Members' training needs. As you will be aware, a questionnaire using MS Forms was sent out on 6th November, with a reminder on the 22nd November. At the time of writing this report, 7 responses have been received. I would like to receive additional PDRs before drafting the next training plan and I intend to provide this at the next meeting of the Committee in April.

I have taken on board Members' preference for holding training sessions on days when there are no other meetings – a practice which is more easily facilitated by the ability to hold online sessions – and this will be reflected in the Calendar of Meetings for 2024/25 which will be presented to the Authority in February/March next year.

#### 3. Welsh Government training

As reported at the meeting of the Committee held in June 2023, Welsh Government have advised that they will be providing training modules for all National Park Authority and National Landscapes (formerly Areas of Outstanding Natural Beauty) Joint Advisory Committee Members in Wales to ensure that Members have the full range of skills, and the latest information, at their disposal to best discharge their duties for their communities and the people of Wales. In the Autumn, the Chair formally received a letter from the Minister for Climate Change, Julie James MS to this effect. You will be aware that I have recently circulated the dates for this training, which will be online only, and held in January and February

2024. The sessions will be recorded and made available to those unable to attend or wanting to refresh their memory. The dates are:

Effective Governance (NPA's only): 14:00 – 16:30, 11 January

Introduction to Equality, Diversity and Inclusion: 14:00 – 16:30, 2 February

Tackling the Climate and Nature Emergencies: 14:00 – 16:30, 16 February

#### 4. Member attendance

Member attendance for the financial year to date at meetings is 85% (target 75%) which is down slightly on the last quarter. Member attendance at training events is 53% (target 65%); while this is disappointing, it has increased from less than 50% in the previous quarter.

#### 5. Welsh Members' Seminar 2024

As reported at the last meeting, the next Members' Seminar will be organised by this Authority during the Autumn of 2024. Following investigation of the options, a shortlist of two venues was put forward and Members views were sought in a straw poll. The result was overwhelmingly in favour of Tenby. The date of the Seminar has now been confirmed as 6-7 November 2024 at the Giltar Hotel, The Esplanade, Tenby. Members' views are sought on the theme for the Seminar.

#### Risk considerations and compliance

The Local Government (Wales) Measure 2011 places increased requirements on all local authorities in Wales in relation to corporate governance and Member support and development. The Authority has developed a strong ethos of Member development over the years, ensuring that it continues to have informed Members who can make decisions based on understanding, skills and experience. Building upon, and developing the good work carried out to date will re-emphasise the fact that the Authority works to a high standard of governance.

The Authority is also committed to encouraging individuals from all walks of life to become involved in public life and will continue to introduce measures to enable everyone to take part.

#### **RECOMMENDATION:**

**Members are asked to comment on, and note, the report.**

*(For further information, please contact Caroline Llewellyn, Democratic Services Manager by e-mailing [carolinel@pembrokeshirecoast.org.uk](mailto:carolinel@pembrokeshirecoast.org.uk))*