

## REPORT OF ADMINISTRATION & DEMOCRATIC SERVICES MANAGER

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### **SUBJECT: WALES CHARTER FOR MEMBER SUPPORT AND DEVELOPMENT: CONTINUOUS DEVELOPMENT DISCUSSIONS**

#### Purpose of report

To make progress on the decision taken by the National Park Authority (NPA) at its Ordinary Meeting held on the 23<sup>rd</sup> June 2010 to commit to the introduction of Continuous Development Discussions as a tool to help Members carry out their role effectively.

#### Background

The Authority's adopted Member Development Strategy is designed to support Members during their term of office with the Authority, and the induction and continuing development programme which underpins that Strategy has been in place for a number of years.

Members resolved, at the NPA meeting held on the 23<sup>rd</sup> June 2010, to introduce a mechanism to give Members individual support within the development programme by way of carrying out Continuous Development Discussions with each Member. The general framework for the discussions was also agreed at that meeting, and will provide the opportunity for Members to reflect on the current support and development programme, and whether it meets their (and the Authority's) requirements alike.

#### Current situation

Since Members' decision to introduce Continuous Development Discussions, work has been carried out on the actual format for the discussion process, and the following draft documents are attached to this report for Members' consideration:

- Members' Personal Development Form;
- Members' Personal Support Plan, and
- Guidance on Continuous Development Discussions.

The documents are designed to help Members prepare for their discussion and to identify any priorities for future development.

Once all the discussions have taken place, the information gleaned from the process will enable the Member Development Strategy Working Group to

develop future continuing development programmes that will ensure both newer and more established Members are given a comprehensive grounding in the work of the Authority and their role as a Member.

### Options

The Member Development Strategy is now embedded in the work of the Authority and provides Members with the necessary grounding for carrying out the Authority's business in an efficient, effective and transparent way. The induction and continuing development programme needs to be "fit for purpose" otherwise it will be of no use to Members in supporting and developing their role. The introduction of Continuous Development Discussions will enable the Member Development Strategy Working Group to ensure that the programme remains relevant, informative and "fit for purpose".

### Financial considerations

Discussions can be timetabled to be held when Members are already in Llanion for other meetings. The resultant continuing development programme costs will be met from the Member Development budget heading.

### Risk considerations

An outdated induction and development programme will not enable Members to undertake their role efficiently and effectively, which could ultimately impinge on the Authority's ability to operate to a high standard of governance.

### Compliance

The proposal complies with the Authority's current (as at the time of writing) Corporate Objective 6: To demonstrate that the Authority operates to a high standard of governance.

### Human Rights/Equality issues

The Authority will be able to demonstrate that it works to a high standard of governance and that it is efficient, effective and transparent in its business.

### Biodiversity implications/Sustainability appraisal

No implications, although specific modules in the induction and continuing development programme are targeted at improving Members' knowledge of biodiversity, sustainability, climate change, etc.

### Welsh Language statement

The proposal will be delivered in accordance with the Authority's Welsh Language Policy.

### Conclusion

The introduction of Continuous Development Discussions will enable Members to reflect on their role within the Authority and identify how they can become better equipped to face the challenges of the future. The documents appended to this report are designed to help Members with that process. The resultant continuing development programme will ensure that Members – and, therefore, the Authority – have effective and transparent governance.

### **RECOMMENDATION:**

- 1. That Members adopt the Members' Personal Development Form, Personal Support Plan and Guidance on taking part in Continuous Development Discussions;**
- 2. That the process be implemented with immediate effect and that the Administration and Democratic Services Manager liaise with individual Members on a timetable of implementation, and**
- 3. That Continual Development Discussions be carried out with Members on an annual basis thereafter.**

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Consultees: Member Development Strategy Working Group*

### **Background documents:**

Report to the Ordinary Meeting of the National Park Authority held on the 23<sup>rd</sup> June 2010

Papers relating to the Member Development Strategy Working Group: 15<sup>th</sup> September 2010

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