

MEMBER DEVELOPMENT STRATEGY WORKING GROUP

19th October 2016

Member representatives:

Ms C Gwyther and Councillor M James.

Officer representatives:

Mr T Jones, Chief Executive and Mrs J Evans, Administration & Democratic Services Manager.

(NPA Offices, Llanion Park, Pembroke Dock: 12.50 p.m. – 1.50 p.m.)

1. **Apology for absence**

An apology for absence was received from Mr A Archer.

2. **Disclosures of interest**

No disclosures of interest were received.

3. **Minutes**

It was **AGREED** that the minutes of the meeting held on the 29 July 2015 be confirmed and signed.

4. **Outcome of the 2016 Personal Development Review process**

The Administration and Democratic Services Manager reminded Members that in September 2015, the National Park Authority had agreed a revised process for identifying the support and development needs of Members through completion of a self-assessment form which also indicated their preferred method of learning. Ten self-assessment forms had been completed and the results had been analysed. A summary of the results and priorities were appended to the report.

Possible methods of learning were by workshop, E-learning or self-study and the Administration and Democratic Services Manager added with regard to e-learning, there was an All Wales E-learning Academy which was aimed at County Councillors, however she was exploring the possibility of Welsh Government Members having access to this as, in many respects, their development needs were similar.

Members reported that the new-style self-assessment forms had been useful and thought provoking. It was also noted that they had also resulted in an increased number of Members engaging with the process.

Turning to the list of priorities and potential workshop dates set out in the report, Members felt that although a number of their colleagues had



indicated a preference for an e-learning module on interacting with the media, a practical workshop would probably be more helpful. It was suggested that this could take place in February, while a workshop on analysing and monitoring financial information could be held on 30th November, prior to consideration of the Authority's budget.

It was **RESOLVED** that:

- a) further discussions be held with regard to making the resources of the All Wales E-learning Academy available to Welsh Government appointed Members of National Park Authorities, and
- b) Workshops be arranged on the subjects of analysing and monitoring financial information and interacting with the media.

5. Member Skills Audit

Members were reminded that in July 2016 they agreed to undertake a skills audit, partly as a result of a recommendation by the Authority's internal auditors to identify skills gaps in the membership, but also to inform the process of appointing future Welsh Government appointed Members.

A questionnaire had subsequently been distributed to all Members asking them to rank their experience and skills in a number of areas. In addition Members were asked to give examples of knowledge/skills/experience. A summary of the responses received was appended to the report.

Whilst it was noted that the current membership demonstrated a range of skills, Members felt that Welsh Government should focus on the following skills areas in the forthcoming appointments: communications and marketing (particularly digital), the built environment, conservation of the natural environment, regulation and governance, the arts, the national dimension and recreation and sport/activities. It was also felt that new Members needed to bring different perspectives with regard to a general view of life and therefore younger Members, particularly females should be encouraged. It was considered that once the vacancies were advertised, 'open days' should be arranged in order to promote the appointment process.

It was **RESOLVED** that the summary of the recent Member skills audit be agreed and submitted to Welsh Government in order to help inform the forthcoming Member appointment process.

