

REPORT OF ADMINISTRATION & DEMOCRATIC SERVICES MANAGER

SUBJECT: MEMBER SUPPORT AND DEVELOPMENT

Purpose of report

To agree to the establishment of a Member Support and Development Committee to drive forward the Member Support and Development Programme.

Background

Over the last ten years, the Authority has adopted a more formal approach to Member support and development and has worked closely with the Welsh Local Government Association (WLGA) in order to achieve the Wales Charter for Member Support and Development. The Charter has been developed to provide a guide and an impetus to local authorities in Wales wishing to provide high standards of support to their Members and local authorities are recognised for their achievements by being awarded either Charter or Advanced Charter status.

The Authority resolved in 2010 to apply for Charter status and established the Member Development Strategy Working Group to work towards this goal. As a result, the Authority's submission was successful and Charter status was awarded in 2010. The Authority successfully re-submitted for Charter status in 2014.

Driving forward the Member support and development programme

The Member Development Strategy Working Group, at its meeting held on the 5th September 2018, was of the opinion that the Authority should now aspire to attaining the Advanced Charter; however, they were of the opinion that the best way to achieve this would be to include more Members in the process. They therefore concluded that raising the status of the Working Group to a Committee would reconfirm the Authority's ongoing commitment to Member support and development and help to drive the programme forward.

Member Support and Development Committee

It is recommended that a Committee of 9 (nine) Members be established; 6 (six) County Council and 3 (three) Welsh Government Members. The proposed Terms of Reference are appended to this report.

Financial considerations

Whenever possible, Committee meetings will be scheduled to take place on a day when other meetings are taking place in an effort to reduce travelling costs.

Risk considerations and compliance

The Authority has developed a strong ethos of Member development over the years, which has been endorsed by the renewed award of the Wales Charter for Member Support and Development in 2014. A strong development programme is key in ensuring that the Authority continues to have skilled Members who can make informed and sustainable 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.

RECOMMENDATION:

Subject to any comments raised by Members at the meeting, that:

- (a) a Member Support and Development Committee be established to drive forward the Member Support and Development Programme, and**
- (b) the membership of the Committee be determined at the meeting.**

(For further information, please contact Janet Evans, Administration & Democratic Services Manager on extension 4834, or by e-mailing janete@pembrokeshirecoast.org.uk)

*Author: Janet Evans, Administration and Democratic Services Manager
Consultees: Tegryn Jones, Chief Executive and Rhys Stephens, Monitoring Officer*

MEMBER SUPPORT AND DEVELOPMENT COMMITTEE

Composition

9 Members, comprising 6 County Council and 3 Welsh Government Members.

The Committee may, from time to time and without setting a precedent, invite other Members to attend a meeting in relation to a particular area of expertise.

Quorum

3 Members, to include at least one County Council and one Welsh Government Member.

Remit

1. To oversee the delivery of support to, and development of, Members of the Authority.
2. To oversee the delivery of the Member Development Strategy, including Member induction and the Training Plan.
3. To develop an application for the Wales Charter for Member Support and Development and to recommend it to the Authority prior to submission to the Welsh Local Government Association.
4. To review the support available to Members and to make recommendations to the Authority as necessary.
5. To consider any other matter referred to the Committee by the National Park Authority.

Mode of operation

The Committee will meet on a quarterly basis and make recommendations to the National Park Authority.

The Chair and Deputy Chair will be elected at the first meeting following the Authority's Annual General Meeting each year.