

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

DEMOCRATIC SERVICES COMMITTEE

1 February 2018

Report of the Head of Corporate Strategy and Democratic Services - K. Jones

Matter for Decision

Wards Affected:

All Wards

Members Annual Personal Development Review (PDR) Process - Update

Purpose of the Report

1. To provide Members with an update in relation to the Annual Development Review (ADR) process and seek the Committee's support in establishing a focus group to review the current scheme.

Background

2. Section 7 of the Local Government (Wales) Measure 2011 requires local authorities to ensure the provision of reasonable training and development opportunities for its Members.

3. Each Member should have the opportunity to have a review of their training and development needs on an annual basis. However, it should be noted that these provisions do not apply to the executive Leader of an authority which operates a Leader and Cabinet Executive.
4. In July 2016, the Democratic Services Committee considered a report of the Head of Corporate Strategy and Democratic Services in relation to the Annual Personal Development Review (PDR) arrangements for elected members.
5. The original scheme outlined that reviews wherever possible should be undertaken by elected Members for elected Members.
6. A small cohort of Members from across the political groups were trained by officers from the Welsh Local Government Association (WLGA) on how to undertake a review. In addition, the Senior Scrutiny and Member Development Officer and two Democratic Services Officers also underwent relevant training.
7. The submitted responses from Members who completed the personal development review exercise were classified as confidential and securely archived. Nevertheless, the information obtained did help to inform the annual training and development programme.
8. Despite initial early enthusiasm in the review scheme (originally introduced in December 2012) interest from Members in undergoing an individual review on an annual basis declined over the next four years with Members feeling that the exercise did not add any value in conducting their individual roles and responsibilities.
9. Reflecting this general consensus, the Committee agreed that the current PDR process was not overly beneficial and an alternative method for conducting individual member reviews should be considered in due course.
10. In addition, Members emphasised the importance for ensuring 'political buy in' from the various Group leaders to assist in maintaining the process on an annual basis.

Further Development

11. To assist in identifying the requirements of Members and to further develop the current scheme arrangements, the Head of Corporate Strategy and Democratic Services, proposes that a focus group to take a 'fresh look' at the Scheme and help devise a new model that would encourage greater take up from elected Members generally be established to report back to the Democratic Services Committee with recommendations.

Financial Impact

12. There are no financial impacts associated with this report.

Equality Impact Assessment

13. A screening assessment has been undertaken but a full equality impact assessment is not warranted.

Workforce Impacts

14. There are no significant workforce impacts associated with this report.

Legal Powers

15. Local Government (Wales) Measure 2011 (S.7)

<http://www.legislation.gov.uk/mwa/2011/4/contents>

Risk Management

16. There are no significant risks associated with this report.

Consultation

17. There is no requirement under the Constitution for external consultation on this item. However, the authority must ensure that the review includes an opportunity for an interview with someone who they regard as 'suitably qualified' individual.

Recommendation

18. That the committee approve the establishment of a focus group to work with the Head of Corporate Strategy and Democratic Services to develop a new Annual Personal Development Review (PDR) process.
19. That the committee consider the membership of the focus group.

Reason for Decision

20. Welsh local authorities are required to have regard to any guidance issued by Welsh Ministers.
21. To allow for the further development of the Member Annual Personal Development Review process.

Implementation of Decision

22. That the decision is proposed for implementation after the three day call in period.

Appendices

23. Appendix 1 - Personal Development Review Scheme
24. Appendix 2 - Personal Development Review - Member Template

List of Background Papers

25. None

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