

ISLE OF ANGLESEY COUNTY COUNCIL	
NAME OF COMMITTEE:	DEMOCRATIC SERVICES COMMITTEE
DATE OF MEETING:	2 July 2013
TITLE:	PROGRESS REPORT – MEMBER DEVELOPMENT CHARTER
AUTHOR:	INTERIM HEAD OF DEMOCRATIC SERVICES
PORTFOLIO HOLDER:	COUNCILLOR VAUGHAN HUGHES

1.0 Background

- 1.1 In order to support Members needs, roles and responsibilities, the WLGA have developed the Wales Charter for Member Support and Development. The Charter aims to provide a broad framework for local planning, self-assessment, action and review together with comparison amongst authorities and the sharing of good and innovative practice. The Charter Criteria was reported to this Committee in December 2012.

The Council has made a commitment to gain Charter Status to mirror its commitment to member training and development and focus on Personal Development Reviews which is a requirement of the Local Government (Wales) Measure 2011. This requires the preparation of a self-assessment against several aspects.

In preparing for the Charter Mark the Council prepared a self-assessment earlier this year and engaged the WLGA to conduct an informal peer review of the support and development offered to Councillors in its preparations for the new Council. The WLGA also provided feedback on the authority's position against the criteria required to achieve the first level of the Charter.

Feedback received has confirmed that the Authority is well on the way to achieving Charter status.

However, some further evidence has been requested and details are provided in the Appendix to this report.

Subject to any views the committee may have it is intended to update the WLGA based on the comments in the Appendix in order to progress the Charter Mark application. The aim is to receive Charter Mark recognition during 2013/14.

2.0 Recommendations

- a) To note the progress as detailed in this report;
- b) To authorise the Interim Head of Democratic Services to update the WLGA in relation to the Charter Mark submission.

Huw Jones
Interim Head of Democratic Services
07/06/13

CRITERIA	UPDATE
A1. Members are supported with role descriptions	In relation to outside bodies the WLGA have prepared a toolkit for Members. It is proposed to issue the toolkit to Members. Role descriptions for outside bodies are not always available and the toolkit provides general guidance and political pitfalls and conflicts. Democratic Services will liaise with outside bodies on role descriptions and provide members with a relevant role description. This task to be completed during Q2.
B2. Arrangements are in place for all members to be offered a PDR.	This is addressed in the training and development plan adopted by the Council at the 23 rd May 2013 meeting. Personal Development Reviews are scheduled for Q3.
B3. There is a clear programme for councillors is in place with a mechanism for its annual review.	Training and development plan for 2013/14 adopted by the Council on 23/05/13. Standard item on Democratic Services Committee to monitor progress.
B6. There is a clear responsibility for leading the programme, driving the strategy and monitoring outcomes	The Democratic Services Committee on 19/06/13 will designate one of its members to act as Member Development Champion. This role will be supported by the Interim Head of Democratic Services.
B8. Members are offered the opportunity to be monitored by member peers.	As part of rolling out the member development and training plan including feedback from members there is scope to consider specific needs to support member roles and mentoring opportunities. The WLGA are supporting this task and initially working with the Executive to identify needs.
C2. Arrangements made for the business of the council are flexible and enable members to participate fully regardless of personal circumstances.	The Local Government (Wales) Measure 2011 requires authorities to undertake a review (at least every term) whether daytime or evening meetings are preferred. This is currently subject to discussion with Group Leaders.
C3. Contact management and communication (systems to support Members casework etc)	<p>Within the Transformation Plan a customer excellence programme has been identified. A Programme Board is being established to focus on the delivery of specific projects.</p> <p>New members have been designated a single point of reference in order to signpost members to relevant officers for guidance on casework.</p>