

## CEREDIGION COUNTY COUNCIL

**Report to:** Democratic Services Committee

**Date:** 24 March 2023

**Title:** Report in relation to Member appraisal survey

**Purpose of report:** To consider the findings of the Members' survey undertaken in relation to Member's appraisal

### Introduction

Section 7 of the Local Government (Wales) Measure 2011, re-enforced by the Local Government and Elections (Wales) Act 2021 requires that:

- 1. A local authority must secure the provision of reasonable training and development opportunities for its members*
- 2. A local authority must make available to each member of the authority an annual review of the member's training and development needs*
- 3. The review must include an opportunity for an interview with a person who, in the opinion of the authority, suitably qualified to provide advice about the trained and development needs of a member of the local authority.*

During the meeting of the Democratic Services Committee held 16 December 2022, it was resolved to issue a survey to all Councillors regarding the annual review of Members' Training and Development Needs.

A survey was sent to all Councillors on Monday 1 February 2023 to be completed by 28 February 2023.

Each of the categories required Members to score the proficiency as follows

- 1 – no knowledge or experience
- 2 – requires further training and support
- 3 – working towards fully proficient
- 4 – fully proficient

Eight Members have submitted their responses, of whom three scored their proficiency as 3 or 4 against all categories. None scored their proficiency as 1, however of the 5 Members that scored 2 against a proficiency, the following areas were identified for further development and training:

#### **a) A2: Understanding the role of the Local Authority**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Introduction to the Council 10.05.2022
- Overview and Scrutiny Training 08.06.2022

E-learning modules available to Members:

- Effective Scrutiny
- Introduction to Corporate Governance
- Local Government Finance

- Social Services and Wellbeing Act
- Wellbeing of Future Generations Act – Elected Members

**b) A9: Work-life balance**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Health and Safety and Lone Working for Elected Members 16.06.2022
- Welfare Training 02.10.2022

E-learning modules available to Members:

- Community Leadership and Casework
- Display Screen Equipment
- Health and Safety

**c) A10: Self-care**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Health and Safety and Lone Working for Elected Members 16.06.2022
- Welfare Training 02.10.2022

E-learning modules available to Members:

- Community Leadership and Casework
- Display Screen Equipment
- Health and Safety

**d) A13: Social Media Skills**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Social Media Training 10.11.2022

E-learning modules available to Members:

- Public Speaking and Working with the Media
- Social Media Awareness

**e) A19: Support for Members**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Introduction to the Council 10.05.2022
- Health and Safety and Lone Working for Elected Members 16.06.2022
- Welfare Training 02.10.2022
- Drop in session for use of Clic, Modern.Gov app, Ceri system etc.

E-learning modules available to Members:

- Community Leadership and Casework
- Display Screen Equipment
- Health and Safety
- Information Security
- Public Speaking and Working with the Media
- Social Media Awareness
- Whistleblowing

**f) A22: Corporate Parenting**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Corporate Parenting 27.01.2023
- E-learning modules available to Members:
- Corporate Parenting

**g) B2: Policy Development and review**

This item was scored as requiring further training and support by 2 of the respondents.

Training provided:

- Introduction to the Council 10.05.2022
- Role of Overview and Scrutiny committee 08.06.2022
- Role of Overview and Scrutiny Coordinating Committee in relation to the Public Service Board 09.06.2022

E-learning modules available to Members:

- Effective Scrutiny
- Introduction to Corporate Governance

**h) B3: Holding the Executive to account**

This item was scored as requiring further training and support by 2 of the respondents.

Training provided:

- Introduction to the Council 10.05.2022
- Role of Overview and Scrutiny committee 08.06.2022
- Role of Overview and Scrutiny Coordinating Committee in relation to the Public Service Board 09.06.2022

E-learning modules available to Members:

- Effective Scrutiny
- Introduction to Corporate Governance

**i) B4: Monitoring Performance**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Introduction to the Council 10.05.2022
- Role of Overview and Scrutiny committee 08.06.2022
- Role of Overview and Scrutiny Coordinating Committee in relation to the Public Service Board 09.06.2022

E-learning modules available to Members:

- Effective Scrutiny
- Introduction to Corporate Governance

**j) B12: Planning**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Development Management Committee Training (open to all Councillors) 27.05.2022 and 22.11.2022
- Development Management Workshop 13.07.2022

E-learning modules available to Members:

- Introduction to Planning
- Planning for Planning Committees

**k) B16: Standards**

This item was scored as requiring further training and support by 1 of the respondents.

Training provided:

- Role and Responsibilities of the Ethics and Standards Committee 24.05.2022
- Ethics and Standards Protocols 23.09.2022

E-learning modules available to Members:

- Ethics and Standards

If Members require further assistance, 1:1 meetings can be offered.

**Recommendations:**

- a) In accordance with Section 7 of the Local Government (Wales) Measure 2011, re-enforced by the Local Government and Elections (Wales) Act 2021, a review will be offered to all Members on receipt of their response to discuss their individual training needs.
- b) To provide supplementary training where required.

**Appendices:**

**Appendix A – survey questions**

**Background documents:**

None

**Name:**

Lowri Edwards

**Job Title:**

Corporate Lead Officer, Democratic Services

**Date:**

**20.02.2023**