

## **Member Development Programme 2015/16**

Report by Chief Executive

**Summary:** This report sets out a draft Member Development Programme for 2015/16.

**Recommendations:**

- (i) That members' views are sought on the draft Member Development Programme for 2015/16.
- (ii) That the Chair and Vice-chair of the Authority work with the Chief Executive and Solicitor and Monitoring Officer to revise the form for future Members' Development Appraisals.

### **1 Introduction**

- 1.1 This report sets out a proposed Member Development Programme for 2015/16, building on the Strategy agreed in 2010 and providing a programme that will enhance members' wider understanding of the key issues, provide continuous development, and give members an opportunity for engagement with officers and outside bodies to aid shared learning.

### **2 Review of the Development and Performance of the Authority in 2014/15**

- 2.1 In 2014, the document used as the basis for Member Development Appraisals was revised to align it with new reporting requirements from Defra. The result is a document less suited to the Authority's purposes, especially in terms of identifying possible member development opportunities. The combination of this change and the timing of the appraisal interviews during February-March 2015, has meant that fewer Members completed the development appraisal and the feedback was more limited than in previous years. This is disappointing as the Broads Authority was the leader in this field as far as the English National Park Authorities. It is suggested that the form should be revised so that it better meets the Authority's and Members' needs for effective feedback and training programme development.
- 2.2 The responses from members regarding development and training needs are therefore limited and summarised as follows:
- 1. Engagement of Members in the development of the Broads Plan.
  - 2. Understanding the role and functions of the Authority, i.e. what must it do and what does it choose to do, etc...

3. Understanding how the functions of the Authority affect the local community, for example what it is like to run a hire boat company.
4. Engaging with stakeholders and communicating in the modern world, for example how to use twitter as a member of the Authority, etc.

The first item is picked up in a proposal for a specific workshop on the Broads Plan Review timed for September. Understanding the role and functions of the Authority (items 2 and 3) are probably best picked up in a specific briefing as part of Member Induction and Training. Item 4 will be covered in a report on social media to a future Authority meeting and any training requirements identified at that time.

- 2.3 Overall attendance at Authority is slightly lower than last year, as shown in the table below. The attendance figures are one aspect of the collective performance of the Authority. Members are reminded that the collective attendance target for all meetings in 2015/16 remains 80%.

.	2013/14	2014/15
Broads Authority	88%	81%
Financial Scrutiny and Audit Committee	88%	73%
Navigation Committee	83%	86%
Planning	74%	77%
<b>Overall</b>	<b>81%</b>	<b>79.6%</b>

- 2.4 The expenditure for members' expenses and allowances in 2014/15 was £40,221, lower than the previous year's figure of £46,600. The overall cost of the Authority's members is very small in the context of the overall annual budget and given the level of experience and capacity for decision-taking provided by 21 members could not be easily matched in any comparable body/company in the private or public sector.
- 2.5 The expenditure for members' expenses and allowances in 2014/15 was £40,221, lower than the previous year's figure of £46,600. The overall cost of the Authority's members is very small in the context of the overall annual budget. Given the level of experience and capacity for decision-taking provided by 21 members, this cost could not be easily matched in any comparable body/company in the private or public sector.

### **3 Draft Member Development Programme 2015/16**

#### **3.1 Programme Completed to Date**

##### ***Lake Review Workshop – 17 April 2015***

A major piece of academic research which reviewed over 40 years of data to assess the effectiveness of different ecological and engineering techniques that had been applied to the Broads was the subject of a workshop involving

Members, academics, officers of other agencies and stakeholders. It was well received by all those who attended.

***Induction for new Navigation Committee Members – 23 April 2015***

On the 23 April a site visit to Breydon Water combined with briefings from officers and Member Code of Conduct training was provided to Members of the Navigation Committee. The feedback was very positive.

***Design Tour – 12 June 2015***

The Annual Design Tour gave Members of the Planning Committee the opportunity to see and evaluate developments that had been permitted by the Committee. Six developments were visited; all six clients commended the helpful advice they had received from Officers in pre-planning advice.

***Planning Committee Training – 26 June 2015***

Specific training was provided for new or potential members of the Planning Committee, who receive an additional session prior to attending their first meeting. This covered the status of the various planning policy documents, the primacy of the Development Plan and the reasons for approval/refusal. In addition, new members were provided training on the Code of Conduct specifically for Planning Committee members.

### **3.2 Forthcoming Programme**

***Annual Site Visit – 23 July 2015***

This year's programme will focus on the key issues concerning the Landscape Partnership Bid to the Heritage Lottery Fund.

### **3.3 Draft Programme for the Rest of the Year**

***Induction for New Members***

A new members' Induction Day has been provided in the past. This is an opportunity to be provided with an overview of key issues, in order to aid wider understanding, and for members to ask questions they would not otherwise have the opportunity to address. New members of the Authority are asked to indicate if they would like this to be arranged. In addition the following are provided:

- Briefing with the Chief Executive
- A familiarisation day on the Broads to view ongoing work
- Governance training, including a briefing on the Code of Conduct
- Briefing with Head of Safety Management on the Port Marine Safety Code and the role of members
- The opportunity to attend a National Parks UK New Members Induction Course

***Broads Plan Review Workshop – September 2015***

The Review of the Broads Plan is one of the five strategic priorities and it is proposed to organise a workshop for members in September. This will examine the delivery of the current Broads Plan and examine the longer term

issues for the area and where the priorities should lie for the next five years. It is proposed it will also consider the level of ambition for the maintenance of the navigation, whether the target is a “vanilla” navigation or a higher specification. This will feed into the next briefing on tolls.

#### **Financial Training – September 2015**

An opportunity for Members to receive a briefing on the finances of the Authority in advance of consideration of the Annual Statement of Accounts at the September meeting.

#### ***Tolls – briefing for all Members in October 2015***

In October each year the Navigation Committee is consulted on the level of navigation charges for the following year and the Broads Authority takes the decision on the charges in November. In advance of this process it is proposed to run a briefing session for Members on the structure of the tolls and the key issues.

#### **Waste – workshop in November 2015**

The disposal of waste from around the Broads has become a significant issue following changes to the regulations for how it is categorised. The Authority has agreed to monitor events this season. The suggested workshop would be an opportunity to consider the feedback from that monitoring and look at a range of options on how to proceed.

#### ***Tourism Strategy – briefing for Members and stakeholders – Jan. 2016***

The revision of the Broads Sustainable Tourism Strategy in partnership with Broads Tourism is a strategic priority for this year and it is proposed to run a workshop at the beginning of 2016 to help with this process.

#### ***Sediment Management – briefing for all Members in March 2016***

Dredging is the largest single expenditure by the Authority and is carried out in the context of the adopted Sediment Management Strategy. It is proposed to run a briefing session for Members and key stakeholders to highlight the key issues for new Members and brief all Members on the progress in delivering the Strategy.

## **4 Financial Implications**

- 4.1 Provision for the continuation of the Member Development Programme has been included in the 2015/16 Governance budget.

Background Papers:	Nil
Author:	John Packman
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Broads Plan Objectives:	Multiple
Appendices:	None