

COUNCILLOR TRAINING AND DEVELOPMENT

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Summary: Asks the Panel to consider the template for use in PDP interviews, and the participants in PDP training

Recommendation: That the Panel considers:

- (a) The format and content of the template to be used in PDP interviews with Councillors
- (b) Who should participate in the training which NWEO will provide on conducting PDP interviews.

Resource Implications None of this report

LA 21 Implications: None

Rural Implications: None

Crime & Disorder Act Implications: None

Key Decision Status

- **Financial:** No
- **Ward:** No

Other Ward Implications: None

1. INTRODUCTION

- 1.1 The Panel at its last meeting agreed a package of proposals for NWEO to conduct Personal Development Plan (PDP) interviews with all Councillors. Funding for this has been identified and is in place. The Panel also decided that we would take up the NWEO's offer to provide a training module (1 full day) for a group of Councillors and officers, which will mean that although NWEO will undertake the bulk of the PDP interviews, we will have a trained resource available internally if necessary – for example for any Members who are unable to attend interviews with NWEO due to holidays or other absences, newly elected Members who join the Council later this year etc.

2. NEXT STEPS

- 2.1 It is envisaged that an initial planning meeting will be held with NWEO in early September, when we will need to agree with them:
- The format and content of the template to be used as a standard document in all the PDP interviews.
 - Which Councillors and officers will participate in the training module which NWEO will provide.
- 2.2 It would be helpful if the Panel could give some initial consideration to these issues now. On the template, some examples of templates from other local authorities where NWEO have worked are attached at Appendix 'A' for information. Members may in particular wish to consider whether there are any local priorities, for example our own strategic priorities which may be built into the template to be used here.
- 2.3 On the training module it is suggested that the Members of this Panel and two officers, the Democratic Services Manager and the Human Resources Officer, should participate in the training, plus any others whom Members consider appropriate

List of Appendices: NWEO PDP Templates

List of Background Documents:

List of Consultees: