

3. MEMBERS' ATTENDANCE ANNUAL RETURN (A.111/EWJ)

Proposal

1. To consider the annual return of Members' attendance at Authority and Committee meetings and Training and Development events for 2007/08.

2. RECOMMENDATION:

That the annual return of Members' attendance for 2007/08 be noted.

Policy/Legal Background

3. Following the introduction by Defra of a Member's Job Description the Authority Meeting on 24 June 2005 (Min.62/05) agreed a set of performance measures for Members. The Measure for meetings is the % of full Authority meetings and approved duties actually attended which that Member could have attended. Target: at least 75% overall and 75% of each specific meeting. Purpose: to monitor participation and commitment.
4. The measures were suggested in advance of any more detailed work by the Department of Food and Rural Affairs (Defra) and the Association of National Park Authorities on a more qualitative performance assessment process. There has been some initial work on this but no formal process has been proposed. The Authority has agreed to sign up to the East Midlands Regional Development Charter. This provides for the introduction of Member Personal Development plans which will put us in a better place if a more formal appraisal process is introduced by Defra.
5. .In October 2007 members agreed as part of considering a report on the review of Member training and Development that attendance at the agreed pre-planned training and other events would be monitored and reported.

Key Issues

6. All the returns are purely statistical and individually do not take into account any particular reason for non-attendance. The returns also do not reflect the wide range of other contributions that Members make to the work of the Authority outside the formal committee process.
7. This return will continue to be reported to the Authority on an annual basis until a more qualitative performance assessment process is put in place.

Meetings

8. The return for 2007/08 is shown in Annex 1. The return includes all the Members of the Authority for that period, except for Clr Colin Robinson and Claude Fearn.

The return has to be considered bearing in mind the following:

- Figures have been adjusted for those Members who were absent from the Authority for a period following the district council and parish council elections in May 2007. Returning Members and newly appointed Members therefore did not have the opportunity to attend the full year's cycle of Authority and committee meetings.

- Also to cater for a reduced membership during that period all remaining Members were appointed as members of all the Committees up to the Annual meeting in July 2007. Some Members are shown as 0% for some committees. This non-attendance will only apply to one or two meetings during that period not the whole year.
 - Where a Member was absent from a meeting because of being engaged on other business for the Authority this meeting is not included in the total of "possible" attendances.
9. Also shown in Annex 1 is the average attendance at all Authority and Committee meetings compared with the previous year's figures. The differences for formal meetings are not significant.

Training and Development Events

10. The returns for 2007/08 are shown in Annex 1.

The training and development events include attendances at external conferences and seminars and in house, training sessions, seminars and workshops. The overall attendance figure for the year is 67% which is an improvement on the previous year's figure of 51%.

APPENDIX

Background

1. The annual return for attendances have been compiled from the attendance records at Authority and Committee meetings including Planning site visits and training and development events for the period April 2007 to March 2008.

Resources

2. There are no additional resource implications arising out of the report.

Risk Management

3. There are no risk issues arising out of the report.

Human Rights, Equalities, Health & Safety

4. There are no implications arising out of the report.

Consultees

5. None

Enclosures

6. Annex 1 – Members Attendance Record April 2006- March 2007

List of Background Papers (not previously published)

7. None.

Report Author

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9. 25 September 2008