

## Part A

**Report to:** Council  
**Date of meeting:** 17 October 2017  
**Report of:** Democratic Services Manager  
**Title:** Members' Self Assessments 2016/17

### 1.0 **Summary**

1.1 At its meeting on 25 February 2008 Cabinet resolved that a Members' Performance Scheme be approved for introduction to take effect from the beginning of the 2008/09 Municipal Year and that all Members be required to take part in the scheme. A key part of the scheme involved Members completing self-assessments.

1.2 A summary, on a ward by ward basis, of all the assessments submitted for 2016/17 has been attached as an appendix.

#### Risks

2.0

None

### 3.0 **Recommendations**

3.1 That Council notes the summary of the members' self assessments for 2016/17.

#### **Contact Officer:**

For further information on this report please contact: Caroline Harris,  
Democratic Services Manager  
telephone extension: 8372      email: [caroline.harris@watford.gov.uk](mailto:caroline.harris@watford.gov.uk)

**Report approved by:** Carol Chen, Head of Democracy and Governance

### 4.0 **Detailed proposal**

4.1 22 councillors have completed self assessments this year, representing 10 out of 12 wards and 62% of Members.

- 4.2 During their quadrennial review of Members Allowances the Independent Member Remuneration Panel (IMRP) received the 2012/13 self assessments. The panel commented that this gave them a good insight into the roles covered, levels of activity and commitment during the past year. For the quadrennial review currently taking place the IMRP have been given links to the self assessments for 2014, 2015 and 2016.
- 4.3 Individual self assessments are published on the council's website under each councillor's profile page.
- 4.4 The Member Development Group (MDG) have built upon the self assessment experience over several years and continue to support them as an important means of members considering and analysing their achievements and of setting down their future goals and aspirations. MDG also value them as a strong means of communication with constituents.
- 4.5 It had been the practice to submit the self assessments to the Annual meeting of the Council. In 2017 this did not take place for two reasons;
- the cross party Member Development Group's (MDG) wish to review the content of the self assessment and,
  - issues with the online form
- 4.6 In March 2017 Members were asked to complete their self assessments, using the online Survey Monkey system. Several councillors completed their self-assessment online, others experienced difficulties. In June 2017, the MDG considered the self assessment form and took the view that the documentation, though valuable, should reflect more a councillor's work in the community in their local leadership and cooperative roles. They changed the form to include facility for these details.
- 4.7 The form was altered to include the community changes and re-circulated to members in August 2017. The self assessments forming part of this report are a mixture of Survey Monkey and Word documents.

## 5.0 **Implications**

### 5.1 **Financial**

- 5.1.1 The Shared Director of Finance comments that there are no financial implications in this report.

### 5.2 **Legal Issues** (Monitoring Officer)

- 5.2.1 The Head of Democracy and Governance comments that there are no legal implications in this report

### 5.3 **Equalities**

5.3.1 None

### Appendices

Summary of Members' Self Assessments

### Background Papers

The following background papers were used in the preparation of this report. If you wish to inspect or take copies of the background papers, please contact the officer named on the front page of the report.

- Cabinet report and minutes 25<sup>th</sup> February 2008

### File Reference

None