

**METROPOLITAN POLICE AUTHORITY
MEMBER SELF-ASSESSMENT AND TRAINING NEEDS ANALYSIS**

<p>NAME:</p> <p>DATE OF ASSESSMENT:</p>
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Please evaluate your performance over the last year against the following criteria. After each item please add any further information or evidence to support your assessment.

	Very effective	Satisfactory	Development required	Not applicable
Regular attendance at Authority and committee meetings of which you are a member				
Preparing for meetings, reading papers in advance and identifying concerns and issues you want clarified				

Active and focused participation at meetings, with ability to challenge constructively and to reach collective decisions				
Contributing to the development of strategy and the business plan				
Active contribution to the oversight of policing performance				
Achieving a good understanding of and engagement with the MPS's organisational structure and strategic and operational issues				

Attendance at outside bodies to which you have been appointed by the MPA				
Carrying out the Borough Link Member role, including attendance at CDRP meetings, contact with the Borough Commander and ensuring a two-way flow of information between the borough and the MPA				
Contributing to the discharge of the MPA's equality and diversity responsibilities				

TRAINING NEEDS ANALYSIS

Listed below are the skills or knowledge areas that are considered relevant to the member role (although some are specific to particular member roles, such as ACPO recruitment and discipline issues). Could you please complete this questionnaire. Where you have identified “some gaps” we will discuss with you how those might be addressed through briefings or information. Where you ask for training we will look to arrange that.

	Comfortable	Some Gaps	Would like training
Governance			
Setting strategies and priorities	[]	[]	[]
Scrutinising and challenging effectively	[]	[]	[]
Understanding statistics and technical data	[]	[]	[]
Principles of corporate governance	[]	[]	[]
Monitoring police performance	[]	[]	[]
Freedom of Information and Data Protection	[]	[]	[]
The MPA’s health & safety responsibilities	[]	[]	[]
Risk management	[]	[]	[]
Finance			
Police funding – general	[]	[]	[]
Setting and monitoring budgets and links to strategy and planning	[]	[]	[]
Efficiency/productivity	[]	[]	[]
Internal and External Audit responsibilities	[]	[]	[]
HR Skills			
Recruitment and selection (required for those involved in ACPO officer recruitment)	[]	[]	[]
Performance review and setting objectives	[]	[]	[]
Understanding good management practice and monitoring its application	[]	[]	[]
Equality and Diversity			
The MPA’s and the MPS’s legal responsibilities	[]	[]	[]
Identifying equality and diversity issues in committee reports, proposals etc	[]	[]	[]
An understanding of equalities principles and practice	[]	[]	[]

Complaints and Conduct

An understanding of the requirements of the MPA's Member Code of Conduct	[]	[]	[]
An understanding of the processes for making complaints against police officers and the role of the IPCC	[]	[]	[]
Handling discipline cases	[]	[]	[]

Borough / Community Engagement

Understanding the makeup of the local community	[]	[]	[]
Understanding neighbourhood policing	[]	[]	[]
Building a relationship with the Borough Commander	[]	[]	[]
Effective participation on the CDRP	[]	[]	[]
Working with other partners	[]	[]	[]
Engagement with the CPEG and local community groups	[]	[]	[]
Principles of effective community engagement	[]	[]	[]
Police authority responsibilities for Independent Custody Visiting	[]	[]	[]

Personal and technical skills

Chairing meetings	[]	[]	[]
Media handling	[]	[]	[]
Time management	[]	[]	[]
Assertiveness	[]	[]	[]
Public speaking	[]	[]	[]

ISIT: please identify particular requirements

Other – please specify: