**APPRAISALS, MOTIVATION AND MANAGEMENT.**

**23 April 2018**

Report to the Parish Council Employment Committee 14 May 2018.

**Summary:**

The format of the course was largely discussion and ideas; therefore there is little factual information to report.

Appraisals

The following points may be considered by the Employment Committee:

* An appraisal system that moves away from the annual appraisal meeting and interim review meeting.
* A monthly, ten minute meeting with notes taken and actions recorded.
* A record of the appraisal outcomes, fit for the ‘public domain, with all private discussion remaining unrecorded.
* To re-name the appraisal to Performance Review and Development (PR&D).
* Ask staff 3 things they like/appreciate in action their manager has taken since the last review.
* Tell staff 3 things you like/appreciate in action they have taken since the last review.

Motivation

This section is quite difficult to report on but the following was interesting:

“6 As Model of Motivation”

Aim – goal, objective, ambition.

Attitude – value, benefit.

Anticipation – (self) confidence, belief.

Abilitiy – knowledge, skill, resource, strategy.

Action – energy, effort, enthusiasm, drive.

Acheivement – success, payback, payoff.