



09 November 2023

Dear Councillor

You are invited to attend a meeting of the Policy & Resources Committee to be held in The Chamber, Cookstown and by virtual means at Burn Road, Cookstown BT80 8DT on Thursday, 09 November 2023 at 19:00 to transact the business noted below.

A link to join the meeting through the Council's remote meeting platform will follow.

Yours faithfully

Adrian McCreesh  
Chief Executive

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## AGENDA

### OPEN BUSINESS

1. Notice of Recording  
This meeting will be webcast for live and subsequent broadcast on the Council's You Tube site [Live Broadcast Link](#)
2. Apologies
3. Declarations of Interest  
Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.
4. Chair's Business
5. Deputation: Carers NI & Carers Policy Forum

### Matters for Decision

6. Request to Illuminate Council Properties 3 - 4
7. Member Services

### Matters for Information

8. Minutes of Policy and Resources Committee held on 5 October 2023 5 - 10
9. Update Elected Member Development 11 - 30
10. Local Government Partnership on Travellers Issues: Subscription 2023-24 31 - 34

**Items restricted in accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014. The public will be asked to withdraw from the meeting at this point.**

Matters for Decision

11. Animal Welfare
12. Connecting Pomeroy Project
13. Staffing Matters for Decision
14. Bellaghy Village Wi-fi Service Review

Matters for Information

15. Confidential Minutes of Policy & Resources Committee held on Confidential Minutes of 5 October 2023
16. Contracts and DAC Registers - Update
17. Financial Report for 6 months to 30th Sept 2023
18. Treasury Management Update
19. Staffing Matters for Information
20. Managing Employee Attendance
21. Staff Updates – Organisational Restructure and Other

<b>Report on</b>	Request(s) to Illuminate Council Property
<b>Date of Meeting</b>	9 November 2023
<b>Reporting Officer</b>	Joseph McGuckin, Head of Strategic Services and Engagement
<b>Contact Officer</b>	Eileen Forde, Member Support Officer

<b>Is this report restricted for confidential business?</b>  If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	<p>To consider requests received to illuminate and light up the Council's three designated properties to raise awareness for the following:</p> <ul style="list-style-type: none"> <li>• Brake, Road Safety Charity: World Day of Remembrance for Road Traffic Victims, and to mark the first day of Road Safety Week 2023</li> <li>• Positive Life: World Aids Day</li> <li>• NSPCC NI: Walk for Children</li> <li>• Ehlers Danlos Support UK: Ehlers Danlos Syndrome Day</li> <li>• The UK Foundation for Kawasaki Disease Society</li> </ul>
<b>2.0</b>	<b>Background</b>
2.1	The Council has a policy and procedural arrangements in place to facilitate the illuminating/lighting-up of its designated properties from requests made by charitable organisations for charitable causes. The designated properties are the Burnavon, Bridewell and Ranfurly House.
2.2	The policy confirms that requests are considered by the Council's Policy and Resources Committee. Should the scheduling of the committee not permit requests being considered within the timeframes for determination, they can be presented to monthly Council.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Council has received correspondence from organisations requesting that consideration be given to lighting up our three designated council properties. Requests for consideration and recommendation by Committee:</p> <ul style="list-style-type: none"> <li>• Brake: World Day of Remembrance for Road Traffic Victims, and to mark the first day of Road Safety Week 2023: 19 November Colour: Yellow</li> <li>• Positive Life: World Aids Day: 1 December 2023: Colour: Red</li> <li>• NSPCC NI: Walk for Children: Friday 22 December 2023 Colour: Green</li> </ul>

3.2	<ul style="list-style-type: none"> <li>• The UK Foundation for Kawasaki Disease Societi: International Kawasaki Disease Awareness Day: 26th January 2024 Colour: Red</li> <li>• Ehlers Danlos Support UK: Ehlers Danlos Syndrome Day : 4 May 2024 Colour: Black &amp; White</li> </ul> <p><b>Scope of the Council Arrangements</b></p> <p>The policy scope extends to requests made by charitable organisations for the promotion of its charitable cause on a given date or set of dates.</p>
4.0	<b>Other Considerations</b>
4.1	<p><b>Financial, Human Resources &amp; Risk Implications</b></p> <p>Financial: Not applicable</p> <p>Human: Not applicable</p> <p>Risk Management: Not applicable</p>
4.2	<p><b>Screening &amp; Impact Assessments</b></p> <p>Equality &amp; Good Relations Implications:</p> <p>Council policy and procedural arrangements have been referred to.</p> <p>Rural Needs Implications:</p> <p>Not applicable</p>
5.0	<b>Recommendation(s)</b>
5.1	<p>That the Committee considers making recommendation to light up the designated properties on the dates specified to mark:</p> <ul style="list-style-type: none"> <li>• Brake: World Day of Remembrance for Road Traffic Victims, and to mark the first day of Road Safety Week 2023: 19 November Colour: Yellow</li> <li>• Positive Life: World Aids Day: 1 December 2023: Colour: Red</li> <li>• NSPCC NI: Walk for Children: Friday 22 December 2023 Colour: Green</li> <li>• The UK Foundation for Kawasaki Disease Societi: International Kawasaki Disease Awareness Day: 26th January 2024 Colour: Red</li> <li>• Ehlers Danlos Support UK: Ehlers Danlos Syndrome Day : 4 May 2024 Colour: Black &amp; White</li> </ul>
6.0	<b>Documents Attached &amp; References</b>
	None

**Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 5 October 2023 in the Council Offices, Burn Road, Cookstown and by Virtual Means**

**Members Present**

Councillor Corry, Chair

Councillors Bell\* (7.03 pm), Brown, J Burton, Cahoon, Gildernew, Johnston\*, McAleer, McFlynn\*, McLean\* (7.07 pm), McLernon, S McPeake\*, Molloy\*, Wilson

**Officers in Attendance**

Mr McCreesh, Chief Executive\*\*  
Mrs Canavan, Strategic Director of Organisation Development, Strategy and Performance (SD: ODSP)  
Ms Linney, Assistant Director of Development (AD: Dev)\*\*  
Mr McGuckin, Head of Strategic Services and Engagement (HoSS&E)  
Mr Moffett, Assistant Director of Organisation Development, Strategy and Performance (AD: ODSP)  
Mr O'Hagan, Head of IT (HoIT)  
Ms McNally, Assistant Director of Corporate Service and Finance (AD: CS&F)\*\*  
Mr Scullion, Assistant Director of Property Services (AD: PS)  
Mr Tohill, Strategic Director of Corporate Services & Finance (SD: CS&F)  
Miss Thompson, Committee and Member Services Officer

\* Denotes members present in remote attendance

\*\* Denotes Officers present by remote means

\*\*\* Denotes others present by remote means

The meeting commenced at 7.00 pm.

*The Chair, Councillor Corry welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor Corry in introducing the meeting detailed the operational arrangements for transacting the business of the committee in the chamber and by virtual means, by referring to Annex A to this minute.*

**PR161/23 Notice of Recording**

Members noted that the meeting would be webcast for live and subsequent broadcast on the Council's You Tube site.

### **PR162/23 Apologies**

Councillors F Burton and Totten.

### **PR163/23 Declarations of Interest**

The Chair, Councillor Corry reminded Members of their responsibility with regard to declarations of interest.

Councillors Brown and Gildernew declared an interest in agenda item 5 – Community Festivals Grant.

### **PR164/23 Chairs Business**

None.

### **Matters for Decision**

#### **PR165/23 Community Festivals Grant**

The Assistant Director of Development (AD: Dev) presented previously circulated report which sought approval for additional resourcing to support the current applications to the Community Festival Grant.

*Councillor Bell joined the meeting at 7.03 pm during presentation of above report.*

Councillor Gildernew proposed the recommendation stating she was acutely aware of how important funding is particularly to community groups in rural areas.

Councillor McLernon seconded Councillor Gildernew's proposal.

*Councillor S McPeake declared an interest in this item.*

Councillor Wilson stated that when the financial contribution is drawn down from Council reserves it will deal with those applications received at present. The Councillor stated that the grant still has a number of months to run and asked if it would now have to close.

The AD: Dev advised that the draw down of monies deals with applications received up until the end of August and stated that whilst applications to the fund have not been stopped there is a notice on the website advising potential applicants that the grant budget has been expended and applications cannot be processed. The AD: Dev stated that groups would not have been aware of this position until recently and referred to the concerns that if they had been aware they could have prepared their application earlier and would not have been disadvantaged now. The AD: Dev stated that this is a risk of a rolling grant programme such as Community Festival Grant and Good Relations Grant which is also a rolling grant programme. The AD: Dev advised that officers have been looking into additional funding sources but stated that if no further funding can be found the grant will have to close. The AD:

Dev stated that she could make no recommendations for the future at the moment but highlighted that no further funding sources have been found at this stage.

*Councillor McLean joined the meeting at 7.07 pm.*

**Resolved** That it be recommended to Council to approve a financial contribution of £5,443 from Council reserves to the Community Festivals Fund to support applications as detailed in the September Development report.

### **PR166/23 Model Complaints Handling Procedures: Implementation**

The Assistant Director of Organisational Development, Strategy and Performance (AD: ODSP) presented previously circulated report which advised of the background to and arrangements to implement the requirements of the Model Complaints Handling Procedures, as published by the Northern Ireland Public Service Ombudsman (NIPSO) on complaints management across local government in Northern Ireland and gave consideration to adopting the Model Complaints Handling Procedure (MCHP).

Councillor Wilson proposed the recommendation. Councillor Wilson referred to a recent High Court ruling on holiday pay and asked if this would have an effect on Council staff.

The Strategic Director of Organisational Development, Strategy and Performance (SD: ODSP) updated the meeting on when Council had previously considered such matters.

Councillor Brown seconded Councillor Wilson's proposal.

**Resolved** That it be recommended to Council to adopt the Model Complaints Handling Procedure (MCHP) as set out at appendix to report, to be developed and personalised to Council.

### **PR167/23 Request to Illuminate Council Property**

The Assistant Director of Organisational Development, Strategy and Performance (AD: ODSP) presented previously circulated report to seek members approval to illuminate and light up the Council's three designated properties to raise awareness for the following:

- Global: Congenital Diaphragmatic Hernia (CDH)
- Holocaust Memorial Day Trust

The AD: ODSP also sought Members approval to include an additional request to light up the three buildings for Child Brain Injury Trust GloWeek on 3 November 2023 which was received since the report was circulated.

Proposed by Councillor Brown  
Seconded by Councillor McLernon and

- Resolved** That it be recommended to Council to illuminate the three designated Council properties as follows –
- Global: Congenital Diaphragmatic Hernia (CDH), 19 April 2024. Colours: Blue, Pink and Yellow
  - Holocaust Memorial Day Trust, 27 January 2024. Colour: Purple
  - Child Brain Injury Trust GloWeek, 3 November 2023. Colour: Purple, Blue, Yellow

**PR168/23 Member Services**

Councillor Wilson paid tribute to all involved in the works to Cookstown Chamber. The Councillor stated that the technology has brought the Chamber into the 21<sup>st</sup> century and felt it also gave a boost to staff in the Cookstown offices as it let them see they have not been forgot about.

The Chair, Councillor Corry concurred with Councillor Wilson’s comments and thanked officers for the good work in bringing the Chamber up to date.

**Matters for Information**

**PR169/23 Minutes of Policy and Resources Committee held on 7 September 2023**

Members noted Minutes of Policy & Resources Committee held on 7 September 2023.

*Live broadcast ended at 7.12 pm.*

**Local Government (NI) Act 2014 - Confidential Business**

Proposed by Councillor Brown  
Seconded by Councillor McLernon and

- Resolved** In accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst Members consider items PR170/23 to PR177/23.

**Matters for Decision**

- PR170/23 Land and Property Matters  
PR171/23 Staffing Matters for Decision

**Matters for Information**

- PR172/23 Confidential Minutes of Policy & Resources Committee held on 7 September 2023  
PR173/23 Staff Matters for Information  
PR174/23 Contracts and DAC Registers – Update  
PR175/23 Financial report for 5 months ended 31 August 2023



PR176/23 Treasury Management – Update  
PR177/23 2024/25 Rate Estimates

**PR178/23 Duration of Meeting**

The meeting was called for 7.00 pm and ended at 7.35 pm.

Chair \_\_\_\_\_

Date \_\_\_\_\_

## Annex A – Introductory Remarks from the Chairperson

Good evening and welcome to the Council's [Policy & Resources/Environment/Development] Committee in the Chamber, [Dungannon/Magherafelt] and virtually.

I specifically welcome the public watching us through the Live Broadcast. The Live Broadcast will run for the period of our Open Business but will end just before we move into Confidential Business. I let you know before this happens.

Just some housekeeping before we commence. Can I remind you:-

- If you have joined the meeting remotely, please keep your audio on mute unless invited to speak and then turn it off when finished speaking
- Keep your video on at all times, unless you have bandwidth or internet connection issues, where you are advised to try turning your video off
- If you wish to speak please raise your hand in the meeting or on screen and keep raised until observed by an Officer or myself
- Should we need to take a vote this evening I will ask each member to confirm whether they are for or against the proposal or abstaining
- When invited to speak please introduce yourself by name to the meeting
- For any member attending remotely, if you declare an interest in an item, please turn off your video and keep your audio on mute for the duration of the item
- If referring to a specific report please reference the report, page or slide being referred to
- Lastly, I remind the public and press that taking photographs of proceedings or using any means to enable anyone not present to see or hear proceedings, or making a simultaneous oral report of the proceedings are not permitted

Thank you and we will now move to the first item on the agenda - apologies and then roll call of all other Members in attendance.

<b>Report on</b>	Elected Member Development Working Group
<b>Date of Meeting</b>	9 November 2023
<b>Reporting Officer</b>	Joseph McGuckin, Head of Strategic Services & Engagement
<b>Contact Officer</b>	Eileen Forde, Committee & Member Services Manager

<b>Is this report restricted for confidential business?</b>  If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	x

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To receive and consider the report of a meeting of the Elected Member Development Working Group held on 19 October 2023
<b>2.0</b>	<b>Background</b>
2.1	The Council through the Elected Member Development Steering Group has now attained Level 1 Charter Status for Elected Member Development and completed a successful Review process.
2.2	The steering group Terms of Reference confirms that the business of the Working Group be reported through Policy & Resources Committee.
<b>3.0</b>	<b>Main Report</b>
3.1	The Report of the most recent meeting of the Elected Member Development Steering Group is attached, as Appendix A to this report for consideration and approval. The following issues have resulted from discussion at the October meeting: <ul style="list-style-type: none"> <li>Continue to retain Charter Status and explore Charter Plus officer and Member commitment.</li> </ul>
3.2	Working Group nominations have now been received and the Terms of Reference will be updated to reflect same at next meeting to be scheduled in November.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: not applicable at this point
	Human: Not applicable

	Risk Management: Not applicable
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: Not applicable
	Rural Needs Implications: Not applicable
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That members note the contents of the report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix A: Report of Elected Member Development Steering Group

Report of Elected Member Development Steering Group of Mid Ulster District Council held on 19 October 2023 at 7.30pm

**Attendees** **Members:** Councillors McLernon, Johnston, Corry and Carney  
**Officers:** J McGuckin, HoSSE E Forde, Committee & Member Services Manager, S McAleer Corporate L&D Manager

<b>AGENDA</b>	<b>MATTERS AGREED</b>	<b>ACTIONS &amp; RESPONSIBILITY</b>
<b>1.0</b>	<b>Apologies</b>	
	Councillors Mallaghan, Groogan	
<b>2.0</b>	<b>Nomination of Chair</b>	
	Deferred until full Working Group Members was appointed.	
<b>3.0</b>	<b>Time/Frequency of Future Meetings</b>	
	<b>Noted:</b> Meetings: minimum of four per annum Time: 5.30pm Location: Cookstown & Hybrid	<b>HoSSE &amp; CMSM</b>
<b>4.0</b>	<b>Update to Terms of Reference</b>	
	<b>Noted:</b> Updates to Terms of Reference as outlined in appendix A to be agreed when full Working Group is appointed.	<b>HoSSE &amp; CMSM</b>

<b>5.0</b>	<b>Update on Current Charter Status</b>	
	<b>NOTED:</b> that Charter Status would be due to be reassessed	
<b>6.0</b>	<b>Councillor Development Charter: Charter &amp; Charter Plus</b>	
	<p><b>AGREED:</b> that officers explore Charter Plus to be considered at a future meeting. Considerations to include cost, officer and Member commitment.</p> <p><b>NOTED:</b> Northern Ireland Local Government Association now complete the Charter Assessments and Reviews. To read on what all is involved see <a href="#">Charter for Councillor Development   NILGA</a> .</p>	<b>HoSSE &amp; CMSM</b>
<b>7.0</b>	<b>Training Needs Analysis</b>	
	<p><b>NOTED:</b></p> <ul style="list-style-type: none"> <li>(i) The Training Needs Analysis which is a requirement of Charter Plus linked to the Local Government Political Skills Framework. Appendix B</li> <li>(ii) That over 50% member participation in Training Needs Analysis is required from across the Council.</li> <li>(iii) Members preference for either in person or online training and E Learning to be re-offered as an option for training;</li> <li>(iv) Profile of Training to Date and Councillor Service Experience Profile. Appendix C</li> </ul>	
<b>8.0</b>		
<b>Meeting concluded at 6.05 pm</b>		



## **Elected Member Development Charter Steering Group**

### **Terms of Reference**

The Elected Member Steering Group has been established to progress the following:

- Achievement of Elected Member Development Charter, and make regular progress reports to the Policy and Resources Committee.
- Responsible for Member Development and to develop a policy and the amount of entitlement for development of each Member over the Council term.

### **Objectives of the Steering Group**

1. To establish priorities for the Learning and Development of Members, linked to the Council's Corporate Plan.
2. To maintain and encourage commitment to the continuous learning and development of all Members and acknowledge the pivotal role which Member Learning and Development plays in the effective operation of Council business.
3. To ensure that Member Learning and Development is Member led.
4. To ensure and promote accessibility for all Members to Learning and Development opportunities.
5. To approve the annual and subsequent amendments to the Elected Member Continuous Professional Development Strategy and Implementation Plan.
6. To assess and approve the application of the Member Learning and Development Policy.
7. To review the effectiveness of Member Learning and Development to identify positive impact.
8. To provide updates to Council and raise pertinent issues on learning and development matters.
9. To strive for best practice and be a leading Council in the area of Member Learning and Development.
10. To ensure effective utilisation of available budget.
11. To demonstrate continuous improvement.

### **Frequency of meetings**

The Group will meet a minimum of four times per year.

## **Membership**

Councillors Bell (SF), Carney (SF), Corry (SF), Groogan (SF), Mallaghan (SF), McLernon (SF), Johnston (SDLP), \_\_\_\_\_(DUP), \_\_\_\_\_(DUP), \_\_\_\_\_ (DUP)

## **Quorum**

The Group will be quorate when at least 3 of the Elected Members are present.

## **Support to the Group**

Attending the meetings and supporting the group will be:-  
Head of Strategic Services & Engagement, Committee and Member Services Manager and Corporate Learning and Development Manager.

## **Location of Meetings**

The meetings will be held when possible at 5.30 pm in the evening in Cookstown with Hybrid option.

## **Reporting**

Notes from the Elected Member Development Group will be reported to the Policy and Resources Committee.

## **Deliverables**

- Elected Member Continuous Professional Development
- Elected Member Development Policy
- Elected Member Personal Development Plan
- Elected Member Learning and Development Needs Analysis

October 2023



**Member Personal Development Plan**

<b>Name</b>	
<b>Time Served</b>	
<b>Positions of Responsibility held</b>	
<b>Are you likely to hold a position of Responsibility next year? If so please specify.</b>	

<b>Training Completed - Review Training Completed to Date</b>	<b>v</b>
<b>Member's Training Record attached</b>	

<b>Preferred Learning Style</b>	<b>I prefer</b>	<b>I do not prefer</b>
<b>Group facilitated training.</b> Information provided by a trainer/facilitator via verbal information/hand-outs/slides		
<b>E Learning – On line Training</b>		
<b>Mentoring by another Councillor</b>		
<b>One to one training</b>		
<b>Practical training.</b> Learning by doing. Site visits and Demonstrations		
<b>External Seminars and Conferences</b>		
<b>Training provided by In House Officers</b>		

**When do you prefer development activities to be scheduled?**

<b>Monday morning</b> <input type="checkbox"/>	<b>Monday afternoon</b> <input type="checkbox"/>	<b>Monday evening</b> <input type="checkbox"/>
Ideal Times:	Ideal Times:	Ideal Times:
<b>Tuesday morning</b> <input type="checkbox"/>	<b>Tuesday afternoon</b> <input type="checkbox"/>	<b>Tuesday evening</b> <input type="checkbox"/>
Ideal Times:	Ideal Times:	Ideal Times:
<b>Wednesday morning</b> <input type="checkbox"/>	<b>Wednesday afternoon</b> <input type="checkbox"/>	<b>Wednesday evening</b> <input type="checkbox"/>
Ideal Times:	Ideal Times:	Ideal Times:
<b>Thursday morning</b> <input type="checkbox"/>	<b>Thursday afternoon</b> <input type="checkbox"/>	<b>Thursday evening</b> <input type="checkbox"/>
Ideal Times:	Ideal Times:	Ideal Times:
<b>Friday morning</b> <input type="checkbox"/>	<b>Friday afternoon</b> <input type="checkbox"/>	<b>Friday evening</b> <input type="checkbox"/>
Ideal Times:	Ideal Times:	Ideal Times:

## Assessment of Core Political Skills

The following assessment relates to the Local Government Association's Political Skills Framework, which sets out the key knowledge and skills needed to support new and experienced Councillors to ensure that they are fulfilling their role effectively.

For each skills area, please indicate the level which you believe accurately represents your current level of competency in that area; based on the following scale:

<b>1</b> My knowledge and skills are very minimal or non-existent	<b>2</b> I have a minimal level of knowledge and skills.	<b>3</b> I have a basic level of knowledge and skills	<b>4</b> I have an adequate level of knowledge and skills	<b>5</b> I am fully competent and confident in this skill and knowledge area
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**Local Leadership:** *The need for Councillors to engage with the members of the community to learn about issues of local concern and help to facilitate a vision for the locality. It involves encouraging trust and respect between individuals and groups by mediating fairly and constructively between different organisations and sections of the community.*

	Training Requirements		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I <b>engage with</b> the local community; I seek their views and look for ways to represent them effectively.			
I <b>keep up to date</b> with local concerns by talking to different groups of people, including 'hard to reach' groups.			
I encourage trust and respect by being <b>approachable, empathising</b> and finding new ways to engage with others.			
I <b>establish good working relationships</b> and partnerships with different groups and people and <b>ensure their involvement in decision making</b> .			
I <b>mediate</b> fairly and constructively between people and groups with conflicting needs.			
I work with others to <b>develop and champion a shared local vision</b> .			

**Comments**

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**Partnership Working:** *The need to build on good relationships with others (i.e. colleagues, officers, community groups and other organisations) by identifying and working collaboratively to achieve shared goals. The need to recognise and value different contributions, delegate or provide support as required and to take a long term view in developing partnerships.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I <b>work proactively to build good relationships</b> with colleagues, officers, community groups and other organisations.			
I focus on <b>achieving shared goals</b> by maintaining focus and mobilising others.			
I know when to <b>delegate, provide support or empower others</b> to take responsibility.			
I can make people from all backgrounds feel <b>valued, trusted and included</b> .			
I understand and play a role in <b>building and shaping key partnerships</b> at local, regional and national Levels.			
I understand how and when to <b>assert authority to resolve conflict</b> or stalemate effectively.			

**Comments**

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**Effective Communication for Influence:** *This skill recognises the need for Councillors to demonstrate excellent communication skills across many different settings, including the ability to listen sensitively and use appropriate language with different groups. Councillors must also communicate regularly and effectively with all parts of their community using different forms of media.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I provide <b>regular feedback</b> to people, making sure they are kept informed and ensuring that expectations are realistic.			
I regularly <b>inform and communicate</b> with the community using all <b>available media</b> , such as internet, email, newsletters and social media.			
I <b>listen to others, check for understanding</b> and <b>adapt my own communication style</b> if required.			
I <b>create opportunities to communicate</b> with different sectors, including vulnerable and hard to reach groups.			
I <b>speak confidently</b> in public settings such as in Council meetings, community meetings and the press.			
I <b>communicate clearly in spoken and written forms</b> , using appropriate language and avoiding jargon.			

**Comments**

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**Political Understanding:** *This skill recognises the need for Councillors to develop a range of political skills in order to communicate their values, promote a political vision and encourage democratic process and public engagement. It recognises that Councillors need to work across group boundaries at times, yet still be able to maintain their own political integrity.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I <b>demonstrate consistency</b> in my views and values through my decisions and actions.			
I help to <b>develop cohesion</b> within and between different groups and between different groups and the Council.			
I <b>clearly communicate political values</b> through canvassing and campaigning.			
I actively <b>develop my own political intelligence</b> through an understanding of the local and national political landscape.			
I look for ways to <b>promote democracy and increase public engagement</b>			
I am able to <b>put aside party politics</b> and work across political boundaries when required, without compromising my political values.			

**Comments**

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**Scrutiny and Challenge:** *Scrutiny and challenge is an important day to day aspect of the Councillor role. Councillors need to act as a critical friend by identifying opportunities for scrutiny inside and outside of the Council and by providing constructive challenge and feedback to others. To be effective in this role, Councillors need to analyse information quickly and present arguments that are concise, meaningful and easily understood.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I identify areas which are <b>suitable for scrutiny</b> and ensure that residents are involved in the process.			
I am able to <b>understand and analyse complex information</b> .			
I can <b>speed read</b> through large volumes of information.			
I can present <b>concise arguments</b> that are meaningful and easily understood.			
I understand <b>the scrutiny process</b> , ask for explanations and check that recommendations have been implemented.			
I am <b>objective and thorough</b> when challenging processes, decisions and people.			
I ask <b>challenging but constructive questions</b> .			
I am <b>knowledgeable</b> on all the key functions, commitments, policies and responsibilities of Council.			

**Comments**

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**Regulating and Monitoring:** *This skill relates to the more judicial aspects of the role that require Councillors to understand their legal responsibilities and follow protocol when evaluating arguments and making decisions. Not only do Councillors need to balance public needs and local policy, they must also monitor progress and seek feedback on their own learning needs.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I understand all the <b>statutory requirements</b> associated with the functions of Council.			
I act on <b>my judicial role</b> in meeting legal responsibilities.			
I use evidence to <b>evaluate arguments</b> and make independent, impartial judgements.			
I <b>chair meetings effectively</b> , follow protocol to make sure all views are explored and keep process on track.			
I <b>follow legal process</b> , balancing public needs and local policy.			
I <b>monitor others' performance</b> and intervene when necessary to ensure progress.			
I am committed to <b>self-development</b> , seek feedback and look for opportunities to learn.			

Comments

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**Effective use of Digital Technologies and Social Media:** *This skill area places digital at the heart of what a councillor can do to increase the efficiency of public service delivery, making resources go further and meeting the key challenges facing your local area.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I understand the role of digital technology in improving my local area.			
I identify how digital technologies can bring about new sources of revenue for my area.			
I work in partnership with the private sector to consider investment opportunities			
I am able to use digital technologies to enhance engagement levels via multiple digital channels.			
I effectively use social media as a tool to engage with my electorate alongside traditional ways of working.			

**Resilience and Wellbeing:** *This skill relates to an individual's ability to effectively deal with the challenges, problems, pressures and set-backs.*

	Level of Skills and Knowledge		
	It is a priority that I undertake training to assist me in my role	I would like to undertake training to further enhance my skills	I am competent
I am able to <b>deal with challenges and pressures</b> and can manage stress effectively.			
I <b>evaluate and learn</b> from challenging incidents.			
I am willing to <b>seek support</b> to build personal resilience			
I effectively manage the volume and quantity of my <b>constituent casework</b> .			

Comments

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<b>ACTION PLAN</b>		
<b>Learning and Development Need</b>	<b>Means of Delivery</b>	<b>Deadline</b> To be completed throughout Council term 2019 - 2023 Learning and Development Programme. If priority please specify.

Signed: \_\_\_\_\_  
(Elected Member)

Signed: \_\_\_\_\_  
(Officer – If Applicable)

Date: \_\_\_\_\_

## Profile of Training to Date

Training Name	Planning Training	Induction Training	NILGA Induction Program	Audit Training	Core HR	On line Training Licensing	Cookstown Audio Visual Training Session 26.09.23	NIFRS Visit	Blue Green Algae	Tourettes
<b>Location</b>	Magherafelt	Magherafelt	various	Online	Various	zoom	In Person	Desertcre	Chamber	Online
<b>Internal/External/</b>	Internal	Internal	External	External	Internal	Internal Council	Internal	External	External NIEA/NI	External Tourettes
<b>Provider</b>	SMT	CE & SMT	NILGA	NILGA	Officers	Officers	Rae Sound	NIFRS	Water	NI
<b>Date:</b>	7.6.23	6.6.23	Various	6.10.23	various	8.9.23	various	15.9.23	11.9.23	17.10.23
<b>Time</b>	6pm	6pm		12.30-2pm		1-2pm		2pm-4pm	4pm	6.30pm
<b>Attendance Numbers</b>	8	14	5	4	16	9	24	8	24	6
<b>Participation By Party</b>	2	3	3	3	3	2	4	4	4	2
<b>Participation By Independents</b>	2	1	0	0	1	1	1	0	2	0

## Profile of Councillors

Service Experience		
0-4 Years	4-8 Years	8-12 Years
14	8	18

Individual Participation

**Individual Training Participation.  
Maximum Opportunity to Date: 10**

<b>No of Courses</b>	<b>No of Members</b>
0	3
1	8
2	8
3	7
4	5
5	3
6	4
7	2

<b>Report on</b>	Local Government Partnership on Travellers Issues: Subscription 2023-24
<b>Date of Meeting</b>	Thursday 9 November 2023
<b>Reporting Officer</b>	Joseph McGuckin Head of Strategic Services & Engagement
<b>Contact Officer</b>	Eileen Forde Committee & Member Services Manager

<b>Is this report restricted for confidential business?</b>  If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	x

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update the committee on request received from the Northern Ireland Local Government Partnership on Travellers Issues for annual membership subscription for period 2023-2024.
<b>2.0</b>	<b>Background</b>
2.1	The Council is currently a member organisation of the Local Government Partnership on traveller Issues to which it has elected member representation. The current representative is Cllr Donal McPeake.  Partnership membership was considered by the Environment Committee in May 2018 and subsequently recommended to Council (minute reference E136/18).
<b>3.0</b>	<b>Main Report</b>
3.1	The council has received an invoice for payment for the period 2023-24. Costs associated with annual organisational membership is provided for, from the Democratic Services in-year budget.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial:  Local Government Partnership on Traveller Issues - £500 (VAT is not applicable to this charge)
	Human: Not Applicable
	Risk Management: Not Applicable

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: Not Applicable
	Rural Needs Implications: Not Applicable
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the committee notes request for payment from the NI Local Government Partnership on Traveller Issues for the 2023-2024 annual subscription.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	Appendix A: Renewal of Annual Membership for 2023-24





Northern Ireland  
Local Government Partnership  
*On Traveller Issues*

**Renewal of Annual Membership for 2023/2024**

**30<sup>th</sup> October 2023**

**Invoice: 2023/24 – 10  
Purchase Order No.**

Mid Ulster District Council  
Burn Road  
COOKSTOWN  
BT80 8DT

The annual subscription in respect of membership of this Partnership by your Council for the period April 2023 to March 2024 is now due for renewal and payment.

**Renewal Subscription - £500.00 (VAT is not applicable to this charge)**

Please remit by BACS to the following bank account.

Account Name: Local Government Partnership on Traveller Issues  
Account Number: 80120421  
Bank Sort Code: 950261  
IBAN: GB66 DABA 9502 6180 1204 21  
Bank: Danske Bank, 21-23 High Street, Carrickfergus BT38 7AL

Payment advice notes are to be posted to the address listed below or emailed to [robert.irvine@fermanaghomagham.com](mailto:robert.irvine@fermanaghomagham.com).

R. J. Irvine (Treasurer)

