

Report of Elected Member Development Steering Group of Mid Ulster DC held on *12 September 2018* at 6.30pm in Council Offices, Cookstown

Attendees **Members:** Councillor Gildernew
 Officers: S McAleer Corporate L&D Manager, P Moffett, Head of Democratic Services
 Apologies Councillors McKinney and Doris

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
1.0	Report of Previous Meeting	
1.1	21st February 2018: the meeting noted the record of the meeting and action points arising from the meeting held on 21 st February	
1.2	16th May 2018: the meeting noted the record of the meeting and action points arising from the meeting held on 16 th May in Council offices, Cookstown. It was NOTED that a draft paper had been prepared by the Member Support Officer to go to a future Policy & Resources Committee, recommending the introduction of arrangements to transfer allocations be introduced.	Head, Democratic Services
2.0	Progress Report	
2.1	Progress activity: Attention was drawn to learning and development activity since the last meeting and the engagement/involvement of members. Discussion took place on participation rates.	
2.2	Quarterly learning & development Schedule: It was AGREED that the Learning & Development Schedule be circulated to all members. In reference to the use of the Committee Management Information system (CMIS) it was AGREED that a pictorial reference document of the symbols/icons within MyCMIS be compiled and used alongside one to one training with Cllrs on the use committee mgt. system. Also be circulated to all members/users	Member Support Officer Head, Democratic Services
2.3	Mental Health & Well Being and First Aid: It was NOTED that training opportunities were being developed for council staff on mental health and well-being and these could be extended to Cllrs within future quarterly schedules.	Corporate L&D Manager

3.0	Elected Member Charter Assessment	
3.1	RAG Status project Plan: The status of the noted criteria within the Charter Assessment Project Plan was NOTED and referenced.	
3.2	Assessment of EM Charter: It was NOTED that the assessment would take place on Tues 2 nd Oct. Participants and those to be involved in the assessment were discussed and it was agreed that be invited to attend/participate.	Member Support Officer Head, Democratic Services
3.3	Briefing Note: The previously circulated briefing note on council's involvement in the Elected Member Development Charter was referenced and it was AGREED that it be circulated to participants the week before the assessment timetabled for Tues 2 nd October.	Member Support Officer Head, Democratic Services
<i>Meeting concluded at 7.20 pm</i>		