

Report on	Elected Member Development Working Group
Date of Meeting	4 April 2019
Reporting Officer	Philip Moffett, Head of Democratic Services
Contact Officer	Eileen Forde, Member Support Officer

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

1.0	Purpose of Report								
1.1	To receive and consider the report of a meeting of the Elected Member Development Working Group held on Thursday 28 February 2019.								
2.0	Background								
2.1	The Council through the Elected Member Development Steering Group has now attained Level 1 Charter Status for Elected Member Development.								
2.2	The steering group Terms of Reference confirms that the business of the Working Group be reported through Policy & Resources Committee.								
3.0	Main Report								
3.1	<p>The Report of the most recent meeting of the Elected Member Development Steering Group is attached as Appendix A for consideration and approval. The following issues have resulted from discussion at the February meeting:</p> <ul style="list-style-type: none"> • Directors to deliver one hour session as undernoted prior to each of the committees in June outlining the terms of reference of the committee • Planning Training for Members to be scheduled for 2pm on Friday 24 May 2019. <table border="1"> <tr> <th>Committee</th><th>Training Date</th></tr> <tr> <td>Policy & Resources</td><td>6 June 2019</td></tr> <tr> <td>Environment Committee</td><td>11 June 2019</td></tr> <tr> <td>Development Committee</td><td>13 June 2019</td></tr> </table> <ul style="list-style-type: none"> • Drop in Clinics to be organised at each site to accommodate Receipt of Councillor Induction pack, signing of relevant documentation ie Declaration of Councillor, finance forms confirmation of details for website. • Standing Order Training as previous to be delivered early in the new Council term. • Declaration of Interest training, to include declaring interests with regard to planning matters. 	Committee	Training Date	Policy & Resources	6 June 2019	Environment Committee	11 June 2019	Development Committee	13 June 2019
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3.2	<ul style="list-style-type: none"> • Code of Conduct training to be organised early in new Council term. • Avail of awareness training opportunities with offered by the NI Strategic Migration Partnership <p>Charter Status Assessment:</p> <p>The presentation of Level 1 Charter Status for Elected Member Development took place on Thursday 28 February 2019, (appendix b). Representatives of NILGA presented the award on behalf of the Awarding Body, North West Employers.</p> <p>Continuous improvement is an important part of the Charter Review process and the Elected Member Development Working Group continue to discuss training and development for the new Council term.</p>
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: not applicable at this point</p> <p>Human: Not applicable</p> <p>Risk Management: Not applicable</p>
4.2	<p>Screening & Impact Assessments</p> <p>Equality & Good Relations Implications: Not applicable</p> <p>Rural Needs Implications: Not applicable</p>
5.0	Recommendation(s)
5.1	<p>The committee:</p> <p>(i) Consider and approves the report of the Elected Member Development Steering Group meeting held on Thursday 28 February 2019;</p> <p>(ii) Approve the recommendations for Induction and future training made by the Elected Member Development Steering Group detailed at 3.1.</p>
6.0	Documents Attached & References
6.1	<p>Appendix A: Report of Elected Member Development Steering Group</p> <p>Appendix B: Photographs of Awards.</p>

Report of Elected Member Development Steering Group of Mid Ulster District Council held on *28 February 2019* at 5.00 pm in Council Offices, Dungannon

Attendees **Members:** Councillors Ashton, Cuddy, Doris, McKinney, M Quinn, Elattar, Gildernew, (Chair Cllr McPeake in attendance for presentation)

Officers: E Forde, Member Support Officer, P Moffett, Head of Democratic Services

In attendance: Fiona Douglas, NILGA

Apologies

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
1.0	Charter Status Update	
	<ul style="list-style-type: none"> NILGA representative Fiona Douglas presented Chair of Elected Member Development Working Group with Charter Status award and certificate 	
2.0	Meeting Report 28 November 2018	
	<ul style="list-style-type: none"> Noted 	
3.0	Progress Report	
	<p>Members Noted</p> <ul style="list-style-type: none"> Update on training, Personal Training Budget allocation and uses, In-house Links to Corporate Plan, Working group additional members now in attendance. Members noted the statistics provided from last survey of Councils undertaken by the National Association of Councillors with regard to Councillors allowances i.e. availability of iPads, stationery etc. Members suggested compiling a report on monies available for training/conferences and not utilised by Members; 	

	<p>Members Agreed:</p> <ul style="list-style-type: none">Members noted letter received from Northern Ireland Strategic Migration Partnership and agreed to avail of training offered by the group following the Local Government Elections in May 2019.Light refreshments to include sandwiches for forthcoming meetings.	Member Support Officer								
4.0	Induction Training Proposals									
	<p>Members Agreed:</p> <ul style="list-style-type: none">Directors to deliver one hour session prior to each of the committees in June outlining the terms of reference of the committee as undernotedPlanning Training for Members to be scheduled for 2pm on Friday 24 May 2019. <table><tr><td>Committee</td><td>Training Date</td></tr><tr><td>Policy & Resources</td><td>6 June 2019</td></tr><tr><td>Environment Committee</td><td>11 June 2019</td></tr><tr><td>Development Committee</td><td>13 June 2019</td></tr></table> <ul style="list-style-type: none">Drop in Clinics to be organised at each site to accommodate Receipt of Councillor Induction pack, signing of relevant documentation ie Declaration of Councillor, finance forms confirmation of details for website.Standing Order Training as previous to be delivered early in the new Council term.Declaration of Interest training, to include declaring interests with regard to planning matters.Code of Conduct training to be organised early in new Council term.Avail of awareness training opportunities with offered by the NI Strategic Migration Partnership	Committee	Training Date	Policy & Resources	6 June 2019	Environment Committee	11 June 2019	Development Committee	13 June 2019	Member Support Officer Head of Democratic Services Corporate L&D Manager
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Comhairle Ceantair
Lár Uladh

Report of Elected Member Development Steering Group
Thursday 28 February 2019

Meeting concluded at 6.00pm

Presentation of Level 1 Charter Status for Elected Member Development
Thursday 28 February 2019



Chair, Councillor Sean McPeake, Ms Fiona Douglas NILGA, Councillor Derek McKinney Chair of Elected Member Development Steering Group



Back Row Left to Right S McAleer Corporate L&D Manager, Cllrs Ashton, Cuddy, Doris, Gildernew E Forde Member Support Officer, Cllr Elattar

Front Row, Chair, Councillor Sean McPeake, Ms Fiona Douglas NILGA, Councillor Derek McKinney Chair of Elected Member Development Steering Group