



Report of Elected Member Development Steering Group
Wednesday 31 January 2018 @ 7.40 PM

Report of Elected Member Development Steering Group of Causeway Cost and Glens Borough Council held on
Wednesday 31 January 2018 in Council Offices, Coleraine

Attendees **Members:** Councillors Baird (Chair), Beattie, Nicholl and Stevenson
Officers: P Donaghy, Democratic & Central Services Manager; S Duggan, Civic Support Officer

In Attendance D McCallan and F Douglas, NILGA

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
1	APOLOGIES	
	Nil	
2	DECLARATIONS OF INTEREST	
	Nil	
3	ELECTED MEMBER DEVELOPMENT UPDATE	
	The Chair invited D McCallan to present to Committee on the Regional Programme for Elected Member Development (attached as Appendix A).	

	<p>F Douglas presented the NILGA Regional Programme Model Timetable.</p> <p>The Chair invited the Democratic & Central Services Manager to provide an update (attached as Appendix B).</p> <p>* NILGA reps left the meeting.</p>	
4	CORRESPONDENCE (NILGA)	
	<p>The Democratic & Central Services Manager invited the Steering Group to nominate on NILGA's Regional Elected Member Development Working Group.</p> <p>Proposed by Councillor Baird Seconded by Councillor Beattie and</p> <p>AGREED – to recommend that Committee nominate Councillor Nicholl to NILGA's Regional Elected Member Development Working Group.</p>	P Donaghy
5	DATE OF NEXT MEETING	
	Wednesday 18 th April 2018, 5.30PM, Civic Headquarters	S Duggan

This being all the business the meeting closed at 8.15PM.



Regional Programme for Elected Member Development

Derek Mc Callan
31st January 2018

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How we Learn is Key to success.

What we learn with
pleasure
we never forget.


- ALFRED MERCIER



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EVEN BETTER – NOT MORE – TRAINING!

- Landscape changed dramatically. We are Salami Sliced!
- Council mergers & new powers: bigger budgets and organisational design & culture change.
- Known time, value and inconsistency around wastefulness of procuring things 11 times.
- Role of Elected Member (to be further?) greatly enhanced.
- Members need to be fully equipped to carry out increasingly complex / demanding roles.




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So – Get Clear Evidence, Read, Write and Send it!

NILGA commissioned independent study to:

- Inform a regionally co-ordinated toolkit of learning, suited to today's elected members and the councillors of the future.
- A Regional Programme that refreshes and adds a Spine and Dynamic to the current offer.
- Focussed on increasing decision making capability and confidence linked to a recognised competency framework.



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The 21st Century Councillor

The modern councillor is *'steward, advocate, orchestrator, sense maker, buffer, catalyst and entrepreneur'* and requires a skill set which is not addressed through current provision in terms of learning and development.



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Confidence. Competence.

Clear Support for:


- Programmes linked to the strategic role delivered locally and sub regionally
- Addressing overlap of core skills/knowledge based across councils.
- 'Place leadership' Programmes with light touch accreditation.
- Further provision on land use planning to build councillors confidence and competence in decision making.



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Confidence and Competence Cont'd


- Collaborative and partnership based workshops on issues of strategic concern (Brexit, Welfare Reform, Community Planning; Shared Services).
- VFM and quality provision achieved through collaboration- Shared Services culture now developing.
- Coaching and or mentoring on a regional basis.
- Cultural shift from design & list series of training courses to Learning and Development vision and ethos.
- E-learning supported where relevant and counter-balanced by collegiate learning.



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Recommendations

- LDP focus on decision making capability - an endorsed award approach.
- Enhance and develop regional and sub regional offer
- Workshops and master classes on topics relevant to the 21st Century Cllr.
- Continuous learning and development approach to encourage greater prioritisation.



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Recommendations Cont'd


- Areas of duplication and common interest procured by NILGA to achieve VFM and quality assurance with delivery.
- Provision of vocational and academic accreditation focussed on place/people leadership within the political context.
- Flexible in terms of delivery methods and not assessed through a high level of written assessment.
- Regional workshops and master classes supplemented with a mentoring programme.



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Delivery - Accredited Provision Options


- Local Planning Programme (Local Development Planning and Development Management) - Endorsed Award.
- Elected Member Leadership Programme - ILM Accredited.



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Delivery - Master Classes

- Scrutiny and Challenge
- Partnership Working
- Brexit – Preparation and Risks
- Growth Investment and Planning / General Power of Competence
- Working Across Boundaries
- Resilience, Social Media and Wider Communications



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Delivery - Ongoing Programmes / In house

- Chairing Skills (Bi-annual)
- Finance / setting the rates (Bi-annual)



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Delivery - Network Events


- Collaborative Working, Co Production (Community Planning).
- Collaboration – Working Across Boundaries (Local Planning).
- Role of the Councils in Place Making.
- Community Planning Network Event.
- Brexit Summit – EU Repatriation and Devolution.



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Delivery - Sub Regional Development

- Brexit Issues (Border Counties)
- Coastal Adaptation and Assets
- Assets and the Economy
- Brexit Update Sub- regionally



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Delivery - Workshops

- Code of Conduct
- Devolution Awareness
- The role of learning and development in personal effectiveness and the leadership of change
- The Future Policy Agenda for Public Services
- Shared Services and New Models of Service Delivery



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Induction for New Councillors

On-line resources and generic sessions delivered by experienced councillors on:

- the role of the councillor,
- the concept of the 21st Century Councillor,
- the relationship between local government and central government, the Executive and PfG and on the other statutory agencies councils interface with.



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Induction for Returning Councillors

One off sessions sign posting councillors to the resources available to them and providing an overview on current strategic issues for Northern Ireland.

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NILGA Regional Programme Model Timeline

Project Element	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	
Strategic Priorities	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)	Local Authorities (LA) Programme (LA)
Local Councils	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)
Network Events	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)
Engaging Programmes to Support in House Delivery	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)
Local Regional Development	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)
Workshops	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)	Local Councils (LC) Programme (LC)

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Practical Next Steps

- NILGA Member Development and Workforce Group to reflect 11 council / NAC input 7 integration (implementation January 2018).
- Working with LGTG & new WG to ensure fully scoped suite of delivery, vfm & impacts – good governance and resources (Nov 17 – March 18, phase one).
- Regional Programme Defined and Tendered to Potential Partner Organisations (Jan/Feb 2018).



**UPDATE TO ELECTED MEMBER DEVELOPMENT STEERING GROUP
WEDNESDAY 31ST JANUARY 2018**

1. Update on actions to date 2017/18

The Steering Group was established by Council to progress the achievement of Elected Member Development Charter.

Progress in 2017/18 (to date) in terms of the objectives of the Steering Group:

Objective	Action	Status
To establish priorities for the Learning and Development of Members	Members' Training Needs Analysis completed.	Complete
To maintain and encourage commitment to the continuous learning and development of all Members	Implementation of Council's Training Programme Action Plan. Part 1 – develop scheme of support for Members to pursue accredited academic courses. Part 2 – Source training provision for four top training priorities 2017/18 and offer to Members. Part 3 – Design personal development menu, source modules and offer topics to members for delivery in 2017/18	To be commenced Complete Part 2 Phase 1 and 2 Complete Part 3 Phase 1 and 2
To ensure that Member Learning and Development is Member led.	Training Needs identified by Members. Action Plan and Training Plan with associated costs agreed by Council. Steering Group to meet regularly.	Complete Ongoing

Objective	Action	Status
To ensure and promote accessibility for all Members to Learning and Development opportunities	All Members are regularly informed of training opportunities and tailored solutions to suit Members' needs and commitments are offered where possible.	Ongoing
To approve the annual and subsequent amendments to the Elected Member Continuous Development Strategy and Implementation Plan	Strategy to be developed.	Ongoing
To assess and approve the application of the Member Learning and Development Policy	Policy to be developed.	Ongoing
To review the effectiveness of Member Learning and Development to identify positive impact	Review by end of Council term	Not commenced
To provide updates to Council and raise pertinent issues on learning and development matters	Notes of Steering Group Meetings reported through Corporate Policy and Resources Committee and to Council.	Ongoing
To strive for best practice and be a leading Council in the area of Member Learning and Development	Achieve Charter accreditation.	Ongoing
Identify budget	Budget agreed to end of Council's term 2019.	Complete

2. Next steps

- Develop scheme of support for Members to pursue accredited academic courses (including accredited training offered by NILGA).
- Develop Phase 3 of corporate training priorities as identified by Members in the Training Needs Analysis and source training provision for training priorities 2018/19 and offer to Members.
- Design personal development menu Phase 2, source modules and offer topics to members for delivery in 2018/19.
- Develop and approve Member Learning and Development Policy.
- Prepare personal development plans for each member and agree content.
- Liaise with NILGA in achievement of Charter status and regional training programme.