

Present Members: Chair: Alderman Knight McQuillan, Councillor Dawn Huggins (Vice Chair),

Officers: Moira Quinn (DCS), Amanda Hamilton (DCSM)

Agenda No.	Agenda item	Action
1.	Apologies	
	Cllr. Mark Fielding.	
2.	Declarations of Interest	
	None	
3.	Nomination of Chair and Vice Chair	
	Continue as is.	
4.	Review of Terms of Reference (ToR)	
	Moira Quinn outlined the report for the ToR previously provided. The amendments to the ToR were outlined. No comments were recorded. All agreed.	
5.	Charter Learning and Development Assessment Report Update	
	Moira Quinn outlined the associated report. She referred to 2.1 – “Following an audit of Democratic Services undertaken by CavanaghKelly, and reported to Council in March 2024, one Priority 3 Recommendation arose: “It is recommended that the Assessment Report be a standing agenda item for EMDSG and progress on implementation of each of the recommendations be reported under this item.”	

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	She reported on Assessors' suggested improvement areas: (i) The Elected Member Development Steering Group should develop an annual work programme of priorities to ensure continued forward momentum for member development. This area has been completed. Also completed is the Personal Development Planning (PDP) programme and Skillgate Training, Council's strategic approach to E-Learning, that supports a range of member learning styles. An update from NILGA on the the 21st Century Councillor approach was referred to as was an internal mentoring programme in preparation for providing newly Elected Members. Councillor Dawn Huggins asked regarding Code Of Conduct training and how regular this training needed to be. She suggested that this could be looked at in the Chamber in terms of regularity.	Moira Quinn
6.	Elected Member Development Cost/Benefit Analysis	
	Moira Quinn outlined the associated report which measured training which had been delivered and evaluated during the period April 2024 to August 2025. She referred to the positive aspects of the training and also highlighted the need to build on the lower scores. The following areas were discussed: • 5 of the 11 training events provided were delivered internally at no cost to Council. The remaining 6 training events were delivered at a cost of £5,981. • 201 Elected Members attended and 26 feedback responses were received which represents a response rate of 13%. • 39 of the 40 elected members (97.5%) engaged in training during the period April 2024 to August 2025. A query was raised regarding the statistics of each training course. Amanda Hamilton to share the Summary of the Feedback with the Working Group.	Amanda Hamilton

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7.	NILGA Leadership Course Update	
	Moira Quinn outlined the associated Report. There is a budget of £24,000.00 for the training programme of Elected Members. This Programme aims to develop the practical skills necessary for a strategic understanding of the context within which councillors work (people, place and systems) and the capabilities they need, using relevant models and concepts to help them improve their strategic leadership approach in a local political environment. The training encompasses the following modules: • The Roles of the Councillor • Leadership of Your Local Area • Leadership of Your Local Community • Leadership with Partners • Leadership of Place • Leading the Improvement of Outcomes • Leading the Improvement of Efficiency and Service Delivery • Developing Your Future Leadership Role. The gain is CPD Credits. Individual participant cost based on a cohort of 20, is £730 +VAT. Alderman Knight McQuillan queried if many Councillors have attended in the past. The DCS/MQ advised that the programme would be on the CP&R Agenda. Amanda Hamilton will check closing dates.	Amanda Hamilton

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8.	Conferences/Courses	
	A verbal update on the following Conferences/Courses for Elected Members was given by Amanda Hamilton. Re: Invitation – NILGA Insights Exchange - Embedding social value in councils (raised at the Council Meeting of 2 September 2025) NILGA will hold the first of a series of Insights Exchange events on 2 October 2025 from 9.30a.m. – 2.30p.m. in The Junction, Dungannon. The theme for this event will be embedding social value in councils The event will include: · An overview of the policy context · Showcase of council case-studies on social value · Panel discussion Council was invited to nominate up to 7 attendees (councillors and officers). The attendees are: Alderman Sharon McKillop Councillor Dermot Nicholl Alderman Yvonne Boyle Councillor Richard Holmes Peter Kydd – Procurement Officer. In addition, the following is tabled by way of Conferences/Courses for Elected Members: • RTPI NI Politicians in Planning event on 27 October (no nominees received as yet).	

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	This was raised at the Planning Committee meeting of 24 October.	
9.	Date of Next meeting	
	Mon 10 th Nov at 4pm.	