

Elected Member Development Charter	16th August 2016
Corporate Policy and Resources Committee For decision	

Linkage to Council Strategy (2015-19)	
Strategic Theme	Leadership and Champion
Outcome	Elected Member development and community participation supported
Lead Officer	Liz Johnston
Cost: (If applicable)	£2,300 (previously agreed) plus additional programme delivery costs, to be agreed.

The purpose of this report is to update members on progress with regard to the establishment of a Steering Group to take forward the programme of work to achieve the Elected Member Charter.

1.0 **Background:**

Council agreed, on the recommendation of the Corporate Policy and Resources Committee (CPR 160419) to sign up to the NI Elected Member Development Charter and set up Steering Group to take forward the programme of work.

2.0 **Elected Member Development Charter – Steering Group**

The following six members were nominated to the Steering Group, using d’hondt. Alderman Cole (DUP), Alderman Finlay (DUP), Councillor Baird (UUP), Councillor Wilson (UUP), Councillor Nicholl (SF) and Alderman Hickey (SDLP)

The Charter requires the Council to adopt a structured approach to member development and capacity building. It requires a corporate commitment by the Council to developing and supporting Members in their civic leadership role.

3.0 **Resource Implications**

The Charter is a strategic approach to Councillor development. Member commitment to the Elected Member Charter is required, evidenced through implementing the Action Plan, undertaking the learning and development identified in individual learning plans and the sharing of learning across the Council. A Learning and Development Policy will be developed.

A designated budget towards Councillor learning and development to cover the costs of activities identified in the Action Plan, undertaking a Training Needs Analysis and individual Learning Plans, is required.

4.0 Key Stages

There are five stages to achieving the Charter –

1. Commitment to the Charter, self-assessment and developing an action plan;
2. Implementation of the action plan
3. External assessment undertaken through submitting outline evidence and on-site peer assessment
4. Award of the Charter
5. Re-assessment every 3 years with 18 month review involving Council submitting details of how it has sustained the standard
 - Councillors provided with briefings to help fulfil their role as organisation leaders
 - Councillors provided with briefings to help understand and fulfil their role with regard to community involvement.

5.0 Recommendation:

It is **recommended** that:

1. NILGA officials attend the first meeting of the Steering Group to provide an initial overview, induction and timeline for the Elected Member Development Charter. It might also be useful to identify a Councillor from another Council who has already achieved the Charter Award to attend and share their experience of the process.
2. Wavell Moore, PSM Consulting attend the meeting to present a proposal to carry out a Members' Training Needs Analysis.
3. The steering group agree a date for the first meeting. Suggested dates 26th or 30th August, 1st, 5th, 6th or 9th September.