



**Causeway  
Coast & Glens  
Borough Council**

**Report of Elected Member Development Working Group  
Wednesday 30<sup>th</sup> March 2022 at 6.00pm  
Via MS Teams**

**Present**                      **Members:**                      Alderman Hillis (Chair) Alderman Fielding, Alderman Knight McQuillan

**Officers:**                                      Democratic & Central Services Manager

<b>Agenda No.</b>		<b>ACTION</b>
<b>1.</b>	<b>Apologies</b>	
	Alderman Duddy	DS
<b>2.</b>	<b>Declarations of Interest</b>	
	None	
<b>3.</b>	<b>Presentation ILM Level 7 – Alderman Knight McQuillan</b>	
	<p>Alderman Knight McQuillan presented Challenges for the 21st Century Women in Leadership’ which she had been part of her completion of ILM Level 7 Leadership and Management. Members thanked Alderman Knight-McQuillan for her presentation and the issues raised within. Members agreed that Council would benefit from receiving the presentation from Alderman Knight-McQuillan.</p> <p>The Democratic and Central Services Manager noted that in terms of the requirements for achieving Charter status sharing of learning and the benefits Members derived from it was important.</p>	

4.	<b>Councillor Role Profiles</b>	
	<p>The Democratic and Central Services Manager presented the report the purpose of which was to present the final copy Councillor Role Profiles for information following Council's approval. Members noted the Final copy Causeway Coast and Glens Councillor Role Profile (Appendix 1), Mayor and Deputy Mayor Role Profiles (Appendix 2) incorporating the amendment as previously agreed by Council.</p>	
5.	<b>Elected Member Development 2021/22 Performance Indicators</b>	
	<p>The Democratic and Central Services Manager presented the report (previously circulated) which provided statistics in relation to uptake of the Elected Member Development Programme 2021/2022, in conjunction with Performance Indicators identified within Council's Corporate Strategy 2021-2025 and Democratic and Central Services Business Plan.</p> <p>The DCSM drew Members' attention to the performance indicators for Elected Member Development as set in the Corporate Strategy and APSE indicators.</p> <ul style="list-style-type: none"> <li>• Performance Indicator Corporate Strategy 85% engagement with Elected Member Development Programme.</li> <li>• APSE 1 day (=6 hours) on average per Elected Member spent on training.</li> </ul> <p>Members noted that in 2021/22 an average of 1.24 days per Elected Member was spent on Training and achieves the Performance Indicator; whilst 22.38% Elected Members engaged with Elected Member Development Programme is below the Performance Indicator.</p> <p>Members asked why the engagement with the Elected Member Development Programme was low and asked if officers could explore ways to increase this including timing of training, shorter 'bitesize' online training which could be completed individually, providing training as part of committee business to reduce the number of events Members need to attend.</p> <p>Members also agreed that Council considers that the 2022/23 Elected Member Development Programme is delivered virtually via MS Teams, on a case-by case basis, where savings can be identified.</p>	DCSM

<b>6.</b>	<b>Correspondence</b>	
	<p>The DCSM presented the correspondence report, previously circulated.</p> <p>(1) Council Officers had sought an update as to whether NILGA had progressed a decision to offer Accredited Learning and Development opportunities to Council during 2022/23. The NILGA Officer had responded and further advised the matter will be considered at its Elected Member Development Network Meeting on 28<sup>th</sup> April 2022, reflective of 2022/23 being an Election year. An update will be presented to the Elected Member Development Charter Steering Group in due course. Elected Members should be cognisant that in the event the NILGA Accredited Programme does not take pace, there will be a further decision required on allocating the remaining Elected Member Development budget during 2022/23.</p> <p>(2) In December 2021 Elected Member Development Charter Steering Group noted three Elected Members were enrolled to attend the ILM Level 7 Leadership and Management Award, additionally one was participating in the Local Planning Programme and nominees registered to participate. The NILGA Officer has advised that one Elected Member withdrew from the NILGA Accredited ILM Level 7 Leadership and Management participation and Council has not been invoiced.</p> <p>Members noted the correspondence schedule.</p>	
<b>7.</b>	<b>Charter Plan Action Update</b>	
	<p>The DCSM presented the update, previously circulated and advised Members that officers were continuing to work on the criteria where further work was needed to meet the requirements. She further advised that she would arrange to meet with NILGA in order to informally assess the progress being made.</p>	DCSM
<b>8.</b>	<b>Date of Next Meeting</b>	
	June 2022 – Confirmation of date and time to be circulated to Members.	DS

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