



Title of Report:	Elected Member Development
Committee Report Submitted To:	Corporate Policy and Resources Committee
Date of Meeting:	27th October 2020
For Decision or For Information	For Decision

Linkage to Council Strategy (2019-23)	
Strategic Theme	Leader and Champion
Outcome	Provide civic leadership to our citizens
Lead Officer	Director of Corporate Services
	Elected Member Development Training Budget:

Budgetary Considerations	
Cost of Proposal	-
Included in Current Year Estimates	YES/NO
Capital/Revenue	
Code	
Staffing Costs	Within existing budget

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

- 1.1 The purpose of this report is to update Committee on the steps required for Council to progress its application for Charter status.

2.0 Background

In order to achieve Charter status Council is required to submit online evidence in a number of areas in relation to Elected Member Development. Since 2016 a number of actions have been completed which will contribute towards Charter status.

- 2.1 Council is currently at Stage 1 of a 5 stage process to achieve Charter status.

Stage 1: Commitment to the Charter and an action plan

The council will undertake a self-assessment against the criteria and, based on self-assessment, will develop an action plan supported and approved by NILGA.

Stage 2: Improving the development of councillors

The council works towards achieving the Charter and meeting the requirements of the action plan.

Stage 3: Assessment

When a council considers it has everything in place to demonstrate it has achieved the Charter, it will inform NILGA who will make a judgement. An on-site assessment will be carried out by a trained team of an officer, a member and NILGA. A comprehensive report will then be sent to the council following the assessment visit, outlining good practice, areas for improvement and whether it has achieved Charter status.

Stage 4: Awarding the Charter

When the council has been assessed and awarded Charter status, a certificate from NILGA will be presented.

Stage 5: Reassessment

Once awarded, the Charter has a 'lifespan' of three years, after which a council will be required to submit details of how it has sustained the standard. The council is then reassessed against the Charter. An informal review after 18 months is also carried out to check progress and identify any needs.

- 2.2 It is clear from the stages outlined above that significant time and commitment from officers and Members is required to work through the process.

3.0 Work to date

- 3.1 The completed actions include a Council Declaration committing to the principles for Member Development, establishment of a Steering Group and Terms of Reference, a Training Needs Analysis carried out and an associated Action Plan agreed by Council in January 2017. The Training Plan prioritised the training across three strands - Corporate Training, Accredited Academic Training and Personal Development. An extensive training programme has been offered to Elected Members and delivered under these themes since 2017.
- 3.2 The recommendations of the 2017 Training Needs Analysis have been largely delivered during 2017-2020. Further progress is required under the theme of Accredited Academic Training for Elected Members.

4.0 Next steps

- 4.1 Re-establishment of the Elected Member Steering Group

In order to demonstrate a clear commitment to elected member development and support Council had previously set up an Elected Member Steering Group and agreed its Terms of Reference. Council agreed that the Steering Group be comprised of 6 Members nominated by d'Hondt from the Corporate Policy and Resources Committee.

- 4.2 When the Steering Group is re-established it will begin work on the actions required at each stage of the Charter application process, including review of the current Training Needs Analysis and an Action Plan. The work of the Steering Group will be supported by officers and NILGA. The Steering Group will report to the Corporate Policy and Resources Committee.

5.0 Recommendation

- 5.1 It is recommended that Council re-establishes the Elected Member Steering Group to continue work on the application for Charter status.