

September 21st, 2023


Notice Of Meeting

You are requested to attend the meeting to be held on **Wednesday, 27th September 2023** at **7:00 pm** in **City Hall, Bangor.**

Agenda

Agenda


(Attached)

 *C 27.09.2023 Agenda.pdf*

Page 1

1. **Prayer**
2. **Apologies**
3. **Declarations of Interest**
4. **Mayor's Business**
5. **Mayor and Deputy Mayor Engagements for the Month of September 2023**
6. **Minutes of Council Meeting held dated 20 August 2023**

(Copy attached)

 *C 30.08.2023 Minutes.pdf*

Not included

7 Minutes of Committees

7.1 Planning Committee dated 5 September 2023

(Copy attached)

 *Minutes PC.05.09.23.pdf*

Not included

 *Minutes PC.05.09.23 PM.pdf*

Not included

7.2 Environment Committee dated 6 September 2023

(Copy attached)

 *230906 EC Minutes.pdf*

Not included

 *230906 EC MinutesPM.pdf*

Not included

*****IN CONFIDENCE*****

7.2.1 Matter Arising - Governance Arrangement for Management of Council Harbours Appointment of 'Duty Holder'

7.3 Place and Prosperity Committee dated 7 September 2023

(Copy attached)

📎 *PP 07.09.2023 Minutes.pdf* *Not included*

📎 *PP 07.09.2023 Minutes PM.pdf* *Not included*

7.4 Corporate Services Committee dated 12 September 2023

(Copy attached)

📎 *CS 12.09.2023 Minutes.pdf* *Not included*

📎 *CS 12.09.2023 Minutes PM.pdf* *Not included*

7.4.1 Matter Arising - Report on the Consultation Response to Northern Ireland's 2030 and 2040 Emissions Reduction Targets and First Three Carbon Budgets and Seeking views on Climate Change Committee (CCC) Advice Report: The Path to Net Zero Northern Ireland

(Report attached)

📎 *Item 7.4.1-Matter Arising-Report on the Consultation response to Northern Irelands 2030 - 2040 Emissions Reduction Targets and First Three Carbon Budgets a.pdf* *Not included*

📎 *Item 7.4.1 - Matter Arising - Appendix 1 - Carbon Budget Consultation Document.pdf* *Not included*

📎 *Item 7.4.1 - Matter Arising - Appendix 2 - Draft consultation response revised Full council.pdf* *Not included*

7.5 Community and Wellbeing Committee dated 13 September 2023

(To follow)

7.5.1 Matter Arising - Report on the Funding Offer from Department of Business Energy and Industrial Strategy (BEIS) for Capacity and Capability Building Programme in Northern Ireland: Non-Good Products 2023/24

(Report attached)

- 📄 **7.5.1 Matter Arising Funding Offer from BEIS Capacity & Capability Building Programme.pdf** *Not included*

7.6 Audit Committee dated 18 September 2023

(To follow)

8. Requests for Deputation

8.1 Re-Gen

(Copy attached)

- 📄 **8.1 Request for Presentation - Re-Gen.pdf** *Not included*
- 📄 **8.1 Appendix 1 - Letter from Re-Gen.pdf** *Not included*

9. Nomination to East Border Region Members Forum

(Report attached)

- 📄 **9. Nomination to East Border Region Forum.pdf** *Not included*

10. NILGA Accredited Provision for Elected Member Development 2023/2024

(Report attached)

- 📄 **10. NILGA Accredited Provision for Elected Member Development 23 24.pdf** *Page 5*
- 📄 **10. Appendix 1 - NILGA Accredited Provision Nominations LetterANDAug2023.pdf** *Page 7*
- 📄 **10. Appendix 2 - NILGA Local Development Planning Leadership Programme 2023-24 Promotion.pdf** *Page 10*
- 📄 **10. Appendix 3 - NILGA Leadership Development Programme 2023 -24 Promotion August 2023.pdf** *Page 14*
- 📄 **10. Appendix 4 - NILGA Accredited Learning Provision Indicative Costs (2023-24).pdf** *Page 17*

11. Implementation of New HRC Access Booking System Update

(To follow)

12. Nomination to Outside Bodies

(Report attached)

📎 *12. Nominations to Outside Bodies.pdf*

Page 18

13. Sealing Documents

14. Transfer of Rights of Burial

15. Notice of Motion Status Report

(Report attached)

📎 *15. NOM Status Report.pdf*

Not included

📎 *15. NOM TRACKER LIVE.pdf*

Not included

16. Notices of Motion

16.1 Notice of Motion submitted by Councillor Moore and Councillor Creighton

This Council believes:

education should be accessible to all who seek it and embedding a culture of lifelong learning in our society is essential to enabling people to realise their potential.

part-time flexible learning is crucial to meeting the skills needed to build a modern, inclusive and green economy.

part-time students are a unique demographic, they are more likely to have disabilities, come from disadvantaged backgrounds, having caring responsibilities, such as children or elderly relatives, and in general, be part of a 'hard to reach' group who missed out on full-time study.

lifelong learning, including non-formal education, addresses social issues, strengthens communities and builds civic engagement. It is the most effective tool for meeting social policy objectives and creating positive social change.

recognises that lifelong learning must become a meaningful and developed policy area with tangible actions and outcomes, underpinned by the wealth of best practice and innovation from across the UK and Ireland.

This Council therefore resolves to:

work with the Lifelong Learning Alliance to develop a Lifelong Learning campaign, to inform and raise public awareness of how lifelong learning transforms lives and communities.

Engage with MLAs and MPs to prioritise funding for formal and informal part-time education when the

Executive is formed.

Encourage MLAs to form an All- Party Group on Lifelong Learning to support an evidence and best-practice informed approach to policy making, in collaboration with adult education bodies to form a voice for Lifelong Learning in the Assembly when an Executive is formed.

16.2 Notice of Motion submitted by Councillor Woods and Councillor McKee

That this Council, recognising its commitment as a responsible employer, and that staff are paid the current Living Wage, tasks officers to explore becoming 'Living Wage' accredited with the UK Living Wage Foundation, as well as ensuring any regularly contracted employees and workers, including those who are employed externally to deliver Council services, are paid the living wage hourly rate. It also explores also becoming Living Hours and Living Pensions accredited too.





16.3 Notice of Motion submitted by Councillor Adair and Councillor Douglas

That Council notes the increasing complaints regarding the poor condition and appearance of our cemeteries across the Borough and tasks officers to bring back a report on options to improve the maintenance of our cemeteries which are places of special significance to those who have lost loved ones.

***** IN CONFIDENCE *****




17. Disposal of Kinnegar Logistics Base Update

(Report attached)

 17. Disposal of Kinnegar Logistics Base -update.pdf	<i>Not included</i>
 17. Appendix 1 - Letter from Cleaver Fulton Rankin.pdf	<i>Not included</i>
 17. Appendix 1 - Legal Opinion.pdf	<i>Not included</i>
 17. Appendix 2 - Letter from Joe ONeil Belfast Harbour to Stephen Reid.pdf	<i>Not included</i>

18. NIE Request for Use of Land Castle Place Car Park, Newtownards

(Report attached)

 18. Request for a lease to NIE - Kennel Lane Carpark Newtownards.pdf	<i>Not included</i>
 18. Appendix 1 - location map - request from NIE.pdf	<i>Not included</i>
 18. Appendix 2 - substation drawing - request from NIE.png	<i>Not included</i>

ARDS AND NORTH DOWN BOROUGH COUNCIL

20 September 2023

Dear Sir/Madam

You are hereby invited to attend a hybrid Meeting (in person and via Zoom) of Ards and North Down Borough Council which will be held at the City Hall, The Castle, Bangor on **Wednesday, 27 September 2023 at 7.00pm.**

Yours faithfully

Stephen Reid
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Prayer
2. Apologies
3. Declarations of Interest
4. Mayor's Business
5. Mayor and Deputy Mayor Engagements for the month of September 2023
6. Minutes of Council meeting dated 30 August 2023 (Copy attached)
7. Minutes of Committees
 - 7.1. Minutes of Planning Committee dated 5 September 2023 (Copy attached)
 - 7.2. Minutes of Environment Committee dated 6 September 2023 (Copy attached)

*****IN CONFIDENCE*****

- 7.2.1 Matter Arising – Governance Arrangement for Management of Council Harbours Appointment of 'Duty Holder'
 - 7.3. Minutes of Place and Prosperity Committee dated 7 September 2023 (Copy attached)

- 7.4 Minutes of Corporate Services Committee dated 12 September 2023 (Copy attached)
 - 7.4.1 Matter Arising – Report on the Consultation response to Northern Ireland's 2030 and 2040 Emissions Reduction Targets and First Three Carbon Budgets and Seeking views on Climate Change Committee (CCC) Advice Report: The path to Net Zero Northern Ireland (Report attached)
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- 7.6 Minutes of Audit Committee dated 18 September 2023 (Copy to follow)
8. Requests for Deputation
 - 8.1 Re-Gen (Report attached)
9. Nomination to East Border Region Members Forum (Report attached)
10. NILGA Accredited Provision for Elected Member Development 2023/2024 (Report attached)
11. Implementation of New HRC Access Booking System Update (Report to follow)
12. Nomination to Outside Bodies (Report attached)
13. Sealing Documents
14. Transfer of Rights of Burial
15. Notice of Motion Status Report (Report attached)
16. Notices of Motion
 - 16.1 Notice of Motion submitted by Councillor Moore and Councillor Creighton

This Council believes:

- education should be accessible to all who seek it and embedding a culture of lifelong learning in our society is essential to enabling people to realise their potential.
- part-time flexible learning is crucial to meeting the skills needed to build a modern, inclusive and green economy.
- part-time students are a unique demographic, they are more likely to have disabilities, come from disadvantaged backgrounds, have caring

responsibilities, such as children or elderly relatives, and in general, be part of a 'hard to reach' group who missed out on full-time study.¹

- lifelong learning, including non-formal education, addresses social issues, strengthens communities and builds civic engagement. It is the most effective tool for meeting social policy objectives and creating positive social change.
- recognises that lifelong learning must become a meaningful and developed policy area with tangible actions and outcomes, underpinned by the wealth of best practice and innovation from across the UK and Ireland.

This Council therefore resolves to:

- To work with the Lifelong Learning Alliance to develop a Lifelong Learning campaign, to inform and raise public awareness of how lifelong learning transforms lives and communities.
- Engage with MLAs and MPs to prioritise funding for formal and informal part-time education when the Executive is formed.
- Encourage MLAs to form an All-Party Group on Lifelong Learning to support an evidence and best-practice informed approach to policy making, in collaboration with adult education bodies to form a voice for Lifelong Learning in the Assembly when an Executive is formed.

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16.3 Notice of Motion submitted by Councillor Adair and Councillor Douglas, Alderman McIlveen

That Council notes the increasing complaints regarding the poor condition and appearance of our cemeteries across the Borough and tasks officers to bring back a report on options to improve the maintenance of our cemeteries which are places of special significance to those who have lost loved ones.

*****IN CONFIDENCE*****

17 Disposal of Kinnegar Logistics Base Update (Report attached)

18 NIE request for Use of Land Castle Place car park, Newtownards (Report attached)

MEMBERSHIP OF ARDS AND NORTH DOWN BOROUGH COUNCIL

Alderman Adair	Councillor Hollywood
Alderman Armstrong-Cotter	Councillor S Irvine
Alderman Brooks	Councillor W Irvine
Alderman Cummings	Councillor Irwin (Deputy Mayor)
	Councillor Kennedy
Alderman Graham	Councillor Kerr
Alderman McAlpine	Councillor MacArthur
Alderman McDowell	Councillor Martin
Alderman McIlveen	Councillor McCollum
Alderman Smith	Councillor McCracken
Councillor Ashe	Councillor McKee
Councillor Blaney	Councillor McKimm
Councillor Boyle	Councillor McLaren
Councillor Cathcart	Councillor McRandal
Councillor Chambers	Councillor Moore
Councillor Creighton	Councillor Morgan
Councillor Cochrane	Councillor Rossiter
Councillor Douglas	Councillor Smart
Councillor Edmund	Councillor Woods
Councillor Gilmour (Mayor)	Councillor Wray

Unclassified

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ITEM 10

Ards and North Down Borough Council

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Council Meeting
Date of Meeting	27 September 2023
Responsible Director	Director of Corporate Services
Responsible Head of Service	Head of Administration
Date of Report	07 September 2023
File Reference	DIR/ADM4
Legislation	N/A
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	NILGA Accredited Provision for Elected Member Development 2023/2024
Attachments	NILGA Letter and Enclosures of 31 August 2023

Members are asked to consider nominations to the following NILGA accredited Elected Member Development Programmes, commencing in the Autumn 2023:

Programme	Indicative Cost per nomination
Local Planning Programme (ILM endorsed award) 5 Modules (4 online and 1 face to face) delivered from November 2023 to April 2024, and additionally, a non-obligatory study trip to the Republic of Ireland	If 30 participants across councils: £622
Leadership Programme (CPD Standards) 8 Modules (6 online and 2 face to face) from October 2023 to May 2024	If 20 participants across councils: £1,215

Not Applicable

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Beneficially, most of the modules for the accredited programme are delivered online at less than half a day, with further details set out in the enclosed correspondence.

RECOMMENDATION

It is recommended that Council consider nominating to each of the NILGA Local Planning and Leadership programmes, with costs to be met from the approved Member Development budget.



the voice of local government

Mr Stephen Reid
Chief Executive
Ards and North Down Borough Council
Town Hall
The Castle
Bangor
BT20 4BT

31st August 2023

Dear Stephen

Re: NILGA Regional Programme for Elected Member Development 2023-24

As you know, NILGA coordinates an all-council Regional Programme of Elected Member Development annually, complementing your Council's specific training, designed to provide the local government sector's elected members with a co-ordinated toolkit of learning, suited to today's responsibilities and challenges. This builds on the NILGA delivered - nationally accredited Councillor Development Charter and Charter Plus initiatives, has been co-designed by councils' elected member development groups, councils' member services and human resource officials, through the NILGA Elected Member Development Network.

As part of this, accredited provision is available to elected members related to (i) Leadership and (ii) Planning.

- (i)* NILGA is delivering CPD Standards, **8 Module Accredited Leadership Programme** for elected members, which 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 Leadership Programme will commence on the 20th October 2023 and will run each month up until May 2024. NILGA seeks nominations based on your own determinations, which we ask you seek at the earliest possible full council meeting.

Module	Title	Time	Date	Venue
Module 1	Programme Induction The Roles of Councillors	1-4pm	Friday 20 th October 2023	In-person, venue tbc
Module 2	Leadership of Your Local Area	tba	tba November 2023	Online / Digital
Module 3	Leadership of Your Local Community	tba	tba December 2023	Online / Digital
Module 4	Leadership with Partners – We are all in this together?	tba	tba January 2024	Online / Digital
Module 5	Leadership of Place	tba	tba February 2024	Online / Digital
Module 6	Leading the Improvement of Outcomes	tba	tba March 2024	Online / Digital
Module 7	Leading the Improvement of Efficiency and Service Delivery	tba	tba April 2024	Online / Digital
Module 8	Developing your Future Leadership Role	tba	tba May 2024	In-person, Venue tbc

- (ii) **The NILGA Local Planning Programme is an ILM (recognised award)**, 5 Module Programme, commencing on the 17th November 2023 and will convene once every month. NILGA seeks nominations based on your own determinations, which we ask you seek at the earliest possible full council meeting. There is considerable scope for a larger cohort for this programme as we can accommodate up to 40 councillors. Can you please put forward at the earliest possible full council meeting to seek your core nominations (together with any additional potential participants) by the 29th September 2023.

Module	Title	Time	Date	Venue
Module 1	Understanding Plan Making and the Role of Councillors Understanding the LDP Process from Draft Stage to Adoption.	2-4.30pm	17 th November 2023	In-person, venue tbc

Northern Ireland Local Government Association

Bradford Court, Upper Galwally, Castlereagh, BT8 6RB

Tel: 028 9079 8972 email: office@nilga.org web: www.nilga.org twitter: @NI_LGA

Module 2	How Local Development Planning is Linked to Community Planning and Regeneration Activities	2-4.30pm	15th December 2023	Online / Digital
Module 3	Understanding Development Management: The Planning Process and the Role of Councillors, Planning	2-4.30pm	26 th January 2024	Online / Digital
Module 4	Understanding the Statutory Appeal System and Best Practice	2-4.30pm	23 rd February 2024	In – person venue tba
Module 5	Maladministration charges to the Ombudsman and the Judicial Review of Planning.	2-4.30pm	29 th March 2024	Online / Digital
	Study Trip to Republic of Ireland		tba April 2024	tba

Please note in both cases, there are costs per participant associated with this type of provision and I have included an indicative costs model to assist in your consideration of participation, based upon previous delivery.

Thanking you in anticipation of your continued positive approach and nominations for participation on the accredited Provision. Please feel free to contact my colleague Fiona Douglas (f.douglas@nilga.org) or myself if you or a senior colleague wish to discuss further.

Yours sincerely,



Alison Allen
Chief Executive

CC. Samantha Rea



NILGA Local Planning Leadership Programme for Councillors 2023-24

What is this programme about?

The NILGA Local Planning Leadership Programme provides a unique training and development experience for councillors in Northern Ireland involved in council planning committees to help them address the challenges of their role.

Since 2015, councils have responsibility for the following key planning functions:

- Local plan-making (Local Development Plan – LDP) – sometimes referred to as ‘forward planning’.
- Development management (excluding regionally significant applications)
- Planning enforcement

Councillors that sit on planning committees will be tasked with assessing the different benefits and impacts of planning applications, weighing up these considerations against regional policy and the policies published in your published local development plan (LDP). It is vital you therefore have a sound understanding of the planning system. The Programme is based on a tested and highly accessible model, which helps councillors in this regard.

The delivery of this programme will be interactive and interesting for Councillors allowing them to learn from case studies, ask questions regularly and to undertake role play in workshops. Delivery will include:

- *Short presentations using PowerPoint.*
- *Discussions*
- *Case studies and benchmarking practice in other jurisdictions.*
- *Workshops with role play.*
- *Question/answer sessions.*
- *Mock appeal.*
- *Handouts in paper form.*
- *Summary notes of discussions at each session and suggestions for further training.*
- *Optional study trip.*

The programme therefore enhances councillors’ strategic leadership and decision-making skills, making them more effective decision makers in their planning committee role, place shaping activities and overall competence in local development planning.

How will this programme benefit me?

The programme will improve your understanding of the plan making system and role in the process as civic leaders. It will enable you to participate effectively and take the lead in making robust and defensible decisions about the future of your council area.

You will have the chance to increase your understanding about what Council's priorities for statutory plan making could and should be. Participation will help in your role to ensure Council effectively manages the planning process and does not breach any statutory requirements or fail to get the plan through to adoption in a timely manner.

The programme will make the linkages, both statutory and practical, between community planning and the statutory local development planning being carried out by Councils and your strategic leadership role as a councillor. Further linkages with planning activities carried out by the Department for infrastructure and by Department for Communities at regional and local level will also be explained. As a result, councillors and their councils will be better enabled to demonstrate 'joined up' good governance and the delivery of planning and related activities in a holistic way.

Regarding development management, the programme will improve your understanding of the development management system, enhancing your strategic leadership decision-making capacity for the delivery of Council's planning objectives as set out in its policies, its emerging Local Development Plan and in regional guidance. Councillors will also have improved understanding of the enforcement process and when enforcement action is desirable.

The programme is also designed to help you reduce Council's vulnerability on appeal in the interests of minimising the possibility of award of costs at appeal, as well as Council's vulnerability in relation to maladministration of their planning powers.

The programme is deliberately ambitious in its aim to help to safeguard Council's reputation as responsible decision maker across a range of interrelated areas of local government.

The impact and success of the training will be monitored at an individual level through returned course evaluation forms and improved understanding demonstrated in workshops.

Finally, Councillors who successfully complete the entire course to a satisfactory standard will be credited with an Institution of Leadership and Management (ILM) Endorsed Award.

Programme of workshops

Date	Time	Venue	Module
Friday 17 th November 2023	2 – 4.30pm	In – Person tbc	Module 1: Understanding Plan Making and Role of Councillors Understanding the LDP process from draft stage to adoption.

15 th December 2023	2-4.30pm	Online /Digital	Module 2: How the Local Development Plan is Linked to Community Planning and Regeneration Activities
26 th January 2024	2-4.30pm	Online / Digital	Module 3: Understanding Development Management: The Planning Process and the Role of the Councillors Understanding Planning Conditions and Planning Agreements and the Role of the Planning Committee The Statutory Enforcement Process and the Role of the Planning committee
23 rd February 2024	2-4.30pm	Online / Digital	Module 4: Understanding the Statutory Appeal System
29 th March 2024	2-4.30pm	Online / Digital	Module 5: Maladministration charges to the Ombudsman and the Judicial Review of Planning
tba April 2024	Study Trip to the Republic of Ireland		Study Trip

What commitment will the programme entail from me?

You will be expected to attend five, two-hour and a half hour workshops over 5 months, beginning in November 2023. The programme also includes a study trip to the Republic of Ireland, which is optional.

At each workshop you will receive a workbook assessment sheet with some case studies and questions related to the workshop content. To achieve the ILM accreditation, you will be required to submit at least three of these workbook assessment sheets, completed to the required standard, by a date agreed with the course co-ordinator at the final workshop.

What other participants have gained?

NILGA believes this programme brings major benefits for all participants. And previous participants agree, here is a testimonial from a councillor who participated in previous programmes:

'My first venture into representative politics was during the Local Government elections in 2001, when to my surprise and delight, I was elected to Fermanagh District Council. Since then, I have remained as a representative in local politics and now sit on the re-formed Fermanagh and Omagh District Council.

Politics forms a large part of my working week, however when not engaged in the political arena, I am involved in the construction industry working in property as a quantity surveyor/project manager/property developer. Construction is a very fulfilling profession and I have been privileged to work on many projects over the years that have challenged and developed me on a personal level. The skills and core competencies developed through this

work have better equipped me for my role as a councillor, and I have developed an interest and expertise in related matters such as planning and land use.

NILGA as well as being the voice of Local Government also provide support and training modules for councillors. The recently developed ILM (Endorsed Award) NILGA Local Planning Leadership Programme has proved to be an excellent platform to enhance and widen the knowledge and skill base of participants. The interactive nature of the course allowed learning by instruction, participation and sharing of experiences by all of those involved. The content was pitched at the right level and covered the complete range of subject matter that councillors need to have knowledge of and be competent in. It highlighted the serious nature of the work and how it related to Community Planning.

I found that through participation in the course my own appreciation of and competence in the area of planning and related subject matter has greatly increased. For those wanting to broaden their horizons in planning it is a must do activity. I would recommend it to anyone as I have thoroughly enjoyed the experience.

Looking forward the course has helped me to be more confident not only in planning matters but as a councillor in general, allowing me to better fulfil the role for my community.'

Cllr Robert Irvine

(Fermanagh and Omagh District Council)

NILGA amongst many other things, provides training support for councillors. I attended the ILM accredited NILGA Local Planning and Leadership Programme, which was excellent. Having previously had some knowledge of planning, this programme certainly enhanced and widened my knowledge of the subject. One of the modules was with a Planning Commissioner from the Planning Appeals Commission. I found this module to be extremely informative and overall, I thoroughly enjoyed the entire course and can wholeheartedly recommend the course to any councillor, especially those elected for the first time, if they are on the planning committee.

Cllr Thomas Gordon

(Mid and East Antrim Council)

For more information

The NILGA Local Planning Leadership Programme 2023-24, detailed prospectus is available on the NILGA Website. All interested parties can contact Fiona Douglas (f.douglas@nilga.org) to discuss further.



NILGA Leadership Development Programme for Councillors 2023-24

What is this programme about?

The NILGA Leadership and Development Programme provides a unique training and development experience for councillors in Northern Ireland to help them address the challenges of their role.

The programme is based on a tested and highly accessible model, which helps councillors to improve their understanding of:

- *Context*: how to adapt their leadership styles and practices to the context and challenges of their own place, people and systems.
- *Theory*: what knowledge, skills and capabilities they need to be effective, based on rigorous conceptual and theoretical frameworks.
- *Practice*: how to increase their personal resilience and improve their practical response to challenges.

The programme therefore enhances councillors' strategic leadership and decision-making skills, making more effective their Council role, community champion activities and 'personal brand'.

How will this programme benefit me?

The programme will help you to develop the practical skills necessary to be a more effective councillor, to highlight what roles you currently play and should look to play in the future, and to overcome the major challenges and barriers you face in playing these roles.

You will have the chance to catch up with the latest thinking on local government leadership and to develop new approaches to your work as a councillor.

The Programme is deliberately ambitious – it aims to enable you to take a strategic approach to identifying, balancing and addressing the needs in your local area and making more effective use of the assets of local residents, community groups, local business, your political party (if you belong to one) and the Council.

The programme is also designed to help you to deal successfully with the operational problems faced by your constituents. Case studies and discussions with visiting speakers who have directly relevant experience of the issues will introduce new approaches, so that you are assisted to think and act differently and have more impact in tackling the problems you face.

Finally, the programme is CPD-accredited, so upon completion you will accumulate CPD credits to demonstrate your achievement.

Programme of workshops

Date	Time	Venue	Module
Friday 20 th October 2023	1 – 4pm	In - person tba	Module 1: Programme Induction The Role of the Councillor
tba, November 2023	tba	Online / Digital	Module 2: Leadership of Your Area
tba, December 2023	tba	Online / Digital	Module 3: Leadership of Your Community
tba, January 2024	tba	Online / Digital	Module 4: Leadership with Partners – We’re All in This Together
tba, February 2024	tba	Online / Digital	Module 5: Leadership of Place
tba, March 2024	tba	Online / Digital	Module 6: Leading the Improvement of Outcomes
tba, April 2024	tba	Online / Digital	Module 7: Leading the Improvement of Efficiency and Service Delivery
tba, May 2024	tba	In - person tba	Module 8: Developing Your Future Leadership Role

What commitment will the programme entail from me?

You will be expected to attend eight 3-hour workshops over 8 months, beginning in October 2023. About one hour’s preparation is required for each workshop (reading a short article or blog and preparing the answer to some questions relevant to the session). You will then gain CPD credits for your attendance. In addition, you will get 12 extra CPD credits if you make a short presentation in one of the final workshops, focusing on how you are improving your leadership in line with the lessons you have learnt from the programme.

What other participants have gained

NILGA believes this programme brings major benefits for all participants. And previous participants agree here are some comments from councillors who participated in previous programmes:

“... More recently I have had the opportunity to participate in and complete the NILGA Leadership Programme 2021-22 and I would recommend it to all new councillors. It provides the opportunity to work with some excellent facilitators but also to hear and share with other councillors of varying levels of experience and with a wide range of backgrounds and interests.

It allowed me the time and space to think about how and what my council was doing and provided me with the tools to raise issues with officers and also to suggest solutions. It was clear also that councils don’t work in a vacuum and that there is a lot to be gained from building relationships and partnerships with fellow councillors, officers, and other statutory agencies.

I would highly recommend this course to all councillors, as it has been developed from a sound academic and practical background and contains information and insights which I have found invaluable over the past few years."

"The programme has been brilliant from start to finish, I have learnt a lot from it and from that learning I can actually make better decisions and get more involved in my role as a Councillor as I no longer shy away from the big decisions."

"The use of data sources and the approach of identifying key skills in people where I do not have the strength in such. Also, the continual developing and learning in myself has been a great asset in both council and my professional role."

"I found the course informative, and it helped me to understand my role as a Councillor and leader in my community. It was also really good to hear experiences and tips from Councillors in other areas."

"... pushed me to make me even more self-aware ..., especially of my leadership style and how best to utilise this in different groups and situations. Particularly the power of influence and not control!"

"As a newly elected councillor I am still very much learning in the role. Content in the Programme helped me gain a better understanding of process and how to achieve outcomes."



NILGA Accredited Learning Provision 2023-24 - Indicative Costs

NILGA Leadership Programme for Councillor Development 2023-24	
20 Participants (Per Participant Cost)	
Programme Cost	£675
Accreditation Cost	£540
Total Cost	£1215

NILGA Local Planning Leadership Programme for Councillors 2023-24	
30 Participants (Per Participant Cost)	
Programme Cost	£364
Accreditation Cost	£258
Total Cost	£622

Please note that these are total costs required per participant from each Council.

Unclassified

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ITEM 12**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Council Meeting
Date of Meeting	27 September 2023
Responsible Director	Chief Executive
Responsible Head of Service	
Date of Report	18 September 2023
File Reference	
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Nomination to East Border Region Members Forum
Attachments	

Places on working groups are filled through nomination at the Council's Annual Meeting and are thus held by individual Members rather than Parties. When a position becomes vacant, it reverts back to Council to nominate a Member to fill the place rather than Party Nominating Officers.

Following the resignation of Karen Douglas from Council, a place has become available on each of the following groups:

1. Arts and Heritage Advisory Panel – 5 Places (1 Year Appointment)
2. North Down and Ards Road Safety Committee – 7 Places (1 Year Appointment)
3. National Association of Councillors – 8 Places (4 year Appointment) (2023-27)
4. Northern Ireland Museums Council – 1 Place (4 Year Appointment)

Not Applicable

The below tables reflect current membership of the above working groups:

Body: Arts and Heritage Advisory Panel – 5 Places (1 Year Appointment)

1	Councillor MacArthur
2	Councillor Kennedy
3	Councillor Smart
4	Councillor Wray
5	

Body: North Down and Ards Road Safety Committee – 7 Places (1 Year Appointment)

1	Councillor McRandal
2	Councillor Morgan
3	Councillor Cochrane
4	Councillor Wray
5	-
6	-
7	

Body: National Association of Councillors – 8 Places (4-year Appointment) (2023-27)

1	Councillor Boyle
2	Alderman McDowell
3	Councillor Hollywood
4	
5	-
6	-
7	-
8	-

Body: Northern Ireland Museums Council – 1 Place (4-year Appointment)

1	
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Nominations are sought from Council to fill each of the above places for the remainder of the year or four-year term as necessary.

Not Applicable

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RECOMMENDATION

It is recommended that Council nominate a Member to the following groups:

1. Arts and Heritage Advisory Panel – 5 Places (1 Year Appointment)
2. North Down and Ards Road Safety Committee – 7 Places (1 Year Appointment)
3. National Association of Councillors – 8 Places (4 year Appointment) (2023-27)
4. Northern Ireland Museums Council – 1 Place (4 Year Appointment)