

Induction Training Elected Members

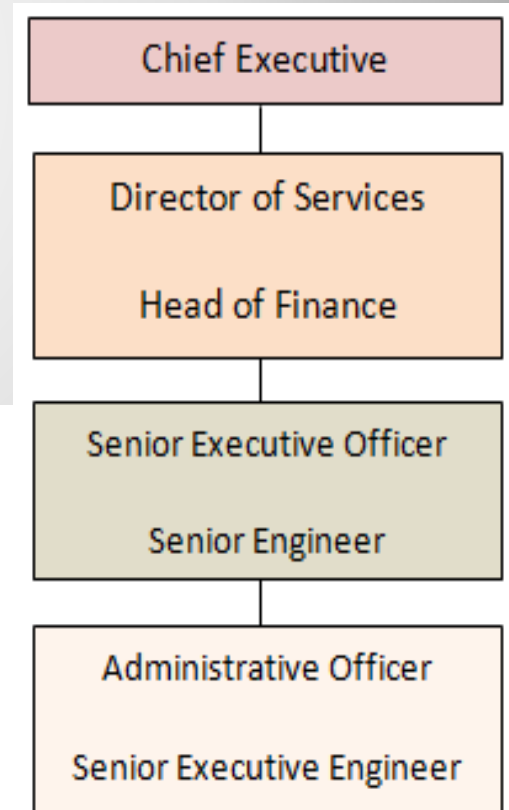
Presented by
Connie Hanniffy



The Local Authority and the Elected Member

General Overview

- Day to day management of the local authority vested in Chief Executive and delegated staff e.g. Director of Services and Heads of Department
- Exercise 'executive functions' in line with policy parameters set down by Councillors



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Meetings of the Council

- Cathaoirleach presides at meetings of local authority where he/she may exercise a casting vote except in the case of the election of Cathaoirleach
- Four types of meetings:
 - Annual Meeting
 - Ordinary Meeting
 - Budget Meeting
 - Special Meeting

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Standing Orders

- Rules determining how meetings are conducted including:
 - Schedule of ordinary meetings
 - Commencement, adjournment and termination of meetings
 - Procedures for dealing with urgent business
 - Procedures for voting
 - Procedures for suspension of Standing Orders

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Quorum

- Minimum number of Councillors to be present at meeting
- Quarter ($\frac{1}{4}$) of the total number of Councillors plus one (where $\frac{1}{4}$ is not a whole number, the Quorum is the next highest number plus one)

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Conduct of Meetings

- Meeting Administrator assigned responsibility for procedural matters relating to notification and organisation of meetings
- Chief Executive may attend meetings, take part in discussions but may not vote
- Councillor or a group of Councillors can take a 'notice of motion' at meetings – a proposal requesting or directing a certain course of action

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Conduct of Meetings

- Standing Orders will specify the number of Notices of Motion which may be submitted by any Councillor and the latest date for submission
- Only items that can be discussed at meetings are those items on agenda or those required to be dealt with by law
- Standing Orders may provide for urgent issues to be discussed

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Conduct of Meetings

- Decision of a local authority, which is a reserved function, is determined by a simple majority of those Councillors present and voting subject to some exceptions
- Code of Conduct for Councillors attending meetings
- Minutes of meetings drawn up by Meeting Administrator and presented for confirmation as an accurate record at the next meeting

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Conduct of Meetings

- Public and media have a statutory right to attend meetings. However, Council can decide to meet 'in committee' due to nature of meeting or business to be discussed

Local government operational structures

- Legislation- now consolidated into the 2014 Act ,and operates at a number of levels.
- International context: Globalisation and the EU e g various directives Waste, health and safety, Water ,Europe 2020.
- National context: Government policy, for example Irish water. Spatial Strategy.
- Regional context : Regional planning guidelines ,Tourism, Regional O.P. Regional economic strategy
- Local context: Democratic institution, service provider, Adminstrating, National and EU legislation, Now the Catalyst and driver Economic and enterprise development at local level.

How is this local context delivered?

- **Via relationship and representation on other bodies-**
- Education and training boards, 2nd level schools Adult education, skills training etc
- HSE forums, reporting and advisory role on health and related issues.
- Regional assemblies, 3 currently, ensuring proper planning within region, New economic role in preparation and monitoring of a Social and Economic Strategy for the Region, Preparing and monitoring regional OP spend and auditing same.
- Association of Irish local government; Education and training body ,advisory body for input into government policy .Representative body of Councillors who nominate to National bodies and to CLRAE.
- C.L.R.A.E, Group of international local and regional councillors who engage with Human rights issues ,Democracy and the rule of Law.
- Local Authority members association LAMA role is based around the needs of its members.

Continued

- Committee of the regions; 9 Irish members Regional spread an EU institution input directly into EU legislation which affects the citizen at local level 70% of EU Legislation has a local impact.
- Irish Public Bodies Mutual Insurance local authorities insurers.
- Regional and county drainage boards.
- Councillors are members of those bodies and thus must engage with their policy and operations representing their Authority.
- **Via committees and structures within local authority:** Municipal districts, S.P.C, C.P.G, L.C.D.C, L.E.O, and others such as rural water monitoring, traveller accommodation consultative committees, Audit Committees, Sports partnerships. Drug Task force Policing committees etc.

Municipal District.

- a new committee within the local authority.
- All Elected members from the municipal district (electoral Area) are members, and act in a collective capacity to perform a range of reserved functions of the authority at Municipal district level.
- The local authority may delegate by resolution functions of the Authority to be performed at Municipal district level.
- Each Municipal district elects its Chairperson or Mayor dependent on the population of the principal town.
- And the Municipal District will have its budgets and work programmes

Strategic Policy Committee



- Each Local Authority must appoint a specific number
- Policy focused committee linked to the council programmes
- Approximately 66% are elected members, others come from sectoral interests, and will be chosen via the PPN structures
- The SPC provides members with the opportunity to develop policy and can request a public authority to attend its meeting. However members must resist from questioning the Public Authority in relation to its day to day operations and use their attendance for the purpose of assisting them with policy input and formation.

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- The SPC must have regard to the spatial and economic strategy of its regional assembly
- The New local government act defines the role of the economic and Enterprise Dev S.P.C as formulating an economic plan, reviewing it, and monitoring its delivery.
- This Economic plan will be recommended for adoption by the SPC who will be responsible for its management and oversight, This SPC thus has a specific role in the monitoring and oversight of the Local Enterprise offices.
- Early engagement in relation to proposed Council policy must take place between the CEO and the SPC chairs and is prescribed in the Act.

Corporate Policy Group

- The C.P.G is intended to link and co-ordinate the works of the different S.P.C's and provide a forum where policy positions affecting the whole local authority can be discussed and agreed for submission to the authority.
- The C.P.G must also be consulted by the manager in preparation of both the corporate plan and the draft budget.
- The C.P.G comprises of the chair of each S.P.C, the chair of the Council, and the Chair or a representative of Municipal districts which are not already represented.

Local Community Development Committee

- Set up under section 36 of the local government act.
- Established in all local authorities as a committee of the local authority.
- An important role for elected members which must be grasped and acted upon, the Authority now has a specific role in engaging with local community and enterprise development and driving the agenda .
- However its independent of local authority in performance of duties.
- For the purpose of developing, co-ordinating and implementing a coherent approach to local community development.

Functions of the LCDC

- Prepare a community plan
- Plan must be approved by local authority
- Review this plan at least once every 3 years
- Monitor and review the implementation of the plan, revising actions and strategies where necessary.
- Prepare an annual report for submission to the local authority.
- Secure the most beneficial effective and efficient use of the available resources
- Co-ordinate, manage and oversee the implementation of local and community development programmes
- Prepare and adopt a statement for the local authority in respect of the economic elements of the authorities draft plan.

Citizen and community engagement

- Formal arrangements to be put in place to ensure meaningful involvement for citizens. Inclusion on sub committees, informing citizens of the impact of actions, provide a mechanism for citizens to communicate their views on these actions.
- The PPN public participation network will be the forum at local authority and municipal level for interaction and linkage with the community, their membership shall come from registered groups within the Local Authority area.
- A specific structure to be put in place to enable its operation
- In working within the LCDC structures it is its duty to inform citizens of their role in the decision making process and the limits of their influence, while demonstrating that their contribution has the potential to meaningfully influence decisions and outcomes
- They must also Inform the citizens of how their inputs influenced decisions etc.

Local enterprise offices

- Located within the Local Authority
- Administered on a service level agreement with the department of trade and enterprise
- A local evaluation Committee chaired by the Local Authority CEO to recommend and approve agents grant aid.
- No elected representative involved in LEO
- Oversight role by Economic Development and Enterprise S.P.C in relation to policy for supporting small business and in adhering to the economic plan of the local authority

Further reading and information

- https://www.google.ie/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0CC4QFjAB&url=http%3A%2F%2Fwww.councillors.ie%2FAssociation_of_County_and_City%2FCllr%2520Constance%2520Hanniffy%2520Local%2520%2520Community%2520%2520Development%2520%2520Committees%2520ACC%2520Conference%25202014.docx&ei=n_uSU4nwCoXy7Abn0oCYBA&usg=AFQjCNHdGpqEfwACF-TCAIQP_V3jhPHrQQ&sig2=ukv1KEOQRcjO5rX-Ilc7Yg&bvm=bv.68445247,d.ZGU
- <http://www.environ.ie/en/Community/AlignmentofLocalGovtLocalDev/CityCountyDevelopmentBoards/>
- <http://www.environ.ie/en/Community/LocalCommunityDevelopment/>
- <http://www.enterprise.gov.ie/en/>

The image features a motivational quote by Abraham Lincoln. The text is written in a dark, cursive script against a background of a sunset or sunrise over a body of water. The sky is a mix of warm yellow and orange tones, with soft, hazy clouds. The water in the foreground is a darker, muted orange. The overall mood is peaceful and inspiring.

Whatever you
are, be a good
one.

Abraham Lincoln



**Thank you for your
attention.
Any questions?**