

Causeway Coast & Glens
Statutory Transition Committee

Held in: Moyle District Council Offices at 5.00pm

12 December 2013

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| <u>Present:</u> | <u>Ballymoney Borough Council</u> Ald Bill Kennedy Cllr John Finlay Cllr Philip McGuigan Cllr Ian Stevenson John Dempsey | <u>Coleraine Borough Council</u> Ald Norman Hillis Cllr Sam Cole Cllr George Duddy Cllr William King Roger Wilson Stephen McMaw Ciara Toner |
| | <u>Limavady Borough Council</u> Ald Michael Coyle Cllr Brenda Chivers Cllr Tony McCaul Cllr James McCorkell Cllr Dermot Nicholl Liam Flanigan | <u>Moyle District Council</u> Cllr Joan Baird Cllr Donal Cunningham Cllr Robert McIlroy (Chair) Cllr Cara McShane (Item 1 – 10.2) Cllr Colum Thompson Richard Lewis |

| Item | Detail/ Summary/Action | Officer |
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| 1. | Apologies | |
| | Ald Maura Hickey (Coleraine) Ald Frank Campbell (Ballymoney) The Chair extended best wishes and a speedy recovery to Alderman Campbell's wife. | C Toner |
| 2. | Declarations of Interest | |
| | J Dempsey (Ballymoney), R Wilson (Coleraine), L Flanigan (Limavady) and R Lewis (Moyle) declared an interest in Item 8. | C Toner |
| 3. | Minutes of the meeting held on 28 November 2013 | |
| | Agreed: On the proposal of Councillor Finlay and seconded by Councillor Cole that the minutes of the Statutory Transition Committee meeting held on 28 November 2013 were agreed (previously supplied). | C Toner |
| 4. | Matters Arising | |
| | None | |
| 5. | In Committee - Expenditure Approval | |
| | Agreed: On the proposal of Councillor Duddy and seconded by Councillor McGuigan that the item be deferred until the end of the meeting. | |
| 6. | DOE Programme Plan | |
| | The TM gave background to the DOE Programme Plan (previously supplied) and, in particular, emphasized to members to expect an increase to the scope and volume of work impending and further advised the need to develop staff capacity to address this. Following various questions the TM suggested that he explain the detail of the traffic light system on the DOE workplan in more detail at the next STC meeting. Concerns were raised in the area of staffing resources available to the TM and it was emphasized that there was a need to investigate and address this issue sooner rather than later. | TM |
| 7. | Transition Manager's Report (STC/2013/12/7) (previously supplied) | |
| 7.1 | Members Capacity Building Members had previously agreed two dates at the STC meeting held on 28 November 2013 for a workshop to take place relating to the STC Support | TM |

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| 7.2 | <p>Programme. The TM advised the workshop had been arranged to take place at Flowerfield Arts Centre on Tuesday 17 December 2013 from 2pm to 6pm. All Members were encouraged to attend.</p> <p><u>Domain Name</u> The TM provided an update on progress of the website domain name for the new Council. It was advised that the item would be deferred until the January meeting of the STC to allow time for feedback from all Councils within the cluster to be considered as previously agreed by members at the November meeting.</p> | TM |
| 8. | In Committee - Deputy Returning Officer | |
| | Agreed: On the proposal of Councillor McGuigan and seconded by Councillor McShane that this item be deferred until the end of the meeting. | |
| 9. | Correspondence | |
| 9.1 | <p><u>Department of Environment (DOE) - Reform Inform (previously supplied)</u> The TM provided a brief overview of the details and advised that the Minister had expressed his wishes to attend the meeting of the STC on 27 February 2014 and members would be kept updated on any developments.</p> | TM |
| 9.2 | Letter dated 9 December 2013, Cushendall Development Group - Domain name letter of support. Noted. | |
| 9.3 | Letter dated 9 December 2013 Oliver McMullan, MLA for East Antrim - Domain name letter of support. Noted. | |
| 10. | In Committee Items | |
| 11. | Any Other Business | |
| | No Business | |
| 12. | Date of Next Meeting | |
| | <p>Thursday 23 January 2014 at Ballymoney Borough Council.</p> <p>The Chair wished all officers and staff a Merry Christmas and a peaceful New Year.</p> | TM |