

**Causeway Coast & Glens Statutory
Transition Committee**

held in: Ballymoney Borough Council offices at 5.00pm

26 September 2013

Present:

Ballymoney Borough Council

Ald Frank Campbell
Cllr John Finlay
Cllr Philip McGuigan
Cllr Ian Stevenson
(Items 4.2 – 11.0)
John Dempsey
Iris McCleery (Finance)
(Item 9.0)

Coleraine Borough Council

Cllr Sam Cole
(Items 4.0 – 11.0)
Cllr George Duddy
Ald Maura Hickey
(Items 4.0 – 11.0)
Ald Norman Hillis
(Items 4.0 – 11.0)
Cllr William King
(Items 10.1 – 11.0)
Roger Wilson
Stephen McMaw
Karen Wallace

Limavady Borough Council

Cllr Brenda Chivers
Cllr Tony McCaul
Cllr James McCorkell
Cllr Michael Coyle
Cllr Demot Nichol
Liam Flanigan
Sandra Kelly (HR)
(Item 10.0)

Moyle District Council

Cllr Joan Baird
(Items 3.2 – 11.0)
Cllr Donal Cunningham
Cllr Robert McIlroy (in the Chair)
Cllr Cara McShane
Cllr Colum Thompson
Richard Lewis

Item	Detail/ Summary/Action	Officer
1	Apology	
	Ald Kennedy (Ballymoney)	
2	Minutes of Meeting held on 8 August 2013	
	The minutes of the Statutory Transition Committee meeting held on 8 August 2013 were agreed (previously supplied).	
3	Matters arising	
3.1	<u>In Committee</u> It was agreed to take 2 issues 'In Committee' at the end of the meeting. Councillor Baird entered the meeting.	
4	Transition Manager's Report – STC/2013/9/5	
4.1	Ald Hickey, Ald Hillis and Cllr Cole entered the meeting. Consideration was given to this Report (previously supplied). <u>Insurance for the STC</u> Agreed: On the proposal of Ald Hillis and seconded by Cllr Cole, that insurance cover for the STC is procured as a matter of urgency with costs apportioned equally across the four Councils as per the STC Regulations, on the proviso that the cheapest insurance is secured. Cllr Stevenson entered the meeting	TM

4.2	<u>Administration Officer</u> Agreed: On the proposal of Cllr McGuigan and seconded by Cllr Cunningham, that subject to budget approval by the four Councils, the recruitment of an Administration Officer on the basis of a secondment opportunity be trawled across the Cluster Councils for a fixed term up until March 2015.	TM
4.3	<u>Legal Support</u> Agreed: That approval be given to the use of Macaulay Wray Solicitors for the supply of legal advice and support as and when required.	TM
5	DOE Guidance to Councils on the Establishment and Operation of STCs	
	<p>Consideration was given to this DOE Guidance (previously supplied) and Members noted that no recommendation could be made on this Guidance until Finance Officers had met to discuss same.</p> <p>Agreed: That a proposal would be presented at the next meeting when Finance Officers would be available to advise.</p> <p>Noted that the third tranche of Guidance and Ministerial Direction was due for issue today and would be circulated to Members.</p>	<p>TM</p> <p>K Wallace</p>
6	Capacity Building	
	<p>Clarification on costs was still awaited; proposals on this issue would be brought to the next meeting.</p> <p>In response to a Member's request, officers would ascertain whether or not available training was accredited.</p>	<p>TM</p> <p>TM</p>
7	Correspondence	
7.1	<u>RTC Minutes</u> <p>The Draft Note of the RTC meeting held on 8 August 2013 was noted (previously supplied).</p> <p>An update of issues discussed at the meeting on 25 September 2013 was provided by the Chairman and Mr Lewis, including:</p> <ul style="list-style-type: none"> i) Issues in relation to the appointment of Chief Executives was raised with the DOE Deputy Secretary; ii) STCs were progressing at various levels; iii) Expenditure controls guidance was with the Minister – this is now published; iv) Election legislation – Commencement Order to be laid week commencing 31 September; on track for elections on 22 May 2014; v) The Local Government Bill was tabled at Assembly on Monday 23 September. Second Stage would be Tuesday 1 October and then to Committee stage. It was expected to achieve Royal Assent in March 2014. vi) ICE Programme – a brief update was given by NILGA and would be presented to the Regional Governance meeting in October; vii) Systems convergence – a report was being finalized to go for consultation. 	
7.2	<u>Local Government Staff Commission – Template Candidate Briefing Pack</u> <p>DOE had asked for information from councils to go into the Briefing Pack. The Transition Manager (TM) would liaise with HR to organize a response.</p>	TM/HR
8	AOB	
8.1	<u>Sub-Committee Structure</u> <p>The Chairman voiced the opinion that Councillors should be at the heart of taking reform forward. To this end, he proposed that leaders be nominated for each Party grouping and asked for the authority of the STC for the Chair and party leads</p>	

8.2	<p>to come together with Chief Executives to deal with the various issues.</p> <p>During discussion, Members were advised that no reference to the establishment of sub-committees by STCs was provided for in the Regulations.</p> <p>Agreed:</p> <p>i) That the following Members be nominated as Party leads: Cllr Duddy (DUP) Cllr Coyle (SDLP) Cllr McGuigan (Sinn Féin) Ald Hillis (UUP)</p> <p>ii) That the Chair and Party leads meet prior to the next STC meeting on Monday 30 September 2013 in Coleraine Borough Council at 10.30 am.</p> <p>An email giving details of the meeting would be circulated to relevant Members.</p> <p>iii) That an options paper on the establishment of sub-committees be made to the next STC meeting.</p> <p><u>Date for December meeting</u> It was noted that the meeting in December was currently scheduled for Thursday 19, which was during the busy Christmas week.</p> <p>Agreed: On the proposal of Cllr Duddy and seconded by Cllr Stevenson, that the meeting be rescheduled for Thursday 12 December, to commence at the normal time of 5pm.</p>	<p>TM</p> <p>K Wallace</p> <p>J Dempsey</p> <p>TM</p>
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