

**Causeway Coast & Glens Statutory  
Transition Committee**

**held in: Limavady Borough Council offices at 5.00pm**

**28 November 2013**

**Present:**

**Ballymoney Borough Council**

Cllr John Finlay (Item 10)  
Ald Bill Kennedy  
Cllr Philip McGuigan (Item 10)  
Cllr Ian Stevenson  
John Dempsey

**Coleraine Borough Council**

Cllr George Duddy  
Ald Maura Hickey  
Ald Norman Hillis  
Cllr Sam Cole  
Cllr William King  
Roger Wilson  
Stephen McMaw  
Ciara Toner

**Limavady Borough Council**

Cllr Brenda Chivers  
Ald Michael Coyle  
Cllr Tony McCaul  
Cllr James McCorkell  
Cllr Dermot Nicholl  
Liam Flanigan

**Moyle District Council**

Cllr Joan Baird (Item 11.1)  
Cllr Robert McIlroy  
Cllr Donal Cunningham  
Cllr Cara McShane (Item 10)  
Cllr Colum Thompson  
Richard Lewis

<b>Item</b>	<b>Detail/ Summary/Action</b>	<b>Officer</b>
<b>1.</b>	<b>Apologies</b> Ald Frank Campbell (Ballymoney) Mr Paul Carr (DSD)	
<b>2.</b>	<b>Declarations of Interest</b> J Dempsey (Ballymoney), R Wilson (Coleraine), L Flanigan (Limavady) and R Lewis (Moyle) declared an interest in item 3.	C Toner
<b>3.</b>	<b>In Committee</b>	
<b>4.</b>	<b>Presentation on the Local Government Bill by David Bell (NILGA)</b> Mr. D Bell from NILGA was welcomed to the meeting before presenting members with details on the Local Government Bill. Mr. Bell answered various Members questions in relation to Transfer of Functions and Code of Conduct, before being thanked for his informative presentation and leaving the meeting.	
<b>5.</b>	<b>Minutes of the meeting held on 24 October 2013</b> <b>Agreed:</b> On the proposal of Councillor Cole and seconded by Councillor Finlay that the minutes of the Statutory Transition Committee meeting held on 24 October 2013 be approved.	C Toner
<b>6.</b>	<b>Matters Arising</b>	
<b>6.1</b>	<u>Administration Officer</u> The Chairman Welcomed Ciara Toner to the meeting and introduced Ciara to the Members in her new role as Administration Officer in support of the Reform Programme.  <u>Deputy Returning Officer</u> Noted that no guidance, to date, had been received from the Northern Ireland Office in relation to filling the post of DRO and members would be kept informed of progress.	TM
<b>7.</b>	<b>Systems Convergence</b> R Wilson and L Flannigan gave background to the draft response questionnaire and answered various questions mostly based around	

	<p>accountability, level of stakeholder's involvement, and the procurement process. Councillor Baird suggested some additional comments for inclusion in the response. The response was agreed to include the additional information.</p>	
<b>8.</b>	<b>Transition Managers Report STC/2013/11/8</b>	
<b>8.1</b>	<p><u>Domain address for website</u></p> <p>Following on from discussions at a workshop held on 14 November, Members were asked to consider a preferred Domain address for the new Council. Two possible options were presented to Members based on the workshop.</p> <p><a href="http://www.causeway.gov.uk">www.causeway.gov.uk</a>                      <a href="http://www.causewaycoastandglens.gov.uk">www.causewaycoastandglens.gov.uk</a></p> <p>The TM manager circulated recent correspondence from Moyle District Council in relation to the Council's view on the new website address. After considering this, Councillor Duddy requested a 5 minute recess.</p> <p>When the meeting was reconvened, Councillor Duddy proposed that the item be deferred to allow the other Councils an opportunity to submit their views. This was seconded by Councillor Finlay.</p> <p>A discussion ensued on the topic with a number of concerns raised in relation to more domain addresses being discussed at the workshop that were not listed for consideration.</p> <p>A proposal was made by Councillor McGuigan and seconded by Councillor McShane to make a decision that evening. An additional proposal was made by Councillor McGuigan and seconded by Councillor McShane that consideration be given to the website domain address <a href="http://www.causewaycoastandglens.org">www.causewaycoastandglens.org</a></p> <p>Following discussion, Councillor Duddy's proposal was put to a vote, with 9 votes in favour and 9 votes against. The Chair gave his casting vote in favour and it was;</p> <p><b>Agreed:</b> that the item be deferred to allow enough time for the other Cluster Councils to submit a view to the STC on the preferred Domain address.</p> <p><u>Shadow Council Chamber</u></p> <p>The TM provided information on the topic as detailed in the report. Cllr McGuigan expressed the view that detailed costs had not been provided in relation to adjustments to the Coleraine Borough Council Chamber.</p> <p>Following a Member's question relating to a budget for aligning the Coleraine Borough Council Chamber for use by the Shadow Council, the TM manager confirmed that £76,000 had been allowed for in the STC budget to undertake the work. The cost would be split equally between the 4 cluster Councils.</p> <p><b>Agreed:</b> On the proposal of Councillor Stevenson and Seconded by Alderman Hillis that Coleraine Borough Council Chamber be used for the Shadow Council.</p> <p><u>Members Capacity Building</u></p> <p>The TM Manager advised of dates that had been identified for the various Membership Capacity Building Courses and suggested Members decide on which course they wish to attend and preferred dates.</p> <p><b>Agreed:</b> On the proposal of Alderman Hickey and seconded by Councillor</p>	

	<p>Finlay that Members, who wish to do so, attend the STC Support Program on either the 16 or 17 of December 2013 and other dates for the remaining course would be identified in the New Year.</p> <p><u>Insurance</u> The TM advised that the most recent and up to date costing for STC insurance cover was £1100. However, the Department of the Environment (DOE) has yet to clarify the relationship between Limavady Borough Council as the lead financial Council and initial employer of the new Chief Executive as per DOE guidance and the STC as the body responsible for the recruitment process and issuing the letter of job offer. The DOE has undertaken to clarify this relationship to enable the appropriate insurance cover to be in place.</p> <p><u>DSD Transferring Assets and Liabilities</u> Members noted details on the transfer of assets register supplied by the Department of Social Development (DSD) to the new Causeway Coast and Glens District Council. Further to this it was advised that the Chief Executives and TM would be meeting with the DSD in the near future to discuss the transfer of functions in more detail.</p> <p>In response to a member's question, the TM would investigate on what basis evaluations had been calculated and report back to the STC.</p>	
<b>9.</b>	<b>Expenditure approvals</b>	
	<p><u>Revised Guidance on Expenditure Controls and Cluster Capital Programme</u> Mrs McCleery presented members with details of updates to the Revised Guidance on Expenditure Controls.</p> <p>The TM circulated updated information on the Cluster Capital Programme noting that Moyle District Council has yet to finalise its submission to the STC.</p> <p>The Chairman asked Members if they were in a position to approve the Cluster Capital Programme, as presented noting that the projects had already been agreed by their Councils.</p> <p><b>Agreed:</b> On the proposal of Alderman Coyle and seconded by Councillor McGuigan that approval be given to the Cluster Capital Programme.</p>	I McCleery
<b>10.</b>	<b>Shadow Council Budget</b>	
	<p>Mrs McCleery provided members with details of the draft Shadow Council Budget and stated that clarification on the method of apportionment between the four Councils has yet to be confirmed.</p> <p><b>Agreed:</b> On the proposal of Alderman Stevenson and seconded by Councillor Baird that approval be given to the Shadow Council Budget as detailed in the report.</p>	I McCleery
<b>11.</b>	<b>Correspondence</b>	
<b>11.1</b>	<p><b><u>Invitation to conference – 'Laying the Foundation for Community Planning'</u></b> It was advised the seminar would take place in 3 December, 2013 and any members wishing to attend were to let the TM as soon as possible. Alderman Hickey expressed her interest in attending.</p>	TM
<b>11.2</b>	<p><b><u>Letter from DOE dated 31 October 2013 in relation to funding for Change Manager</u></b> Noted. Letter of acceptance in respect of the employment of the Change Manager.</p>	

11.3	<p><b><u>Letter from DOE dated 5 November 2013 in relation to a presentation on current renewable energy policy</u></b></p> <p>Noted. Further suggested that the DOE attend a future meeting of the STC to make their presentation.</p> <p><b>Agreed:</b> On a proposal by Councillor Stevenson and seconded by Councillor Chivers that the DOE attend a future meeting of the STC to present the current renewable energy policy.</p>	TM
12.	<p><b>Any Other Business</b></p>	
12.1	<p><b><u>Regional Transition Meeting</u></b></p> <p>R Lewis provided members with details of items discussed at the RTC meeting which was held on 27 November, 2013 and included the following topics:</p> <ul style="list-style-type: none"> <li>• Elections will be taking place on 22 May, 2014</li> <li>• Funding and Reform costs</li> <li>• Rates Convergence</li> <li>• Transfer of Functions</li> <li>• Capacity Building</li> <li>• IESC</li> <li>• Chief Executives salary</li> </ul>	
13.	<p><b>Date of Next Meeting</b></p>	
	<p>Thursday 12 December 2013 in Moyle District Council offices.</p>	TM