

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**

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**Minutes of the Annual General Meeting held on 10<sup>th</sup> June 2014 at 6.00pm in  
Mourne Room, Downshire Civic Centre, Downpatrick**

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**In attendance:**

**(Councillors)**

Councillor T Andrews  
Councillor N Bailie  
Councillor P Brown  
Councillor R Burgess  
Councillor S Burns  
Councillor M Carr  
Councillor C Casey  
Councillor P. Clarke  
Councillor W. Clarke  
Councillor G Craig  
Councillor D Curran  
Councillor L Devlin  
Councillor G Donnelly  
Councillor S Doran  
Councillor S Ennis  
Councillor C Enright  
Councillor G Fitzpatrick  
Councillor G Hanna  
Councillor V Harte  
Councillor H Harvey  
Councillor T Hearty  
Councillor D Hyland  
Councillor L Kimmins  
Councillor M Larkin  
Councillor K Loughran  
Councillor D McAteer  
Councillor K McAteer  
Councillor C McGrath  
Councillor H McKee  
Councillor R Mulgrew  
Councillor M Murnin  
Councillor P Ó'Gribín  
Councillor B Ó'Muirí  
Councillor B Quinn  
Councillor H Reilly  
Councillor M Ruane  
Councillor G Sharvin  
Councillor G Stokes  
Councillor D Taylor  
Councillor JJ Tinnelly  
Councillor W Walker

**(Officials)**

Mr L Hannaway, Chief Executive Designate  
Mr J McBride, Change Manager  
Ms C Miskelly, Head of Human Resources  
Mrs A Murray, PA to Chief Executive Designate  
Mrs C McAteer, Committee Administrator  
Mrs D Starkey, Committee Administrator

Mr T McCall, Clerk & Chief Executive (NMDC)  
Mr E Curtis, Director of Administration  
Mr R Dowey, Director of Finance  
Mr J Farrell, Director of Environment, Health & Building Services  
Mr G McGivern, Director of District Development  
Mrs R Mackin, Assistant Director of Administration (Equality)

Mr J Dumigan, Clerk & Chief Executive (DDC)  
Mr M Lipsett, Director of Recreation and Community Services  
Mr C O'Rourke, Director of Environmental Services  
Mrs M Ward, Group Chief Building Control Officer  
Ms V Keegan, Marketing Manager

**SC/01/2014: NOTE THE ORDER OF BUSINESS**

Mr Hannaway welcomed everyone to the first Shadow Council Meeting of Newry, Mourne and Down District Council and introduced himself as the Chief Executive Designate. Members were reminded the term for the Shadow Council would run from 10<sup>th</sup> June 2014 to 31<sup>st</sup> March 2015, when the 2<sup>nd</sup> term would then commence.

Under legislation the Chief Executive asked for a Chairperson to be appointed to convene the meeting.

**Agreed: It was AGREED on the PROPOSAL of Councillor W Clarke, SECONDED by Councillor B Ó'Muirí to appoint Councillor M Ruane as Chairperson for proceedings up to item 10 on the agenda.**

Councillor Ruane did then assume the Chair.

**SC/02/2014: APOLOGIES**

There were no apologies.

**SC/03/2014: DECLARATIONS OF INTEREST**

There were no declarations of interest.

**SC/04/2014: AGREE STANDING ORDERS**

**Read:** Report on interim Standing Orders for the establishment and operation of the new Council. **(Copy circulated)**

The Chief Executive explained the interim Standing Orders were taken from model Standing Orders provided by the Department and adopted to suit Newry, Mourne and Down District Council.

Members were asked to note two key points within Standing Orders which would not be applicable until Autumn 2014. This included:

- 'Call-in' Process
- Time limits for Positions of Responsibility

Members were advised a report on Standing Orders would be presented to the Governance Committee.

**AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor G Craig, **SECONDED** by Councillor D McAteer to adopt the Interim Standing Orders for the establishment and operation of the new Council.

**SC/05/2014: INTERIM GOVERNANCE ARRANGEMENTS FOR THE SHADOW COUNCIL PERIOD (2014/15)**

**Read:** Report on interim governance arrangements for the Shadow Council period (2014/15). **(Copy circulated)**

The Chief Executive outlined the interim governance arrangements for the Shadow Council period (2014/15) as agreed by the Statutory Transition Committee at the Committee's meeting on 2<sup>nd</sup> April 2014.

**AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor T Andrews, **SECONDED** by Councillor C Enright to approve the following:

- An interim Traditional Committee Structure for the Shadow Council to take key decisions concerning the required changes in the run up to 1<sup>st</sup> April 2015. This would include a Governance Committee, Finance & Resources Committee, Development Committee and (Shadow) Planning Committee.
- The establishment of a Party Representatives' Forum; and
- The recommended arrangements for the location of Committee Meetings.

**SC/06/2014:            METHOD FOR THE APPOINTMENT OF POSITIONS OF RESPONSIBILITY**

**Read:**            Report on the method for the appointment of positions of responsibility.  
**(Copy circulated)**

The Chief Executive confirmed that under new legislation Qualified Majority Voting was required in relation to Council's decision on the method for filling positions of responsibility.

Councillor T Hearty proposed the approval of D'Hondt as the default method for the appointment of positions of responsibility, and the positions of responsibility for the Shadow period. This was seconded by Councillor S Burns.

A Qualified Majority Vote was then called, the results of which were as follows:

**FOR:            40**  
**AGAINST:    1**

**The PROPOSAL was CARRIED.**

**AGREED:**    It was **AGREED** on the **PROPOSAL** of Councillor T Hearty, **SECONDED** by Councillor S Burns to approve D'Hondt as the default method for the appointment of positions of responsibility; and the positions of responsibility for the Shadow period (2014/15) would include:

- **Presiding Councillor (*as Shadow Council Chairperson*)**
- **Deputy Presiding Councillor (*as Shadow Council Vice-Chairperson*);**
- **Chairperson (*Governance Committee*)**
- **Deputy Chairperson (*Governance Committee*)**
- **Chairperson (*Finance & Resources Committee*)**
- **Deputy Chairperson (*Finance & Resources Committee*)**
- **Chairperson (*Development Committee*)**
- **Deputy Chairperson (*Development Committee*)**
- **Chairperson (*Shadow Planning Committee*)**
- **Deputy Chairperson (*Shadow Planning Committee*)**
- **Partnership Panel Representative**

Items 7, 8 & 9 were taken together at this point of the meeting.

**SC/07/2014: APPOINTMENT OF THE PRESIDING COUNCILLOR  
APPOINTMENT OF THE DEPUTY PRESIDING COUNCILLOR  
APPOINTMENT OF THE CHAIRS & DEPUTY CHAIRS TO  
COMMITTEES**

The Chief Executive sought nominations for appointments by applying D'Hondt as follows:

**Presiding Councillor (as Shadow Council Chairperson)**

Sinn Fein: Councillor C Casey

**Deputy Presiding Councillor (as Shadow Council Vice-Chairperson)**

SDLP: Councillor D McAteer

**Chairperson (Governance Committee)**

SDLP: Councillor M Carr

**Deputy Chairperson (Governance Committee)**

UUP: Councillor H McKee

**Chairperson (Finance & Resources Committee)**

Sinn Fein: Councillor T Hearty

**Deputy Chairperson (Finance & Resources Committee)**

DUP: Councillor W Walker

**Chairperson (Development Committee)**

Sinn Fein: Councillor W Clarke

**Deputy Chairperson (Development Committee)**

SDLP: Councillor T Andrews

**Chairperson (Shadow Planning Committee)**

SDLP: Councillor G Sharvin

**Deputy Chairperson (Shadow Planning Committee)**

Sinn Fein: Councillor N Bailie

**Partnership Panel Representative**

Sinn Fein: Councillor S Burns

It was **AGREED** on the **PROPOSAL** of Councillor D McAteer, **SECONDED** by Councillor T Hearty to adjourn the meeting to allow press photographs to be taken - 6.20pm.

The meeting did then resume – 6.40pm.

Councillor C Casey did then assume the Chair.

Councillor C Casey stated he was delighted to be nominated as first Presiding Councillor for Newry, Mourne and Down District Council and thanked Sinn Fein for entrusting him to the role.

The newly appointed Chairperson took the opportunity to thank each of his fellow colleagues on their success at being elected to Newry, Mourne and Down District Council. He commented that the citizens of Newry, Mourne and Down had entrusted them to deliver a 1<sup>st</sup> class service.

The Chairperson wished the Chief Executive and officials well in their roles and spoke of the importance of good working relationship as equal partners. He commented that much work needed to be done moving forward to ensure all areas from Cullaville to Saintfield received the services they deserve.

**SC/08/2014:            METHOD FOR APPOINTMENTS TO COMMITTEES**

**Read:**            Report on the recommended method for appointments to Committees.  
**(Copy circulated)**

The Chief Executive advised a Qualified Majority Vote was required in relation to a Council's decision on Quota of Greatest Remainder as the method for appointments to Committees.

Councillor M Ruane proposed the approval of Quota of Greatest Remainder as the method for appointments to Committee. This was seconded by Councillor T Hearty.

A Qualified Majority Vote was then called, the results of which were as follows:

**FOR:            37**  
**AGAINST:    4**

**The PROPOSAL was CARRIED.**

**AGREED:    It was AGREED on the PROPOSAL of Councillor M Ruane, SECONDED by Councillor T Hearty to approve Quota of Greatest Remainder as the method for appointments to Committees.**

The Chief Executive confirmed the Party positions on each of the Committees would be as follows:

Sinn Fein: 7  
SDLP: 7  
DUP: 2  
UUP: 1  
Alliance: 1

Members were advised that following discussions with Party Representatives it had been recommended that D'Hondt be started at the total number of first preference votes obtained by the UKIP representative to allocate the remaining positions (12).

**AGREED: The Chief Executive sought nominations for the 12 remaining positions which were agreed as follows:**

1. UKIP: Finance & Resources Committee
2. Hyland: Development Committee
3. Enright: Governance Committee
4. Tinnelly: (Shadow) Planning Committee
5. Sinn Fein: Governance Committee
6. SDLP: Development Committee
7. UUP: Development Committee
8. UKIP: Governance Committee
9. Hyland: Finance & Resources Committee
10. Enright: Finance & Resources Committee
11. Tinnelly: (Shadow) Planning Committee
12. UUP: (Shadow) Planning Committee

The Chief Executive advised Councillor JJ Tinnelly could make arrangements with any of the political parties to switch to a position on another Committee given that he held two positions on the Shadow Planning Committee.

In response to a query from Councillor H Reilly the Chief Executive confirmed nominations to Committees were carried out within legislation and were based on elections results and Party strength. He further advised the Party Representatives Forum was not a formal meeting of Council but rather a 'sounding-board' for Parties with membership listed within the agreed Terms of Reference.

**SC/09/2014:           APPOINTMENTS TO COMMITTEES**

**AGREED:**   **Appointments to Committees to be forwarded to the Chief Executive by Friday 13 June 2014.**

**SC/10/2014:           SCHEDULE OF MEETINGS**

**Read:**        A report on a schedule of meetings for Council and its Committees during the Shadow Council period (2014/15). **(Copy circulated)**

The Chief Executive pointed out scheduled meetings would be alternating between the Downshire Civic Centre, Downpatrick and Monaghan Row, Newry and it would be up to Committees to agree the timings.

Councillor D Taylor highlighted the Somme Commemoration took place on 1<sup>st</sup> July 2014. The Chief Executive undertook to examine another date for the Development Committee in July.

**AGREED:**   **It was AGREED on the PROPOSAL of Councillor D Hyland, SECONDED by Councillor G Donnelly to approve the recommended schedule of meetings for Council and Committees.**

The Chief Executive left the meeting at this point – 6.55pm

**SC/11/2014:           DESIGNATION OF THE CHIEF FINANCIAL OFFICER**

**Read:**        Report on the designation of the Chief Executive as the Chief Financial Officer of the new Council. **(Copy circulated)**

The Change Manager referred to the report and confirmed the recommendation to designate the Chief Executive as the Chief Financial Officer for the new Council followed on from guidance from the Department.

**AGREED:**   **It was AGREED on the PROPOSAL of Councillor G Stokes, SECONDED by Councillor P Clarke to approve the designation of the Chief Executive as the Chief Financial Officer of the new Council.**

The Chief Executive joined the meeting at this point – 6.58pm

**SC/12/2014: MEETING WITH THE MINISTER FOR THE DEPARTMENT FOR SOCIAL DEVELOPMENT (DSD)**

**Read: Report on Meeting with the Minister for the Department for Social Development (DSD)**

The Chief Executive asked Members to consider a Council delegation to meet with the Minister for the Department of Social Development on 16 June 2014.

**AGREED: It was AGREED on the PROPOSAL of Councillor M Ruane, SECONDED by Councillor T Hearty for the delegation from Council to consist of the Presiding Councillor, Deputy Presiding Councillor and a single representatives from each of the groupings represented on the agreed Party Representatives' Forum. The Chief Executive to also attend.**

There being no further business the Meeting concluded at **7.00pm**.

**Signed:** \_\_\_\_\_  
**Presiding Councillor**

**Signed:** \_\_\_\_\_  
**Chief Executive Designate**