

**NEWRY, MOURNE & DOWN DISTRICT COUNCIL**

Ref: NMD/GC/3

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**Minutes of the Meeting of Newry, Mourne and Down District Council  
Governance Committee held on Tuesday 19 August 2014 at 3.30 pm in the  
Boardroom, District Council Offices, Monaghan Row, Newry**

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**In attendance: (Councillors)**

Cllr. N Bailie	Cllr. S Burns
Cllr. M Carr (Chair)	Cllr. P Clarke
Cllr. G Craig	Cllr. L Devlin
Cllr. G Donnelly	Cllr. S Ennis
Cllr. C Enright	Cllr. G Fitzpatrick
Cllr. V Harte	Cllr. H Harvey
Cllr. L Kimmins	Cllr. C McGrath
Cllr. B O'Muirí	Cllr. M Ruane
Cllr. J Tinnelly	Cllr. H McKee

**(Officials)**

Mr L Hannaway, Chief Executive Designate  
Mr J McBride, Change Manager  
Mr M Lipsett, Director of Recreation and Community Services  
Mr L McLernon, Policy and Equality Officer  
Mr C Moffett, Equality Officer  
Ms S Rice, External Good Relations Officer  
Ms C McAteer, Committee Administrator

**GC/24/2014: APOLOGIES**

Apologies were received from Councillors G Stokes and K McAteer and Mr R Dowey, Head of Finance; Mrs C Miskelly Head of HR and Mr C O'Rourke, Director of Environmental Services.

**GC/25/2014: DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **MINUTES**

### **GC/26/2014: ACTION SHEET ARISING FROM GOVERNANCE COMMITTEE MEETING HELD ON 22 JULY 2014**

**Read:** Action Sheet arising from Governance Committee Meeting held on 22 July 2014. **(Copy circulated)**

**NOTED:** Mr Hannaway confirmed that all actions had been progressed and it was agreed to mark the action sheet `noted`.

### **GC/27/2014: CORPORATE BRANDING SUB COMMITTEE**

**Read:** Report of the Corporate Branding Sub Committee Meeting held on 28 July 2014. **(Copy circulated).**

**AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor Craig, **SECONDED** by Councillor O’Muir, to approve the above report and recommendations.

## **COMMITTEE BUSINESS**

### **GC/28/2014: CORPORATE PLAN (2015-2019)**

**Read:** Report from Mr L Hannaway giving an update on the Corporate Plan Development and setting out the timetable for the preparation of the Corporate Plan. **(Copy circulated).**

**AGREED:** It was **AGREED** to mark the report `noted`.

**NOTED:** Mr Hannaway responded to Members’ queries on how community engagement on the Corporate Plan would take place and he also gave an update on the recruitment of staff to date for Newry, Mourne and Down District Council.

Members expressed their disappointment that the Council had no input into the appointment of the new Senior Planning Officer for the area, following information that the person would be in post by the end of August 2014 and would transfer to the Council on 1 April 2015. Mr Hannaway confirmed that the Chief Executives had raised this issue with the Department and also through NILGA but as this was a Civil Service appointment, other bodies could not get involved.

### **GC/29/2014: POLICY DEVELOPMENT FRAMEWORK**

**Read:** Report from Mr L McLernon giving an update on a Policy Development Framework. **(Copy circulated).**

- AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor Donnelly, **SECONDED** by Councillor Burns, to approve the above report outlining the process for developing a Council policy, including an amendment that a review of policies take place every 4 years (i.e. over the life of the Council) rather than every two years.
- NOTED:** In response to a query from Councillor Craig about the timeframe for the completion of policies, Mr Hannaway said policies would be agreed on a phased basis, although a number of them, including a policy on recruitment and a policy on grants would have to be in place by 1 April 2015.
- GC/30/2014:** **NEWRY, MOURNE AND DOWN DISTRICT COUNCIL GOOD RELATIONS STRATEGY AND ACTION PLAN 2015-2018**
- Read:** Report from Suzanne Rice/Damien Brannigan on the Newry, Mourne and Down District Council Good Relations Strategy and Action Plan 2015-2018. **(Copy circulated).**
- AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor Donnelly, **SECONDED** by Councillor Craig to approve the above report and to go out to quotation for suitably qualified service provider to undertake the Newry, Mourne and Down District Council's new three year Good Relations Strategy and Action Plan for 2015-2018 in line with the Office of the First Minister and Deputy First Minister's guidelines and timeframe.
- GC/31/2014:** **REVIEW OF BYE LAWS**
- Read:** Report from Eileen McParland/Alison White on a review of the bye laws operating in the Newry, Mourne and Down District Council area. **(Copy circulated).**
- AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor Devlin, **SECONDED** by Councillor McKee, to approve the above report and agree to Officers proceeding to review all existing bye laws and arrange for the enactment of a composite set of bye laws to operate in the Newry, Mourne and Down District Council area, with effect from 1 April 2015.
- NOTED:** Councillor Enright expressed concern regarding the ability of the DoE to enact the legislation to give new Councils the ability to apply bye laws by 1 April 2015.

**GC/32/2014: GATEWAY REVIEW OF LOCAL CHANGE PROGRAMME**

**Read:** Report from Mr J McBride on a Gateway Review of Local Change Programme. **(Copy circulated).**

**AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor Ruane, **SECONDED** by Councillor Ó Muirí, to approve the above report and to agree to the commencement of a procurement exercise for a Gateway Review of the Local Change Programme. The outcome of the procurement exercise is to engage the services of an external agency to undertake an independent (Gateway) review of local change preparations and to identify any critical gaps and areas for improvement within the current change programme.

**AGREED:** At the request of Councillor McGrath that Mr Hannaway, Chief Executive, it was **AGRED** to write to the DoE and ask the Department to make a financial contribution towards the costs of this exercise.

**AGREED:** Councillor Craig raised concerns about the timetable for the completion of this exercise and it was **AGREED** to write to DFP Procurement Directorate requesting possible support.

**GC/33/2014: DRAFT NILGA RESPONSE TO DoE CONSULTATION – DISQUALIFICATION AND PRESCRIBED EMPLOYMENT REGULATIONS**

**Read:** Report from Catrina Miskelly on the Draft NILGA response to DoE Consultation on the Disqualification and Prescribed Employment Regulations. **(Copy circulated).**

**AGREED:** It was **AGREED** on the **PROPOSAL** of Councillor Craig, **SECONDED** by Councillor Ruane, to approve the above report and to note the contents of the NILGA response and support the recommendations set out at points 1-3 of the NILGA consultation response as prepared by John Adams, Head of Workforce.

**GC/34/2014: HEALTH COMMITTEE – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

**Read:** Report from Briege Magill/Aisling Rennick/Alison White on work undertaken by the existing Health Committees of Down District Council and Newry and Mourne District Council. **(Copy circulated).**

**AGREED:** It was **AGREED** to mark this report 'noted' and that the issue of the establishment of a Health Committee in Newry, Mourne and Down District Council would form part of the

**Governance arrangements of the new Council, particularly under Community Planning.**

**NOTED:** Councillor McGrath said that any Health Committee which was established should ensure that Councillors continue to have a strong, independent lobbying role on health issues.

**FOR NOTING**

**GC/35/2014: LOCAL PROGRAMME – PROGRESS REPORT UPDATE**

**Read:** Progress Report Update on the Local Programme. **(Copy circulated).**

**AGREED:** It was **AGREED** to mark the above report `noted`.

**AGREED:** It was **AGREED** at the request of Councillor Carr that all **Shadow Councillors** should receive, for their information, the agenda and reports of all **Shadow Committee Meetings** via the Minute pad system.

**GC/36/2014: ASSESSMENT TOOL AND REPORTING FRAMEWORK**

**Read:** Report from Mr J McBride on the recent introduction of a DoE Readiness Assessment Tool and Reporting Framework. **(Copy circulated).**

**AGREED:** It was **AGREED** to mark the above report `noted`.

**NOTED:** Mr McBride confirmed that the Newry, Mourne and Down response had been submitted but a number of issues of concern had been identified and these had been fed back to the Department for consideration. An urgent meeting had also been sought with the representatives of the Department to resolve issues of concern which have been identified.

There being no further business the Meeting ended at **4.20 pm**.

**For consideration at the Shadow Council Meeting to be held on Tuesday 2 September 2014.**

**Signed:** Councillor M Carr  
(Chairperson)

**Signed:** Mr L Hannaway  
(Chief Executive Designate)