

NEWRY MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Strategy Policy & Resources Committee Meeting held on Thursday 12 April 2018 at 5.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick.

In the Chair: Councillor T Hearty

In Attendance: Councillor R Burgess Councillor P Byrne
Councillor M Carr Councillor S Doran
Councillor C Enright Councillor D Hyland
Councillor O McMahon Councillor A McMurray
Councillor M Ruane Councillor G Sharvin
Councillor W Walker

Also in Attendance: Councillor T Andrews Councillor G Stokes

Officials in Attendance: Mr L Hannaway, Chief Executive
Mrs D Carville, Director of Corporate Services
Mr M Lipsett, Director of Active & Healthy Communities
Ms R Mackin, Assistant Director, Corporate Planning & Policy
Mr C Mallon, Assistant Director, Estates & Project Management
Mr J McBride, Assistant Director, Community Planning & Performance
Mr G McBride, Head of Administration & Customer Services
Mrs L Moore, Head of Legal Administration
Mrs E McParland, Democratic Services Manager
Miss S Taggart, Democratic Services Officer

SPR/047/2018 APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Murnin, Ó Muirí and Savage.

SPR/048/2018 DECLARATIONS OF INTEREST

There were no declarations of interest.

SPR/049/2018 ACTION SHEET OF THE STRATEGY, POLICY AND RESOURCES COMMITTEE MEETING HELD ON 15 MARCH 2018

Read: Action Sheet of the Strategy, Policy and Resources (SPR) Committee Meeting held on 15 March 2018 (circulated).

Agreed: **On the proposal of Councillor Burgess, seconded by Councillor Hyland, it was agreed that the Action Sheet of 15 March 2018 be noted.**

CORPORATE SERVICES

SPR/050/2018 CEO & CORPORATE SERVICES BUSINESS PLAN

Read: Report from Mr J McBride, Assistant Director, Community Planning & Performance, dated 12 April 2018, regarding CEO & Corporate Services Business Plan (copy circulated).

Councillor Byrne welcomed the improvement and availability of Elected Member training and asked whether a procurement manual and training on procurement would be forthcoming before the end of Council term.

Mr Hannaway advised the Elected Member Working Group had a plan for training and procurement could be placed on the agenda for progressing this training going forward.

Councillor Sharvin queried whether Council would be ready to comply with GDPR when it was implemented on 25th May.

Mrs Carville stated an external expert had been appointed to undertake a data audit in preparation for 25th May however, Council would not be 100% compliant on that date which the ICO had recognised.

Councillor Enright stated there was nothing within the business plan going forward with regard to raising revenue for the Council as a whole.

Mrs Carville advised this was not included as a specific target as it was cross-cutting across different directorates. She stated work would be undertaken this year and the Efficiencies Working Group would be kept updated with the progress.

AGREED: **It was agreed on the proposal of Councillor Ruane, seconded by Councillor Sharvin, the contents of the report were noted and the Chief Executive's Office and Corporate Services Annual Reviews 2017-18 and Business Plans 2018-19 were agreed.**

CORPORATE PLANNING AND POLICY

SPR/051/2018 REPORT ON DRAFT EQUALITY ACTION MEASURES PLAN 2018-2020

Read: Report from Mr C Moffett, Head of Corporate Policy and Ms S Rice, Corporate Policy & Equality Officer, dated 12 April 2018, regarding Draft Equality Action Measures Plan 2018-2020 (copy circulated).

Councillor Byrne queried the method of monitoring used to ensure section 75 groupings were consulted with and also asked whether there was a tangible example of a policy that needed equality screened so that he could see the process undertaken.

Mrs Mackin advised the list of consultees was regularly monitored and updated, particularly in terms of hard-to-reach groupings. She undertook to revert to the Member on the process of equality screened policies.

AGREED: It was agreed on the proposal of Councillor Byrne, seconded by Councillor McMahon, to approve the draft Equality Action Measures Plan 2018-2020, followed by ratification at the 8 May 2018 monthly meeting of Council to allow the initiation of public consultation on the proposed action plan.

SPR/052/2018 **REPORT ON SECTION 75 POLICY SCREENING REPORT – QUARTERLY REPORT FOR PERIOD JANUARY-MARCH 2018**

Read: Report from Mr C Moffett, Head of Corporate Policy and Ms S Rice, Corporate Policy & Equality Officer, dated 12 April 2018, regarding Section 75 Policy Screening Report – Quarterly Report for Period January-March 2018 (copy circulated).

NOTED: It was agreed to note the contents of the Section 75 Policy Screening Report – Quarterly Report for period January-March 2018

FOR DISCUSSION/DECISION

SPR/053/2018 **TO APPOINT TWO REPRESENTATIVES TO PARTICIPATE IN THE NILGA LOCAL PLANNING PROGRAMME FOR ELECTED MEMBERS**

Read: Information on NILGA Local Planning Programme for Elected Members (copy circulated)

AGREED: It was agreed on the proposal of Councillor Ruane, seconded by Councillor Doran, that the incoming Chair and Vice-Chair of the Planning Committee for 2018/19 be appointed to participate in the NILGA Local Planning Programme for Elected Members.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014

SPR/054/2018 **STRATEGIC PROJECT WORKING GROUP ACTION SHEET & ALBERT BASIN PARK TERMS OF REFERENCE**

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Sharvin, it was agreed to exclude the public and press from

the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Strategic Project Working Group Action Sheet & Albert Basin Park Terms of Reference (copy circulated).

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Hyland, seconded by Councillor Ruane, to approve the contents of Strategic Projects Working Group action sheet, included removal of items marked from the action sheet, and with regard to the Albert Basin Park terms of reference, agreed to approve the draft Terms of Reference presented for Member agreement with the paragraph on Membership being amended to read:

- All Newry DEA Councillors and a representative from the Unionist grouping.
- 3 representatives from Newry 2020
- 1 representative from Newry Chamber of Commerce
- 1 representative from Drumalane Community Centre
- Other groups and associations as and when required, e.g. urban sports groups and the Maritime Association.

SPR/055/2018

STAFFING IN DEMOCRATIC SERVICES

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Sharvin, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr L Hannaway, Chief Executive, dated 12 April 2018, regarding Staffing in Democratic Services (copy circulated).

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Sharvin, seconded by Councillor Walker, to approve the recommendations contained in paras. 3.1 and 3.2 of the Officer's report regarding staffing levels within the Democratic Services team.

SPR/056/2018 **RENEWAL OF COUNCIL INSURANCE**

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Sharvin, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mr C Mallon, Assistant Director of Estates and Project Management, dated 12 April 2018, regarding Insurance Renewal 2018-19 (copy circulated).

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Hyland, seconded by Councillor Ruane, to approve the renewal of the Council's insurance cover premiums for the year 2018-2019 at the cost detailed in para. 3.1 of the Officer's report (with officers to revert to Members in respect of any matters raised which were not answered during the meeting)

SPR/057/2018 **SETTLEMENT OF CIVIL CLAIM**

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Sharvin, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular

person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mrs A Robb, Assistant Director of Corporate Services, dated 12 April 2018, regarding Settlement of Civil Claim (copy circulated).

Agreed: **On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.**

Agreed: **When the Committee came out of closed session, the Chairperson advised that it had been agreed on the proposal of Councillor Doran, seconded by Councillor Carr, to settle a civil claim brought against the Council in accordance with the terms and conditions detailed in para. 3.1 of the Officer's Report.**

SPR/058/2018 **REPORT ON COMPLAINTS STATISTICS**

Agreed: **On the proposal of Councillor Ruane, seconded by Councillor Sharvin, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.**

Read: Report from Mr G McBride, Head of Administration and Customer Services, dated 12 April 2018, regarding Report on Complaints Statistics (copy circulated).

Agreed: **On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.**

Agreed: **When the Committee came out of closed session, the Chairperson advised that it had been agreed to note the contents of Officer's Report on complaint statistics for the months of December 2017, January 2018 and February 2018.**

FOR NOTING

SPR/059/2018 **NEWRY BID DEBT COLLECTION OFFICER**

Agreed: On the proposal of Councillor Ruane, seconded by Councillor Sharvin, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mrs L Moore, Head of Legal Administration, dated 12 April 2018, regarding Newry BID Debt Collection Officer (copy circulated).

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed to note the content of Officer's Report relating to the Newry BID Debt Collection Officer (with the officer to follow up on matters raised by Members during discussion).

SPR/060/2018 **DISPOSAL OF LAND WHERE DEPARTMENTAL APPROVAL IS REQUIRED**

Agreed: On the proposal of Councillor Ruane , seconded by Councillor Sharvin, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Part 3 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – Information relating to the financial or business affairs of a particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Read: Report from Mrs L Moore, Head of Legal Administration, dated 12 April 2018, regarding Disposal of Land where Departmental Approval is Required (copy circulated).

Agreed: On the proposal of Councillor Burgess, seconded by Councillor Sharvin, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson advised that it had been agreed to note the content of the Officer's Report relating to disposal of

Council land when, under legislation, Departmental approval is required and to invite Departmental representatives to meet with Council to discuss the matter.

There being no further business, the meeting concluded at 6.22pm.

For consideration at the Council Meeting to be held on 8 May 2018.

Signed: Councillor Terry Hearty
Chairperson

Signed: Dorinnia Carville
Director of Corporate Services