



**Society of Local Authority Chief Executives
And Senior Managers
Northern Ireland Branch**

BRANCH MINUTES

venue **Strabane District Council
Derry Road
Strabane**

date & time **Friday 5 June 2009 at 10.00am**

POSITION	PRESENT	APOLOGY
<i>CHAIR</i>	<i>Trevor Polley</i>	
<i>SECRETARY</i>	<i>Liam Hannaway</i>	
<i>VICE CHAIR</i>	<i>David McCammick</i>	
<i>TREASURER</i>	<i>Ashley Boreland</i>	
<i>VICE SECRETARY</i>	<i>Liam Flanigan</i>	
<i>AUDITOR</i>	<i>Rodney Connor</i>	
<i>PAST CHAIR</i>	<i>Philip Faithfull</i>	
	<i>Norman Dunn</i>	<i>Roger Wilson</i>
	<i>Robert Gilmore OBE</i>	
	<i>John McGrillen</i>	
	<i>John Briggs</i>	<i>Michael Docherty</i>
	<i>John Dempsey</i>	
	<i>Anne Donaghy</i>	<i>Nora Winder</i>
	<i>Danny McSorley</i>	<i>Heather Moorhead</i>
	<i>Adrian Kerr MBE</i>	<i>Martyn Todd MBE</i>
	<i>Alan Burke</i>	<i>John Quinn</i>
	<i>Richard Lewis</i>	<i>Marie Therese McGivern</i>
	<i>Tom McCall</i>	<i>Norman Davidson</i>
	<i>Mick McGuckin</i>	<i>Eddie Curtis</i>
	<i>John McLaughlin</i>	<i>Valerie Watts</i>

IN ATTENDANCE		
Executive Officer	Christine Horner	

1.	APOLOGIES	
1.1	Noted as above	
2.1	RPA	
	Action Points on Issues Raised by SOLACE Members and DOE	
2.1.1	Members discussed the protocols for distribution of DOE or PDP documents to SOLACE members. Members discussed using resources from SOLACE Enterprises to share the experience of CEX's from Scotland or England who have been through similar change experiences.	Action Exec Committee
2.2.2	Discussion took place on the mechanism for capital projects funding and DOE confirmed that currently it is unlikely that loans will be approved which don't have the Support of the Transition Committees. When the Transition Committees become statutory their approval will be needed, until then, the department will consider all applications in the round.	Members to note
2.1.3	In discussions on the proposals for a Transition Committee workshop for 6 July it was agreed that input from all partners is necessary to provide a structured approach.	Action
2.1.4	DOE sought SOLACE nominees to meet before the end of June and one other occasion to put forward a collective view on the reforms of the existing structures and report back to the SLB in August. Members agreed to nominate: Vice Chair David McCammick Hon. Secretary Liam Hannaway John McGrillen or Ashley Boreland (as SLB members Geraldine McGahey or Peter McNaney (as RTCG members) Anne Donaghy Norman Dunn It was agreed that each individual will arrange their own substitute if necessary.	Action
2.1.5	Ian Maye noted that he had attended the NIO DPP and CSP review group, he commented that it is important that solace are represented and suggested that there is a strong community development aspect. Members noted that Liam Hannaway and Anne Donaghy were interested and agreed to discuss this further.	Action Branch / Executive
3.	Presentations	
3.1	Nick Harkness Sport NI	
3.2	John Wilkinson CEX LPS Patricia Montgomery and Fred Hempton LPS	

- 4. MINUTES**
- Minutes of Branch Meeting of Friday 1st May 2009**
- 4.1** The minutes of the Branch meeting on Friday 1 May 2009 were agreed.
- 4.1.2** Paragraph 3.2.1. Norman Dunn confirmed that the local government auditor John Buchanan no longer has an issue with the councillor's web site, they will not promote any portal supplier but the principle is now clear.
- 4.2 Branch Acton Sheet**
Trevor Polley confirmed that a meeting has been arranged between NILGA and SOLACE Executive Committee on 12 June.
- 4.3 Minutes of the Executive Meeting on Friday 17 May 2009**
The minutes of the Executive Committee meeting on Friday 15 May 2009 were agreed.
- 4.4 Matters Arising Action Sheet**
All actions have been completed or are ongoing.

5. CHAIRMAN'S BUSINESS

- 5.1. *Making Transition Work Workshop The role of the elected members and officers 6 July.***
This item was discussed with DOE at item 2.1.5 and it was agreed that DOE and SOLACE as partners should have some influence over the content of the programme.
- 5.2**
The minutes of the Gender action Group were agreed Liam Hannaway proposed that Liam Flanigan be nominated to the gender action group; John Dempsey supported this.

CH to note

6. PRIORITY ISSUES

- 6.1 Development Workshop for New Chief Executives**
It was noted that the workshop would need at least four delegates to make it viable, the E.O. will confirm names with LGSC.
- 6.2 Support Programme for Chief Executives working with Transition Committees 29 June 2009**
It was suggested that it would be useful if a CEX from England or Scotland could attend the workshop to discuss their experience. Robert Gilmore agreed to discuss this with Solace Enterprises.
- 6.2.1**
Members agreed that the PWC document should be circulated to all SOLACE members and the Executive Committee opened up to all members who are available on 19 June. It was agreed that future documents will be reviewed by the Executive Committee, a mechanism for sharing or marking as confidential established.

CH to confirm

RG to discuss CEX from Scotland or England attendance at workshop

D McC to circulate PWC paper

Add to Exec. Agenda

6.2.2	Liam Hannaway reminded members that there is still a requirement for a skills workshop for existing CEX's. John McGrillen agreed to produce a paper for Robert Gilmore and SOLACE Enterprises for discussion at the meeting on 19 June.	John McGrillen to produce paper on CEX skills workshop
7.	<u>NILGA</u>	
7.1	Members discussed the addition of the NILGA logo to the DPP documentation, it was noted that this was a compromise on the decision made by the NILGA Executive, as it was not viable to print every individual logo.	
8.	Corporate Partners	
8.1	The existing partnership agreement with PWC is being tied up at present. Discussions with Tascomi are ongoing.	LH to take forward discussions
9.	<u>SOLACE CONFERENCES</u>	
	Joint Events with CEX Forum and LGSC	
9.1	The event on 25 June has 13 delegates' bookings all from central government. As there is no charge to delegates, it is a good opportunity for local government officers to attend and provide a good mix for discussions. Speakers for the events in September and October have confirmed their availability. Further information will be sent out in the next few weeks.	CH to circulate Sept / Oct information
9.1.2	Joint Event with the All Island forum	
	Liam Hannaway confirmed that the half-day workshop event will be held on Wednesday 18 November at a hotel close to Dublin Airport, it is a Chief Executive only event and the aim is to encourage networking and sharing of best practice.	LH to arrange further meeting with All Island Forum
9.1.3	John Dempsey confirmed that the detail will be discussed later and that as it is the first of this kind of event it is important that members get the date in their diary.	
9.1.4	Liam Hannaway confirmed that the Branch would need to consider a one-day event to fulfil the commitments to the corporate partners. Adrian Kerr confirmed that his office would be keen to assist with planning and delivery of a one-day event with the branch. Both matters to be referred back to the Executive Committee to consider further.	Executive Committee to discuss one day event for 2009
10.	<u>CORRESPONDENCE FOR INFORMATION</u>	
10.1	<i>Letter dated 21 May 2009 from Minister Wilson to acknowledge receipt of response to review of Local Government Staff Commission</i> Noted.	
11.	<u>CORRESPONDENCE FOR ACTION</u>	
11.1	<i>BERR survey Questionnaire</i> Noted, mainly for UK councils, however local councils will send their own response.	
11.2	<i>Teenage Discos in licenced premises</i> It was agreed that a consistent response should be taken in the matter therefore a joint SOLACE / NILGA consultation with councils to get a view should be undertaken by the E.O.	CH to work with NILGA to consult and formulate view

- 11.3 *DENI Consultation on equality implications of the proposals for RPA of the Education System*
Noted
- 11.4 *DSD Building Sound Foundations A Strategy for the Private Rented Sector*
Noted
- 11.5 *Letter dated 14 May 2009 from GLSC enclosing corporate and Business Plan for Comments*
Noted
- 11.6 *Letter dated 28 May 2009 from SOLACE director General*
Noted and agreed provided funding for E.O. post remains in place.

CH Draft response to letter

12. COMMUNICATIONS SLOT

- 12.1 Members agreed to reschedule the Branch Meeting to Friday 10 July 2009 at 10.00 in Armagh provided the premises are available. This will accommodate the anticipated clash with SLB on 3 July.

CH to reschedule July Branch meeting

13.1 Disability in Local Councils – Stakeholder Group

It was agreed that the HR manager in Ballymoney will represent SOLACE at the meeting on 1st July in the Ramada Encore Talbot Street Belfast.

CH to advise LGSC and HR Manager Ballymoney

- 13.2 David McCammick noted correspondence from DOE seeking two nominees from SOLACE to engage with a small number of representatives from Finance and Estates Working Group who are looking at various options for striking rates with a view to making recommendation to PDP C on a preferred option. As the proposed meetings may be in July and August, it was proposed that Tom McCall, David McCammick John McLaughlin and Richard Lewis represent the branch.

CH to notify Brenda Mooney

13.3 E Synergy letter of invitation to new venture Capital fund launch 2 July 2009

John McGrillen agreed to attend this event.

CH to confirm with E-Synergy

13.4 Refinancing of Council loans Fixed at High Interest Rates Without Penalty

The Branch broadly support for the letter to the Minister, to refinance the loan above 5% without penalty for all councils.

Letter to Minister

DATE OF NEXT BRANCH MEETING

Friday 10 July 2009
Craigavon Civic Centre
Committee Room 2