



Society of Local Authority Chief Executives and Senior Managers

EXECUTIVE MINUTES

Venue: **Banbridge District Council
Civic Building Banbridge**

Date: **Friday 15 October 2010**

POSITION	PRESENT	APOLOGY
CHAIR	David McCammick	
VICE CHAIR	Ashley Boreland	
SECRETARY	Liam Hannaway	
TREASURER		Valerie Watts
AUDITOR	John Briggs	
PAST CHAIR	Trevor Polley	

IN ATTENDANCE		
SOLACE EXECUTIVE OFFICER	Christine Horner	

NO.	ITEM	ACTION
1.0	APOLOGIES Valerie Watts	
2.0	PRESENTATIONS / Discussions	
2.1	None	
3.0	MINUTES	
3.1	Liam Hannaway agreed the Minutes of the previous meeting on Friday 17 September as a true reflection of the meeting.	
3.2	Matters Arising Ashley Boreland agreed that he will review the corporate partner agreements.	

Christine forwarded the Regional Infrastructure Programme response to the Department of Social Development before the deadline.

4.0 CHAIR'S BUSINESS

VAT On Leisure Services

- 4.1** The Finance officers are awaiting some additional information from Ciaran Quigley and will have a report ready for Solace Branch meeting on 5 November. Members requested that Ciaran Quigley and Joe Campbell give a presentation to Solace Members on that date.

CH to contact CQ and JC to arrange presentation at meeting

5.0 PRIORITY ISSUES

5.1 ICE Working Groups

It is anticipated that the Communication Newsletter will issue in the next few days. It was agreed that Solace should encourage Chief Executives to disseminate information.

Governance

- 5.1.2** Ashley Boreland advised that the working group will be preparing 5 options which councils will be asked to select one. It is anticipated that this will be ready for peer review in the next 3 – 4 weeks along with the feedback from the previous consultation. The Chairman referred to the letter from Tom McCall which raised issues on governance. Ashley confirmed that governance for the interim period before formal governance structures are agreed will also be dealt with. It was noted that drafts of any proposals will be circulated to colleagues for consideration and response and to encourage participation of all branch members.

5.1.3

Transferring Functions

Peter McNaney is currently working on this paper. Members requested that Christine obtain a copy of his report if it is complete

CH to obtain completed report

5.1.4

HR

David Mc Cammick gave an overview of the HR Strategy for the sector which will introduce flexibility of employment. He indicated that Bumper Graham has agreed to join the HR Group.

5.1.5

Members briefly discussed single status payments and the liabilities that are arising from single status and pensions. Members agreed that someone from NILGOSC should be invited to attend the next Branch meeting to clarify some of the liabilities and councils who may be involved.

CH to invite NILGOSC to branch meeting.

5.1.6

Support Services

This group is trying to get some conclusion on the issues within the working group. The issues include finance, Insurance, Legal Services and Asset Management.

5.2 **Review of Outcomes from additional Branch Meeting 17 September**

Valerie Watts has agreed to look at the Vision, there is no indication of when that will be available.

The Chairman discussed the options for the branch to develop a more meaningful way of working, to provide a leadership role for the branch, and to take decisions that will encourage colleagues to participate in branch activities. He proposed that a Business Committee to set challenges for the Branch and measure the outcomes achieved may be considered. It was agreed that the Executive Committee will delegate this work to the change managers to develop and agree how the Branch structure should be taken forward. Members proposed to make this recommendation to the branch meeting for discussion.

CH to note proposal for Branch meeting

6.0 **CORPORATE PARTNERS**

6.1 **Renewal of Tascomi Agreement**

The Policy Officer discussed the renewal of the Tascomi agreement with Sonia Rheinlander, Sonia is content to discuss a renewal of the agreement with Tascomi. Sonia will also review the PWC agreement at the earliest opportunity to allow for signature and invoicing.

CH to take forward

Proposals were made to contact Penna with a view to seeking a partnership with them. It was agreed that this should be reviewed with Sonia to ensure there is no conflict with any other partner. Christine to prepare papers for offer of partnership.

CH to take forward

7.0 **PROPOSALS FOR PRESENTATIONS FOR BRANCH MEETINGS**

7.1 **Lawrence Arbuckle NI Energy Agency**

Noted. However this should be directed to the energy officers forum or director level.

Contact Lawrence and directors of energy CH

7.2 **Wildlife and Natural Environment Act**

Noted. Discuss the best way forward with NILGA officers.

CH to discuss with KS NILGA

8.0 **SOLACE Conference & Events**

8.1 **3 November CCMA and SOLACE**

The Chairman noted that there are a number of City and County Managers attending the event and encouraged Solace members to sign up.

8.2 **9 November Hosting Marilyn Little from New Zealand working Lunch in GoodWood House**

Members sought confirmation of the date of the event and requested that options for lunch in Belfast City Hall or Goodwood House be investigated. It was agreed to invite Joe Campbell and Sharon Currans to the lunch.

CH to arrange with Belfast City Council and Angela Fitzpatrick

8.3	Workshops for Branch Members It was agreed that a draft of the proposed programme for the workshops using PWC and Penna should be drafted and put to the branch for endorsement. A central venue such as Antrim or Craigavon should be used to ensure low cost.	CH to draft brief for branch and arrange meeting to take forward with LGSC and PWC
9.0	CORRESPONDENCE FOR ACTION	
9.1	Review of the Default Retirement Age It was agreed that this item should be referred to the HR Officers.	CH to refer item to HR officers
10.0	CORRESPONDENCE FOR INFORMATION	
10.1	Letter from Tom McCall, Tom raised concern that all councils have not adopted the ice programme. Tom will have a discussion with Danny Mc Sorley on this issue.	
10.2	Letter from Nora Winder NILGA Reduction in Resources Members agreed to contact Joe and advise that Solace are happy to support this.	CH to advise Joe of position
10.3	Local Government Finance Bill Members noted the local government Finance Bill and in particular section 54. It was agreed that the role of Chief Executive and Chief Accounting Officer of council should be explicit. There may also be an accountant who is Director of Finance but the roles are different. Liam Hannaway agreed to prepare a submission on this issue to the Environment Committee.	LH to prepare submission for Env. Committee
10.4	E-Mail from Sheena Mairs NILGA Sheena requested confirmation that the Chair of Solace is content with the draft letter to issue with the ICE Newsletter. The chair confirmed that he is content.	CH to confirm position
10.5	Letter dated 13 October from Minister Poots Members discussed the content of the letter and the impact on local government. It was agreed that the issues will be discussed at the next Solace meeting.	Letter from Minister Poots for Branch Agenda
10.6	NILGA Review The draft report on the NILGA Review was discussed briefly and it was agreed that the report be circulated to all Solace members with a view to having the comments returned through the Policy Officer to collate and clear with the Chair and Secretary.	CH to collate comments and clear with Chair
10.7	Participatory Budgeting Conference 9 November 2010 NILGA requested a Solace nominee to attend the conference on November 9 in London. Members nominated Derek McCallan of Ards Borough Council.	CH to notify Derek and NILGA
11.0	ANY OTHER BUSINESS	
11.1	None	
12.0	DATE OF NEXT MEETING	

**19 November 2010 @ 11.00am
Antrim Borough Council
Civic Centre Stiles Way
Antrim**