



**MINUTES OF MEMBERS' MEETING ON WEDNESDAY 25 JANUARY HELD AT THE
COUNCIL CHAMBER, LISBURN CIVIC CENTRE & BY ZOOM**

ATTENDEES

Aldermen

Frazer Agnew
Bill Keery
Jim Speers

David Drysdale
Alan McDowell

Michael Henderson
Stephen Moutray

Councillors

Alison Bennington
Dermot Curran

Joe Boyle
Hazel Legge

Robert Burgess
Billy Webb

Council Guests

Deputy Mayor Cllr Michelle Guy

Kate Wilson (Admin Assistant)

ZOOM ATTENDEES

Aldermen

Allan Bresland

Angus Carson

Councillors

Timothy Gaston
Christine McFlynn

Valerie Harte
Vera McWilliams

Ben Mallon
Victor Warrington

APOLOGIES

Aldermen

Jim Dillon
Tommy Sandford

Tommy Nicholl
Drew Thompson

Jim Rodgers

Councillors

Beth Adger
Errol Thompson

Terry Andrews
Hon Nicholas Trimble

Diana Armstrong

1. Welcome

The NAC Senior Vice-Chair, Ald McDowell opened the meeting and handed over to the Lisburn & Castlereagh City Council Deputy Mayor, Cllr Michelle Guy who provided a warm welcome to the NAC Members. Cllr Guy said that this was the first time she has attended an NAC meeting and will stay for as long as possible but may have to leave early as she has another appointment to attend.

Ald McDowell thanked Cllr Guy for joining the NAC members pre-meeting and thanked her and her council colleagues for hosting the meeting within their Chamber.

Minutes of last Meeting and Matters Arising

Ald Drysdale advised that Ald Tommy Sandford has been in hospital, the NAC Secretary, Cllr Boyle said that members of the NAC have been in contact with Ald Sandford, and it was reported that he is now at home recovering. Ald Drysdale proposed that a letter should be sent on behalf of the NAC, wishing Ald Sandford well and Ald Henderson seconded this.

The minutes of the last Members' Meeting held on 16 November 2022 were proposed as a true and accurate record by Cllr Burgess, seconded by Ald Henderson, and agreed by all.

Apologies received by phone and email were read out and others were added from the floor, these are all as recorded on Page 1.

3. Officers Reports – Treasurer, Secretary and National Chair

Treasurer's Report

The Treasurer, Ald Carson provided details of the organisation's current financial position from the December bank statement and the Secretary, Cllr Boyle gave a further update from the January bank statement which was received this week at the NAC.

The Treasurer's report was approved as proposed by Cllr Henderson and seconded by Cllr Burgess.

Secretary's Report

Cllr Boyle delivered his report as follows:

Firstly, I would like to thank Ald Henderson and Cllr Legge for their assistance with securing the booking for today's meeting with their council, also I want to thank Cllr Legge for making me aware of the roadworks outside the building which was very helpful as I was able to pass this on to those attending today.

Last Members Meeting Decisions

Decisions and actions taken as agreed at our last Members Meeting in November have been completed as follows:-

1. Request for a meeting with the DfC

We contacted Mr Anthony Carleton, and a meeting was arranged to take place on Wednesday 18th January at the DfC offices in Causeway Exchange, Belfast to include a cross-party delegation from the NAC. This meeting had to be postponed the day before due to the DfC building being closed by the Permanent Secretary due to problems with the water supply. We are currently co-ordinating with the DfC to get a new meeting date, which will be confirmed today.

2. Long Service Awards

This item will be included on the agenda for discussion at the next EC meeting taking place on Monday 6 February.

3. Letter to Cllr Adger

A letter was sent to Cllr Adger on behalf of the NAC NI Region congratulating her on her two-year appointment as President of the NAC UK which was awarded at the NAC UK AGM in November. This is a great achievement as it is the first time that a NI member has held this position.

NAC MEMBERS' MEETING MINUTES - WEDNESDAY 25 JANUARY 2023 IN LISBURN

4. Letter to Cllr Casey

Cllr Casey has now retired from Public Office and attended his last EC Meeting in December. At that meeting the Chair, Cllr Andrews gave a thank-you speech to Cllr Casey, and I read out the letter that was prepared on behalf of the NAC to him, this was followed by thanks and good wishes from each of the EC Members in attendance. There is now a vacancy on the EC for a SF member.

Other activities are as follows:

Circulations to all Members

- 23 November 2022 - A document on APSE's proposed Research and Survey in relation to the changes to Councillors roles and responsibilities.
- 19 December 2022 - Details of the NAC UK January 2023 Conference in York.
- 21 December 2022 - The December 2022 NAC Newsletter.
- 3 January 2023 - NAC NI Conference Outcomes Report Document for review/feedback
- 24 January 2023 - Details of the NAC UK February 2023 Conference in Carlisle.

2023 Meetings

Dates for Members' Meetings have been agreed as follows: 15 March, 19 July, 20 September, and 22 November. The AGM will be held on Friday 20 October. When venues are confirmed, the details will be circulated to Members' Delegates and Councils.

2023 NAC UK Conferences

Dates for the 2023 NAC UK Conferences are available on the Meetings Page of the NAC NI Website. Details and Booking Forms for upcoming NAC UK conferences are circulated to all Councillors and Councils when they are received from the NAC UK Secretary, Cllr Brian Nelson.

Outcomes Report from the NAC NI Conference

The Draft Outcomes Report from the NAC Conference held on 27 September 2022 has been shared with Members and is on the agenda for discussion today. If approved this will form the basis of the NAC NI's Business Plan for moving the organisation forward.

NAC Constitution Review

This is now complete, and the draft document is being reviewed for legal approval. When approved it will be included at the next Members Meeting for final sign-off and is to be implemented from May 2023.

NILGA/SOLACE Local Government Conference on 23 February 2023

Cllr Andrews and I have been invited to represent the NAC at the Conference which is taking place in the Silverbirch Hotel in Omagh.

The NAC will be playing an active role in the part of the day that is specifically for Elected Members and the EC has agreed that the NAC role will focus on Councillor wellbeing. Cllr Andrews and I had a meeting with the NILGA CE, Alison Allen earlier this month on this.

Ms Allen will be invited to future NAC EC Meetings.

Local Enterprise Training Workshop

It has been recognised that there can be difficulties for councillors when taking decisions at council meetings that are based on recommendations or advice provided by council officers, which they may

not understand or feel confident with. To address this the NAC NI region are running a one-day event on Thursday 2 March 2023 to act as an introduction to a training programme that has been developed for councillors to provide the skills to allow them to grow their knowledge in Local Enterprise.

We are working with Derek McCallan, who will be facilitating at the event which is being held at the Craigavon Civic and Conference Centre. Derek is arranging a variety of speakers, some that have confirmed are Simon Hamilton the CE of the Belfast Chamber of Trade & Commerce, Steve Pollard from the Ulster University and Alison Allen from NILGA.

Details of the event will be circulated shortly.

End of Secretary's Report

Following discussion and contribution by various members decisions were taken in relation to items on the Secretary's Report as follows:

Outcomes Report from the NAC NI Conference

The report was accepted by all as proposed by Cllr Burgess and seconded by Ald Moutray. Following discussion, it was further agreed that the EC should discuss asking Derek McCallan to provide an Action Plan list from the report which can then be used as a Business Plan/Benchmark Document for the NAC moving forward, as proposed by Cllr Webb, and seconded by Cllr Curran.

NAC Constitution Review

It was pointed out that the amended Constitution must be ratified by members either at an Annual General Meeting or Special General Meeting prior to being implemented, Cllr Boyle advised that this will be discussed by the EC at their next meeting.

Local Enterprise Training Workshop

Ald McDowell declared an interest in this item and left the Chamber from 11.45am to 12.18pm whilst this was discussed. The NAC Junior Vice Chair, Cllr Harte chaired the meeting at this time. Various points were put forward with the Training Workshop being supported and agreed by all, in principle, as proposed by Cllr Webb and seconded by Cllr Burgess. It was agreed that the suggested date should be put back to allow this to be tabled at council meetings and Ald Henderson proposed that this should be further discussed and agreed by the EC at their next meeting, Ald Speers seconded his proposal.

4. Any Other Business

The review of the Roles and Responsibilities of Councillors was raised with a question in relation to moving this forward. Cllr Boyle explained that some items requested in the review were legislative and therefore will not progress without an Assembly in place, however at the next meeting with the DfC Officials clarification on which items can progress will be requested.

5. Chair's closing remarks and Next Meeting Date

Cllr McDowell thanked everyone for attending and their input and advised that the next Members Meeting will take place at 11am on Wednesday 15 March 2023, in the Mid & East Antrim Council area (venue to be confirmed) with a Virtual Link for those joining from home.

See over for Decisions/Actions Summary.

Decisions/Actions Summary	By
Send a letter to Ald Sandford on behalf of the NAC wishing him well following his recent spell of hospitalisation.	JB/KW
Discuss the Conference Outcomes Report at next EC Meeting with a view to asking Derek McCallan to provide an Action Plan list from the report which can be used as a Business Plan/Benchmark Document for the NAC moving forward.	JB
Discuss the NAC Constitution Review at next EC Meeting with a view to arranging ratification by members so that it can be implemented from May 2023.	JB
Discuss the proposed Local Enterprise Training Workshop at next EC Meeting with a view to arranging a suitable date for the event to take place.	JB