

## Working Group Report Council Representation on Outside Bodies

Report of Outside Bodies Working Group meeting of Mid Ulster District Council held on *Thursday 6 February 2020* in *Magherafelt* at *6.00pm*

**Attendees**    **Members:** Councillors Brown, Forde, S McPeake, B McGuigan, McKinney (representing Cllr Cuddy)  
**Officers:** Head of Democratic Services (P Moffett), Member Support Officer (E Forde)

**Apologies**    Councillor Cuddy (represented by Cllr McKinney), Mallaghan

AGENDA	MATTERS AGREED	ACTIONS & RESPONSIBILITY
<b>1.0</b>	<b>Election of Chair</b>	
	In the absence of the Chair, Councillor Mallaghan  <b>AGREED</b> that Councillor Brown Chair the meeting in the absence of the Chair	
<b>2.0</b>	<b>Working Group Report 5 December 2019</b>	
	<b>NOTED</b> report of meeting held on 5 December 2020	
<b>3.0</b>	<b>Consideration of draft Final Working Group Report of Recommendations</b>	
	P Moffett referred took members through the draft final Working Group Report of Recommendations highlighting; 2 reps were still to be appointed to Fermanagh & Omagh Council facilitated A5/N2 Cross Border Group; appointments had been made to the NILGA Policy & Learning Networks and; confirmation was to be made regarding Sustainable NI All Party Group on Climate Change.  P Moffett took members through the recommendations emanating from the Working Group  <ul style="list-style-type: none"> <li><b>Continuing need for Representation on documented Outside bodies</b></li> </ul>	Head of Democratic Services

Councillor McPeake sought clarity on timeframe for the bringing forward of a wider arts forum. Councillor Brown asked if it would be scheduled before 2023, as an earlier date would be preferable.

**AGREED** that idea of a wider Arts Forum be referred to Business & Communities Dept. to progress

- **Number of Councillor representatives to Outside Bodies**

**AGREED**

- **Working Groups Established by Council**

In addition to that covered in the draft report, all working groups be increased to 10. The need for a stipulation/rider be included that the general principle of d'hondt is observed when filling working groups to ensure no one party dominated with a significant number, when filling them at the 2023 AGM.

**AGREED** a stipulation/rider be included that the general principle of d'hondt is observed when filling working groups to ensure no one party dominated with a significant number, when filled at 2023 AGM

- **Filling Positions on Outside Bodies at AGMs and In-Term**

Cllr S McPeake commented that for example ICBAN constitution listed that representation should be inclusive of all parties.

**AGREED**

- **DEA (District Electoral Area Meetings)**

Noted there was a need to be flexible in encouraging DEA meeting activity and seek out possibilities for raising issues with Cllrs as a DEA when other things were already scheduled in the committees' calendar

**AGREED** that this be reflected in the final report

	<ul style="list-style-type: none"> <li>• <b>Working Group on Civic Recognition</b></li> </ul> <p><b>AGREED</b> report as detailed.</p> <p><b>Final draft Final Working Group Report of Recommendations</b></p> <p><b>AGREED</b> subject to the foregoing that the final working group report of recommendations be brought forward to the next available Policy &amp; Resources Committee meeting</p>	
	<b>Meeting ended at 6.45pm</b>	

## **Report of Recommendations from Working Group**

### **Representation on Outside Bodies**

February 2019

The Council previously resolved, through Policy & Resources Committee, that a working group (WG) of members be convened to review Council's representation on outside bodies, and that this include a review on how representatives are selected.

This report provides the final recommendations on the work of the WG for consideration and recommendation to Council for approval.

### **Background**

The Council has elected member representation on a series of 'outside bodies' which have a base within and in some cases outside the Mid Ulster district. The council provides representation to upwards of 46 'outside bodies' some of which are established from within the Council and facilitated by Council Officers.

The WG considered (i) the council's presence on each outside body and (ii) the approach taken to filling appointments at annual meetings and subsequent in-year requests as they arise. The scope of the WG extended to identifying all outside bodies to which council has representation and then reviewing:

1. Continuing need for representation on the identified outside bodies
2. Appropriateness of the number of representatives on the outside bodies
3. Continuing need for bodies, forums and partnerships established/facilitated by Council
4. Approach taken on filling positions on outside bodies at annual meetings
5. Approach to dealing with in-year requests to nominate to an outside body

### **Overview of Working Group Activity**

- Membership was drawn from 5 Sinn Fein, 3 DUP, 1 UUP and 1 SDLP
- Members were Cllrs McPeake, Clarke, McGinley, Mallaghan, B McGuigan, Brown, Forde, Ashton, Cuddy and Quinn
- The Group appointed Cllr Mallaghan as Chair
- 4 Meetings were held in October, November, December 2019 and February 2020
- WG Meeting Reports were presented to Policy & Resources Committee detailing the issues being progressed and discussed
- 3 issues from the WG were brought forward and recommended for approval at Policy & Resources, these being:

1. sending representatives to Fermanagh & Omagh DC facilitated A5/N2 Cross Border Group
2. sending representatives to NILGA Policy & Learning Networks
3. sending representatives to Sustainable NI All Party Group on Climate Change

## Recommendations

The following sets out the recommendations from the WG for consideration by Policy & Resources Committee. For clarity, ‘outside bodies’ are defined as all organisations, forums and committees which receive representation from the Council irrespective of whether they are external or internal to the Council i.e.

- Representation **external** to the Council - defined as those which the Council has no involvement
- Representation **internal** to the Council - defined as those established by a council service, being run or primarily facilitated by the Council

	General Issue/Area	Recommendation	What this Means
1	Continuing need for Representation on documented Outside Bodies	<p><b>1.1</b> That Cllr representation continues to be provided on all existing outside bodies except for the following as listed:</p> <ul style="list-style-type: none"> <li>• Community Organisations of South Tyrone (COSTA)</li> <li>• Cookstown, Dungannon &amp; Magherafelt Community Transport (CDM)</li> <li>• Local Government Forum: Northern Commissioning Group, HSCB</li> <li>• South Tyrone Hospital Community Forum</li> <li>• Southern Childcare Partnership Trust: Early Years Forum</li> <li>• William Carlton Summer School</li> <li>• Flavour of Tyrone</li> </ul> <p><b>1.2</b> That Cllr representation to the following be included within the overall outside bodies list:</p> <ul style="list-style-type: none"> <li>• Connecting Pomeroy</li> <li>• Sperrins Future Search</li> </ul> <p><b>1.3</b> Further note:</p> <ul style="list-style-type: none"> <li>• Burnavon Arts &amp; Cultural Centre Committee remain in place until consideration is given to establish a district wide forum of all council arts facilities. That this matter be referred to Business &amp; Communities Department for consideration and progression</li> </ul>	<ul style="list-style-type: none"> <li>○ Council will no longer send representatives to: <ol style="list-style-type: none"> <li>1. Community Organisations of South Tyrone (COSTA)</li> <li>2. Cookstown, Dungannon &amp; Magherafelt Community Transport (CDM)</li> <li>3. Local Government Forum: Northern Commissioning Group, HSCB</li> <li>4. South Tyrone Hospital Community Forum</li> <li>5. Southern Childcare Partnership Trust: Early Years Forum</li> <li>6. William Carlton Summer School</li> <li>7. Flavour of Tyrone</li> </ol> </li> <li>○ Existing representation of the above will remain until May 2023</li> <li>○ This does not preclude a councillor becoming a representative on any of the above, but they will not be representing the Council</li> </ul>

		Annex 1. details the revised list incorporating this recommendation	<ul style="list-style-type: none"> <li>○ Connecting Pomeroy and Sperrins Future Search be added to the outside bodies list</li> </ul>
2	Number of Councillor representatives to Outside Bodies	<p><b>2.1</b> That the number of Cllrs sent to each Outside Body remain except for the following</p> <ul style="list-style-type: none"> <li>• Shopmobility reduce representation from 5 to 3</li> </ul> <p><b>2.2</b> Further note:</p> <ul style="list-style-type: none"> <li>• Somme Association remain but on next membership subscription renewal a report be brought to P&amp;R to consider current Cllr representation being reduced from 2 to 1</li> </ul> <p>Annex 1. details the revised list incorporating this recommendation</p>	<ul style="list-style-type: none"> <li>○ Council will appoint 3 representatives to Shopmobility Mid Ulster at its May 2023 AGM, rather than 5</li> <li>○ A paper will be brought to a P&amp;R meeting in Feb or March 2021 giving consideration to the number of representatives being sent to Somme Association</li> </ul>
3	Working Groups established by Council	<p><b>3.1</b> That the existing arrangements on establishment and administration of Working Groups (WGs) remain, subject to the following:</p> <ul style="list-style-type: none"> <li>• All working groups to have a membership of 10</li> <li>• 'Planning Forums' be moved to Outside Bodies and filled in same manner as applied to the outside bodies (either by <i>Party Agreement</i> or <i>d'Hondt</i>)</li> <li>• WGs still in operation at end of current Council term (2019-2023) be added to the Outside Bodies list and filled in the same manner as being applied to the existing outside bodies at the 2023 AGM</li> <li>• When filling working groups along with the wider 'outside bodies' the general principle of d'hondt should be observed to ensure no one political party dominated with a significant number when being filled at 2023 AGM (and a mechanism explored to facilitate this)</li> </ul> <p>Annex 1. revised Working Groups list incorporating this recommendation</p>	<ul style="list-style-type: none"> <li>○ All WGs to have a membership of 10</li> <li>○ The three planning forums (Lough Neagh, Sperrins and Cross Border) be dealt with as outside bodies, and filled by Party Agreement as representation is required to come from Planning Committee</li> <li>○ WGs which have not been stood down by the end of this Council term (i.e. by May 2023) will automatically be added to the list of outside bodies</li> </ul>

4	Filling positions on Outside Bodies at AGMs and in-term	<p><b>4.1</b> That the approach taken be inclusive of the following:</p> <ul style="list-style-type: none"> <li>• In the final quarter of 2022-23, the list of all outside bodies to be filled by d'hondt, by party agreement and DEA be agreed</li> <li>• Outside bodies to be filled by d'hondt on a continuous basis (rolling basis), for the incoming four year period (i.e. for 2023-2027)</li> <li>• D'hondt calculation restarts each time a <b>new</b> outside body is agreed to be appointed to during the Council term 2023-2027)</li> <li>• A review be undertaken of those bodies which are specific in their request for political party representation and identified to be filled by party agreement</li> </ul> <p>Annex 1. details current method for filling position of each outside body</p>	<ul style="list-style-type: none"> <li>○ Party representation to outside bodies filled in May 2019 will continue until the end of the current Council</li> <li>○ Positions to outside bodies will be filled by d'Hondt on a rolling/continuous basis until all positions have been filled (excluding those identified to be filled by Party Agreement or by DEA)</li> <li>○ In-term requests received after the 2023 AGM being filled by d'Hondt will be done by restarting the calculation each time</li> <li>○ Those organisations which are specific in their political party representation will be identified as to be filled by Party Agreement and not filled by d'hondt</li> </ul>
5	DEA (District Electoral Area) Meetings	<p><b>5.1</b> That the practice of DEA Meetings be initiated to include the following principles:</p> <ul style="list-style-type: none"> <li>• That up to 2 DEA meetings per year are held to discuss maintenance related issues of impact within each of the DEAs</li> <li>• Democratic Services will work to tie in a number of DEA specific issues by way of update from council services and outside agencies, where relevant</li> <li>• Democratic Services will work to choreograph business, where possible, to tie them into a single agenda</li> <li>• Democratic Services will schedule the dates and notify Councillors</li> </ul>	<ul style="list-style-type: none"> <li>○ A minimum of 2 meetings of each DEA per year will be convened to discuss maintenance related issues</li> <li>○ Business at the 2 meetings of each DEA per year will be choreographed and scheduled by Democratic Services</li> <li>○ Will be held at approximately six-month intervals</li> <li>○ Opportunities to convene wider DEA Meetings be taken throughout the year when matters/meetings are already scheduled in</li> </ul>

			the Committees Calendar to bring Cllrs together
6	Other: WG on Civic Recognition	<b>6.1</b> That the Civic Recognition WG be reconvened on conclusion of the work of Outside Bodies WG to review practice to date in this area and to review the policy, which is due for revision in April 2020.	<ul style="list-style-type: none"> <li>○ WG on Civic recognition will be convened, to look at the existing policy to review its implementation and application to date</li> <li>○ Party Leaders to identify their reps. of 5 SF, 3 DUP, 1 SDLP, 1UUP</li> </ul>

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## Democratic Services

February 2020

## Annex 1 – Outside Bodies List reflecting Working Group Recommendations

The following is a list of the current Outside Bodies (as of 4<sup>th</sup> Feb 2020) reflecting the recommendations of the council Working Group on Outside Bodies. In summary, should there be no new outside bodies to appoint to this list is reflective of the those which will require appointed to at the May 2023 AGM under the area of Outside Bodies.

**Note** - this list does not include this which require appointment as Positions of Responsibility, which are dealt with separately at council AGMs (i.e. Partnership Panel, Housing Council, PCSP and Reserve & Cadets).

Name	Number of Council Reps	Method of Filling Positions
<b>Representation External to Council</b> – defined as those which the Council has no involvement in their administration		
Agewell Partnership	5	Council d'Hondt calculation
Caledon Regeneration Partnership	4	Council d'Hondt calculation
Coalisland & District Development Association	2	Council d'Hondt calculation
Coalisland & Dungannon Neighbourhood Renewal Partnership	12	District Electoral Area (Dungannon and Torrent)
Drainage Council for NI	1	Council d'Hondt calculation
Dungannon Enterprise Centre	2	Council d'Hondt calculation
ICBAN	4	Council d'Hondt calculation
Lough Neagh Partnership Board	5	Council d'Hondt calculation
National Association of Councillors	8	Council d'Hondt calculation
NI Amenity Council	3	Council d'Hondt calculation

Name	Number of Council Reps	Method of Filling Positions
NILGA (NI Local Government Association)	8	Council d'Hondt calculation
NILGA Policy & Learning Networks: <i>Reform, Devolution &amp; Improvement</i>	1	Council d'Hondt calculation
NILGA Policy & Learning Networks: <i>Local economic Development, Investment &amp; International Affairs</i>	1	Council d'Hondt calculation
NILGA Policy & Learning Networks: <i>Place Shaping &amp; Infrastructure</i>	1	Council d'Hondt calculation
NILGA Policy & Learning Networks: <i>Health, Social and Environmental Well Being</i>	1	Council d'Hondt calculation
NILGA Policy & Learning Networks: <i>Elected Member Development</i>	1	Council d'Hondt calculation
NI Strategic Migration Partnership: <i>Sustainable Communities &amp; Demographics Group</i>	1	Council d'Hondt calculation
The Honourable Irish Society	2	Council d'Hondt calculation
Shopmobility Mid Ulster	3	Council d'Hondt calculation
Somme Association (Somme Advisory Council)	2	Council d'Hondt calculation
Sustainable NI	2	Council d'Hondt calculation
Workspace, Draperstown	1	Council d'Hondt calculation

Name	Number of Council Reps	Method of Filling Positions
<b>Representation Internal to Council</b> - defined as those established by a council services, being run by or primarily facilitated by the council		
Burnavon Arts & Cultural Centre Sub-Committee	5	Council d'Hondt calculation
Coalisland Town Centre Forum	6	District Electoral Area (Torrent)
Connecting Pomeroy	7	District Electoral Area (Cookstown)
Cookstown & District Town Twinning Meeting	7	District Electoral Area (Cookstown)
Cookstown Town Centre Forum	7	District Electoral Area (Cookstown)
Dungannon Regeneration Partnership	6	District Electoral Area (Dungannon)
Rural Development Local Action Group	12	Council d'Hondt calculation
Magherafelt Town Centre Forum	5	District Electoral Area (Magherafelt)
Maghera Town Centre Forum	5	District Electoral Area (Carntogher)
Mid Ulster Community Plan	10	Council d'Hondt calculation
Mid Ulster Housing Form	10	Council d'Hondt calculation
Mid, South & West Region Growth Deal	4	Party Agreement
Planning Forum: Lough Neagh	2	Party Agreement
Planning Forum: Sperrins	2	Party Agreement

Planning Forum: Cross Border	4	Party Agreement
PEACE Partnership	10	Council d'Hondt calculation
Tullyvar Joint Committee	5	Council d'Hondt calculation

## Annex 1: Working Groups Reflecting Outside Bodies WG Recommendation

The following is a list of the Working Groups (as of 4<sup>th</sup> Feb 2020) reflecting the recommendations of the council's Outside Bodies Working Group. In summary, should there be no new working groups to appoint to this list reflects those which will require appointment to at May 2023 AGM, but as outside bodies if they are still operational.

Working Groups	Party Representation	Active or Inactive
<b>Bonfire Working Group</b>	DUP SF SF SDLP UUP	Active
<b>Broadband Working Group</b>	SF SF SF SF DUP DUP DUP UUP SDLP	Active
<b>Tourism Development Group</b>	DUP SF SF SDLP UUP	Active
<b>Good Relations</b>	DUP DUP DUP SF SF SF SF SDLP UUP	Active
<b>Regional &amp; Minority Languages Working Group</b>	DUP DUP DUP SF SF SF SF SF SDLP UUP	Active
<b>Wind Turbine Working Group</b>	DUP SF SF SDLP UUP	Active

<b>Elected Member Development Charter</b>	DUP DUP DUP SF SF SF SF SF SDLP UUP	Active
<b>Mid Ulster Skills Forum</b>	DUP SF SF SDLP UUP	Active
<b>Outside Bodies</b>	DUP DUP DUP SF SF SF SF SF SDLP UUP	Active
<b>Travellers Working Group</b>	DUP DUP DUP SF SF SF SF SF SDLP UUP	Active
<b>Brexit Working Group</b>	DUP DUP DUP SF SF SF SF SF SDLP UUP	Active
<b>Climate Change</b>	DUP DUP DUP SF SF SF SF SDLP UUP	Active