

# Causeway Coast & Glens Shadow Council

To: Corporate Policy and Resources Committee  
Date: 15 September 2015

Causeway Coast and Glens Council Draft Council  
Constitution

For decision and  
approval

Linkage to Corporate Plan	
Strategic Priority	Leader and Champion
Objective	Civic Leadership
Lead Officer	Elizabeth Beattie
Cost: (If applicable)	

## 1.0 Background

1.1 The Causeway Coast & Glens District Council is subject to the requirements of section 2(1) of the Local Government Act (NI) 2014 which places a duty on the Council to prepare and keep up-to-date a Constitution which contains:

- A copy of the Council's Standing Orders;
- A copy of the Northern Ireland Local Government Code of Conduct for Councillors;
- Such information as the Department of the Environment may direct; and
- Such other information (if any) as the Council considers appropriate.

1.2 In addition the Department of the Environment has prepared a 'Direction' which outlines in detail the information which must be included in the Council's Constitution and the framework this Constitution should follow.

## 2.0 Draft Causeway Coast & Glens District Council Constitution

2.1 A draft Constitution for Causeway Coast & Glens District Council has now been prepared on the basis of the Direction provided by the Department of the Environment (see **Appendix 1**).

2.2 This Constitution covers a wide range of Council functions from the roles/functions of Council and its Committees, to decision making structures, the functions of chief officers, the conduct of financial matters, the delegation of powers as well as various codes of conduct.

- 2.3 As many of the areas required in the framework as possible have been populated in this document. However, there are a number of areas which Council are not able to populate at this point in time. For example, Council's Standing Orders are currently under review and the interim Standing Orders will be included; a Scheme of Delegation has not been finalised and adopted by Council; and a number of the financial procedure rules have yet to be developed and approved.
- 2.4 In effect the Constitution will be a work in progress for a period of time until these matters are finalised. During the first year of Council it is proposed to review the Constitution on a continuous basis to ensure all necessary information is included, reviewed, amended and updated as required. All proposed major changes to the Constitution will be brought to Council for consideration.
- 2.5 It is proposed to publish the Constitution as it stands on the Council's website with any appropriate links included to documents referenced within the Constitution. The website version of the document will be amended and updated as required.

### **3.0 Recommendation**

**It is recommended** that the Corporate Policy and Resources Committee approve the draft Constitution for Causeway Coast & Glens District Council as set out in **Appendix 1** with the proviso that the document will be reviewed as required with any major proposed changes brought before Council for approval.