



**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 28 JANUARY 2020**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<b><i>Councillors Chivers and McGurk</i></b>
2.	Declarations of Interest	<b><i>None</i></b>
3.	Minutes of Meeting held Tuesday 26 November 2019	<b><i>Confirmed</i></b>
4.	Notice of Motion proposed by Councillor Mulholland, seconded by Councillor MA McKillop (Menopause)	<b><i>Support the Notice of Motion</i></b>
5.	Request to Host National Association of Councillors	<b><i>Approve</i></b>
6.	Disability Action Plan 2020 – 2024	<b><i>Defer until list of Consultees been circulated to Members</i></b>
7.	Sickness Absence Policy	<b><i>Approve</i></b>
8.	Scheme of Allowances	<b><i>Defer for further information from DfC Chief Finance Officer to request increase of SRA</i></b>
9.	Loan Application Approvals	<b><i>Approve Chief Finance Officer to provide information on debt levels within</i></b>

		<b>remaining 10 Councils</b>
<b>10.</b>	Prompt Payment Statistics	<b>Information</b>
<b>11.</b>	Conferences	<b>Information</b>
<b>12.</b>	Correspondence	<b>None</b>
<b>13.</b>	Matters for Reporting to Partnership Panel	<b>None</b>
	<b>IN COMMITTEE (Item 14 – Item 16)</b>	
<b>14.</b>	Debt Management	<b>Information</b>
<b>15.</b>	Minutes of the Meeting of the Land and Property Sub-Committee held 15 January 2020	
	<b>15.1</b> Portstewart Town Hall	<b>Withdrawn</b>
	<b>Matters Arising</b>	
	<b>15.2</b> Point of Accuracy - Attendees	<b>Noted</b>
	<b>15.3</b> Old Lifeboat House	<b>Update</b>
	<b>15.4</b> Approval of Minutes	<b>Approve</b>
<b>16.</b>	Corporate Services Estimates 2020/2021	<b>Approve</b>
<b>17.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	<b>None</b>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
CORPORATE POLICY & RESOURCES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS  
TUESDAY 28 JANUARY 2020 AT 7:00 PM**

- In the Chair** : Councillor C McShane
- Present** : Aldermen: Fielding, Hillis and McCandless  
Councillors: Dallat O'Driscoll, Knight-McQuillan,  
McCaw, McLean, Peacock, Quigley and Scott and  
Wilson
- Officers Present** : M Quinn, Director of Corporate Services  
D Wright, Chief Finance Officer  
B Lofthouse, Head of Organisational Development &  
Human Resources (ODHR)  
D Allen, Committee & Member Services Officer
- In Attendance** : Councillor Mulholland (Item 4)  
Councillor MA McKillop (Item 4)  
Press (1 No.)

**1. APOLOGIES**

Apologies were recorded for Councillor Chivers and Councillor McGurk.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest recorded.

**3. MINUTES OF MEETING HELD TUESDAY 26 NOVEMBER 2019**

The Minutes of the Meeting held Tuesday 26 November 2019 had been adopted at the Council Meeting on 3 December 2019. Committee confirmed the summary presented.

**AGREED** - that Agenda Item 13 Notice of Motion be the next item to be discussed.

The Chair advised Members that Agenda Item 15.1 - Portstewart Town Hall had been withdrawn from the Agenda.

**AGREED** - that Agenda Item 15.1 - Portstewart Town Hall would be deferred to a Land and Property Workshop to be held before the Land and Property

Sub-Committee Meeting on Wednesday 5 February 2020 to commence at 6.30pm.

**4. NOTICE OF MOTION PROPOSED BY COUNCILLOR MULHOLLAND, SECONDED BY COUNCILLOR MA MCKILLOP (REFERRED FROM 3 DECEMBER 2019 COUNCIL MEETING)**

*'That this Council is committed to providing an inclusive and supporting working environment for everyone who works here; notes that between 75-80% of women experiencing menopause are currently in work across these islands; recognises that menopause is a natural part of every woman's life and that the symptoms can cause significant physical and mental discomfort; resolves to introduce a policy that supports female members of council staff experiencing this transition, allowing them to receive appropriate support of adaptations that they may need and encourage other employers in this Council District across all sectors to introduce similar policies.'*

Councillor Mulholland read out a prepared statement in support of the Motion.

*'Members if there's something positive that can be said of the women in our modern society it's that many more of us have found our voice and are making it heard. If we just look around the Chamber today we will see the huge increase in female representation of all ages, backgrounds and political persuasions, compared to just a decade ago. That is to be celebrated.'*

*However, even in this day and age there are certain subjects which, out of fear, pride or embarrassment, remain taboo and are rarely discussed. Menopause is one of them.*

*With more women in work and working longer and later in life it is therefore no surprise that up to 80% of women going through the menopause are currently in work. What potentially is surprising, is that while almost all will experience the negative symptoms 1 in 4 have to deal with severe symptoms such as depression, anxiety, loss of confidence, concentration not to mention the physical issues such as hot flushes, sleeplessness, heavy bleeding and exhaustion to name a few. And many women are enduring this silently without any understanding or support.*

*Professor Amanda Griffiths from the University of Nottingham who has undertaken substantial research on the impact of menopause on working*

women, has explained what a huge issue it is stating that the menopause has quite a significant impact on the personal and professional lives of women. Adding that there needs to be an atmosphere at work where people could talk about women's health without the fear that if we do so, there will be some sort of stigma attached.

A survey undertaken by the Newson Health menopause clinic last July of over 1100 women discovered that over 90% of respondents felt that their symptoms were having a negative impact on their work and highlighting a general lack of support for women experiencing this transition. This survey was recognised as one of its kind as very little research has been done into this issue to date, again fortifying the taboo treatment of the issue.

Some of the other statistics were surprising...of the 132 women surveyed:

- 53% stated colleagues noticed a deterioration in their work due to symptoms.
- 51% had taken time off work due to their symptoms.
- 51% had to reduce their hours at work due to their symptoms.
- And a staggering 76% said their workplace offered NO menopause related services such as training, awareness, support.

Members, while we all SHOULD know that menopause and perimenopause is a perfectly natural part of a woman's life, regardless of when and at what age they arrive there, be it through surgery or biologically. It should not be treated as a secret or an embarrassment, and just as allowances are made for expecting Mums in the workplace, there should be equality of support for this often-stressful and difficult stage in a woman's life.'

Councillor MA McKillop stated that she fully supported the Motion and read out a prepared statement.

'I fully support Councillor Mulholland in her drive-for this Council to draw up and apply a Menopause Policy for all our Council employees of which 285 out of 671 are women.

I would hope that this step would be repeated by other organisations and employers throughout our Borough and beyond. While women are often magicians in managing work, home, families and life in general, they should not have to also suffer in silence with this issue. Members I

*would ask that you please give them and future generations the support they deserve and back this Motion.'*

Councillor Peacock welcomed the Motion and its sentiments and read out a prepared statement in support of the Motion.

*'I would like to begin by welcoming the fact that this Motion has been brought before us tonight and the sentiments by previous speakers. Menopause is something experienced by all women in their lives, it is natural and it is inevitable and as such should be given adequate consideration when the needs of our working women and the wider workforce are being discussed and provided for.*

*Women account for more than 50% of the population and yet still we have no support for women going through the menopause, we still have period poverty and we still have less than perfect provision for pregnant mothers and working mothers and indeed parents in general. There is a deafening silence on menopause in all sectors of society- this needs to change.*

*This silence is damaging women and is side-lining women. This and many other women's health matters are treated as taboo subjects and women are suffering in silence on this and many other issues. Menopause impacts women's physical and mental health and as such we should have adequate support measures in place to support our women in the workplace. Reaching menopause is a fact of life for women and yet it is never discussed or factored into any workplace provisions. This is despite the fact that menopausal women are the fastest-growing demographic in the workplace.*

*3 out of 4 women experience symptoms of menopause and for 1 in 4 women these symptoms are severe. The average age of a woman to experience menopause is 51 with symptoms beginning many years earlier during the perimenopausal phase. We are side-lining and isolating a huge proportion of our workforce.*

*Many women are forced out of the workforce or forced to reduce working hours as a direct result of menopause something natural and beyond their control. This means we are losing skilled and talented employees from our workforce due to society's inaction in not bringing forward support and accommodation for women experiencing this stage of life.*

*This cannot be allowed to continue. We must be open about this issue and support our female workforce at every stage of life including through menopause.*

*Women are a valuable, extremely large and growing percentage of our workforce and it is beyond time for us women to raise these important issues demand support and recognition and it is beyond time that we as elected representatives value and support our female colleagues and wider female workforce. We should be setting an example to other organisations and wider society.*

*Women's issues are societal issues and I applaud those who brought forward this motion and pledge our wholehearted support.'*

Alderman McCandless stated that he fully agreed with the Motion and congratulated the ODHR Department on the inclusion of sickness due to menopause as detailed in section 6.5 of the Sickness Absence Policy and Procedure, which was to be discussed later in the meeting.

\* **Councillor MA McKillop and Councillor Mulholland left the Meeting at 7.16pm.**

## **5. REQUEST TO HOST NATIONAL ASSOCIATION OF COUNCILLORS**

Report previously circulated, and presented by the Director of Corporate Services.

Correspondence has been received from the National Association of Councillors (NAC) to request whether Causeway Coast & Glens Borough Council will host a Members' Meeting on Wednesday 18 November 2020 at a venue within the Council area from 11am-12.30pm.

The NAC Members' meetings take place bi-monthly and the location is rotated around each Council, the last one that was hosted by Causeway Coast & Glens Borough Council took place in August 2018 in the Council Chamber, Civic Headquarters.

NAC has advised meetings are normally held in the host Council's Chamber and the Chair or Mayor of the host Council provides a welcome address to the attendees.

NAC additionally require refreshments and buffet lunch for around 30 attendees.

**It is recommended** that the Corporate Policy & Resources Committee consider the request for Council to host a National Association of Councillors Members' meeting on Wednesday 18 November 2020 in The Council Chamber, Civic Headquarters as outlined.

**AGREED** - to recommend that Council consider the request for Council to host a National Association of Councillors Members' meeting on Wednesday 18 November 2020 in The Council Chamber, Civic Headquarters as outlined.

## **6. DISABILITY ACTION PLAN 2020 – 2024**

Report previously circulated, and presented by the Director of Corporate Services.

Causeway Coast and Glens Borough Council is subject to the requirements of Section 49A and 49B of the Disability Discrimination Act 1995 (as amended by the Disability Discrimination (NI) Order 2006), i.e. the "Disability Duties".

These duties mean that the Council, when exercising its functions, must have due regard to the need:

- to promote positive attitudes towards disabled people; and
- to encourage participation by disabled people in public life.

In order to outline how the Council will fulfil its obligations under these Disability Duties, the Council is required to put in place a Disability Action Plan showing how it proposes to fulfil the disability duties.

The previous Disability Action Plan for Council covered the period 2015 to 2019 but this now needs to be revised and replaced with a new four year Plan.

Causeway Coast and Glens Borough Council is committed to the fulfilment of its disability duties in all parts of its organisation and has set out how it intends to do this in draft Disability Action Plan (the Plan) (previously attached).

This new Disability Action Plan will cover the period 2020 to 2024 and it includes a range of action measures across the Council's functions and services which aim to help Council fulfil its statutory obligations.



A copy of this new Disability Action Plan has also to be submitted to the Equality Commission when approved by Council.

**It is recommended** that the Corporate Policy and Resources Committee recommends to Council the adoption of the new Disability Action Plan for 2020 to 2024.

Alderman McCandless queried as to what exactly classified as a disability; it could cover a number of mental and physical problems. He commented that the local Alzheimer's Society had not been consulted on this policy.

\* **Councillor Knight-McQuillan left the meeting at 7.20pm.**

Alderman McCandless requested a list of groups and stakeholders that had been consulted in relation to the Disability Action Plan.

Councillor Peacock concurred with these remarks, and whilst welcoming the Plan agreed that it should be deferred pending further details regarding consultation.

The Director of Corporate Services informed Members that she would circulate the list of groups/stakeholders that had been consulted on this Policy before the next Council Meeting.

**AGREED** - that the decision on the adoption of the new Disability Action Plan for 2020 to 2024 be deferred until Members receive the list of Consultees.

## **7. SICKNESS ABSENCE POLICY**

Report previously circulated, and presented by the Director of Corporate Services.

The purpose of this report is to present Council with a new draft policy for managing sickness absence for all employees of Causeway Coast and Glens Borough Council. This will ensure a consistent approach to managing absence across the Council.

Currently there are 5 legacy policies for managing attendance for employees in Causeway Coast and Glens Borough Council. These include:

- Ballymoney – Attendance Improvement Programme

- Coleraine – Sickness Absence Policy
- Limavady – Sickness Absence Policy and Procedure
- Moyle – Attendance Improvement Programme
- Civil Service Planning – Inefficiency Sickness Absence Policy

For new employees, the Coleraine legacy policy is being used.

Over the past number of months, the OD/HR team has designed and developed the following policy which will be used for all employees going forward, thus ensuring a consistent and equitable approach to managing attendance.

The draft policy has been approved both by the Senior Leadership Team and also the Trade Unions through the Joint Consultative and Negotiating Committee (JCNC).

In accordance with Council's duty under Section 75 Equality Legislation, the policies have been screened and the result is that they were screened "out".

Once the policy has been approved, a training programme is being planned for all Managers.

A copy of the Policy was previously circulated.

**It is recommended** that the Corporate Policy and Resources Committee approves the Sickness Absence Policy and Procedure.

The Director of Corporate Services informed Members that the Head of Organisational Development & HR, Brid Lofthouse was available to answer Members queries.

The Director of Corporate Services informed Members that no queries or correspondence had been received in relation to this. In relation to the Notice of Motion on Menopause heard earlier in the meeting she drew Members attention to Section 6.5 which related to support offered to female members of staff.

Proposed by Councillor McLean  
Seconded by Councillor Scott and

**AGREED** – that the Corporate Policy and Resources Committee recommends that Council approves the Sickness Absence Policy and

Procedure.

## 8. SCHEME OF ALLOWANCES

Report previously circulated, and presented by the Chief Finance Officer.

### \* **Councillor Knight-McQuillan re-joined the meeting at 7.25pm.**

Causeway Coast and Glens Borough Council has established a scheme of allowances payable to Members for the current period. The scheme provides for the payment of allowances to Councillors on the basis that:

1. The maximum level of basic allowance as determined by the Department for Communities (DfC) is paid.
2. The maximum level of carers allowances as determined by the DfC are paid.
3. The maximum level of mileage rates as determined by the DfC are paid.
4. Councillors' payments are made on the third last banking day of each month.

The updated scheme of allowances, previously circulated, takes into account a number of factors:

1. basic allowance – budget allows for 2% increase but not yet notified
2. mileage rates
3. new increased rates for dependant carer's allowance
4. Special Responsibility Allowance (SRA)

The four items are in keeping with the normal periodic update of the scheme of.

In October 2019 Council formed a new Finance Committee which was not provided for in previous schemes of allowances therefore the Chair was not allocated any Special Responsibility Allowance (SRA). This new scheme does allocate the same SRA to the Finance Committee Chair as to the other main committees (£3,000 pa). This does however present a problem in that there are now 22 positions of responsibility and regulation only permits 20 members to be in receipt of SRA. Until now we have dealt with this issue by making the Partnership Panel representative a member of the Planning Committee thereby creating a double responsibility but only one SRA can be received, the higher of the 2 being applicable.

The current positions of responsibility which are governed by the 20 member limit are as follows:

- 1 CP&R Committee Chair
- 2 L&D Committee Chair
- 3 ES Committee Chair
- 4 Planning Committee Chair
- 5 Finance Committee Chair
- 6 Audit Committee Chair
- 7 Partnership Panel Representative
- 8 -22 Planning Committee Member (15)

The current rates of SRA are as follows:

Committee Chair (except Audit)	£3,000	(x5)
Audit Committee Chair	£ 750	
Planning Committee Member	£1,200	(x15)
Partnership Panel Rep.	£1,000	

The new scheme of allowances will be effective from 1 April 2020 until 31 March 2021, unless previously amended or updated.

**It is recommended** that Members consider the allocation of positions of responsibility and associated special responsibility allowance so that the new scheme of allowances can be approved coming into force from 1 April 2020.

The Chief Finance Officer informed Members that Council currently get around the 20 person limit by making the Partnership Panel Representative a member of the Planning Committee.

It is at Members discretion to add/remove positions of responsibility to/from the scheme and set the levels of allowances that apply. However 22 might not be workable in the long term.

Councillor Quigley commented on the disparity in relation to the Planning Committee. Planning Committee involved site visits which took place on a separate day from the Planning Committee Meeting as well as the Planning Committee Meeting which lasted most of the day.

Councillor Knight McQuillan commented that if the Finance Committee had been set up as a sub-committee then then the allowance of 20 for receipt of SRA would not have been exceeded.

The Chief Finance Officer informed Members that the positions of responsibility were already at 21 before the set-up of the Finance Committee.

\* **Councillor McCaw arrived at the meeting at 7.35pm.**

Alderman McCandless commented that the issues surrounding the Planning Committee should be considered by the Group Leads in conjunction with the Chief Executive, and stated that it was previously discussed at Efficiency/Governance Working Group which never progressed.

Proposed by Councillor Wilson  
Seconded by Alderman Hillis and

**AGREED** - to recommend that Council defer the decision on allocation of positions of responsibility and associated special responsibility allowance until March, until further information is received from the Department for Communities.

The Chief Finance Officer to write to the Department for Communities requesting permission for Council to exceed the current number of 20 Members permitted to be in receipt of the Special Responsibility Allowance.

\* **Councillor Quigley left the meeting at 7.40pm.**

**9. LOAN APPLICATION APPROVALS**

Report previously circulated and presented by the Chief Finance Officer.

\* **Councillor Quigley rejoined the meeting at 7.43pm.**

Department for Communities regulation requires that Council approve any loan application prior to drawdown of that loan from Government Accounts Branch or other source of finance. Council has set an affordable borrowing limit by way of the prudential indicators approved in conjunction with the striking of the rate, these loans are within that limit and therefore the loans can be sought.

Whilst the approval is being sought from Council at this stage to source the loans as detailed in the report Officers are not intending to action these immediately, rather given the recent increase in bank base interest rate the approval is sought meaning officers are in a position to react to

any further market changes as and when these occur. All loans will be secured at the best possible rate and that rate be fixed for the duration of the loan.

Council has instigated a number of projects and approval is now required to allow Officers to put in place loan finance for the purposes listed in the report together with the amount of loan finance required and the term. Each of the projects listed has been completed utilising Council's available working capital to finance them, however, each was predicated upon loan finance being ultimately providing the financing capability therefore these loans are required to replenish our working capital.

Council last approved loans in September 2019 for £2.5m out of this list which does not equate to a particular period or year's capital activity, in addition there are other ongoing projects which will require financing in due course as Council progresses its capital programme. The highlighted loans have been actioned in December 2019. Each of these loans has been included in the estimates in terms of Minimum Revenue Provision (MRP) and interest therefore the cost of financing these loans has already been provided for.

In accordance with prudential indicators Council remains within its authorised limit of £80m if these loans were to be secured in their entirety.

**It is recommended** that Corporate Policy and Resource Committee recommend to Council approval for the Chief Finance Officer to drawdown the loans as detailed in the table at 1.3 as and when required.

The Chief Finance Officer confirmed that should the loan be drawn down it would leave the Council at £77m comfortably within the authorised limit of £80m. In response to a query from Councillor Peacock the Chief Finance Officer also confirmed that although the table totalled £10m the items highlighted in yellow equated to £2.5m, which had previously been drawn down. The table provided details of loans and associated projects from 2016 to 2020 and did not equate to one particular year.

The Chief Finance Officer clarified that any potential sale of capital assets would be a Capital receipt, with any outstanding loans on the asset being repaid initially and any remaining capital receipt could be used to finance future Capital Expenditure.

In response to a request from Councillor Wilson the Chief Finance Officer agreed to provide Members with information on the debt levels within the other 10 Councils.

Councillor Quigley raised concerns on the proposed drawdown, considering the current financial situation the Council were experiencing at this time. The Chief Finance Officer reminded Members that Capital Projects were financed by borrowing; once Council have agreed to a project and business plans have been put in place then Council are then committed to finance it.

Alderman McCandless reminded Members that Members had voted and agreed to the projects and that perhaps Members should look more carefully before agreeing to projects in the future.

Proposed by Alderman Hillis  
Seconded by Councillor Scott and

**AGREED** - that Corporate Policy and Resources Committee recommend that Council give approval for the Chief Finance Officer to drawdown the loans as detailed in the table at 1.3, previously circulated, as and when required.

## **10. PROMPT PAYMENT STATISTICS**

Information report previously circulated and presented by the Chief Finance Officer.

Department for Communities (DfC) requires Council to record and publish statistics regarding the payment of supplier invoices with specific reference to two distinct measures namely invoices paid within 10 working days and invoices paid within 30 calendar days.

These figures are published on a quarterly basis by DfC with Councils required to do likewise. The purpose of the statistics is to encourage Councils to support businesses especially those local and/or small businesses for whom cash flow is of vital importance to their continued survival. In addition as part of Council's performance improvement plan for this year the payment of our suppliers has been identified as one of the performance improvement objectives with a target of 90% of suppliers being paid within 30 calendar days. The tables within the report detail Council's performance since April 2017 the latest data being for quarter 4 of 2019/20 being up to and including early January 2020. Q3 performance has improved from the previous two quarters' figures

which is encouraging albeit the improvement is small and the initial part of Q3 appears to continue this trend.

The small improvement would indicate that previously reported actions continue to have a positive impact although it may be too early to tell if this is either significant or permanent. As reported previously Council staff have been working on improved systems to assist with the purchase ordering and invoice payment processes. Once all staff have been trained then we can progress to the second phase which will allow for electronic authorisation of invoices and this has now commenced.

Members noted the information.

## **11. CONFERENCES**

Information report previously circulated, presented by the Director of Corporate Services.

### **11.1 Northern Ireland Local Government Association (NILGA)**

Correspondence has been received from NILGA reminding Members of the upcoming Central-Local Government Political Partnership Forum. Previous minutes of 27 September 2019 and template for Members to complete on issues they wish to be raised, previously attached.

**Date:** Friday 31 January 2020  
**Hotel:** NILGA Offices, Bradford Court, Castlereagh  
**Cost:** NIL

### **11.2 31<sup>st</sup> Colmcille Winter School 2020 Full Programme and Booking Form**

Particulars of the Colmcille Winter School 2020 Full Programme and Booking Form previously attached.

**Date:** Tuesday 28 and Wednesday 29 January 2020  
**Venue:** Colmcille Heritage Centre, Gartan, Church Hill  
Letterkenny, Co Donegal  
**Cost:** NIL

The Director of Corporate Services advised Members that if they wished to attend any of the above to contact the Democratic Services Department.



**It is recommended** that Council consider the requests.

**AGREED** – to recommend that Council note the conference schedule.

## **12. CORRESPONDENCE**

There was no correspondence.

## **13. MATTERS FOR REPORTING TO PARTNERSHIP PANEL**

There were no matters for reporting to the Partnership Panel, Local Government side.

## **MOTION TO PROCEED 'IN COMMITTEE'**

Proposed by Councillor Knight McQuillan

Seconded by Councillor Wilson and

**AGREED** – that the Committee proceed to conduct the following business '*In Committee*'.

\* **Press left the meeting at 7:55pm.**

## **14. DEBT MANAGEMENT**

Confidential information report previously circulated, presented by the Chief Finance Officer to inform members of the current position surrounding debt owed to the Council by its customers.

Council implemented a revised Debt Management Policy in February 2017.

Committee was provided with aged debt analysis as at 31 December 2019, as at 31 October 2019, Over 90 Days Analysis and the status of any debt which was over 90 days in excess of £10 currently.

In accordance with Council's Debt Management Policy the Chief Finance Officer is required to report to Council any debts under £1,000 which the Chief Finance Officer has the authority to write-off. There is one such debt this month.

In accordance with Council's Debt Management Policy, the Chief Finance Officer is required to seek Council approval in order to write off

any debts in excess of £1,000. There are no such debts for recommendation this month.

The Chief Finance Officer responded to Members queries on aspects of the outstanding loans.

Members noted the report..

## **15. MINUTES OF THE MEETING OF THE LAND AND PROPERTY SUB-COMMITTEE WEDNESDAY 15 JANUARY 2020**

The minutes were previously circulated and presented for Committee's consideration by Councillor Knight-McQuillan.

### **Matters Arising**

#### **15.1 Portstewart Town Hall**

This item had been withdrawn from the Agenda at the commencement of the Meeting, and Members advised that a workshop will be held on Wednesday 5<sup>th</sup> February at 6.30, prior to the Land and Property Sub-Committee.

#### **15.2 Point of Accuracy - Attendees**

Councillor McLean advised that he had attended the meeting but was not included on the attendees list.

#### **15.3 Old Lifeboat House (Landsdowne Shelter)**

In response to Councillor Wilson query in relation to the Old Lifeboat House the Director of Corporate Services informed Members that this was brought through the Land and Property Sub-Committee and would issue Members with further information.

#### **15.4 Approval of the Minutes**

Proposed by Councillor Knight-McQuillan  
Seconded by Councillor McLean and

**AGREED** – to recommend that the Minutes of the Land and Property Sub Committee held 15 January 2020 and recommendations therein are approved, including the point of accuracy noted at 15.2.

## 16. CORPORATE SERVICES ESTIMATES 2020/2021

Confidential report previously circulated, presented by the Director of Corporate Services.

Following on from the previous Rates Workshops held on Thursday 23<sup>rd</sup> and Monday 27<sup>th</sup> January, a final schedule with the Corporate Services Estimates was circulated and discussed on Monday 27<sup>th</sup> January. The schedule was also circulated to Members for consideration at Corporate Policy and Resources. The Director of Corporate Services informed Members that she was available should they wish to discuss the figures in more detail.

Councillor Quigley advised that she did not attend the Rates Workshop held the previously evening and would like to speak with her Party Lead before making any decisions. She added that she was not disputing the clarity and level of excellence of the document.

Suggestions were put forward in relation to reducing the cost of refreshments at Council/Committee/Sub-Committee/Workshops and the cost of provision of paper copies provided to Members for Committee/Council Meetings.

The Chair suggested that an updated survey be presented to Members for their completion in relation to the provision of paper copies for Committee/Council Meetings.

Councillor Dallat O'Driscoll informed the Chair that she wished to speak to her Party Lead before committing to any proposal.

Councillor Wilson thanked the Director of Corporate Services for the very well presented, clear and concise papers that had been submitted to Members.

Proposed by Councillor McLean  
Seconded by Councillor Wilson

- to recommend that Corporate Policy and Resources Committee recommend that Council approves the schedule of Estimates 2020/2021 for the Corporate Services Directorate on 27<sup>th</sup> January 2020 and the options listed in relation to budget cuts.

The Chair put the proposal to the Committee to Vote. 10 Members voted For, 0 Members voted Against and 2 Members Abstained.

The Chair declared the Motion **CARRIED**.

**17. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12(O))**

There was no other relevant business.

***MOTION TO PROCEED 'IN PUBLIC'***

Proposed by Councillor Knight McQuillan  
Seconded by Alderman McCandless and

**AGREED:** that the Committee move 'In Public'.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at **8.20pm**.

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Chair