



**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 28 FEBRUARY 2023**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
1.	Apologies	<b>Councillor Chivers</b>
2.	Declarations of Interest	<b>None</b>
3.	Minutes of Corporate Policy and Resources Committee Meeting held Tuesday 24 January 2023	<b>Confirmed as a correct record</b>
4.	Performance Improvement Policy Update	<b>to recommend that Council approve the Performance Improvement Policy (Version 3, March 2023), as detailed within Appendix 1 of this report</b>
5.	Community Planning Update	<b>Note</b>
6.	Notes of Women's Working Group 30 January 2023	<b>Agreed</b>
6.1	Women in Local Government Leadership Workshop	<b>Agreed</b>
7.	NI Local Government Elections	<b>Note</b>
8.	The Annual Meeting 2023	<b>to recommend that Council agree to change the date of its Annual Meeting from Tuesday 16<sup>th</sup> May 2023 at 7.00pm to Tuesday 30 May 2023 at 7.00pm</b>
9.	Coronation Sub-Committee	<b>to recommend that Council approve the</b>

		<i><b>nomination process to be the same as NI 100 2021 Centenary Working Group and the Queen's Platinum Jubilee Working Group</b></i>
<b>10.</b>	Planning Quarter 2 Performance Statistics – Second Quarter Statistical Report	<b>Note</b>
<b>11.</b>	Conferences	<i><b>to recommend that Council approve the request from Councillor Ashleen Schenning and Councillor Cara McShane to attend the Inclusive Leadership Programme – CMI Level 7, at a cost of £1,600 + VAT per person; That Council extend the Course to other Elected Members who may wish attend; That Council consent to the budget transfer from Members Mileage (code 50001-2506) to Conference Courses budget (code 50001-1921) to facilitate the spend</b></i>
<b>12.</b>	Consultations – NILGA	<b>Note</b>
<b>13.</b>	Correspondence - National Association of Councillors	<i><b>to recommend that Council approve the request from National Association of Councillors to pay the Annual Membership</b></i>

		<i>for the period 2023/'24 of £3,200</i>
<b>14.</b>	Matters for Reporting to the Partnership Panel	<b>None</b>
<b>15.</b>	Notice of Motion proposed by Alderman S McKillop and seconded by Councillor Anderson (referred from Council Meeting 7 February 2023)	<b>to recommend that Council Support The Notice of Motion</b>
<b>16.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	
<b>(ii)</b>	Citizens Newsletter (Alderman Fielding)	<b>Information</b>
<b>(i)</b>	Metropole Park (Alderman Hillis)	<b>Information</b>
	<b><i>In Committee (Item 17)</i></b>	
<b>17.</b>	Extension of Agency Contract	<b>to recommend that Council approve the renewal of the recruitment agency contract for a further period of 12 months</b>
<b>18.</b>	Corporate Services Management Accounts Period 9 2022/23	<b>Note</b>
<b>19.</b>	Minutes of the Land and Property Sub Committee meeting held Wednesday 1 February 2023	
	<b>Matters Arising</b>	
<b>19.1</b>	Notice of Motion referred from Council Meeting 1 November 2022 to Land and Property Sub Committee (re Townhead Street Car park) (Item 14.2)	<b>to recommend that Council refer the matter to the Land and Property Sub Committee for further investigative work; to recommend to Council that the Minutes of the Land and Property sub Committee meeting held 1 February 2023 are adopted and recommendations therein approved; including the Amendment at Item 19.1 above</b>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
CORPORATE POLICY & RESOURCES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS,  
AND VIA VIDEO-CONFERENCE ON  
TUESDAY 28 FEBRUARY 2023 AT 7.00PM**

**In the Chair:** Councillor C McShane (C)

**Present:** Alderman Baird (R), Fielding (C), Hillis (C),  
Knight-McQuillan (R/C), S McKillop (C), McLean (C)  
Councillors Bateson (R), Beattie (R),  
Dallat O'Driscoll (R), McCaw (R), C McQuillan (C), Nicholl (R),  
Storey (C), Wilson (C)

**Officers Present:** M Quinn, Director of Corporate Services (C)  
P Donaghy, Democratic and Central Services Manager (R)  
J McCarron, Performance Officer (R)  
S Duggan, Civic Support & Committee and Member Services  
Officer (C)

**In Attendance:** A Lennox, Mobile Operations Officer (C)  
C Thompson, ICT Officer (C)

Press (1 No.) (R)  
Public (1 No.) (R)

**Key:** (C) Attended in the Chamber  
(R) Attended Remotely

The Chair advised Committee of its obligations and protocol whilst the meeting was being audio recorded, and with the remote meetings protocol.

The Director of Corporate Services undertook a roll call of committee members present.

**1. APOLOGIES**

Apologies were recorded for Councillor Chivers.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF CORPORATE POLICY AND RESOURCES COMMITTEE  
MEETING HELD TUESDAY 24 JANUARY 2023**

Copy, previously circulated.

The Minutes of the Corporate Policy and Resources Committee meeting held Tuesday 24 January 2023 were confirmed as a correct record.

#### 4. PERFORMANCE IMPROVEMENT POLICY UPDATE

Report, previously circulated, presented by the Performance Officer.

##### **Purpose of Report**

The purpose of this report is to seek approval from Elected Members on the updated version of the Council's Performance Improvement Policy.

##### **Background**

The Department for Communities and Local Government Auditor has recommended that all Council's in Northern Ireland have in place a Performance Improvement Policy to underpin the Performance Duty within the Local Government Act (NI) 2014. As such, Causeway Coast and Glens agreed its first Performance Improvement Policy in March 2018 and followed this with amendments in August 2019.

As the Council's arrangements for meeting its responsibilities under the Performance Duty have matured it has been deemed necessary to update the Performance Improvement Policy. Furthermore, the Council's Performance Improvement framework timetable had been significantly disrupted over the past 3 years. Thankfully this situation has settled and the time is right to refresh this Policy. Accordingly, such an updated Policy has been developed for Causeway Coast and Glens Borough Council and is attached as Appendix 1

The Performance Improvement Policy will be subject to an annual review and will be updated as the Council further develops its various performance improvement mechanisms.

##### **Recommendation**

**It is recommended** that Elected Members approve the Performance Improvement Policy (Version 3, March 2023), as detailed within Appendix 1 of this report.

Proposed by Alderman Hillis  
Seconded by Alderman McLean and

**AGREED** – to recommend that Council approve the Performance Improvement Policy (Version 3, March 2023), as detailed within Appendix 1 of this report.

#### 5. COMMUNITY PLANNING UPDATE

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

##### **Introduction**

The Community Plan is a long-term plan (from 2017 to 2030) based on sound, robust evidence with a focus on improving social, economic and environmental well-being and contributing to sustainable development.

The Community Plan is a strategic planning tool for the Causeway Coast and Glens area and it is the key over-arching framework for partnerships and initiatives in the Council area. It is not seen as an additional or parallel process to structures already in place.

Phase 1 of the community planning process was the development of a Strategic Framework for the Community Plan. This document was finalised in April 2017 and officially launched in June 2017. It outlines the high-level outcomes identified for the Causeway Coast and Glens area based on an extensive public consultation process and a statistical analysis of the area.

Phase 2 of the community planning process was the development of a comprehensive Delivery Plan in 2018 which put in place 44 practical actions and activities to achieve the outcomes identified in the Strategic Framework.

Phase 3 of the community planning process put in place mechanisms to monitor and report on performance against the Community Plan objectives/outcomes. An Outcomes Based Accountability (OBA) process is utilised to monitor and report on performance with Action Leads using report cards to provide information on the following areas in relation to each of the actions within the Delivery Plan:

- What did we say we would do?
- How much did we do?
- How well did we do it?
- Who is better off?

### **Progress on Delivery Plan - Quarterly Summary of Progress Report (copy attached)**

The monitoring and reporting process used by the Partnership requires quarterly reports to be submitted by Action Leads and these are then reported on by the four thematic leads to the next Partnership meeting.

A summary report is circulated to all Partnership members on progress in relation to the 34 actions contained in the Delivery Plan and a copy of this summary report for the period October 2022 to December 2022 is attached for your information.

### **Review of Community Plan (2022)**

A review of the Community Plan is a statutory requirement contained within the Local Government (NI) Act NI 2014 and requires a review to be completed before the fourth anniversary of the date on which the Community Plan was first published. For Causeway Coast and Glens this review was due by June 2021 but, with the impact of the pandemic, the Department considered that it would be sufficient for Partnerships to formally confirm that a review of the Community Plan had been conducted and that Partners agreed the Plan continued to meet (or would meet in amended form) the needs of the local community.

As outlined in previous update reports, the Community Planning Partnership undertook a review process during 2022 of the Community Plan and the Delivery Plan. The revised Community Plan and Delivery Plan were approved in principle by the Community Planning Partnership subject to changes in the design of the draft documents and, as agreed by the Partnership, the Action Steering Group gave the final sign off to the documents once relevant changes had been made.

A small number of copies of the revised Community Plan and Delivery Plan will be produced with the documents also available on the Community Planning section of the Council's website.

### **Other Business**

**Youth Voice** – the Community Planning Partnership received a presentation on Youth Voice. This initiative is supported by the Education Authority Regional Participation team and is a key mechanism for community and youth engagement within the Causeway Coast and Glens area.

### **Homelessness Event**

The Partnership were advised that Homelessness Awareness Week took place between 5<sup>th</sup> and 11<sup>th</sup> December 2022 and Causeway Local Action Group hosted an event as part of this in the Vineyard on 9<sup>th</sup> Dec which over 60 people attended. The Chair of the Community Planning Partnership spoke at this event.

### **Warm Welcome Spaces initiative**

The Partnership were advised that a web portal has been set up to register warm space initiatives across the Causeway Coast and Glens area at [www.causewaycoastandglens.gov.uk/warmwelcome](http://www.causewaycoastandglens.gov.uk/warmwelcome)

Thirty-five warm spaces had been registered, including 4 Council venues, 10 libraries and 21 community and voluntary sector organisations, including faith based. An online information session had been held for interested organisations and guidance and information had been provided to 12 community organisations on setting up warm space activities.

### **Integrated Care System NI Design and Implementation Group**

The Partnership noted that one of Causeway Coast and Glens Community Planning Officers had been invited to represent the Community Planning Officers Network on the Department of Health's ICS NI Design and Implementation Group as plans for the Integrated Care System NI move forward.

The scope of the Design and Implementation Group will cover the following:

- the design of the new Integrated Care System architecture, processes and its associated governance and accountability arrangements;
- implementation of the operationalisation aspects of the design work to stand up the ICS NI.

Committee NOTED the report.

## 6. NOTES OF WOMEN'S WORKING GROUP 30 JANUARY 2023

Copy, previously circulated.

Committee AGREED the report.

### 6.1 Women in Local Government Leadership Workshop

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

#### **Purpose of Report**

The purpose of the report is 1) to seek a nomination process in the event that more than four Elected Members wish to attend the Women in Local Government Leadership Workshop and 2) request to transfer budget in order to facilitate the spend.

#### **Background**

At the Women's Working Group meeting held Monday 30 January 2023, it was recommended that four Elected Members be invited to participate in the Women in Local Government Leadership Workshop.

Costs are set out below:

Women in Local Government Leadership Workshop  
7 and 8 March 2023 9am-5pm Online  
4 attendees, 20% discount Cost **£2,048** (inclusive VAT)

- <https://www.ownyoursuccess.co.uk/womeninlocalgovernment>

In order to facilitate booking reservations, an Expression of Interest to attend the Workshop was circulated to Women's Working Group Members (*open Membership*) with a deadline for receipt of 21 February 2023 at 5pm.

To date no Members have expressed an interest to attend.

In the event that more than four Elected Members do wish to attend, Officers seek a nomination process from Council.

#### **Proposals**

The Members Conference Courses budget (code 50001-1921) will incur an overspend if the full complement of four attendees is reached.

Currently there is an in-year projected underspend in Members Mileage (code 50001-2506).



Officers seek approval to transfer the required budget from Members Mileage, to, Members Conferences Courses, in order to facilitate up to four Members attendance at Workshop.

### **Recommendation**

**It is recommended** that Corporate Policy and Resources Committee propose a nomination process to attend the Women in Local Government Leadership Workshop 2023, in the event that more than 4 Elected Members wish to attend;

**It is recommended** that Corporate Policy and Resources Committee approve the budget transfer from Members Mileage (code 50001-2506) to Conference Courses budget (code 50001-1921) to facilitate the spend.

The Director of Corporate Services advised there had been no Expressions of Interest to attend the Workshop, therefore a nomination process was not required.

Committee AGREED the report.

## **7. NI LOCAL GOVERNMENT ELECTIONS**

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

### **Purpose**

To provide Members with an update for the forthcoming Local Government Elections and to present the NILGA Guidance – Pre-Election Sensitivity Guidance.

### **Revised Date**

Council received correspondence from NIO on 21st December (previously circulated to Elected Members by email – extract below)

#### ***“Northern Ireland Local Elections 2023***

*As you are aware, the Coronation of King Charles III is set for **6 May 2023**. As things stand, the local election date in Northern Ireland, as set out in legislation, will be **4 May 2023**. This will mean that the count is very likely to run into the day of the Coronation. The Chief Electoral Officer has confirmed that in her professional opinion, this will impede the smooth running of the election and count and cause difficulties for staff involved.*

*After discussion with the Chief Electoral Officer, the Electoral Commission and political parties, we are proposing legislation that will move the date of the local elections to **18 May 2023**. I would be grateful if you could pass this information on to Councillors and your staff.*

### **Timetable**

Appendix 1 (circulated) provides further details regarding Local Council Elections Timetable in advance of Polling Day on Thursday 18<sup>th</sup> May 2023.

### **Financing of Election 2023**

Correspondence received by NIO on 14<sup>th</sup> February, provided details on the Northern Ireland Local Election Fees and Expenses Scale 2023.

*“Local council expenditure on delivering local council elections is, under the provision of the Electoral Law Act (Northern Ireland) 1962, constrained by a scale of expenditure set by the Secretary of State for Northern Ireland. This scale is usually uprated in advance of each scheduled set of local elections and we are now at the stage where we have a draft version of the scale for the May 2023 elections. Please note that the cost of candidates mailing is not included within this maximum.”*

*In advance of the scheduled local elections this year which will take place on 18 May, we have uprated the financial limits of the charges scale. We have kept the structure as for the 2019 election whereby each council will be allocated a maximum spend based on its actual electorate. The local council electorate figures used in the calculation have been taken from the February 2023 register. The total cost associated with administering the elections has been informed by both the costs of the most recent STV election, i.e. the May 2022 Assembly election, and the scale set for the last local election.*

*The Deputy Returning Officers Fee is calculated as £475 per 10,000 electors. This is the same fee that was used in the 2014 elections and is the figure still in use across GB. In place of the stepped approach used in 2014 the fee will be calculated on the basis of the registered local council electorate for each council. The attached scale is a draft, and has not been approved by the Secretary of State. Once the scale is finalised, councils will be legally bound to keep all spending on the delivery of the elections within the maximum amounts set. The figures given for Causeway Coast and Glens Borough Council must cover your spend on the election as well as the recharge costs to the Electoral Office which are expected to be approximately 70% of the Maximum Spend figure. It should be remembered that the figures are maximum spend rather than estimates of what it will actually cost to deliver the elections. We consider there is sufficient leeway in the figures to cover all eventualities and it is worth noting that the Electoral Office consider it should be possible for Councils to deliver their element of the election within the maximum set.*

This scale sets a maximum spend by Causeway Coast and Glens Borough Council for administration and staffing of £400,127

Council has set aside finance for the Local Government (LG) election for the last 4 years. The current election reserve sits at £450k (31 March 2022)

### **Pre-election Sensitivity Guidance for May 2023 Elections**

NILGA have provided a Guidance note on the Pre-election Sensitivity Guidance for May 2023 Elections – See Appendix 2 (circulated).

Formerly referred to as 'Purdah' this describes the period immediately before elections or referendums when restrictions on communications activity are in place.

For the election in May 2023, it is recommended that council members and officers should commence a period of heightened sensitivity at the latest, by **Thursday 6th April 2023**.

#### **Further information**

EONI published information for candidates and agents on their website on 1 February which includes a link to the notices of issue and opening of postal ballot papers:

<https://www.eoni.org.uk/Elections/Information-for-candidates-and-agents>

#### **Recommendations**

Members are asked to accept the information provided in the report in relation to the arrangements for the Local Council Elections 2023 and the NILGA Guidance on Pre-Election Sensitivity.

Committee NOTED the report.

### **8. THE ANNUAL MEETING 2023**

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

#### **Purpose of Report**

The purpose of the report is to present a revised date for Council's Annual Meeting 2023.

#### **Background**

The day and frequency of The Council, Committee and Sub Committee meetings has been previously agreed by Council in October and December 2022 (Schedule January 2023-May 2023 inclusive).

#### **Local Government Elections 2023**

The Local Council Elections Timetable Polling Day has been changed to Thursday 18 May 2023 (*from Thursday 4<sup>th</sup> May 2023*).

#### **The Annual Meeting 2023**

In accordance with Council's Standing Orders, 1 (2) *In any year which is a local election year, the Annual Meeting shall be held within twenty-one days immediately following the election, at such time as the Council may fix, at the offices of the Council or at such other place as the Department may direct.*

It is therefore proposed that Council change the date of its Annual Meeting from that previously agreed, *Tuesday 16<sup>th</sup> May 2023* to

- Tuesday 30 May 2023 at 7.00PM.

### **Recommendation**

**It is recommended** that Council agree to change the date of its Annual Meeting from Tuesday 16<sup>th</sup> May 2023 at 7.00pm to Tuesday 30 May 2023 at 7.00pm.

Proposed by Alderman Fielding  
Seconded by Councillor Wilson and

**AGREED** – to recommend that Council agree to change the date of its Annual Meeting from Tuesday 16<sup>th</sup> May 2023 at 7.00pm to Tuesday 30 May 2023 at 7.00pm.

## **9. CORONATION SUB-COMMITTEE**

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

### **Purpose of Report**

The purpose of the report is to seek a method of appointment to establish the Sub Committee for the Commemoration of Queen Elizabeth II and Coronation of His Majesty, King Charles III.

### **Background**

At the Corporate Policy and Resources Committee on 22 November 2022 it was proposed by Councillor Storey, seconded by Alderman McLean and ratified by Council on 6 December 2022, that Council support the following Notice of Motion.

### **Notice of Motion**

*This council acknowledges, with sadness, the recent passing of our late Sovereign Lady, Queen Elizabeth II. Pays tribute to the exemplary dignity, wisdom and diligence with which Her Late Majesty served our nation and the Commonwealth. Further acknowledges the tremendous debt of gratitude owed for the personal sacrifice and unwavering loyal devotion over her glorious 70-year reign.*

*This Council commits to honour and enshrine her memory in tangible commemoration across the Borough and invites council officers to present an options paper to the relevant committee for consideration in due course.*

*This council shall also establish a sub-committee to commence preparation for the coronation of His Majesty, King Charles III.*

### **Establishment of Sub-Committee**

Corporate Policy and Resources Committee are invited to define the number of Councillors and method of Appointment that shall constitute the Membership of the sub-committee.

### **Time and Place of Meetings**

It is proposed the first meeting of the Sub Committee is held on

- Wednesday 15 March 2023 at 7.30pm, The Council Chamber, hybrid format.

The Sub-Committee Terms of Reference will be brought to its first meeting.

### **Recommendation**

**It is recommended** that Corporate Policy and Resources Committee approve a method of Appointment and number of Councillors from the Corporate Policy and Resources Councillors to sit on the Sub Committee to Commemorate Queen Elizabeth II and Coronation of His Majesty King Charles III.

The Director of Corporate Services clarified the d'Hondt picks from numbers 1-8 inclusive.

Proposed by Alderman McLean  
Seconded by Councillor Wilson and

**AGREED** – to recommend that Council approve the nomination process to be the same as NI 100 2021 Centenary Working Group and the Queen's Platinum Jubilee Working Group.

## **10. PLANNING QUARTER 2 PERFORMANCE STATISTICS – SECOND QUARTER STATISTICAL REPORT**

Report, previously circulated.

### **Background**

Schedule 4 of The Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 sets out the statutory performance targets for the Planning Department for major development applications, local development applications and enforcement cases.

The statutory targets are:

- Major applications processed from date valid to decision or withdrawal within an average of 30 weeks
- Local applications processed from date valid to decision or withdrawal within an average of 15 weeks
- 70% of all enforcement cases progressed to target conclusion within 39 weeks of receipt of complaint.

The Northern Ireland Planning Statistics is an official statistics publication issued by Analysis, Statistics & Research Team within Department for Infrastructure. It provides the official statistics for each Council on each of the statutory targets and is published quarterly and on an annual basis. The Second Quarter 2022/23 Statistical Bulletin was published on 08 December

2022 providing planning statistics for this period. It also provides a summary of Council progress across the three statutory targets.

### **Details**

Website Link circulated provides the link to the published bulletin.

### **Development Management Planning Applications**

Table 1 circulated provides a summary of performance in relation to the statutory targets for major development applications and local development applications for the year to date (April – September) of 2022-23 business year and provides a comparison of performance against all 11 Councils.

The Planning Department has issued the 2<sup>nd</sup> highest number of major planning applications out of the 11 Councils year to date with all 9 applications approved in an average processing time of 25.8 weeks, a staggering 26.6 weeks faster when compared to the same period last year. This is the fastest average processing time out of all 11 Councils and the only Council to meet the statutory target for processing major planning applications. This is a significant improvement on performance in this area and is the fastest average processing time for major applications since transfer of planning functions to Council.

In relation to local planning applications, the Planning Department continues to receive the 5<sup>th</sup> highest number of this category of planning applications and issue the 5<sup>th</sup> highest number of decisions with approval rate above the Northern Ireland average.

Improvement on the average processing times as been maintained into Q2 with average processing times remaining at 18.0 weeks, just 1 week slower than the Northern Ireland average. Of the decisions issued, 95.8% were approved, the 5<sup>th</sup> highest approval rate out of 11 Councils and higher than the Northern Ireland average.

Vacancies at Planning Officer grade due to resignation and long term sick leave has impacted the number of decisions issuing in Q2 when compared with the previous quarter. Nevertheless the number of decisions issued is greater than applications received resulting in a decrease in the number of live applications. The number of applications in the system over 12 months has been maintained with a very slight decrease. Focus in Q3 will be to reduce the number of over 12 month old applications, although this is likely to impact on the average processing times for local applications.

As stability of the workforce is an important factor in the drive to improve performance and reduce the number of older applications, we will continue to work to recruit temporary planning officers to fill the vacant posts. However, due to the temporary nature of these posts this has been proving difficult to date with limited interest through the agency and difficulty attracting those with the necessary qualifications and experience.

### **Enforcement**

Table 2 circulated shows statistics in relation to enforcement for year to date at end of Q2. During this period, the enforcement team the number of prosecutions and convictions equalled that of 3 other Councils; all other Councils are recorded as having zero convictions YTD. Conclusion times for 70% of cases dipped below the statutory target in Q2 due to focus on concluding an increased number of cases in a drive to constrain the continual increase in live cases. Of the cases concluded, 34.7% were closed due to no breach being identified. Nevertheless, these cases still required to be site visited and research undertaken, report written and discussed at a meeting with the authorised officer to agree the 'no breach' decision.

As the number of cases opened continues to exceed those closed, the number of live cases continues to rise with the 3<sup>rd</sup> highest live cases out of the 11 Councils, an increase of 63 cases when compared to the end of Q2 of 2021/22.

### **Other Activity by Planning Department**

Table 3 circulated indicates the level of other activity carried out by the Planning Department year to date at end of Q2 of 2022/23 business year.

In addition to the formal applications received, YTD at end of Q2 the Planning Department received 98 other types of applications relating to planning applications, a slight reduction when compared to Q1.

In addition to the formal applications received and other activity detailed above, YTD at end of Q2 the Planning Department received 18 requests for information, 130 general correspondence and 13 complaints at varying stages. This is a significant decrease in the number of general correspondence, requests for information and complaints received when compared to the same period last year.

### **Income**

Table 5 circulated provides a breakdown of the income generated by the Planning Department year to date end of Q2 of 2022/23. Income (including Property Certificates Q1 and Q2) was below that predicted by over £80k.

### **Conclusion**

Significant improvement in the processing of major planning applications is reflected in this Council being the only Council to meet the statutory performance target for major planning applications out of all 11 Councils and at the same time issuing the second highest number of major application decisions with 100% approval rate. This demonstrates the focus of staff on processing the most significant economic development applications in a timely fashion. Performance continues to steadily improve towards meeting the local statutory target. The approval rate for both major and local planning applications is above the Northern Ireland average.

Although, the statutory target for enforcement was just missed, the enforcement team continues to achieve the highest number of prosecutions and convictions out of all 11 Councils.

Focus going forward in Q3 will be on reducing the number of planning applications and enforcement cases in the system over 12 months and maintaining caseloads at a manageable level. Stability of the workforce is an important element in achieving further improvement and recruitment of suitably qualified staff into vacant posts remains a concern and a priority.

**Recommendation**

**IT IS RECOMMENDED** that the Planning Committee note the Planning Departments Quarterly Report.

Committee NOTED the report.

**11. CONFERENCES**

**11.1 Request from Councillor Ashleen Schenning**

Report, previously circulated presented by the Director of Corporate Services. Items 11.1 and 11.2 were considered collectively.

**Purpose of report**

The purpose of the report is to present a request from Councillor Ashleen Schenning to attend CMI Level 7 Inclusive Leadership Programme.

The following is listed:

**Inclusive Leadership Programme – CMI Level 7**

**Qualification:**

CMI Level 7 Award in Strategic Management and Leadership - Optional

**Dates:**

2-4 May 2023

**Delivery Method and Price:**

Virtual Classroom:

£1,600 + VAT

The Inclusive Leadership Programme will enable participants to reflect on their current leadership approach. Leaders will be introduced to strategies and techniques that they can use to create an inclusive culture and lead diverse perspectives. The course will equip participants with a responsibility for others, recognising the key role they have to play in shaping a positive working environment, supporting progression and ensuring equality, including pay equality.

- **Website - [Inclusive Leadership Programme – CMI Level 7](#)**

**Proposal**

The Members Conference Courses budget (code 50001-1921) will incur an overspend should Council approve the Course. Currently there is an in-year projected underspend in Members Mileage (code 50001-2506).



In the event the Course is approved, Officers seek consent to transfer the required budget from Members Mileage, to, Members Conferences Courses.

### **Recommendations**

**It is recommended** that Corporate Policy and Resources Committee consider the request from Councillor Ashleen Schenning to attend the Inclusive Leadership Programme – CMI Level 7, at a cost of £1,600 + VAT.

**It is recommended** that, in the event the Course is approved, Corporate Policy and Resources Committee consent to the budget transfer from Members Mileage (code 50001-2506) to Conference Courses budget (code 50001-1921) to facilitate the spend.

Proposed by Alderman Knight-McQuillan  
Seconded by Alderman Sharon McKillop and

**AGREED** – to recommend that Council approve the request from Councillor Ashleen Schenning and Councillor Cara McShane to attend the Inclusive Leadership Programme – CMI Level 7, at a cost of £1,600 + VAT per person; That Council extend the Course to other Elected Members who may wish attend;

That Council consent to the budget transfer from Members Mileage (code 50001-2506) to Conference Courses budget (code 50001-1921) to facilitate the spend.

## **11.2 Request from Councillor C McShane**

Addendum, previously circulated and considered as previous.

### **Purpose of report**

The purpose of the report is to present a request from Councillor Cara McShane to attend CMI Level 7 Inclusive Leadership Programme.

The following is listed:

### **Inclusive Leadership Programme – CMI Level 7**

#### **Qualification:**

CMI Level 7 Award in Strategic Management and Leadership - Optional

#### **Dates:**

2-4 May 2023

#### **Delivery Method and Price:**

Virtual Classroom:

£1,600 + VAT

The Inclusive Leadership Programme will enable participants to reflect on their current leadership approach. Leaders will be introduced to strategies and techniques that they can use to create an inclusive culture and lead diverse perspectives. The course will equip participants with a responsibility for others, recognising the key role they have to play in shaping a positive working environment, supporting progression and ensuring equality, including pay equality.

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**It is recommended** that Corporate Policy and Resources Committee consider the request from Councillor Cara McShane to attend the Inclusive Leadership Programme – CMI Level 7, at a cost of £1,600 + VAT.

**It is recommended** that, in the event the Course is approved, Corporate Policy and Resources Committee consent to the budget transfer from Members Mileage (code 50001-2506) to Conference Courses budget (code 50001-1921) to facilitate the spend.

## **12. CONSULTATIONS - NILGA CONSULTATION**

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

The Northern Ireland Local Government Association Constitution (Draft Amendments February 2023, submission by 9 March 2023

#### **Update summary**

NILGA has been undertaking a review of its Constitution to ensure the Association is enabled for success in the 2023-2027 local government mandate. Feedback from your Council on the proposed amendments no later than Thursday 2 March 2023, further extended to 12 noon on 9 March 2023.

Committee NOTED the Consultation.

## **13. CORRESPONDENCE**

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

#### **Purpose of Report**

The purpose of the report is to present correspondence for Members' consideration.

The following correspondence has been received:

**National Association of Councillors** (correspondence dated 21 February 2023)

Correspondence has been received from the National Association of Councillors advising the Annual Membership for the National Association of Councillors, NI region, is due for renewal.

The subscription fee for 2023/'24 is £3,200, which has remained unchanged since 2015.

Council has previously resolved to contribute for the period 2022/'23 £3,200.

**Recommendation(s)**

**It is recommended** that Corporate Policy and Resources Committee consider the request from National Association of Councillors to pay the Annual Membership for the period 2023/'24 of £3,200.

Proposed by Alderman Hillis  
Seconded by Councillor Wilson and

**AGREED** – to recommend that Council approve the request from National Association of Councillors to pay the Annual Membership for the period 2023/'24 of £3,200.

**14. MATTERS FOR REPORTING TO THE PARTNERSHIP PANEL**

There were no matters for reporting to the Partnership Panel.

**15. NOTICE OF MOTION PROPOSED BY ALDERMAN S MCKILLOP AND SECONDED BY COUNCILLOR ANDERSON (REFERRED FROM COUNCIL MEETING 7 FEBRUARY 2023)**

*This Council honours the 50th Anniversary of Greenfinches in Northern Ireland; remembers that on 6th July 1973 the Ulster Defence Regiment Bill permitted the recruitment of women into the Ulster Defence Regiment. Women were given the codeword Greenfinch and defended Northern Ireland against terrorists; we are forever grateful for their commitment and sacrifice. To mark this anniversary we ask the Council to work with the local UDR Associations to support planned events in the Council area.*

Alderman S McKillop proposed the Notice of Motion and presented to Committee:

*Members you have my Notice of Motion before you. As it states. On the 6<sup>th</sup> July 1973 the Ulster Defence Regiment Bill permitted the recruitment of women into the*

*Ulster Defence Regiment. Interestingly, this preceded the Regular Army integrating female soldiers by almost 20 years.*

*For members information also this first recruitment attracted over 530 applicants for enrolment and females formed over 10% of the regiment for a significant number of years.*

*As most of you know these women soldiers were referred to as the UDR Greenfinches which was the radio code word that was used to distinguish them. Chair Greenfinches were committed to peace. They provided security to the Citizens of NI against terrorist attack.*

*They were recruited to fill a human resource shortage and to deal with the weakness of the Stop and Search Tactics employed by the UDR; the Greenfinches were able to carry out security checks on woman and children that their male counterparts could not.*

*A significant number of Greenfinches made huge sacrifices for the people and their country. They put their life on the line to serve and protect their family, neighbours and friends and indeed all citizens in the very theatre that they lived and worked in.*

*Chair Between 1974 and 1992 four women serving as Greenfinches in the regiment were murdered during the troubles - 28-year-old Eva Martin, 33-year-old Jean Leggett, Heather Kerrigan, 20, and Ann Hearst, 24.*

*Eva Hartin was killed on 2 May 1975. She was the first Greenfinch to join the UDR, a school teacher by day and a soldier by night. Eva was along with her husband, who was also a UDR soldier, in their Clogher company centre when it was attacked by terrorists (hit by a hail of bullets and mortar shells). She was hit by a burst of gunfire through a window and died in the arms of her husband.*

*Jean Liggett was killed 6 April 1976. Jean was born in England and came to Northern Ireland as the wife of a Staff Sergeant in the Irish Guard attached to the UDR Battalion at Armagh. Jean had been in Northern Ireland less than a month when she applied to join the UDR. On the evening Jean died she was on a mobile patrol which was ambushed and Jean was shot dead. A husband lost his wife and two little boys lost their mother.*

*Margaret was killed 8 October 1977. She worked as a civilian clerk for the UDR and served as a part-time soldier in the evenings. Margaret lived in a caravan with her baby daughter. On the Saturday evening of her murder, she had gone to bed early, probably exhausted from the hours she had worked that week. Her daughter was asleep in the next room when gunmen burst in killing Margaret. Her daughter was not injured but a bullet entered the toy she was cuddling.*

*Heather joined B company 6 UDR on 8 October 1982. She was a popular Greenfinch and a great asset to her Battalion. On 14 July 1984 Heather accompanied by two of her brothers and five other soldiers commenced foot patrolling the Corgary Road, Castlederg.*

*A short time later a landmine was detonated killing one soldier and injuring Heather and one of her brothers. Heather and her brother were flown to hospital, but Heather died soon after admission. Her brother thankfully made a full recovery.*

*Members, the UDR Greenfinches were unarmed yet faced the same threat from terrorism as their male colleagues. Despite this these women still enrolled to serve in the Regiment.*

*The greenfinches had a great local knowledge of the area which helped, without doubt, to foil terrorist murder attempts on civilian lives. As I said, they stood for peace. They were courageous women with strong ethics and moral compasses; any greenfinch I have spoken to speaks of standing up for what was right, proper and decent. They were fit and able women like their male counterparts. For these reasons and because they dared to take a stand against terrorism, they too were prime shooting targets.*

*The actions of the UDR including the bravery of Greenfinches stands in stark contrast to the terrorists who set out to bring murder and mayhem to our streets. The Greenfinches were the first women to be fully integrated into a British army regiment and we are forever grateful for their commitment and sacrifice. Therefore, to mark this 50th Anniversary of Greenfinches, as it's a significant event, we ask members to support this motion that will allow this council to work with the local UDR Associations to support planned events in the Causeway Coast and Glens Borough Council area.*

Councillor C McQuillan stated opposition to the Notice of Motion and read a statement to Committee:

*We express our intent to oppose the proposed motion. The disbandment of the regiment by the British government serves as evidence that there is no cause for celebration in its history. Over many years and with many examples' individuals within the UDR were found to have played a direct role in sectarian killings here in the north and of its members providing weapons and information to loyalist gangs use to kill nationalists and republicans. These findings are supported by historical records, including the Ombudsman report of 2022, which identified a member of the UDR, person K, as a key suspect in 17 murders, including citizens from this council area such as Gerard Casey, Malachy Carey, Thomas Donaghy and Danny Cassidy.*

*Being labelled as the main contributor to firearms and information to the UDA and UVF it is ludicrous to honour this regiment. Further inquiries that highlight the corruption of the UDR would include the Stevens Inquiry which highlighted widespread collusion between the British forces and loyalist terrorists, and the Cory Collusion of 2003 established the grounds of conspiracy with loyalist gangs and the killing of innocent individuals, including Pat Finucane. Therefore, we believe there is no merit in this proposal which will only serve to drag politics back into the past and further divide our communities. Perhaps that is the intention of those who brought it here in the run up to council elections.*

*We firmly oppose this motion.*

Alderman Knight McQuillan seconded the Notice of Motion. She advised women showed upmost bravery in times people lived in terror and brave family women put their lives on the line to support their colleagues, community and offer safety to what was a terrible time.

Alderman Hillis, on behalf of UU Party, stated support for the Notice of Motion and grateful to former RUC, PSNI, UDR and Armed Forces who have endeavoured to protect people. He stated women were prepared put their lives on the line and sadly four were killed during its existence 1974-1992.

Councillor Storey supported the Motion and comments from Alderman Hillis and stated he dissociated himself from Sinn Fein. Councillor Storey commended the bravery of the UDR and Greenfinches.

Councillor McCaw stated support for the Notice of Motion commend Greenfinches and sorry to hear the stories, he stated there was a need to recognise each other's history.

Alderman S McKillop summed up her Notice of Motion, and requested that Elected Members support the Ulster Defence Regiment Association to mark this significant occasion.

- \* **Alderman Knight-McQuillan arrived in The Chamber during consideration at 7.26pm, having attended remotely prior.**

Proposed by Alderman S McKillop  
Seconded by Alderman Knight McQuillan  
- To recommend that Council support the Notice of Motion.

The Chair put the Notice of Motion to the Committee to vote.  
8 Members voted For, 6 Members voted Against, 1 Member Abstained.  
The Chair declared the Notice of Motion carried.

## **ORDER OF BUSINESS**

The Chair ruled the AORB would be considered next on the Agenda and '*In Public*'.

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

#### **(i) Metropole Park (Alderman Hillis)**

*May I please request an update on the progress of the council decision made prior to last summer to support in principle a portion of land at Metropole Park Portrush being used by Causeway Association of Urban Sports/ CAUS as a Skate Board Park?*

The Director of Corporate Services stated she was not currently dealing with Land and Property matters and the interim Director was unavailable. She advised the matter could be brought to the Land and Property Sub Committee meeting.

Alderman Hillis stated he wished the matter to be brought to the Land and Property Sub Committee meeting and the Council Meeting.

The Chair advised the suggestion would be put to The Mayor for consideration at the Council Meeting.

**(ii) Citizens Newsletter (Alderman Fielding)**

*What checks are carried out to ensure that the Council Citizens' Newsletter is being delivered to households across the Borough.*

Alderman Fielding commended the content of the Citizens Newsletter, he stated he was aware of addresses in Portstewart that had not received the Newsletter. He stated it does cost Council to publish and distribute and requested the costs.

Alderman Fielding put further questions for consideration:

*Do they employ in house mechanisms to both measure and monitor the effectiveness and the success of the distribution of Council's Citizens Newsletter to households throughout the borough?*

*What delivery times were agreed with Royal Mail for distribution of the Council Citizens Newsletter in order to complete this exercise and have these delivery times parameters been met?*

The Director of Corporate Services detailed the delivery mechanism to Council's postcodes through Royal Mail and door-to-door. The Director agreed to bring costs.

Alderman Hillis advised the publication had very good content.

Alderman Knight-McQuillan requested distribution costs.

Alderman McLean did not support the production of the Citizens Newsletter and its associated costs.

Alderman Baird considered the publication vital for those without internet connectivity and for older people.

**MOTION TO PROCEED 'IN COMMITTEE'**

Proposed by Alderman Baird

Seconded by Alderman Knight-McQuillan and

**AGREED** – to recommend that Corporate Policy and Resources Committee move 'In Committee'.

***The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.***

- \* **Press and Public were disconnected from the meeting at 7.58pm**

## **17. EXTENSION OF AGENCY CONTRACT**

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

### **Purpose of Report**

To inform members of the committee of an extension to the current recruitment agency worker supply contract.

Background and Financials were circulated within the confidential report.

**It is recommended** that Council approve the renewal of the recruitment agency contract for a further period of 12 months.

Councillor Wilson stated clarification was required that when posts were filled, whether the cost to Council would be less or would grow.

Alderman Knight-McQuillan advised Council need to get back on a par to complete the structure, the report was inadequate on information.

The Director of Corporate Services agreed to bring back a comprehensive report in terms of Agency staff usage and costs.

Proposed by Councillor Wilson  
Seconded by Alderman McLean and

**AGREED** – to recommend that Council approve the renewal of the recruitment agency contract for a further period of 12 months.

## **18. CORPORATE SERVICES MANAGEMENT ACCOUNTS PERIOD 9 2022/23**

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

The purpose of this report to provide Members with information on the current financial position of Corporate Services Directorate at the end of Period 9.

Background and detailed analysis was circulated within the report.

### **Recommendation**

That Council note the information presented.



Committee NOTED the information.

**19. MINUTES OF THE LAND AND PROPERTY SUB COMMITTEE MEETING HELD WEDNESDAY 1 FEBRUARY 2023**

Confidential report, previously circulated.

**Matters Arising**

**19.1 Notice of Motion referred from Council Meeting 1 November 2022 to Land and Property Sub Committee (re Townhead Street Car park) (Item 14.2)**

Amendment

Proposed by Alderman Knight-McQuillan  
Seconded by Alderman Fielding

**AGREED** – to recommend that Council refer the matter to the Land and Property Sub Committee for further investigative work;  
to recommend to Council that the Minutes of the Land and Property sub Committee meeting held 1 February 2023 are adopted and recommendations therein approved; including the Amendment at Item 19.1 above.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 8.11pm.

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Chair