

Coronation Sub Committee

Draft Terms of Reference

1. Background

In December the Council supported the following Notice of Motion, proposed by Councillor Storey, seconded by Alderman McLean:

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.

2. Role of the Sub Committee

The role of the Sub Committee is to act as an advisory group, supporting the development of a proposed programme of activity to recognise the coronation of His Majesty, King Charles III, **and to honour and enshrine the memory of Queen Elizabeth II in tangible commemoration across the Borough.**

To identify resource requirements to deliver an agreed programme of activity **and commemoration;**

- To share best practice in terms of wider initiatives and approaches;
- To promote co-ordination and collaboration in terms of delivery of a range of activity, avoiding duplication of effort.

3. Membership

- i. Membership is comprised of the following:
 - a. Six Elected Members nominated by d'Hondt;
 - ~~b. Representatives from external organisations: Lord-Lieutenants / local churches / schools~~
 - ~~c. Other relevant stakeholders as per agreement of Council~~
- ii. The quorum of the Sub Committee shall be 3 Elected Members;
- iii. The Chair of the Sub Committee will be appointed from the Elected Members present at the first meeting.

4. Partnership Working

The Sub Committee will engage with relevant stakeholders, eg Lord Lieutenants, RBL's, Churches, Schools, Community and Voluntary as and when required

5. Meetings

The first meeting of the Sub Committee will be held on Wednesday the 15th of March and thereafter as agreed by the Sub Committee.

6. Communication & Reporting

The Sub Committee will be facilitated by Council staff who will feed back recommendations through the Corporate Policy & Resources Committee.

6. Standing agenda

1. ~~Apologies;~~
2. ~~Declarations of interest;~~
3. ~~TORs and appointment of Chair;~~
4. ~~Possible activities: Large screen in Coleraine, choral festival involving local schools, Mayoral reception for choral participants, small grants programme for local community groups;~~
5. ~~Linkage to regional events / NIO and HML engagement;~~
6. ~~AORB.~~
7. ~~DONM.~~