

**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 15 JANUARY 2019**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
<b>3.</b>	Notice of Motion Proposed by Councillor A Mulholland, seconded by Councillor MA McKillop referred From 27 November Council Meeting	<b><i>Support the Notice of Motion</i></b>
<b>4.</b>	Notice of Motion Proposed by Councillor Stevenson, seconded by Alderman Campbell referred from 18 December 2018 Council Meeting	<b><i>Motion lost</i></b>
<b>5.</b>	Minutes of Meeting held Tuesday 20 November 2019	<b><i>Confirmed</i></b>
<b>6.</b>	Minutes of the Governance Working Group held Wednesday 5 <sup>th</sup> December 2018	<b><i>Approve and recommendations therein</i></b>
<b>7.</b>	Dalriada Pathfinder Partnership	<b><i>Invite Health Trust to a Deputation Workshop</i></b>
<b>8.</b>	Estimated Penny Product Forecast	<b><i>Information</i></b>
<b>9.</b>	Actual Penny Product Forecast	<b><i>Information</i></b>
<b>10.</b>	Prompt Payment Statistics	<b><i>Information</i></b>
<b>11.</b>	Correspondence	
	<ul style="list-style-type: none"> <li>NILGA &amp; NIFHA Event meeting Social housing Need Locally</li> </ul>	

	<ul style="list-style-type: none"> <li>NILGA Performance Improvement for transforming Councils Councillor Masterclass</li> </ul>	
	<ul style="list-style-type: none"> <li>Donegal County Council</li> </ul>	
	<ul style="list-style-type: none"> <li>Derry City &amp; Strabane District Council</li> </ul>	
	<ul style="list-style-type: none"> <li>NILGA Policy &amp; Communication Guidance Note 'Purdah' Local Government Elections 2 May 2019</li> </ul>	
	<ul style="list-style-type: none"> <li>Use of Council Chamber</li> </ul>	<b>Grant the Request</b>
	<b>IN COMMITTEE (Items 12 – 19)</b>	
<b>12.</b>	Capital Programmes	<b>Adopt Stage 2 &amp; Stage 1 projects in tables listed being the 2019/2020 Capital Programme, subject to 4-step project approval process</b>
<b>13.</b>	Rates Support Grant	<b>Seek legal advice</b>
<b>14.</b>	Management Accounts Period 6	<b>Information</b>
<b>15.</b>	Rates Estimates	<b>Information</b>
<b>16.</b>	Debt Management	<b>Information</b>
<b>17.</b>	Minutes of the Meeting of the Land and Property Sub-Committee held Wednesday 9 January 2019	<b>Approve and recommendations therein</b>
<b>18.</b>	Severance Requests	<b>Approve application</b>
<b>19.</b>	Any Other Relevant Business (Notified In Accordance With Standing Order 12(O))	
	<b>19.1</b> Councillor Beattie – Judicial review	<b>Information</b>

	<b>19.2</b> Councillor Fielding – Beach Huts, South Pier, Portrush Harbour	<b><i>Information</i></b>  <b><i>Director of Corporate Services to provide dates to Councillor Fielding</i></b>
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Unconfirmed

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
CORPORATE POLICY & RESOURCES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS  
TUESDAY 15 JANUARY 2019 AT 8:00 PM**

- In the Chair** : Councillor Quigley
- Present** : Alderman Hillis;  
Councillors Baird, Beattie, Blair, Callan, Deighan,  
Douglas, Fielding, Knight-McQuillan, McCandless, K  
Mulholland, McCorkell, C McShane, Nicholl, Wilson
- Officers Present** : M Quinn, Director of Corporate Services  
D Wright, Chief Finance Officer  
P Donaghy, Democratic & Central Services Manager  
S Duggan, Civic Support & Committee & Member Services Officer
- Non Committee  
Members present** : Councillor MA McKillop  
Councillor A Mulholland  
Councillor I Stevenson
- In Attendance** : Press (1 No.)

**1. APOLOGIES**

There were no apologies recorded.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**AGREED** – to change the Order of Business.

**3. NOTICE OF MOTION PROPOSED BY COUNCILLOR A  
MULHOLLAND, SECONDED BY COUNCILLOR MA MCKILLOP  
REFERRED FROM 27 NOVEMBER COUNCIL MEETING**

*'That Causeway Coast and Glens Borough Council adopts the Motor Neurone Disease (MND) Charter, which sets out the care and support that people living with MND and their carers deserve and should expect. By adopting this MND Charter this Council agrees to promote the Charter and make it available to Councillors and Council staff. We will raise awareness of MND and what good care looks like for those living with this devastating disease, as stated in the Charter and do everything*

*we can as the Council to positively influence the quality of life for local people with (MND) and their carers living in our community’.*

Councillor A Mulholland read from a prepared statement:

*“Why this motion*

*I received an email dated 01/10/2018 which was from a lady called Claire Larkin, it read;*

*Dear Councillors of Causeway Coast & Glens Borough Council*

*I am writing to you following my attendance at a Regional Conference held in the Dunsilly Hotel, Antrim on 15 September 2018, where it was raised about councils in Northern Ireland supporting the MND charter. I note from the map shown on the MND website that your council has yet to adopt the charter and I would like to ask if you would raise this at your next council meeting. I have attached links below as a guide for you.*

*MND is a fatal, rapidly progressing disease that can leave people locked in a failing body, unable to move, talk and eventually breathe. It kills around a third of people within a year of diagnosis, and more than half within two years.*

*Until there is a cure for MND, what matters most is that people with MND receive the right care, in the right place, at the right time to achieve the highest quality of life possible and the ability to die with dignity. The MND Charter aims to help make this happen. Anyone can read the full MND Charter here: [www.mndassociation.org/mndcharter](http://www.mndassociation.org/mndcharter)*

*There is a growing list of councils across England, Wales and Northern Ireland who are adopting the MND Charter to demonstrate their support for local people living with this terrible disease.*

*This is important to me because I lost my husband in March 2017 to Motor Neurone Disease at the age of 44. Eoin was diagnosed with MND at 37 when our children were 3, 7 and 9. It was such a devastating blow to us as a family because their father had such a big role in our children's lives and us as a couple because all our plans, hopes and aspirations were suddenly taken away with no hope of recovery or a cure.*

*Seeing other couples at the conference digesting the information hoping for some news on a breakthrough or just some glimmer of hope on this "no cure" disease left me feeling sad but with an instant need to help in some way hence my email to yourselves. I would urge you to please help with raising awareness and do so with a vote to implement the MND Charter in your council.*

*My husband would have been 46 on 6 October and this is about the best way I could celebrate his memory. I urge you to take the MND Charter on board. I look forward to hearing from you soon “*

Councillor MA McKillop supported Councillor A Mulholland and read from a prepared statement:

*“MND is a fatal, rapidly progressing disease that can leave people locked in a failing body, unable to move, talk and eventually breathe.*

*It kills around a third of people within a year of diagnosis, and more than half within two years. There is no cure. It is difficult to be exact, but statistics for motor neurone disease tell us that:*

- it can affect any adult at any age but most people diagnosed with the disease are over the age of 40, with the highest incidence occurring between the ages of 50 and 70*

- *a third of people die within a year and more than half within two years of diagnosis*
- *the incidence or number of people who will develop MND each year is about two people in every 100,000*
- *a person's lifetime risk of developing MND is up to 1 in 300*
- *around 35% of people with MND experience mild cognitive change, which can cause issues in executive functions such as planning, decision-making and language*
- *a further 5-10% of people with MND show signs of frontotemporal dementia which results in more pronounced behavioural change*
- *six people per day are diagnosed with MND in the UK*
- *six people a day die in the UK, this is just under 2,200 per year.*
- *it affects up to 5,000 adults in the UK at any one time*
- *the prevalence or number of people living with MND at any one time is approximately seven in every 100,000.*

*People with MND may need as many as 18 health and social care professionals providing care at any one time. This clearly needs co-ordination to work effectively. Co-ordinated care can improve the quality of life of people with MND and provide value for money for the NHS by preventing crises and emergency hospital admissions. Care should be co-ordinated by a specialist key worker with experience of MND who can anticipate needs and ensure they are met on time. The people providing care are often called a multidisciplinary team (MDT).*

*One in five people diagnosed with motor neurone disease (MND) in the last three years waited a year or more to see a neurologist.*

*A poll of more than 900 people with the terminal condition for the MND Association found long delays in accessing the right help and getting a diagnosis.*

*Of those who waited a year or more, more than half (52%) had been referred to other professionals first, such as physiotherapists, orthopaedic surgeons or ear, nose and throat specialists.*

*A lack of testing for MND - which is incurable - also meant just 27% of patients received a diagnosis within a month of seeing a neurologist, while 14% waited a year or more.*

*Almost a third (32%) of those polled had also struggled to get help with adapting their home, such as for stair lifts, ramps and wider doors for wheelchairs.*

*June is MND awareness month. The condition affects up to 5,000 adults in the UK at any one time, and six people die from the disease each day. There are approximately 120 people living with the condition in Northern Ireland.*

*What is the Motor Neurone Charter ?*

*Councils throughout NI are being asked to adopt this Charter. Last year Mid and East Antrim Borough Council formally adopted the MND Charter in support of local people living with the condition and their carers.*

*Fermanagh and Omagh District Council has adopted the MND Charter as has Mid Ulster District Council, Belfast City Council, North Down and Ards Borough Council have also adopted the MND Charter.*

*Newry, Mourne and Down District Council have been approached to adopt the Charter, as has Derry City and Strabane District Council. Now it is our turn to adopt this Charter.*

*The Charter is a statement of the respect, care and support that people living with MND and their carers deserve and should expect, and I ask that this council supports this motion so as to ensure that we will do whatever we can to assist those living with MND and their families.*

*It is vital more people are aware of the needs of people with MND so those living with this devastating disease can maximise their quality of life and die with dignity.*

*The importance of the MND Charter is undeniable.*

*Having access to the right care, in the right place, at the right time, as set out in the Charter, can transform lives.*

*The five points of the Charter are:*

- 1. The right to an early diagnosis and information.*
- 2. The right to access quality care and treatments.*
- 3. The right to be treated as individuals and with dignity and respect.*
- 4. The right to maximise their quality of life.*
- 5. Carers of people with MND have the right to be valued, respected, listened to and well-supported.*

*By adopting this charter we will be playing a significant role in making the vision and aims of the MND Charter a reality.*

*By adopting the Charter, we will be committed to increasing and raising an awareness of MND, I ask this council to support this motion thank you”.*

Elected Members stated their support, on behalf of their Parties.

**AGREED** – to support the Notice of Motion.

Committee voted unanimously in support.

**4. NOTICE OF MOTION PROPOSED BY COUNCILLOR STEVENSON,  
SECONDED BY ALDERMAN CAMPBELL REFERRED FROM 18  
DECEMBER 2018 COUNCIL MEETING**

*'That the motto underneath the borough crest be changed to Goodwill to all people, in Latin or English as members decide'.*

Councillor Stevenson read from a prepared statement, supported by Alderman Blair.

*"I have brought this motion tonight to members because I do not believe I had the full opportunity to bring my view to this council on this subject when it arose at the end of 2016, beginning of 2017.*

*However, the motion tonight is in regards to the motto which was put forward and it is to change it from the Latin form of serving with integrity to a the Latin or English version of Goodwill to all people, unionist, nationalist or other. The Latin, coincidentally, is Omnibus hominibus bonae voluntatis or for Goodwill to all is Consalutamus omnes.*

*To put things in some context, of the legacy councils in this area, Moyle council did not have a motto. The council of Coleraine had where the motto should be, the presumably Gaelic name of Cuil Rathain which is either the corner of the ferns or little fort on the corner referring to the rath at Mountsandel, Patrick is claimed to have given Coleraine its name.*

*The remaining two councils have a similar motto however. Limavady council motto is Absit Invidia which means Let there be no ill will and Ballymoney the more affirmative Goodwill to all people which is in English.*

*It has been said to me anecdotally that the original motto of Ballymoney was to be Goodwill to all men, but that the late Mollie Holmes, quite rightly said it should be reflective of everyone, hence the change from men to people. I have been told this story but I of course, being much younger then, cannot verify it myself.*

*It is chiefly because of the link which two of the four councils have to this concept that I have made the recommendation however.*

*I raise this motion tonight as I believe it will make a visible difference to the council in regards to the noble aspiration enshrined in the council motto.*

*I also have strong reservations about the current "Serving with integrity".*

*This motto is one which is telling people what we are doing and how we are doing it. It might be seen as speaking down to people by us interpreting what we are doing and as something which people may also have varying opinions about.*

*But the main reason I raise it is because the proposed motto has a link to the legacy councils.*

*Nothing ever happens by coincidence and it so happened that this motion appeared on the agenda just prior to Christmas and that the Queens speech was about Goodwill to all. And then at church on Sunday reference was made to this very phrase by a visiting minister. So it all is very timely and what better wish to people than the very Christian message which applies to all.*

*What better message, in this area renowned for tourism, is that we wish goodwill to all.*

*I encourage members to support my motion”.*

Councillor K Mulholland stated that Council had agreed the matter previously.

The Chair put the Notice of Motion to the Committee to vote.

2 Members voted For, 11 Members voted Against, 2 Members Abstained.

The Chair declared the motion lost.

\* **Councillor Stevenson left the meeting at 8.11PM.**

## **5. MINUTES OF MEETING HELD TUESDAY 20 NOVEMBER 2019**

The Minutes of the meeting were confirmed as a correct record.

## **6. MINUTES OF THE GOVERNANCE WORKING GROUP HELD WEDNESDAY 5<sup>TH</sup> DECEMBER 2018**

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

Proposed by Councillor Nicholl  
Seconded by Councillor Beattie and

**AGREED** – that the Minutes of the Governance Working Group held Wednesday 5<sup>th</sup> December 2018 are approved and recommendations therein.

## **7. DALRIADA PATHFINDER PARTNERSHIP**

Information report, previously circulated, providing an Update on Dalriada Pathfinder Partnership

The Dalriada Pathfinder Partnership was established to promote health and well-being in the Ballycastle, Bushmills, Ballintoy, Armoy, Portballintrae, Cushendun, Cushendall and the Glens of Antrim.

The Council is represented on the Dalriada Pathfinder Partnership along with a range of other statutory and community organisations.

Circulated, was a short report for information which provides an update on the work of the Partnership, particularly the introduction of the “Living Well Moyle” approach which has been in place since November 2016.

Councillor Baird advised she would like more information and to question the people concerned in the Pathfinder. Councillor Baird advised Ballycastle had been designated a Healthy Living Area, however, had received vague information about what that actually meant.

Proposed by Councillor Baird  
Seconded by Councillor C McShane and

**AGREED** – to recommend that Council invite representatives from the Health Trust to present to Council at a Deputation workshop.

## **8. ESTIMATED PENNY PRODUCT FORECAST**

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

Land and Property Services (LPS) who issue bills and collect rates on behalf of Councils issue forecasts on the Estimated Penny Product (EPP) which is used in the rates setting process by Councils in order to determine the rate to be struck.

LPS have issued to Councils the first in year forecast for the EPP based on figures at 30 November 2018. The forecast for Causeway Coast and Glens Borough Council gives an EPP of £1,744,330 compared to £1,733,580 which was used in calculating our rate for the current year. This represents an increase of around 0.62% which is encouraging for

Council at this stage however some caution still needs to be exercised due the ongoing challenges particularly with regard to the non-domestic revaluation. It is also evident that reliance cannot be placed on significant rates base growth to increase available finance for Council to provide services, other efficiencies or sources of revenue generation must be explored and maximised to minimise the impact upon our ratepayers. The first estimate of our EPP was £1,742,810. Officers are currently investigating any potential sizable properties which have been approved recently or are imminent so that they could be added to our EPP thereby reducing potential additional ratepayer burden.

\* **Councillor McCandless joined the meeting at 8.18PM.**

## **9. ACTUAL PENNY PRODUCT FORECAST**

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

Land and Property Services (LPS) who issue bills and collect rates on behalf of Councils issue in year forecasts on the Actual Penny Product (APP) and projected outturns with regards the amount of rates actually collected.

LPS has issued to Councils the third in year forecast for the APP based on figures at 30 November 2018. The forecast for Causeway Coast and Glens Borough Council indicates that we are on course to receive a positive finalisation in terms of rates income amounting to approximately £152k. The figure has been calculated on the basis of a number of assumptions which are detailed below:

Gross Rate Income (GRI) calculated as at 30th November 2018. An examination of the income for Causeway Coast and Glens Borough Council shows that there has been growth in both the domestic and non-domestic sectors of £95K and £76K respectively (in regional and district rate terms) during the quarter. No further adjustment has been made to the GRI to account for expected reductions as a result of valuation activity throughout the rest of the year. You will be aware that there is approximately £5 million of NAV under challenge and there will be reductions as a result of this, the majority of which will be increased by a factor of four due to backdating to April 2015 when the 7th List went live.

Rates foregone from vacant property in the non-domestic sector for the initial three month exemption period have been calculated based on the monetary value of losses used in the EPP, at 31st March 2018 or 30th November 2018 whichever is the higher. In the case of your Council, we

have used the loss in the EPP. Losses in the “50%” and “Exempt” categories were calculated based on the actual loss at 30th November 2018 plus a 2% uplift. In this regard losses built into the forecast exceed actual losses in the LPS accounting system at 30th November 2018 by £85K inclusive of district and regional rates. Accordingly unless losses in those categories increase by that amount between now and year end then there is the potential for further improvement in the forecast.

Rates foregone (exclusions including developer) from REH have been calculated based on the monetary value of losses at 30th November 2018.

Discount by way of landlord allowances has been calculated based on the monetary value of losses as at 30th November 2018.

For the purpose of this third quarter calculation, the write-off figure included in the original estimate has been used, for your Council this figure is £994K.

Cost of Collection estimated at £19.2 million for the rating year apportioned across the 11 Councils on the basis of statutory formula.

The CAP based on losses in the system at 30th November 2018.

This is an encouraging indication that the strength of our rates base continues to show growth albeit slowly and steadily.

## **10. PROMPT PAYMENT STATISTICS**

Information report, previously circulated, 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 below detail

Council's performance since April 2016 the latest data for the early part of quarter 3 of 2018/19 being up to and including early November 2018. Q3 performance has improved from Q2 and year to date is still ahead of the previous 2 years.

Whilst the improved performance in comparison to previous periods is welcome council officers continue to seek improvements to overcome these difficulties and ultimately improve the performance. As previously reported finance staff are continuing with the setting up of electronic systems which will remove the need to have invoices transported around all of our offices for verification and authorisation. The electronic system will produce significant improvements in the payment figures. The progress has slowed due to the loss of a member of staff through resignation greatly impacting the capacity of a small team, the post has been advertised with a view to recruiting a replacement in the next few weeks.

At this point in the meeting Councillor C McShane sought clarification why the Governance Working Group minutes had been considered, 'In Public', whilst the Land and Property Sub Committee minutes were recommended for confidential consideration.

The Director of Corporate Services advised commercially sensitive and legal advice would be recommended for confidential consideration.

The Democratic and Central Services Manager provided members with further information relating to the provisions of the Local Government Act (2014) Schedule 6.

Proposed by Councillor C McShane  
Seconded by Councillor Nicholl

- to Change the Order of Business, to receive Minutes of the meeting of the Land and Property Sub-Committee held Wednesday 9 January 2019, 'In Public' on the agenda of business for the evening.

Amendment

Proposed by Councillor Knight-McQuillan  
Seconded by Councillor Callan

- to receive Minutes of the meeting of the Land and Property Sub-Committee held Wednesday 9 January 2019, 'In Committee' on the agenda of business for the evening.

The Chair put the Amendment to the Committee to vote.

9 members voted For, 2 members voted Against, 1 member abstained.

The Chair declared the Amendment carried.

## 11. CORRESPONDENCE

The Director of Corporate Services presented the correspondence report:

- NILGA & NIFHA Event Meeting Social Housing Need, Locally;
- NILGA Performance Improvement for Transforming Councils Councillor Masterclass;
- Donegal County Council, 17 December 2018;
- Derry City and Strabane District Council, Rachel Craig, Strategic Business Manager, 20 December 2018;
- NILGA Policy & Communication Guidance Note 'Purdah' Local Government Elections 2 May 2019;
- Use of Council Chamber.

The Director of Corporate Services drew Members' attention to the request to use the Council Chamber Tuesday 29 January 2019 for a PEACE IV Culture and Language Programme 7-7.30PM.

**AGREED** – to recommend that Council grant the request.

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

Proposed by Councillor Knight-McQuillan  
Seconded by Councillor Nicholl and

**AGREED** – that Committee move, 'In Committee'.

\* **Press left the meeting at 8.45PM.**

## 12. CAPITAL PROGRAMMES

Confidential report, previously circulated, presented by the Director of Corporate Services on the draft Capital Programme.

**It is recommended** that Council adopt the Stage 2 and Stage 1 Projects listed in the tables above as being the 2019 / 20 Causeway Coast and Glens Borough Council Capital Programme, with all projects being subject to Councils 4 – Step project approval process requiring a need based business case and economic appraisal to be approved by Council for each project before it proceeds.

**AGREED** – to recommend that Council adopt the Stage 2 and Stage 1 Projects listed in the tables above as being the 2019 / 20 Causeway Coast and Glens Borough Council Capital Programme, with all projects being subject to Councils 4 – Step project approval process requiring a need based business case and economic appraisal to be approved by Council for each project before it proceeds.

### 13. RATES SUPPORT GRANT

Confidential report, previously circulated, presented by the Chief Finance Officer.

Causeway Coast and Glens Borough Council receives an allocation of Rates Support Grant (RSG) from the Department for Communities (DfC) annually.

The method of allocation of the RSG amongst those seven council in receipt was in 2015 subject to a challenge by one of the councils in receipt. Their initial case was lost however on appeal the case was decided in their favour meaning that the methodology used to distribute RSG was deemed incorrect and required adjustment, this adjustment having been made for 2018/19 and going forward. It is regarding the financial years 2015/16, 2016/17 and 2017/18 where there is inconsistency with the Department's outworking of the Court of Appeal judgement. One council has received an adjusted payment in full for these years whilst the other three potential benefactors have not. This Council has, in conjunction with Derry City and Strabane District Council and Mid and East Antrim Borough Council, written to the Permanent Secretary demanding that the situation be addressed immediately and the outstanding RSG for each of the three years mentioned be paid to Council in full. We have indicated that failure to make the required payment may result in Council taking legal cation to redress the situation.

**It is recommended** that Council authorise officers to seek legal advice, if required, on the matter of outstanding Rates Support Grant for the years 2015/16, 2016/17 and 2017/18.

Proposed by Councillor Knight-McQuillan  
Seconded by Councillor Beattie and

**AGREED** – to recommend that Council authorise officers to seek legal advice, if required, on the matter of outstanding Rates Support Grant for the years 2015/16, 2016/17 and 2017/18.

#### **14. MANAGEMENT ACCOUNTS PERIOD 6**

Confidential report, previously circulated, presented by the Chief Finance Officer, management accounts report detailing the financial position as at period 6 of the 2018/19 financial year (up to 30 September 2018) together with a table of variance analysis and explanations.

#### **15. RATES ESTIMATES**

The Chief Finance Officer provided a verbal update on the current position, that Council was running at a significant deficit due to a number of contributory factors which were set out.

Sinn Féin set out their position not to support a rates freeze.

#### **16. DEBT MANAGEMENT**

Confidential report, previously circulated.

Council implemented a revised Debt Management Policy in February 2017.

Since the implementation of the new debt management policy finance staff have applied the workings of that policy to Council's debt. As a result there are three outcomes:

- 1 Debt is recovered
- 2 Legal proceedings commenced
- 3 Debt written off.

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.

#### **17. MINUTES OF THE MEETING OF THE LAND AND PROPERTY SUB-COMMITTEE HELD WEDNESDAY 9 JANUARY 2019**

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

##### **Correction to the Minute**

Item 4.2 'Portrush' should read '*Portstewart*'

In Attendance, add *M O'Brien*

Councillor C McShane questioned whether a Pricing Policy was being brought to the meeting. Councillor C McShane further sought clarification

of the process whereby a Director attends a Sub Committee meeting to present.

The Director of Corporate Services outlined the priority timeline for consideration of a Pricing Policy and Asset Management Strategy.

The Director of Corporate Services advised any Officer may be invited to attend a sub-committee meeting to provide information to aid the decision making process, to avoid delays in processing applications.

\* **Councillor Wilson arrived at the meeting at 9PM.**

Proposed by Councillor Knight-McQuillan  
Seconded by Alderman Hillis and

**AGREED** – to recommend that the Minutes of the meeting of the Land and Property sub-committee held Wednesday 9 January 2019 are approved and recommendations therein.

**18. SEVERANCE REQUESTS**

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

In accordance with these arrangements, Council has received an application for Severance from the Causeway Coast and Glens Borough Council from the affected employee.

Council can be assured that the guidance contained within the Severance Scheme which states *'all costs associated with the severance package must not exceed the individual's annual salary cost multiplied by 3.25. This is the period during which the costs are recouped or paid back i.e. Severance package / individuals total annual salary cost = 3.25 or less'* will be adhered to.

**It is recommended** that council give approval to proceed with this application for Severance received from the officer as outlined above.

**AGREED** – to recommend that council give approval to proceed with this application for Severance received from the officer as outlined above.

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

In accordance with Standing order 12 (o) the following Elected Members gave due notice of Items to be considered:

### **19.1 Councillor Beattie**

*'Given the ongoing judicial review and the information contained in the recent affidavit, what immediate action is required to protect Council as a corporate body from being brought into disrepute?'*

Councillor Beattie detailed the background to her concerns and questioned, what Council was doing to protect itself.

The Director of Corporate Services responded in detail, outing the immediate measures Council had taken. Additionally, Councils' Employment Law Solicitor had been available at the Special Council Meeting to answer any questions Elected Members may have had.

The Director of Corporate Services updated members on current Judicial Review Proceedings and current situation.

In response to questions, the Director of Corporate Services detailed the timeline of events that triggered the Whistle Blowing Policy.

Councillor K Mulholland stated concern for the backlog of legal administration that was now on hold, especially in relation to funding applications for community organisations.

The Director of Corporate Services detailed difficulty in sourcing comparative external legal support and advised a short term interim measure was now being put in place. She advised that urgent matters would be given priority.

\* **Councillor Deighan left the meeting at 9.41PM.**

### **19.2 Councillor Fielding**

*"Have the Council commenced any enforcement procedure regarding the Beach Huts which have been installed on the South Pier Portrush Harbour without permission."*

The Director of Corporate Services advised Planning Department had opened a Case and Environmental Services Enforcement section were investigating.

The Director of Corporate Services agreed to circulate relevant dates to Councillor Fielding.

**MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Councillor Knight-McQuillan  
Seconded by Councillor McCorkell and

**AGREED** – that Council move, 'In Public'.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9.45PM.

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Chair