

Corporate Policy & Resources Committee Tuesday 15th March 2016

Table of Key Recommendations

No	Item	<i>Recommendation</i>
5.	Request for use of Room(s), Portrush Town Hall	<i>grant the use, the cost of £130 approximately, to be met by Democratic Services</i>
6.	Provision of ICT to Elected Members	<i>approve Option 1 – current provision – no additional cost</i>
7.	Officer Authorisation	<i>that the Financial Accountant be delegated the same authority as the Chief Finance Officer regarding Council's bank accounts and facilities</i>
8.	Local Government Training Group Financial Contribution 2016/17	<i>that Council grant £20,811 to the Local Government Training Group Training Fund for 2016/17</i>
9.	Twinning	<i>that Council approve the transfer of the Legacy Council Twinning arrangements into the 2016/2017 financial year and establish Elected Member representation on the Twinning Committees.</i>
10.	Draft Estates Strategy	<i>that Council defer consideration of the Item to the next committee meeting.</i>
11.	<p>Correspondence</p> <p>11.1 B Mills, Coleraine RBL, Armed Forces Day 2016, 26th February 2016</p> <p>11.2 DOE, Rates Support Grant 2015/2016 - Additional Funding, 24th February 2016</p> <p>11.3 C Fisher, Development Trusts NI, Continuation of Council Support, 4th March 2016</p>	<p><i>that Council permit the Royal British Legion to do so and that the same be allowed in Limavady and Ballymoney, if that is the normal practice</i></p> <p style="text-align: right;"><i>Noted</i></p> <p><i>that Council approve a formal endorsement to sponsor GET's interest in acquiring the Garvagh High school site by way of a community asset transfer</i></p>

Corporate Policy & Resources Committee

Minutes of the Meeting of the Corporate Policy & Resources Committee, held in the Council Chamber, Civic Headquarters, Coleraine on Tuesday 15th March 2016 at 7.00pm.

In the Chair: Alderman Hillis

Members present: Alderman Campbell, Hickey; Councillors Beattie, Blair, Callan, Chivers, Duddy, Knight-McQuillan, McCandless, McCorkell, McGuigan, C McShane, Quigley, Wilson

In attendance: M Quinn, Director of Performance
D Wright, Chief Finance Officer
E Beattie, Head of Policy and Community Planning
E Johnston, Head of Democratic and Customer Services
S Duggan, Committee and Member Services Officer

Also in attendance: Public (1)
Press (2)

1. Apologies

Apologies were recorded from Alderman S McKillop.

2. Declarations of Interest

Councillor Quigley declared an interest in the Item, Request for use of Room(s), Portrush Town Hall.

3. Minutes of Meeting held Tuesday 16th February 2016

The Chair advised the Minutes of the previous meeting had been ratified by Council.

4. Community Planning Update

The Head of Policy and Community Planning delivered the information report, summarised as undernoted:

As previously indicated, the Community Plan will be a long term plan (for 10 to 15 years), based on sound, robust evidence with a focus on improving social, economic and environmental well-being and contributing to sustainable development.

The Community Plan will be a strategic planning tool and it will be the key over-arching framework for partnerships and initiatives in the Council area and

at local and neighbourhood levels. It is not seen as an additional or parallel process to structures already in place.

Developing and implementing the Community Plan will be a major undertaking and will involve partnership working at many different levels in this area. The aim will be to try and integrate wide ranging streams of public life, weaving these together and producing a statement outlining the future direction for the new Council area and how it will be achieved.

Community Planning Strategic Partnership

A meeting of the Community Planning Strategic Partnership took place on 2nd March 2016. At this meeting members of the Partnership considered the feedback from the workshops with Councillors and with the Partnership. They discussed what the draft vision for the Community Plan could look like and it was agreed that the Community Planning team would take the ideas expressed and craft them into a suggested vision for consideration at the next Partnership meeting.

The Partnership also considered the emerging themes for the Community Plan and these were identified in broad terms as:

- o Infrastructure**
- o The Economy**
- o Social Well-Being/Quality of Life**
- o A Strong, Vibrant Community**
- o The Environment**

The draft vision and the emerging themes would be used as the basis for the community engagement exercise and a workshop took place during the meeting on who to engage with and how. A project plan for community engagement will now be developed and brought back to the Partnership for consideration at its next meeting.

Council has agreed that it will be represented on the Partnership by ten elected members based on a d'Hondt run as follows: 3 DUP, 3 UU, 2 SF, 1 SDLP, 1 TUV. The names of nominees are currently being sought and it is intended to invite nominees to the next meeting of the Partnership which will take place on Wednesday 6th April at 10.30 am, the Auditorium, Flowerfield. The Partnership had agreed that meetings would initially take place on a monthly basis at 10.30 am on the first Wednesday of each month.

Other Community Planning Issues

The "Partners Order" was laid in the Assembly in draft form again in February. It was then going to be presented to the Environment Committee again for consideration. If agreed by the Committee the Order would go for debate to the Assembly on 14th March. If confirmed by the Assembly, the Order would

become 'live' the following day, ie 15th March 2016, its status at the time of the meeting was unknown.

The proposed statutory partners in this new draft Order are the same as the list of those invited to participate on the Causeway Coast and Glens Strategic Partnership, ie: Police Service for NI; Tourism NI; NI Housing Executive; Education Authority for NI; Northern Health and Social Care Trust; Western Health and Social Care Trust; Health and Social Care Board; Public Health Agency; Fire and Rescue Service; Invest NI; Sport NI; Libraries NI; Council for Catholic Maintained Schools (CCMS)

The Community Plan will have, at the very least, to be screened for a possible Strategic Environmental Assessment. It will also have to be screened for S75 Equality and Good Relations and a Rural Proofing exercise will have to be carried out on the Plan.

In response to queries, the Head of Policy and Community Planning advised the date for the Community Plan to become available was 31st March 2017. Additional information surrounding a 3-month community engagement process and 7 planned Public Meetings was supplied, with the positive aim of gaining feedback from community groups, chambers of commerce, Section 75 Groups and any other groups that wish to be involved.

5. Request for use of Room(s), Portrush Town Hall

The Director of Performance delivered the report, circulated.

It is recommended that Council grant the use of room(s) in Portrush Town Hall to Cirque on Thursday 1 September 2016, the cost of £130 approximately, to be met by Democratic Services.

It was proposed by Councillor McCorkell, seconded by Councillor Duddy and **AGREED:** that Council grant the use of room(s) in Portrush Town Hall to Cirque on Thursday 1 September 2016, the cost of £130 approximately, to be met by Democratic Services.

6. Provision of ICT to Elected Members

The Chief Finance Officer delivered the report, circulated, summarised as undernoted:

There has been some discussion recently regarding the additional payments, equipment, etc. which is being provided/not provided for members with particular reference to the provisions made in other councils. The table and notes circulated set out what each council provides or does not provide in a number of areas.

It is for Council to decide what level of provision is made therefore this report examines the services which Councillors are not provided with, namely broadband and mobile/smartphones.

Option 1 – current provision – no additional cost

Option 2 – current provision plus smartphones – additional cost £4,560 per annum

Option 3 – current provision plus broadband – additional cost £6,240 per annum

Option 4 – current provision plus smartphones plus broadband – additional cost £10,800 per annum

It was proposed by Councillor Wilson, seconded by Councillor Duddy and **AGREED to recommend that Council approve Option 1 – current provision – no additional cost.**

An error within the report was noted to The Chief Finance Officer, Councillor Wilson, within his remit as Deputy Mayor, was cordially not provided with a smart phone.

7. Officer Authorisation

The Chief Finance Officer delivered the report, circulated, summarised as undernoted:

The post of Financial Accountant will act as the deputy to the Chief Finance Officer and for that reason, especially in times of the absence of the Chief Finance Officer it would be necessary for the Financial Accountant to have the same level of delegated authority with regards the operation of Council's bank accounts and facilities.

It is recommended that the Financial Accountant be delegated the same authority as the Chief Finance Officer regarding Council's bank accounts and facilities.

IT WAS AGREED: that the Financial Accountant be delegated the same authority as the Chief Finance Officer regarding Council's bank accounts and facilities.

8. Local Government Training Group Financial Contribution 2016/17

The Director of Performance delivered the report, circulated, summarised as undernoted:

Correspondence has been received from Local Government Training Group regarding their budget for the Financial Year 2016/17.

Causeway coast and Glens Borough Council has a net rateable value of £1,658,030 which represent 6.9370% of the Northern Ireland total and will therefore contribute £20,811 to the Training Fund.

It is recommended that Council grant £20,811 to the Local Government Training Group Training Fund for 2016/17.

The Director of Performance agreed to monitor the Local Government Training Groups' 'value for money' for the next 9 months and report back to committee.

IT WAS AGREED: that Council grant £20,811 to the Local Government Training Group Training Fund for 2016/17.

9. Twinning

* **Councillor McGuigan arrived at the meeting at 7.30pm.**

The Head of Democratic and Customer Services delivered the report, circulated, summarised as undernoted:

As part of the 2016/2017 estimates process, the funding allocation for the four Legacy Council Twinning Associations has been carried over. Subject to Council approval this funding is available.

In terms of the 2016/2017 financial year, funding has been allowed for as part of the budget process and this will enable the Twinning Associations to plan their in year projects. A report on the longer term approach will be presented to the Corporate Policy and Resources Committee prior to the 2017/2018 estimates process.

Legacy Council	Twinning Town(s)	Financial contribution	Other Support
Limavady Borough Council	Vigneux Sur Seine (France) Westport Co Mayo	£2,700	Mayor and 2 Elected Members sit on the Twinning Association
Coleraine Borough Council	Municipality of La Roche-Sur-Yon (France)	£5,000	One Officer and 4 Elected Members sit on the Twinning Association
Ballymoney Borough Council	Vanves (France) Isle of Man	£5,000	4 Elected Members sit on the Twinning Association
Moyle District Council	Pourrieres (France) Ballinasloe	£2,000	None

It is recommended that the Causeway Coast and Glens Borough Council approve the transfer of the Legacy Council Twinning arrangements into the 2016/2017 financial year.

Discussion arose on the tangible benefit of Twinning, the apparent disparity of funding and enhancing Twinning links. Members sought detailed information on Twinning activities and suggested re-examination of the funding process and allocation. Councillor C McShane queried the status of the Moyle/Gaza link. The Director indicated the required information would be brought back.

It was proposed by Alderman Hickey, seconded by Councillor Knight-McQuillan and **AGREED: to recommend that Council approve the transfer of the Legacy Council**

Twinning arrangements into the 2016/2017 financial year and establish Elected Member representation on the Twinning Committees.

- * Councillor Knight-McQuillan arrived at the meeting at 7.35pm during consideration of the above matter.

10. Draft Estates Strategy

The Director of Performance delivered the report, summarised as undernoted:

The development of an Estates Strategy for the Causeway Coast and Glens Borough Council is an iterative process. The first stage in the strategy is to relocate non front line staff to maximise effectiveness and efficiency in the delivery of their services. Once a new location arrangement is in place, on-going reviews and adjustments may be required as a fine tuning exercise.

This element of the Estates Strategy will not impact on front line staffing arrangements.

It is recognised that a flexible approach is required to ensure staff are based in locations to meet the needs of the service and also when possible and appropriate to accommodate specific needs of staff.

In a recent workshop, the Council provided direction in relation to retaining services in all four Legacy Council locations and to the Planning Service relocating to Cloonavin before the tenure of the lease expires.

Senior Management Team has undertaken an assessment of how non front line services could be delivered given the new Council geographical spread, service delivery requirements and direction provided by Elected Members.

County Hall is not currently available to the Council however may be a longer term option should the building become vacant.

The Estates Strategy will be subject to a staff consultation process and discussions with the Trade Unions before implementation.

Elected Members are requested to consider the re location arrangement contained in Table 3 of this report as the first stage in the Estates Strategy. The table reflects the views expressed by Elected Members at the workshop held on 7th October 2015 and an analysis of efficiency and effectiveness from a strategic and operational perspective provided from consultation with Management staff across the organisation.

It is recommended that the Causeway Coast and Glens Borough Council approve the relocation of non-front line staff as detailed in Table 3 of this report.

Councillor Duddy sought clarification of the savings due to be made with the recommendation.

It was proposed by Councillor C McShane, seconded by Councillor Duddy and **AGREED: to recommend that Council defer consideration of the Item to the next committee meeting.**

11. Correspondence

The Director of Performance delivered the report, circulated.

11.1 B Mills, Coleraine RBL, Armed Forces Day 2016, 26th February 2016

A small parade and the Raising of the Armed Forces Flag take place at Coleraine Town Hall and other places in the Borough this year. If possible, the Armed Forces Day Flag would fly at Coleraine Town Hall for a week from the date of the parade to show support.

It was proposed by Councillor Duddy, seconded by Councillor McCorkell: **to recommend that Council permit the Royal British Legion to do so and that the same be allowed in Limavady and Ballymoney, if that is the normal practice.**

Councillor McGuigan opposed the proposal, citing the current call in and legal discussion around Council's Flag Flying Policy and requested a recorded vote.

The Chair put the proposal to the committee to vote, 9 members voted for, 3 members voted against, 3 members abstained, the Chair declared the motion carried.

For (9)

Alderman Campbell, Hillis; Councillors Blair, Callan, Duddy, Knight-McQuillan, McCandless, McCorkell and Wilson

Against (3)

Councillors Chivers, McGuigan and C McShane.

Abstain (3)

Alderman Hickey, Councillors Beattie and Quigley.

11.2 DOE, Rates Support Grant 2015/2016 - Additional Funding, 24th February 2016

The Minister has agreed additional Rates Support Grant Funding of £700,000 for 2015/16 to be made available to the seven councils that qualify for Rates Support Grant. This further funding along with the additional funding of £2.1 million, provided to councils in October 2015, will restore the total Rates Support Grant for 2015/16 to the 2014/15 level of £18.3 million. This will result in an additional £97,251 for Causeway Coast and Glens Borough Council.

Members noted the correspondence.

11.3 C Fisher, Development Trusts NI, Continuation of Council Support, 4th March 2016

Requesting a formal endorsement from the council, to sponsor GET's interest in acquiring the school site by way of a community asset transfer.

It was proposed by Councillor Knight-McQuillan, seconded by Councillor Callan and **AGREED: to recommend that Council approve a formal endorsement to sponsor GET's interest in acquiring the Garvagh High school site by way of a community asset transfer.**

12. Council procedures, Agency Staff

In accordance with Standing Order 12 (o) Councillor McCorkell raised the matter of Council procedures and processes when employing temporary/Agency staff. The Director of Performance provided information on the process from identifying a gap in staffing to recruitment, she will bring further detailed information back to Councillor McCorkell.

Councillor Duddy sought information in relation to advertising of seasonal vacancies, the Director of Performance will bring information to the Council meeting.

13. Capital Assets Realisation Team

In accordance with Standing Order 12 (o) Councillor Duddy raised the matter of the Capital Assets Realisation Team and to whom it reports to, stating that a political representation was required to oversee its activities. The Director of Performance will bring a report to the next committee meeting.

14. HM The Queen's 90th Birthday Working Group

In accordance with Standing Order 12 (o) Councillor Duddy raised the matter of The Queen's 90th Birthday Working Group, stating Groups were enquiring what Council intended to do to celebrate. The Head of Democratic and Customer Services advised a report with proposed activities would be brought to the next committee meeting. Councillor Duddy put forward the suggestion of funding for Community Groups to avail of, to celebrate the event.

15. Governance of Sub-Committees

In accordance with Standing Order 12 (o) Councillor Duddy raised the matter of governance of sub-committees, their membership, continuity, and consistency across council, after discussion, Councillor Duddy stated he would raise it with Party Leads.

* **Councillors Callan, Wilson and McCandless left the meeting at 9.07pm.**

16. Standing Orders

In accordance with Standing Order 12 (o) Councillor Duddy raised the matter of Standing Order 8 (4) and 18.3 (1-3) and suggested a review of Standing Orders was timely. The Director of Performance advised she would raise the review with Senior Officers for action.

17. Year End Savings

In accordance with Standing Order 12 (o) Councillor Duddy raised the matter of year end savings across Councils' Directorates. The Chief Finance Officer circulated Management Accounts for the 9 months to 31st December 2015. Councillor Duddy was satisfied with the information supplied.

This being all the business the meeting closed at 9.22pm.