

**Corporate Policy & Resources Committee Tuesday 19<sup>th</sup> April 2016**

**Table of Key Recommendations**

<b>No</b>	<b>Item</b>	<b>Recommendation</b>
5.	Minutes of Meeting held Tuesday 15 <sup>th</sup> March 2016	<b>Confirm</b>
6.	Community Planning Update	<b>Information</b>
7.	Dervock Ward Vision	<b>Information</b>
8.	Equal Opportunities Policy	<b>Information</b>
9.	Gas and Electricity Contracts	<b>Information</b>
10.	Special Responsibility Allowances	<b>Approve Scheme</b>
11.	Debt Management Policy	<b>Approve Policy</b>
12.	Annual Performance Improvement Objectives	<b>Approve performance objectives as detailed</b>
13.	Draft Estates Strategy	<b>Approve relocation of non-front line staff as detailed</b>
14.	Forecast of Commemorative Events 2016	<b>Mark National Armed Forces Day in the Borough in 2017 &amp; 2018</b>
15.	HM The Queen's 90 <sup>th</sup> Birthday Events	<b>Event as detailed agreed, open Community Grants Scheme</b>
16.	Organ Donation Initiative	<b>Support stated initiatives</b>
17.	Elected Member Development	<b>Sign Up, Set up Steering Group</b>
18.	Matters for Reporting to Partnership Panel	<b>Information</b>

19.	Consultations	<b>Note</b>
20.	Correspondence	<b>Note</b>
21.	Notice of Motion proposed by Councillor McCorkell, seconded by Councillor Duddy referred from 22 <sup>nd</sup> March 2016 Council Meeting	<b>Adopt</b>
22.	Annual Tenders 2016	<b>Approve with respect to each of the 6 lots</b>
23.	2016/2017 Capital Programme	<b>Adopt stage 2 and Priority Stage 1 Projects listed</b>
24.	Management Accounts	<b>Information</b>
25.	Heads of Terms – Land adjacent to Dungiven Castle	<b>Approve and enter into lease of land</b>

## **Corporate Policy & Resources Committee**

Minutes of the Meeting of the Corporate Policy & Resources Committee, held in the Council Chamber, Civic Headquarters, Coleraine on Tuesday 19<sup>th</sup> April 2016 at 7.00pm.

**In the Chair:** Alderman Hillis

**Members present:** Alderman Campbell, S McKillop; Councillors Baird, Beattie, Blair, Chivers, Duddy, Knight-McQuillan, McCorkell, C McShane, Wilson

**In attendance:** M Quinn, Director of Performance  
D Wright, Chief Finance Officer  
S McMaw, Head of Convergence  
J Gray, Strategic Programme and Projects Manager  
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:** Press (3no.)

### **1. Condolence**

The Chair extended thoughts and prayers to the family of the PSNI Inspector who sadly lost his life in tragic circumstances at Ballymoney Police Station.

### **2. Nomination**

The Chair referred to Standing Order 22 and advised that Councillor Baird would replace Councillor McCandless as the Ulster Unionist nominee for the duration of the committee meeting.

### **3. Apologies**

Apologies were recorded from Councillors Callan, McCandless, McGuigan, Hickey and Quigley.

### **4. Declarations of Interest**

Declarations of Interest were recorded from Alderman Hillis and from Alderman S McKillop in Items Special Responsibility Allowances and Dervock Ward Vision.

**5. Minutes of Meeting held Tuesday 15<sup>th</sup> March 2016**

It was AGREED: that the Minutes of the meeting held Tuesday 15<sup>th</sup> March 2016, adopted by Council on 22<sup>nd</sup> March 2016, were confirmed as a correct record.

**6. Community Planning Update**

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

*A meeting of the Community Planning Strategic Partnership took place on 6<sup>th</sup> April 2016 at which the partners were given a refresher on the contents of the Statutory Guidance on Community Planning.*

*The Partnership also considered a draft 'Partnership Terms of Reference' which outlined the guiding principles for the Partnership and how the Partnership would be formally established.*

*Discussion also took place on emerging themes and priorities based on previous visioning exercises. Partners agreed to a number of amendments to the draft priorities and that these would form a framework for discussion during the community engagement process.*

*Partners further agreed to the formation of initial Thematic Working Groups operating alongside the community engagement process. These working groups would begin to formulate the evidence base for each theme, source any other relevant information and identify potential support partners to work up priorities or outcomes under each theme. The results from the community engagement process would then feed into each Working Group and they would formally begin work on developing an Action Plan in September 2016. Nominees to these Working Groups will come initially from within the Partnership.*

*Partners were also advised of the dates and times of seven public meetings arranged as part of the community engagement process.*

It was proposed by Councillor Baird, seconded by Alderman S McKillop and **AGREED: to recommend that Council invite the Community Planning Strategic Partnership to consider Age NI as a Statutory Partner.**

## 7. Dervock Ward Vision

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

***Following approaches by local representatives, the Ministerial Advisory Group made a resource available to assist local people in Dervock carry out their own Ward Vision exercise.***

***A Ward Vision exercise would normally take six weeks to develop its conclusions with a presentation held during Week 6. The requirement for allocating resources by the Ministerial Advisory Group to the Dervock exercise was that this work had to be completed by 31<sup>st</sup> March 2016.***

***The presentation took the form of a Showcase Fair Day in Dervock Community Centre. The presentation was designed to celebrate the tradition of Fairs in the Dervock area. Red carnations (the good luck charm of President William McKinley) were part of the show along with McKinley archive materials, visits to places of local interest and displays of local talent during the afternoon.***

***Further work was then undertaken by the group on the evening of 31<sup>st</sup> March 2016 to finalise the Ward Vision report was circulated.***

## 8. Equal Opportunities Policy

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

***The Equal Opportunities Policy, circulated, for Causeway Coast and Glens Borough Council follows the statutory code of Procedures developed by Local Government Staff Commission.***

***The draft policy will have been approved both by the Senior Management Team and the Trade Unions through the Joint Consultative and Negotiating Committee (JCNC).***

***In accordance with Council's duty under Section 75 Equality Legislation, the policy has been screened and the result is that it was screened "out".***

***The Policy covers the following areas***

- 1 Statement of Policy***
- 2 To who does the policy apply***

- 3 Equality Commitments**
- 4 Implementation**
- 5 Monitoring and Review**
- 6 Complaints**

## **9. Gas and Electricity Contracts**

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

***Council established contracts for the supply of gas and electricity to all premises in Spring 2015. These contracts were tendered collaboratively in conjunction with Derry and Strabane District Council (DSDC) and Armagh City, Banbridge & Craigavon Borough Council. The current contract was let for a one year period and expired on 31<sup>st</sup> March 2016. To ensure continuity of supply and help drive best value in energy procurement, the contracts for gas and electricity were tendered in a similar manner in 2016.***

***The tender was awarded to GoPower for the supply of natural gas and electricity for a 2 year period up to 31 March 2018.***

Councillor Wilson queried the actual saving identified, The Chief Finance Officer advised he would circulate the specific information to Members.

## **10. Special Responsibility Allowances**

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

***The proposed amendments to the scheme of allowances are summarised as follows:***

***Increase Mayor's allowance to £12,000 p.a.***

***Increase Dep. Mayor's allowance to £5,000 p.a.***

***Remove committee vice-chairs from the scheme of allowances***

***Include members of Planning committee each receiving £1,200 p.a.***

***Since members can only receive one allocation it was agreed that in the event of a conflict the higher amount would be paid.***

***In addition to the amendments approved in January 2016 the introduction of the new living wage with effect from 1 April 2016 has necessitated the uplifting of the dependant carer's allowance to £7.20 per hour as set out in the Department of the Environment***

***(DoE) circular LG 10/2016, this change being included in the new scheme of allowance for the year ending 31 March 2017 was circulated.***

***It is recommended that the scheme of allowances be approved for the 2016/2017 year.***

Councillor Duddy sought clarification on the issue of the Partnership Panel representative also being a Member of the Planning Committee, the technicality had not yet been addressed within Council's Standing Orders. Councillor Duddy was satisfied the issue would be brought to the next Standing Orders sub-committee meeting in a timely manner, duly amended before the Annual Meeting, in June.

**It was AGREED: that the scheme of allowances, circulated, be approved for the 2016/2017 year.**

## **11. Debt Management Policy**

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

***Causeway Coast and Glens Borough Council has a number of users and customers who are invoiced for the variety of goods or services they receive from Council. It is vital that Council has an effective process for tracking and recovering this debt in a timely and equitable fashion.***

***It is recommended that the debt management policy be approved.***

**It was AGREED: to recommend that the debt management policy, circulated, be approved.**

## **12. Annual Performance Improvement Objectives**

The Head of Convergence delivered the report, circulated, summarised as undernoted and presented to Committee via PowerPoint:

***The purpose of this report is to ask the Council to agree performance objectives and projects that will form the basis of the 2016/2017 Performance Improvement Plan in line with the Council's responsibilities under the Local Government Act (NI) 2014. Once agreed the projects will be presented in the form of baseline positions and improvement targets that will then be consulted on. The Council will be held responsible through the Local Government Auditor to the Department of the Environment for performance.***

**Table 1. Proposed Annual Performance Improvement Objectives 2016-2017**

<b>Performance Objective</b>	<b>Projects</b>	<b>DoE Statutory Objective</b>
<b>We will transform and improve the services to ratepayers and customers</b>	<ul style="list-style-type: none"> <li>• Redesign of the caravan site management system across the Council to improve the service to customers</li> <li>• Develop an effective grant funding hub to support financial allocations to customer groups across the Council</li> <li>• To support businesses by improving the payment process to creditors</li> <li>• To improve the customer experience by providing an effective wifi service at the Council caravan parks</li> <li>• Introduce computer management software systems for incident reporting to reduce accidents to customers</li> <li>• Campaign to increase awareness and reduce complaints of dog fouling</li> </ul>	<b>Innovation/Service quality/Service availability</b>
<b>We will improve the efficiency of services that the Council operates</b>	<ul style="list-style-type: none"> <li>• Introduce an efficient and effective customer engagement process</li> <li>• Introduce an efficient and effective customer focused Council building reception service</li> <li>• To develop and implement an Estates Strategy to provide a more effective and efficient geographical allocation of Council non front line services to meet customer needs</li> <li>• Improve the efficiency of the planning application process</li> </ul>	<b>Efficiency/Fairness</b>

***It is recommended that the Causeway Coast and Glens Borough Council approve the performance objectives for the annual Performance Improvement Plan as detailed in Table 1.***

The Head of Convergence responded to Elected Member queries surrounding the length and type of consultation process, the proposed Projects in Table 1 and the value of qualitative and quantitative measurement outcomes. Councillor Baird suggested the word “equitable” is added in reference to the grant funding hub across the Borough. The Head of Convergence concurred with the sentiment of the word and to make the adjustment as suggested.

It was proposed by Councillor McCorkell, seconded by Councillor Baird and **AGREED: to recommend that Council approve the performance objectives for the annual Performance Improvement Plan as detailed in Table 1.**

### **13. Draft Estates Strategy**

The Head of Convergence delivered the report, circulated, summarised as undernoted.

***A workshop was held on 7<sup>th</sup> October 2015 with the aim of commencing engagement with Elected Members regarding the development of an Estates Strategy for the Causeway Coast and Glens Borough Council (the Council).***

***The table below is the out turn of the work undertaken by Senior Management Team. The figures are estimated at a point in time and may vary as the needs of the service develops and as structures are refined.***

**Table 3.**

<b>Non-front line services</b>	Ballymoney Civic Headquarter s  (Staff Numbers)	Ballycastle Civic Headquarter s  (Staff Numbers)	Coleraine Civic Headquarter s  (Staff Numbers)	Limavady Civic Headquarter s  (Staff Numbers)
Leisure and Development	7	8	61	12
Environmenta l Services	66	4	25	25

Planning	0	0	40	0
Performance Directorate	3	3	43	3
Finance	1	1	24	1
<b>Total</b>	<b>77</b>	<b>16</b>	<b>185</b>	<b>41</b>

***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.***

Members gained assurances from The Head of Convergence that all Trade Unions were satisfied with the recommendation and transparency of the process.

It was proposed by Councillor Duddy, seconded by Alderman S McKillop and **AGREED: to recommend that Council approve the relocation of non-front line staff as detailed in Table 3 of the report, circulated.**

#### **14. Forecast of Commemorative Events 2016**

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

##### ***Coleraine Royal British Legion***

***Coleraine Royal British Legion invite Council to work in partnership with them at the following commemorative events.***

<b>Date/Time</b>	<b>Event</b>	<b>Notes</b>
Friday 6 <sup>th</sup> May 10.45 hrs	VE Day Parade and Wreath Laying – Town Hall and War Memorial	Mayor to lay Wreath (Town Hall Open)
Tuesday 31 <sup>st</sup> May 10.45 hrs	Battle of Jutland – Parade and Wreath Laying at Town Hall and War Memorial	Mayor to lay a Wreath (Town Hall open)
Monday 20 <sup>th</sup> June 10.45 hrs	Armed Forces Day – Wreath laying and Raise Armed Forces Flag *- <b>see note 1.</b>	TA/Cadets/Flag (Town Hall open) Council invited to wear robes at procession.
Friday 1 <sup>st</sup> July 22.30 hrs	Battle of the Somme. Parade and Candle Lit Vigil @ Town Hall and War Memorial	Service 22.50 (Town Hall open) Mayor to light candle for 36 <sup>th</sup> Ulster Division

Friday 11 <sup>th</sup> November 10.45 hrs	Armistice Day – Parade and 22 minutes silence at Town Hall and War Memorial	(Town Hall open)
Sunday 13 <sup>th</sup> November 10.45 hrs	Remembrance Sunday – Parade and Service at Town Hall and War Memorial	Council decide by rotation. Church Ministers Group will decide on Church. Mayor to lay wreath
Tbc	Dedication Trees Anderson Park	

**Note 1: Armed Forces Day: Council is invited to mark National Armed Forces Day in the Borough in 2017 and 2018 by hosting a small parade and raising the flag at Coleraine Town Hall and other places in the Borough. The flag would fly for a week from the date of the parade to show support for those men and women that make up Her Majesty's Armed Forces from serving troops, service families, veterans and recruits. Coleraine Borough Council, at the request of the Chief of Defence Staff in 2009, agreed to fly the flag at Coleraine Town Hall on an annual basis.**

**Note 2: Her Majesty's Lord Lieutenant or Deputy will attend all events.**

**Service of Remembrance at Knockagh War Memorial - 26<sup>th</sup> June at 10.30 a.m. at Knockagh War Memorial.**

**Battle of the Somme Remembered – Ballymoney Showgrounds - Ballymoney Showgrounds, Thursday 30<sup>th</sup> June – Saturday 2<sup>nd</sup> July.**

It was proposed by Councillor McCorkell, seconded by Councillor Duddy: **to recommend that Council mark National Armed Forces Day in the Borough in 2017 and 2018 by hosting a small parade and raising the flag at Coleraine Town Hall and other places in the Borough. The flag would fly for a week from the date of the parade to show support for those men and women that make up Her Majesty's Armed Forces from serving troops, service families, veterans and recruits.**

Councillor C McShane voiced her dissatisfaction with the report presented and sought clarification of the specific legal issue surrounding the flying of flags. The information to be brought to the next Council meeting. The Head of Democratic and Customer Services advised the information report was a summary of invitations received.

The Chair put the motion to the committee to vote.

9 members voted for, 2 members voted against, 1 member abstained.

The Chair declared the motion carried.

## 15. HM The Queen's 90<sup>th</sup> Birthday Events

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

***The working group established to investigate how the Council might mark Her Majesty The Queen's 90<sup>th</sup> birthday in a fitting way (CPR20.10.15) met on 22<sup>nd</sup> March to consider proposed events and estimated budget provision £25K). A verbal report presented to Council Meeting on 22<sup>nd</sup> March was discussed and it was agreed that a special meeting of Council be held to settle the programme of events.***

***The working group met again on 4<sup>th</sup> April to further consider proposed events. Account was taken of the official birthday events planned 12-15 May and 10-12 June. A report on time critical events was submitted for consideration at a special meeting of Council on 13<sup>th</sup> April.***

***It is recommended: that the event, as detailed below, be agreed and taken forward by the working group.***

Proposed Event	Budget
1. Garden Party recognising local charitable and volunteering organisations, incorporating music and DVD of the Queen's visits to Causeway Coast and Glens area. Date TBC. Guests list to be agreed by working group, in consultation with HML's and networks	£8,400

### ***Community Grants Programme***

***The working group also considered the suggestion put forward by a member that the working group consider opening a community grants scheme to fund street parties for community groups to mark the Queen's 90<sup>th</sup> birthday and options for 'party in the park' or street party in main towns in each of the legacy areas. Council may wish to give further consideration to the arrangements/timelines etc for opening, by a public call, a community grants scheme.***

It was proposed by Councillor Wilson, seconded by Alderman S McKillop, to recommend that the event, as detailed above, is agreed and taken forward by the working group; that Council open a community grants scheme to fund street parties for community groups to mark the Queen's 90<sup>th</sup> birthday and options for 'party in the park' or street party in main towns in each of the legacy areas.

Councillor Chivers voiced concern that the item considered was held in isolation and that when it had been proposed that a committee be set up to celebrate all Centenaries, an open call for grants was not made. Councillor Duddy stated the Queen's 90<sup>th</sup> Birthday was not a centenary.

The Head of Democratic and Customer Services advised further detailed information would be brought to the Council meeting in relation to the Open Call for Applications timeline, budget and grant allocations.

The Chair put the motion to the committee to vote.

9 members voted for, 2 members voted against, 1 member abstained.

The Chair declared the motion carried.

During debate Councillor Duddy sought information on the legal fees incurred with regard to the Call Ins submitted by Sinn Féin in relation to the Flying of Flags and the Recognition of the Somme Centenary.

## **16. Organ Donation Initiative**

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

***There has been engagement with the Organ Donation team based in Causeway Hospital on the support which Council can provide. The facts which those who advocate organ donation in Northern Ireland face on a daily basis has also been considered. Members are invited to consider supporting the Organ Donation Initiative as set out in the report.***

It was proposed by Councillor Michelle Knight-McQuillan, seconded by Councillor Baird and **AGREED: to recommend that Council supports the Organ Donation Initiative as follows**

- ***To provide the Organ Donation Team with an information stall at key events led, sponsored and managed by Council.***
- ***To receive cards, leaflets and posters to distribute in Council premises: -***
  - ***Corporate Buildings, Town Halls, Leisure Centres, Arts Centres and Museums, Community facilities.***
- ***To request NILGA to include information on Council's support in its Newsletter, seeking the support of other Councils.***
- ***Promote Council's support with a Press Release and Photo of Councillors, with donor cards, who support the initiative.***
- ***Raise awareness by Member attendance at the Gala Dinner in Tullyglass Hotel, 8<sup>th</sup> September 2016.***

- ***Include promotion on Council website and link with Organ Donation website.***

## **17. Elected Member Development**

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

***The Northern Ireland Local Government Association (NILGA) is offering a learning and development opportunity “The Northern Ireland Elected Member Development Charter”, circulated.***

***The incentive is part of NILGA’s corporate ambition to have 11 councils at Charter standard by 2019. NILGA will have responsibility for organising the programme. The Charter is entirely driven by the Council’s timetable and priorities.***

***The National Association of Councillors has urged all Elected Members to ensure that their council take the opportunity to implement the Charter.***

***Because of the critical mass of collective procurement by the four local government associations in the UK it is extremely cost effective. To complete the First Charter Award process and marketing/media follow up, will cost approximately £2,800, towards which NILGA contribute £500.***

***It is recommended that Council:***

- (a) sign up to the Elected Member Development Charter.***
- (b) set up a Steering Group to take forward the programme of work.***

Councillor Baird felt that any training and development Elected Members undertook should be recorded and used as accreditation towards future learning and development.

It was proposed by Councillor Baird, seconded by Councillor Duddy and **AGREED: to recommend that Council signs up to the Elected Member Development Charter and set up a Steering Group to take forward the programme of work.**

Members concurred the Steering Group representation should arise out of the membership of the Committee, the allocation of which to be agreed at the Council meeting.

- \* **Councillor Baird left the meeting at 9.30pm.**

## **18. Matters for Reporting to Partnership Panel**

The Director of Performance advised an update would be provided to Council following the Partnership Panel meeting, due to take place on Thursday 21<sup>st</sup> April.

## **19. Consultations**

**IT WAS AGREED to recommend that Council note the following consultation documents:**

- HSENI - Proposals for the New Equipment and Protective Systems Intended for Use in Potentially Explosive Atmospheres Regulations (Northern Ireland) 2016;
- DFP - Review of Rate Liability in the Domestic Rental Sector
- HSENI - Proposals for the Freight Containers (Safety Convention) (Amendment) Regulations (Northern Ireland) 2016;
- HSENI - Proposals for the Health and Safety (First-Aid) (Amendment) Regulations (Northern Ireland) 2016;
- DEd - Miss School = Miss Out: A Strategy For Improving Pupil Attendance

The Chief Finance Officer stated he would circulate the DFP - Review of Rate Liability in the Domestic Rental Sector consultation for Members' consideration. Any views should be forwarded to The Chief Finance Officer to form a draft response for recommendation and consideration at the next committee meeting.

\* **Press left the meeting at 9.35pm.**

## **20. Correspondence**

**IT WAS AGREED to recommend that Council note the following items of correspondence:**

- NILGA – Matters Reported to Partnership Panel dated 15th March 2016  
Correspondence from NILGA in response to Council's email dated 25th February 2016 relating to issues referred by Council to the Partnership Panel.
- DoE, 7 April 2016  
Clause 65 of "A Fresh Start" contains an agreement to reduce policy consultations from 12 weeks to a maximum of 8 weeks. This change will effect immediately following the forthcoming Assembly Election, following which Local Government Policy Division will become part of the new Department for Communities. The change will apply to

consultations issued by all public authorities, including district councils and Non Departmental Public Bodies.

**21. Notice of Motion proposed by Councillor McCorkell, seconded by Councillor Duddy referred from 22<sup>nd</sup> March 2016 Council Meeting**

Councillor McCorkell spoke to his motion as undernoted:

***“The Altnagelvin Radiotherapy Unit remains on target to become operational in autumn this year. I am in no doubt whatsoever that this will come as welcome news to people living right across our Borough. Sadly, too many will at some stage in the future make use of and will benefit from this treatment being provided close to their homes.***

***When the service is fully operational, 1544 patients will be able to receive their radiotherapy treatment at Altnagelvin Hospital. 1159 of those will come from Northern Ireland with the remainder coming from the Republic of Ireland, whose Government is contributing 19m Euro towards the £66.1million project. This is the sort of cross border collaboration we should all welcome and encourage because as we all know, cancer has no respect for nationality, religion or political opinion.***

***Approval was given for the new Unit at Altnagelvin in May 2014 with work commencing on it in July that year. When complete and fully operational, it will house 4 Radiotherapy treatment chambers with 3 linear accelerators (high energy x-ray machines that help destroy cancer cells). An additional 13 inpatient beds, together with associated support departments will also be housed in the new Unit.***

***At present the only place where Radiotherapy is given in Northern Ireland is at the Northern Ireland Cancer Centre at the Belfast City Hospital. Each year about 4000 new patients are treated with Radiotherapy there, so it really is good news that 1544 will be receiving treated at Altnagelvin within months.***

***All Western Trust patients and those from the Northern Sector of the Northern Health & Social Care Trust will access the new unit. That means people from Enniskillen, Omagh, Strabane, Londonderry and importantly for us, Limavady, Coleraine, Moyle and Ballymoney will have access to the new Unit.***

***For anyone who has had to endure the long journey to Belfast for Radiotherapy treatment, it will come as some relief that patients in the future will be spared such an ordeal. And it is an ordeal when***

*you consider even just the side effects of the treatment, all of which are not welcome on a 120 mile round trip to Belfast, for many on public transport; fatigue, nausea, diarrhea and bowel problems and difficulty with swallowing are just a few – not to mention having to deal with the awful disease itself.*

*Chair, a Radiotherapy Unit based in the Northwest is long overdue. For far too long, too many cancer patients have had to carry the burden of treatment so far from home. Unfortunately for now we can't completely wipe out the blight of cancer, but we can do all in our power to help and assist cancer patients through their treatment.*

*I commend the current Health Minister Simon Hamilton and indeed his predecessors for ensuring that this Unit is built here in the North West and for ensuring that it will be completed with no major delays”.*

The sentiments of the Notice of Motion were supported by Councillor Duddy, Councillor Beattie and committee members.

It was proposed by Councillor McCorkell, seconded by Councillor Duddy and **AGREED: to recommend that Council adopts the Notice of Motion:**

#### **Altnagelvin Radiotherapy Unit**

**That this Council welcomes the progress made on the Radiotherapy Unit at Altnagelvin and is furthermore encouraged that the Minister for Health has announced that the Unit is on schedule to be opened in late autumn this year. Members are in agreement that the new Unit will undoubtedly help to improve and save the lives of many people throughout the new Causeway Coast and Glens Borough; and that Council invites the Western Trust to present to a future meeting.**

Councillor McCorkell thanked members for their support.

It was proposed by Councillor Wilson, seconded by Councillor Michelle Knight-McQuillan and **AGREED: that committee move in-committee to receive the remainder of the business.**

\* **Alderman S McKillop left the meeting at 9.55pm.**

## **22. Annual Tenders 2016**

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

***Annual tenders for 2016 have been advertised to the market in accordance with the “Open” procedure as prescribed in The Public Contracts Regulations 2015. Tenders were advertised publicly in late January 2016 and the closing date was fixed at noon on 4<sup>th</sup> March 2016.***

***Recommendations***

***Following the completion of the tender evaluation process, it is recommended that the following action is taken with respect to each of the 6 lots that were available within the tender.***

***Lot 10 - Supply of Quarry Materials***

***ZONES A, B & D***

***It is recommended that Ardstraw Quarries Limited are awarded preferred supplier status for this zone of the lot. Furthermore, it is recommended that Northstone (NI) Limited are awarded backup supplier status for this zone as their bid submission was the second most competitive bid after the bid submitted by Ardstraw Quarries Limited.***

***ZONE C***

***It is recommended that Ardstraw Quarries Limited is awarded preferred supplier status for this zone of the lot. Furthermore, it is recommended that Whitemountain Quarries Limited are awarded backup supplier status for this zone as their bid submission was the second most competitive bid after the bid submitted by Ardstraw Quarries Limited.***

***Lot 13 - Supply of Batteries***

***It is recommended that no contract is awarded for this lot but rather Council purchase these low value items from local businesses that best serve the Depots throughout Causeway Coast & Glens.***

***Lot 22 - Waste Containers***

***It is recommended that MGB Plastics Limited are awarded preferred supplier status for this lot.***

***Lot 23 - Lubricants***

***It is recommended that the contract for this lot is now extended until 31st March 2017.***

***Lot 27 – Food Waste Bin Liners***

***It is recommended that W T Robson Ltd are awarded preferred supplier status for this lot. Furthermore, it is recommended that***

***Imperial Polythene Products Ltd are awarded backup supplier status for this lot.***

**It was AGREED: to recommend that Council approve the Annual Tenders 2016 with respect to each of the 6 lots that were available within the tender, as outlined above.**

### **23. 2016/2017 Capital Programme**

Strategic Programme and Projects Manager delivered the report, circulated, summarised as undernoted:

***A Capital Workshop was held for Members on the evening of 7<sup>th</sup> April 2016. A full copy of the material presented was circulated. This report summarises the content of what was presented and puts forward the recommendations for decision.***

***It is of note that the Capital Programme does not supersede the 4–Step project approval process already approved by Council. While the Capital Programme is a necessary tool for financial and project delivery business planning, every project within it still requires the specific approval of Council at each point on the 4–Step process. The Capital Programme provides Members with the necessary context in terms of overall affordability when considering individual Business Cases and Tender Report Investment Decisions on each specific project throughout the year.***

***It is recommended that Council adopt the Stage 2 and Priority Stage 1 Projects listed in the tables above, circulated, as being the 2016 / 17 Causeway Coast and Glens Borough Council Capital Programme, with all projects being subject to Councils 4 – Step project approval process necessitating a need based business case and economic appraisal to be approved by Council for each project before it proceeds.***

Councillor Duddy sought clarification whether the estimated debt per capita would rise next year, the Chief Finance Officer advised it would rise slightly, Councillor Duddy voiced his concern.

Councillor C McShane felt that Council's assets needed to be maintained and savings would therefore be made in the long run.

**It was proposed by Councillor C McShane, seconded by Councillor Chivers to recommend that Council adopts the Stage 2 and Priority Stage 1 Projects listed in the tables above, circulated, as being the 2016 / 17 Causeway Coast and Glens Borough Council Capital Programme, with all projects being subject to Councils 4 – Step project approval process necessitating a need based business case and economic appraisal to be approved by Council for each project before it proceeds.**

The Chair put the motion to the committee to vote.

3 members voted for, 0 members voted against, 5 members abstained.

The Chair declared the motion carried.

#### **24. Management Accounts**

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

***Causeway Coast and Glens Borough Council has approved annual budgets and delegated authority to officers to utilize these budgets in the provision of services to our rate payers.***

***A summary high level financial position as at period 10 of the 2015/16 financial year (up to 31 January 2016) and detailed spreadsheet was circulated.***

#### **25. Heads of Terms – Land adjacent to Dungiven Castle**

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

***Council approved a request from Ghaelcholaiste Dhoire Teoranta to take a lease of land adjacent to Dungiven Castle, Dungiven at the meeting in November 2015.***

***In the intervening period Council's solicitor and valuation agent have been negotiating lease terms with the solicitors acting for the school. The Heads of Terms are now agreed, circulated.***

***It is recommended that the Corporate Policy and Resources Committee approve the Heads of Terms and proceed to enter into lease of land adjacent to Dungiven Castle, Dungiven in accordance with the terms and conditions contained in the Heads of Terms.***

The Director of Performance clarified the land boundary.

It was proposed by Councillor Chivers, seconded by Councillor Beattie: **to recommend that Council approves the Heads of Terms and proceed to enter into lease of land adjacent to Dungiven Castle, Dungiven in accordance with the terms and conditions contained in the Heads of Terms.**

The Chair put the motion to the committee to vote.

4 members voted for, 0 members voted against, 5 members abstained.

The Chair declared the motion carried.

It was proposed by Councillor Michelle Knight-McQuillan, seconded by Councillor Duddy and **AGREED: that committee resolve itself out of committee.**

**This being all the business the meeting closed at 10.30pm.**