

**Corporate Policy & Resources Committee Tuesday 17<sup>th</sup> May 2016**

**Table of Key Recommendations**

<b>No</b>	<b>Item</b>	<b>Recommendation</b>
3.	Minutes of Meeting held Tuesday 19 <sup>th</sup> April 2016	<b>Confirm</b>
4.	Her Majesty The Queen's Birthday Events	<b>Information</b>
5.	Large Screens for the European Cup	<b>Council not to provide large screens for European Cup</b>
6.	Elected Member Development Charter	<b>6 members to be nominated using d'Hondt to serve on the Steering Group</b>
7.	Community Planning – Schedule of Meetings	<b>Information</b>
8.	Community Planning Update – Partnership with Education Authority and nomination as a Youth Champion	<b>Agreed to enter into a partnership with Education Authority</b>  <b>Mayor and Deputy Mayor to act as contact Youth Champions for the Borough</b>
9.	Response to Consultation – Review of Rates Liability in the Domestic Rental Sector	<b>Response to be submitted to the Department</b>
10.	Matters for Reporting to the Partnership Panel	<b>None</b>
11.	Consultations	<b>None</b>
12.	Correspondence	<b>That Council look at the request favourably to provide accommodation</b>

		<b>for the 19<sup>th</sup> century longcase clock from the former Portrush Railway Station</b>
13.	Notice of Motion proposed by Alderman Mullan referred from 26 <sup>th</sup> April 2016 Council Meeting	<b>Withdrawn</b>
14.	Notice of Motion proposed by Councillor McCandless referred from 26 <sup>th</sup> April 2016 Council Meeting	<b>Withdrawn</b>
15.	Annual Tenders	<b>Approve</b>
16.	Management Accounts	<b>Information</b>
17.	Implementation of New Council Structure	<b>Information</b>
18.	Applications for Severance	<b>Approve</b>
19.	Annual Land Lettings	<b>Information</b>
20.	Any Other Relevant Business	<b>None</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 17<sup>th</sup> May 2016 at 7.00pm.

**In the Chair:** Alderman Campbell

**Members present:** Alderman M Hickey, S McKillop; Councillors Baird, Beattie, Blair, Chivers, Duddy, Knight-McQuillan, McCandless, McCorkell, 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  
E McCaul, Committee and Member Services Officer  
Councillor I Stevenson

**Also in attendance:** Press (3no.)

### 1. Apologies

Apologies were recorded from Alderman Hillis and Councillor McGuigan.

### 2. Declarations of Interest

There were no Declarations of Interest recorded.

### 3. Minutes of Meeting held Tuesday 19<sup>th</sup> April 2016

Committee noted that the minutes of the previous meeting, adopted at the Council Meeting held on 26<sup>th</sup> April were subject to the amended motion as follows:

Community Grants Programme (Item 15)

*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.*

**It was AGREED: that the Minutes of the meeting held Tuesday 19<sup>th</sup> April 2016, adopted by Council on 26<sup>th</sup> April 2016, were confirmed as a correct record.**

#### **4. Queen's 90<sup>th</sup> Birthday Events**

The Head of Democratic and Customer Service delivered the report for information, previously circulated 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 (CPR 151020) met on 3<sup>rd</sup> May to consider the arrangements for the 90<sup>th</sup> birthday celebration event and community grants programme following the adoption of the committee's recommendations of 16<sup>th</sup> April.***

***It was agreed that the event, 'The Queen's 90<sup>th</sup> Birthday Celebration in the Bann Gallery and Gardens' would be held end of May/ beginning of June, 3.00 pm – 5.00 pm, on a date suitable to the Mayor.***

***The event will recognise significant contributions and achievements by citizens in various sectors of community life, from charity work, community service and volunteering opportunities for young people, wildlife and the environment. The support of local networks and elected members would be sought in identifying individuals in the various categories.***

***The working group discussed the Council's intention to open a community grants scheme to fund street parties for community groups to celebrate the Queen's 90<sup>th</sup> birthday.***

***A scheme called "Queen's Birthday Fund Grant Scheme 2016-17" for events to take place on the weekend of the Queen's official birthday (June 10<sup>th</sup> – 12<sup>th</sup>) was reviewed and agreed. The availability of the grants of up to £250 have been communicated via community networks, social media and Council website. Details of the fund and how to apply are posted on the grants/funding page of the Council's website.***

***Applications close on 18<sup>th</sup> May and recommendations on applications will be made to Council on 24<sup>th</sup> May.***

It was confirmed that a substantial response had been received on invitations extended to the community to The Queens 90<sup>th</sup> Birthday Celebration Event, however there were still opportunities for members to put forward additional nominations.

It was **AGREED: that the PCSP would be permitted to use the Members Room for catering purposes due to their meeting being held at the same time as the Mayors event in the Bann Gallery on 2<sup>nd</sup> June 2016..**

## 5. Large Screens for the European Cup

The Committee received a report to consider cost estimate for the provision of large screens in Ballycastle, Ballymoney, Coleraine and Limavady during the 2016 European Championships. The Northern Ireland group stage matches are scheduled for 12<sup>th</sup>, 16<sup>th</sup> and 21<sup>st</sup> June and the Republic of Ireland matches are scheduled for 13<sup>th</sup>, 18<sup>th</sup> and 22<sup>nd</sup> June.

The Committee was advised that the costs were based on 4 screens (3m x 4m) and include:

- delivery and collection
- installation and technician/security on site for the duration
- insurance
- PA system
- set down and removal

Members were asked to consider the following estimate of costs:

Group Stages	12 <sup>th</sup> – 22 <sup>nd</sup> June	£65,537.67
Full tournament	12 <sup>th</sup> June to 10 <sup>th</sup> July	£94,897.92

Following discussion it was **AGREED: that Council would not provide large screens for the European Cup due to negative impact on businesses and public opinion with regard to costs.**

Members were informed that due to a tight schedule, it had not been possible for Council to host a celebratory event for the Northern Ireland Football Team.

## 6. Elected Member Development Charter

The Head of Democratic and Customer Service presented the report, summarised as undernoted:

**Council agreed, on the recommendation of the Corporate Policy and Resources Committee (CPR 160419) to sign up to the NI Elected Member Development Charter and set up a Steering Group to take forward the programme of work**

**It was agreed that the Steering Group representation should arise out of the membership of the committee. The Group will work towards achieving Charter Status and regularly update the Corporate Policy and Resources Committee on progress. Arrangements will be made for a workshop to facilitate NILGA engagement with the Steering Group.**

**Committee is invited to nominate members to serve on the steering group.**

Councillor McCorkell proposed, seconded by Councillor Duddy that 6 members be nominated to the steering group by d'Hondt. Councillor McCorkell confirmed that was to be first 6 members elected 2015 and not by rolling d'Hondt.

Alderman McKillop put forward an amendment, seconded by Councillor Blair that the nominations be made using rolling d'Hondt.

The Director of Performance confirmed party nomination using both d'Hondt and rolling d'Hondt. She also confirmed that Council used rolling d'Hondt for external appointments and to date nominations were up to position 129.

Alderman McKillop withdrew her amendment with the agreement of her seconder and resubmitted a further amendment, which was seconded by Councillor Blair that the Corporate Policy and Resource Committee decide on the 6 nominations.

A recorded vote was taken on the amendment with members voting as follows:

**For 3:** Alderman Campbell, McKillop and Councillor Blair.

**Against 5:** Councillors Chivers, Duddy, Knight-McQuillan, McCorkell and McShane.

**Abstentions 6:** Councillors Beattie, Hickey, Baird, McCandless, Quigley and Wilson.

The Chair declared the amendment lost.

The substantive motion was put to the meeting and recorded vote taken as follows:

**For 12:** Aldermen Campbell, Hickey, Councillors Beattie, Chivers, Duddy, Baird, Knight-McQuillan, McCandless, McCorkell, McShane, Quigley and Wilson.

**Against 2:** Alderman McKillop and Councillor Blair

The Chair declared the substantive motion carried.

## **7. Community Planning Update – Schedule of Meetings**

The Head of Policy and Community Planning presented a report to update members with regard to a meeting of Community Planning Strategic Partnership in which the partners were reminded to sign the return the Partnership Terms of Reference. At the meeting the Local Development Plan Manager gave a presentation on the process for the development of the Local Development Plan for the Causeway Coast and Glens Area and how this was closely linked to the Community Plan. An options paper on possible approaches to the inclusion of “support partners” on the Strategic Partnership was presented and the resulting consensus was that further support partners would be best placed within the Thematic Working Groups. At the stage it was envisaged that the Thematic Working Groups would be based on infrastructure, the economy, the environment, social well-being and community resilience.

As part of the community engagement process, a revised schedule of public events being held in June 2016 was circulated to elected members.

In response to a member, the Head of Policy and Community Planning confirmed that the PCSP would become involved in Community Planning but not at this stage.

## **8. Community Planning Update - Partnership with Education Authority and Youth Champion(s)**

The Head of Policy and Community Planning presented the report previously circulated as undernoted:

***Developing and implementing the Causeway Coast and Glens Community Plan will be a major undertaking and as previously reported will involve partnership working at many different levels in the area.***

***The Statutory Guidance for the Operation of Community Planning 2015 recognises and states ‘a particular responsibility to encourage and promote the role that can be played by children and young people in community planning.’ with specific reference to the structure set out in the Northern Ireland Commissioner for Children and Young People’s (NICCY) proposal for a Northern Ireland regional model of engagement. The NICCY’s – Children and Young People’s Participation Policy of Intent further supports and works towards mainstreaming the involvement and participation of children and young people in decisions that affect them or in matters which may have an impact on their lives.***

***‘Priorities for Youth – improving young people’s lives through youth work’ sets the current overarching policy framework for youth work across Northern Ireland. It highlights participation of young people as a key priority. The policy states ‘there will be a renewed focus on active and evidenced participation (of young people) at a local, sub regional and regional level ... to support the development of a credible, democratic and accountable voice for young people.’***

***In line with these models of participative engagement, the Education Authority Youth Service has four established local Youth Councils within the Borough – Ballymoney Youth Council, Coleraine Youth Council, Limavady Youth Council and Moyle Youth Council – each comprising of local young people (12 years+) representing a range of interests both rural and urban including Neighbourhood Renewal areas and Section 75 groupings across the Borough - and providing opportunities to gain skills and knowledge to help them provide a voice for young people on the issues that matter to them. They are keen to have a link with Council as a way to ensure that young people’s opinions can be heard.***

***It is proposed that Council enter into a partnership with the Education Authority Youth Service Local Youth Councils (group of four) with a view to establishing and fostering ongoing links between Council and young people.***

***A Partnership outline has been provided and would involve the following commitments:-***

- To recognise the function of Ballymoney Youth Council, Coleraine Youth Council, Limavady Youth Council and Moyle Youth Council (Local Youth Councils) as a representative voice for young people***
- To ensure inclusion of young people in Council consultations with regard to local services provision and Community Planning***
- Inclusion of Youth Council representation in Council’s Equality Forum***
- Inclusion in capacity building opportunities made available to the community & voluntary sector through Council’s community engagement provisions***

- ***Opportunities to pro-actively engage and participate with the Mayor and Elected Members e.g. annual Local Democracy Week***
- ***That Council nominate a representative(s) to act as a contact Youth Champion(s) for the Causeway Coast and Glens Borough***

**It was recommended** that Council enter into a partnership with the Education Authority Youth Service Local Youth Councils (comprising of Ballymoney Youth Council, Coleraine Youth Council, Limavady Youth Council and Moyle Youth Council).

**It was also recommended** that Council nominate a representative(s) to act as a contact Youth Champion(s) for the Borough.

Councillor Duddy proposed, seconded by Alderman Hickey **that the Mayor and Deputy Mayor act as contact Youth Champions for the Borough.**

Alderman McKillop stressed it was important to be inclusive, especially to those with disabilities and questioned the make-up of the Youth Council in terms of social background ie rural and deprived areas.

Alderman McKillop proposed an amendment, seconded by Councillor Baird that decision be deferred for one week for additional information on whether the voices of those from rural areas were included on the Youth Councils.

The Chair put the amendment to the vote, with 5 voting for, 9 against. The Chair declared the amendment lost.

The substantive motion was put to the meeting and declared carried, 9 for, 2 against and 3 abstentions.

Councillor McShane proposed, seconded by Councillor Duddy **that Council enter into a partnership with the Education Authority Local Youth Councils.**

The proposal was put to the meeting and declared carried, 9 for, 2 against and 3 abstentions.

## **9. Review of Rates Liability in the Domestic Rental Sector – Draft Response to Consultation**

The Chief Finance Officer presented a report on draft response to the Department of Finance and Personnel consultation on the Review of Rates Liability in the Domestic Rental Sector.

**It was recommended** that the draft response is approved and submitted to the Department in line with the specified deadline. Recommendation **AGREED**.

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

There were no matters for reporting to the Partnership Panel.

#### **11. Consultations**

There were no consultations.

#### **12. Correspondence**

The Director of Performance reported that the following items of correspondence had been received:

- a. Portrush Heritage Group – relocation of clock from former Portrush Railway Station to Council Offices
- b. DoE Addendum No 3 to Circular LG 04/2015 – amendments to guidance on Councillor Allowance
- c. The Electoral Office for Northern Ireland – advice relating to councillors being disqualified from sitting as councillors as a result of being elected as members of the Assembly.

Reference was made to point a. request for Council to provide accommodation for the iconic 19<sup>th</sup> century longcase clock from the former Portrush Railway Station.

**It was AGREED to recommend that Council look favourably at the request and for additional information to be brought back to the Committee in relation to damage liability, value of the clock and care/preservation.**

**It was AGREED to recommend that Council note points b. and c.**

#### **13. Notice of Motion proposed by Alderman Mullan referred from 26<sup>th</sup> April 2016 Council Meeting**

*“This council recognises the rights of deaf people and agrees to the installation of a loop system in all buildings where it is appropriate and where this valuable system can benefit hearing aid users;*

*the council further agrees to promote training in basic Sign Language and Deaf Awareness and to make training courses available to council staff and members;*

*where required, the council should provide interpreters at public meetings and Community Network meetings and should also install flashing beacons for emergency evacuation in public buildings and encourage businesses to do likewise”*

In line with Standing Orders 15.1, Councillor Beattie requested that the Notice of Motion be withdrawn. **Noted.**

**14. Notice of Motion proposed by Councillor McCandless referred from 26<sup>th</sup> April 2016 Council Meeting**

*“That Causeway Coast and Glens Borough Council commemorate the momentous and notable occasion of H. M. Queen Elizabeth 2<sup>nd</sup>'s (sic) by renaming the Sandleford bridge Coleraine in her honour to the Queen Elizabeth 2<sup>nd</sup> (sic) bridge. Queen Elizabeth has been a constant presence in the lives of the citizens of the U.K. and the Commonwealth and is deserving of our recognition”*

Councillor McCandless proposed, seconded by Councillor Baird that discussion on the Notice of Motion be deferred until information was received from the Department of Regional Development.

A recorded vote was taken on the proposal with members voting as follows:

***For 5:*** Alderman McKillop, Councillors Blair, Baird, McCandless and Wilson.

***Against 6:*** Aldermen Campbell and Hickey, Councillors Beattie, Duddy, McCorkell and Quigley.

***Abstentions 2:*** Councillors Chivers and McShane.

The Chair declared the proposal lost. As there was no consensus on the deferral, the Notice of Motion was withdrawn.

It was proposed by Alderman Hickey, seconded by Councillor Duddy and **AGREED: that the Committee receive agenda items 15 – 19 in committee.**

**15. Annual Tenders 2016**

The Chief Finance Officer presented an evaluation report on re-tender of Lot 5 – cleaning materials which closed on 8<sup>th</sup> April 2016.

**It was recommended** Ashland Chemicals are awarded preferred supplier status for the lot. Furthermore, it was also recommended that Galgorm Group are

awarded backup supplier status for this lot as their bid submission was the second most competitive bid after the bid submitted by Ashland Chemicals.

**It was AGREED: to recommend that Council approve Ashland Chemicals as preferred supplier status for Lot 5 and that the Galgorm Group be awarded backup supplier status.**

## **16. Management Accounts**

The Chief Finance Officer presented a report and summary of Councils high level financial position for the period up to 28<sup>th</sup> February 2016. Noted without comment.

## **17. Implementation of New Council Structure**

The Director of Performance presented a report to update members with regard to ongoing staff costs to progress the matching and selection processes in accordance with current budgets.

The Committee was advised that 38 posts were currently being progressed by the Organisation Development / Human Resource team; 57 posts had been filled and that 33 employees had left the organisation under the Voluntary Severance scheme. Noted.

## **18. Applications for Severance**

The Director of Performance reported that in accordance with Section 123 of the Local Government Act (Northern Ireland) 2014, two applications for severance had been received from the following staff within Causeway Coast and Glens Borough Council.

- Operation Services Manager, Environmental Services Directorate
- Leisure Services Manager, Leisure and Development Directorate

The Committee was informed that the Local Government Reform Joint Forum RPA Staff Severance Scheme for Local Government states that in all circumstances a financial case for the payment of severance must be made by the Council.

At the time of writing the report, Council was awaiting figures from NILGOS, however, there is a business case to release both officers as the new structure

would have 3 Operational Managers, where there are currently 4. Similarly, there are currently 5 Leisure and Development Managers who have been matched to 4 posts.

**It was recommended** that Council give approval to proceed with the applications for severance received from the officers outlined above.

**It was AGREED to recommend that Council give approval to proceed with the applications for severance.**

## **19. Annual Land Lettings**

The Director of Performance presented a report on bids received for the Annual Land Letting and Winter Conservation Grazing. The highest bids have been accepted and Conacre Licence Agreements have been forwarded to the highest bidders for completion and payment of rent.

It was suggested that consideration be given to signage on land to encourage bids for those areas where no bids had been received. Noted.

It was proposed by Alderman Hickey, seconded by Councillor Wilson and **AGREED: that committee resolve itself out of committee.**

## **20. Any Other Relevant Business**

No other relevant business was received in accordance with Standing Order 12(o).

**This being all the business the meeting closed at 8.55pm.**