



**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING
TUESDAY 17 SEPTEMBER 2019**

No	Item	Summary of key Recommendations
1	Apologies	<i>Councillor McLean</i>
2	Declarations of Interest	<i>None</i>
3	Minutes of Meeting held Tuesday 20 August 2019	<i>Confirmed</i>
4	Land & Property Services presentation – Business Rates Consultation	<i>Received</i>
5	Any Other Relevant Business (notified in accordance with Standing Order 12(o) UU Coleraine campus (Councillor Holmes)	<i>Chief Executive to seek clarity and assurances from Vice Chancellor</i>
6	Leaving Legacy for the Former Lord-Lieutenant for the County of Antrim, Mrs Joan Christie CVO, OBE	<i>Approve Gifting of remaining income</i>
7	Annual Remembrance Services	<i>Mayor and Deputy Mayor decide which event they wish to attend, other Elected members be nominated by d'Hondt</i>
	7.1 Northern Ireland Festival of Remembrance 2019	<i>Place advert at a cost of £1,200.</i>
8	Registration – Fees for Marriages and Civil Partnerships	<i>Defer</i>

9	Amendments to Standing Orders	
	New Standing Order 4 (5): Allocation of Seats	Do not accept
	New Standing Order 7 (6): Quorum count out	Accept
	New Standing Order 13.3: Discussion on Committee Minutes	Amend
	Standing Order 15.1 (1): Motions	Defer
	Standing Order 15.1 (6): Numbers of Notice of Motion	Increase 6 per Council meeting, 2 per Committee meeting
	Standing Order 18. Rules of Debate for all Council business: New Standing Order 18.12: Explanations	Accept
	Standing Order 18.4: Mode of Address	Accept
	New Standing Order 24.5: Offensive expression	Amend
	Standing Order Annex C Paragraph 55: Precedence at Civic Events (to include MLAs);	Approve
10	Party Group Leaders' Forum Terms of Reference	Defer Terms of Reference; Membership representation from all Parties and Independents
11	Loan Application Approvals	Do not approve
12	Timetable of Meetings Schedule October 2019 - December 2019 & January 2020 – December 2020	Annual Meeting 8th June 2020; Approve Meeting Schedule Oct 2019-Dec 2019 and Jan 2020 to Dec 2020; hold Corporate Policy & Resources monthly
13	Prompt Payment Statistics	Information
14	Correspondence	
	14.1 Parenting NI 14.2 Ancre Somme Association 10 th Anniversary Black Tie Dinner	Noted

	14.3 NILGA Elected Member Development Policy and Learning Network	
15	Consultations	
	15.1 HSCNI Regional Trauma Network Consultation	Comments to be forwarded by 20th Sept to DS
	15.2 Commission for Victims and Survivors Disability and Equality Action Plan	Noted
16	Conferences	
	16.1 National Association of Councillors, Northern Ireland Region Annual General Meeting	Noted
	16.2 NILGA, Changing Places: Planning, Place-shaping and Place-making in Northern Ireland	
17	Matters for Reporting to Partnership Panel	None
18	Notice of Motion proposed by Councillor McShane, seconded by Councillor Nicholl (referred from Council Meeting 27 August 2019 (<i>Fully Duty Applicant status for Homelessness</i>))	Support
19	Notice of Motion proposed by Councillor McLean, seconded by Councillor McAuley (referred from Council Meeting 27 August 2019) (<i>Silver Poppy of Remembrance</i>)	Support
	<i>In Committee</i>	
20	Debt Management	Noted
21	Month 3 Management Accounts	Noted
22	Request for Voluntary Severance Report Finance Department	Approved
23	Minutes of the Meeting of the Land and Property Sub-Committee 4 September 2019	Approved

24	Service Review Proposals Policy and Community Planning Department	Approved
25	Organisation Design and Human Resources Structural Review	Approved
26	OD/HR Severance reports	
	26.1 OD/HR – Severance Request Report from Leisure & Development	Agree Voluntary Severance for 4 positions as set out in the confidential report, circulated; Defer consideration of one request for Voluntary Severance as set out in the confidential report, circulated
	26.2 OD/HR – Severance Request Report from Environmental Services	Confidential update received
	26.3 OD/HR – Severance Request Report from Corporate Policy & Resources	Agree Voluntary Severance request for 3 posts as set out in the confidential report, circulated; Agree restructuring within Finance; Adopt model within Policy & Community Planning; Proceed with implementation of new structure for Team as set out in the confidential report, circulated

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
CORPORATE POLICY & RESOURCES COMMITTEE
HELD IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS
TUESDAY 17 SEPTEMBER 2019 AT 7:00 PM**

- In the Chair** : Councillor McShane
- Present** : Aldermen: Fielding, Hillis, McCandless and McCorkell
Councillors: Callan, Chivers, Dallat O’Driscoll,
Knight-McQuillan, McCaw, McAuley, McGurk,
Peacock, Quigley Scott and Wilson
- Non-Committee Member In Attendance** : Councillor Holmes
- Officers Present** : M Quinn, Director of Corporate Services
D Wright, Chief Financial Officer
T McKenna, Corporate Support Officer
- In Attendance** : A Bronte, Land & Property Services (Item 4)
Press (1 No.)

SUBSTITUTIONS

The Chair advised that Councillor McAuley would be substituting for Councillor McLean.

1. APOLOGIES

Apologies were recorded for Councillors McLean.

2. DECLARATIONS OF INTEREST

No declaration of Members’ interests.

3. MINUTES OF MEETING HELD TUESDAY 20 AUGUST 2019

The Chair advised the Minutes of the Meeting held Tuesday 20 August 2019 had been adopted at the Council Meeting on 27 August 2019.

It was AGREED – that the Minutes of the Corporate Policy & Resources Committee held Tuesday 20 August 2019 be confirmed as a correct record.

**4. PRESENTATION BY LAND & PROPERTY SERVICES
(DEPARTMENT OF FINANCE)**

The Chair welcomed Alan Bronte of the Department of Finance, Land & Property Services to the meeting. A power-point presentation provided information on the consultation regarding a revision of Business rates. This was followed by questions from Elected Members.

The Chair advised of a change the order of business.

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

The following Any Other Relevant Business was submitted by Councillor Holmes:

“Given the recent comments passed in a meeting of Derry City and Strabane's Governance and Strategic Planning Committee that courses could be relocated from Coleraine to Magee, can the Chief Executive seek clarity and assurances from the Vice Chancellor that commitments given to Causeway Coast & Glens Councillors about the long term future of the Coleraine Campus will be honoured?”

It was AGREED – to recommend that the Chief Executive seek clarity and assurances from the Vice Chancellor that commitments given to Causeway Coast and Glens Councillors about the long term future of the Coleraine Campus will be honoured.

* **Councillor Holmes left the meeting.**

**6. LEAVING LEGACY FOR THE FORMER LORD-LIEUTENANT FOR THE
COUNTY OF ANTRIM, MRS JOAN CHRISTIE, CVO, OBE**

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

It is recommended that Council approve the gifting of the remaining income from Mrs Christie's Gala Dinner, to the NI Children's Hospice for their "I'm Coming Home" project, for the sum of £3735.25.

Proposed by Councillor Wilson
Seconded by Councillor Quigley and

AGREED – to recommend that Council approve the gifting of the remaining income from Mrs Christie’s Gala Dinner, to the NI Children’s Hospice for their “I’m Coming Home” project, for the sum of £3735.25.

7. ANNUAL REMEMBRANCE SERVICES

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

As per the decision at the Council Meeting on 27th October 2015, it is recommended that the Mayor and Deputy Mayor decide which event they wish to attend on Remembrance Sunday and that the other Elected Members be nominated by Party Leads using d’Hondt. Lead Officers to accompany the Elected Members will be nominated by the Chief Executive and information in relation to the collection of wreaths and robing will be circulated to members in due course. Specific details in relation to the Ceremonies and Churches will be circulated as soon as it becomes available.

The Northern Ireland Festival of Remembrance will take place on Saturday 2nd November at Belfast Waterfront Hall. With 2019 marking the 75th anniversary of D-Day, Council is invited to show its support and appreciation for the Royal British Legion and all who served by placing an advertisement in the official event programme. Suggested donation rates for full-colour advertising in the A4 event programme are as follows:

<i>Advertisement</i>	<i>Cost</i>
Full page outside back cover advert (303mm x 216mm)	£1,200
Full page inside front cover or inside back cover advert (303mm x 216mm)	£1,100
Full page advert (303mm x 216mm)	£1,000
Half page advert (190mm x 133mm)	£500
Quarter page advert (92mm x 133mm)	£300

Agreement is sought in relation to placing an advert in the event programme for the Northern Ireland Festival of Remembrance 2019 as outlined above.

It is recommended - As per the decision at the Council Meeting on 27th October 2015, that the Mayor and Deputy Mayor decide which event they wish to attend on Remembrance Sunday and that the other Elected Members be nominated by Party Leads using d’Hondt.

Proposed by Councillor Wilson
Seconded by Councillor Quigley and

AGREED - that the Mayor and Deputy Mayor decide which event they wish to attend on Remembrance Sunday and that the other Elected Members be nominated by Party Leads using d'Hondt.

7.1 Northern Ireland Festival of Remembrance 2019

Agreement was also sought in relation to placing an advert in the event programme for the Northern Ireland Festival of Remembrance 2019 as outlined above.

Councillor Wilson suggested that Council take the full page outside back cover advert, costing £1200.

Proposed by Councillor Wilson
Seconded by Councillor Knight-McQuillan

- to recommend that Council take the full page outside back cover advert, at a cost of £1,200.

Some Members expressed concern, regarding cost and suggested an advert for a smaller sum could be taken.

Councillor Knight-McQuillan confirmed that Council previously took a full page advert.

Amendment

Proposed by Councillor McGurk
Seconded by Councillor Chivers

- to recommend that Council place an advert in the event programme for the Northern Ireland Festival of Remembrance 2019 for either half page or quarter page at either £500 or £300.

The Chair put the Amendment to the Committee to vote.
6 Members voted for, 10 Members voted against, 0 Members abstained.

The Chair declared the Amendment lost.

The Chair put the substantive motion to the Committee to vote.

10 Members voted For; 6 Members voted Against.

The Chair declared the substantive motion carried.

8. REGISTRATION FEES FOR MARRIAGES AND CIVIL PARTNERSHIPS

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

Members requested further information regarding opening times of Council buildings at weekends and what other Councils fees currently are.

It was AGREED – to recommend that Council defer consideration.

9. AMENDMENTS TO STANDING ORDERS

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

New Standing Order 4 (5): Allocation of Seats. *Seating of Members in the Council Chamber shall be through mutual arrangement between the various political parties and any independent Members. Any points of dispute shall be decided by the Council.*

It was AGREED – to recommend that Council does not accept new Standing Order 4 (5).

New Standing Order 7 (6): Quorum count out. *If the attention of the Mayor is called by a Member of Council or the Chief Executive to the fact that there is not a quorum present, the Chief Executive shall call the roll of Members, and if there is not a quorum present, the Mayor shall declare the meeting of Council at an end, and the names of those who are present and those who are absent shall be recorded on the minutes of the Council.*

It was AGREED – to recommend that Council accepts new Standing Order 7 (6).

New Standing Order 13.3: Discussion on Committee Minutes. *The Chairpersons of each of the Standing Committees shall propose that the minutes of the proceedings of the Committee for which they are the*

Chairperson are “approved and adopted” and the Mayor shall immediately thereafter seek a seconder for that motion. Any amendment to be moved by any Member in relation to that motion shall be about a matter which is included in the minutes submitted to the meeting. Where possible, amendments to be moved should be sent to the Chief Executive in advance of the meeting of the Council. Any Member who wishes to receive further information regarding any matters appearing in the minutes submitted to the Council for approval shall where possible put requests in writing to the Chairperson of the Committee concerned before the commencement of the Council meeting and he/she shall be entitled to a reply when the proceedings of the particular Committee are submitted for approval.

Members expressed disagreement with amendments being sent to the Chief Executive in advance of the meeting of the Council. There was a suggestion this would stifle debate.

Proposed by Councillor Wilson
Seconded by Councillor McGurk

– to recommend that Council approve, *The Chairpersons of each of the Standing Committees shall propose that the minutes of the proceedings of the Committee for which they are the Chairperson are “approved and adopted” and the Mayor shall immediately thereafter seek a seconder for that motion. Any amendment to be moved by any Member in relation to that motion shall be about a matter which is included in the minutes submitted to the meeting.*

Standing Order 15.1 (1): Motions *(to be received by email); Notice of every motion, other than a motion which under Standing Order 15.2 may be moved without notice, shall be given in writing by hard copy or email, signed by the Member or Members of the Council giving the notice and seconded, to the Clerk not later than at least seven clear days before the next Meeting of the Council. This will be date and time stamped. The motion must be clear in meaning otherwise it shall be rejected within 48 hours until such time as it is resubmitted in clear language, and not later than seven clear days before the meeting. Those members seconding shall either sign the hard copy or be copy addressees in the email. There should be a check that the seconder is content.*

Discussion and queries followed, including what constituted an electronic signature.

It was AGREED – to recommend that Council defer consideration, pending further clarification.

Standing Order 15.1 (6): Numbers of Notice of Motion. *Retain the limit at 3 per Council meeting.*

Proposed by Councillor Knight-McQuillan
Seconded by Councillor Dallat O’Driscoll

– to recommend that Council increase the number of Notice of Motions to 6 per Council meeting with 2 Notice of Motions per Committee meeting.

The Chair put the motion to the Committee to vote.

13 Members voted for, 3 Members voted against and 0 Members abstained.

The Chair declared the motion carried.

Standing Order 18. Rules of Debate for all Council business

New Standing Order 18.12: Explanations. *A Member who has been referred to by another Member during a speech and has had ascribed to him/her an opinion which they feel to be inaccurate may, with the consent of the Mayor, give a short explanation of the matter at the conclusion of the speech in which they are referred to, regardless of whether or not they have already spoken on the matter under discussion. This explanation must deal solely with the issue at hand, must not introduce new arguments and not in effect be a new speech on the matter. A Member giving such an explanation must end their contribution if the Mayor shall so direct. The Mayor should permit an explanation to be provided if improper conduct or an improper motive has been alleged against the member wishing to give the explanation.*

It was AGREED – to recommend that Council accepts new Standing Order 18.12: Explanations.

Standing Order 18.4: Mode of Address. *Members of Council shall address other Members by their respective title of “Mr / Madam Mayor”, “Deputy Mayor”, “Chairperson”, “Alderman” or “Councillor”. When a Member is called to speak he/she shall not be interrupted except as provided for in these Standing Orders.*

It was AGREED – to recommend that Council accepts new Standing Order 18.4: Mode of Address.

New Standing Order 24.5: Offensive expression. *A Member shall not impute motives or use offensive expression in reference to any Member of the Council or Council Official.*

It was AGREED – to recommend that Council approve, *'A Member shall not use offensive expression in reference to any Member of the Council or Council Official.*

Standing Order Annex C Paragraph 55: Precedence at Civic Events (to include MLAs);
At civic events organised by Council the order of precedence will be as follows:

1. *Mayor (and Mayoress/Consort, if present);*
2. *Deputy Mayor (and Deputy Mayoress/Consort if present);*
3. *Member of Parliament;*
4. *Members of the Legislative Assembly;*
5. *Mayor's Chaplain (where appropriate);*
6. *Aldermen and Councillors;*
7. *Chief Executive.*

It was AGREED – to recommend that Council approve new Standing Order Standing Order Annex C Paragraph 55: Precedence at Civic Events (to include MLA's).

10. PARTY GROUP LEADERS' FORUM – TERMS OF REFERENCE

Report previously circulated, presented by the Director of Corporate Services. The Director of Corporate Services also advised following Council's decision at the Special Council Meeting on 11th September 2019 some of the Terms of reference for the Party Leads Forum may overlap with other Council committees.

Terms of Reference

- To provide oversight of Council Finances and Council Agenda setting process (including Notices of Motion).
- To track and monitor the achievement of financial savings.
- Hold officers account to the delivery of an agreed efficiency and transformation programme.

- Provide political support in terms of party groupings for the delivery of the Council's efficiency and transformation programme.
- To assist the oversight and monitoring of the Corporate Plan and Transformation Plan.

To meet before each full monthly council meeting with a Chair and Vice Chair to be agreed.

Membership:

Party Group Leaders, or Deputy, of any political party with at least 10% membership of council - 4 (as of 2019: DUP, Sinn Fein, UUP and SDLP). Chief Executive, Council Solicitor, Head of Planning, Chief Finance Officer and Senior Officers when required are also to attend; they will have no votes at such meetings. A quorum shall be three members.

Recommendation

Members are asked to consider the formation of a Party Group Leaders' Forum. Suggested implementation would be October 2019.

Proposed by Councillor Callan
Seconded by Councillor Knight-McQuillan

- to recommend that Council approve the formation of a Party Group Leaders' Forum, and Membership as set out.

Members expressed concerns that the proposed membership did not allow for full representation.

Amendment

Proposed by Councillor McCaw
Seconded by Councillor McGurk

- to recommend that Council approve the formation of a Party Group Leaders' Forum, and the Forum Membership is extended to representation from all Parties and Independents.

Members agreed to defer consideration of the Terms of Reference for the Party Leaders' Forum to a future meeting.

The Chair put the Amendment to the Committee to vote.
9 Members voted for, 7 Members voted against and 0 Members abstained.

The Chair declared the motion carried.

11. LOAN APPLICATIONS APPROVAL

Report previously circulated, presented by the Chief Finance Officer.

It is recommended that Corporate, Policy and Resource Committee recommend to Council approval for the Chief Finance Officer to drawdown the loans as detailed in the report as and when required.

Proposed by Alderman McCorkell
Seconded by Councillor Callan

- to recommend that Council approve the Chief Finance Officer to drawdown the loans as detailed in the report as and when required.

Members sought clarification from the Chief Finance Officer regarding the requirement for these loans and what they would be used for. The Chief Finance Officer stated he had a legal obligation to seek Elected Members' approval.

Amendment

Proposed by Councillor Wilson
Seconded by Alderman McCandless

- to recommend, that, due to Council's current financial situation, that these loans are not approved at this time. That they are brought back to Council when they are required, for discussion by Elected Members.

The Chair put the Amendment to the Committee to vote.
10 Members voted for, 6 Members voted against; 0 Members abstained.

The Chair declared the Amendment carried.

12. SCHEDULE OF COUNCIL AND COMMITTEE MEETINGS OCTOBER 2019 – DECEMBER 2019 and JANUARY – DECEMBER 2020

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

The day and frequency of Council and Committee meetings agreed will now be presented as follows:

- Council Meeting – 1st Tuesday at 7pm

- Environmental Service Committee – 2nd Tuesday at 7pm
- Audit Committee - Quarterly on 2nd Wednesday at 7pm (rotation did not change)
- Leisure and Development Committee - 3rd Tuesday at 7pm
- Corporate Policy and Resources Committee – 4th Tuesday at 7pm
- Planning Committee (with full Council powers) – 4th Wednesday at 2pm.

It is recommended:

- that Council note the date of the Annual Meeting, Monday 8th June 2020 at 7pm;
- that Council hold its Rate Strike meeting on Tuesday 4th February 2020 at 7pm;
- that Council approve the Timetable of Meetings Schedule, October 2019 to December 2019, attached as Appendix i and January 2020 to December 2020, attached as Appendix ii (circulated).

Following a Members' query regarding the Corporate Policy and Resources Committee scheduling, the Director agreed a meeting could be held in the same month as the Audit Committee meeting, however, a recess would normally held in December.

It was AGREED - that Council note the date of the Annual Meeting, Monday 8th June 2020 at 7pm. That Council hold its Rate Strike meeting on Tuesday 4th February 2020 at 7pm. That Council approve the Timetable of Meetings Schedule, October 2019 to December 2019, and January 2020 to December 2020 and that Council include Corporate Policy & Resources Committee on the 4th Tuesday of every month, excluding December 2020.

13. PROMPT PAYMENT STATISTICS

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

Members noted the information report.

14. CORRESPONDENCE

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

14.1 Parenting NI (dated and received 27 August 2019)

Parenting NI will be attending a Deputations Workshop in November.

They request that Council nominate a 'Champion' from each Party Group.

It was AGREED – to recommend that each Party nominate a 'Champion' to Parenting NI.

14.2 Ancre Somme Association 10th Anniversary Black Tie Dinner (dated and received 7 September 2019)

14.3 NILGA – Elected Member Development Policy and Learning Network

It was AGREED – to recommend that Council note the correspondence schedule, Item 14.2-14.3 inclusive).

15. CONSULTATIONS

15.1 HSCNI Regional Trauma Network Consultation, submission be 13 September 2019

The Health and Social Care Board (HSCB) has launched a public consultation on the Regional Trauma Network. The consultation proposes a new service delivery model for trauma services in Northern Ireland and reports the outcome of an Equality Impact Assessment on the Health and Social Care element of the Regional Trauma Network.

The Director of Corporate Services advised the consultation deadline has been extended to 24th September 2019. Any further response should be submitted to Democratic Services for collation by Friday 20th September 2019.

15.2 Commission for Victims and Survivors Equality Action Plan and Disability Action Plan 29 November 2019

It was AGREED – to recommend that Council note the Consultation schedule, Items 15.1-15.2 inclusive.

16. CONFERENCES

16.1 National Association of Councillors - Northern Ireland Region Annual General Meeting

Correspondence has been received from The National Association of Councillors, Northern Ireland Region inviting Members to their Annual General Meeting which takes place on Friday 4 October 2019 at Glenavon House Hotel, Cookstown and there is no cost.

16.2 NILGA - Changing Places: Planning, Place-shaping and Place-making in Northern Ireland

Correspondence has been received from NILGA informing Council of the Changing Places Conference to be held on 8 October 2019 at the Killyhevlin Hotel, Enniskillen and there is no cost.

Councillor Knight-McQuillan queried the remaining budget for Conferences. The Director for Corporate Policy & Resources provided a detailed breakdown, including a query on one invoice, and advised that the figures would be provided on a monthly basis going forward.

It is recommended that Council consider the request.

It was AGREED – to recommend that Council note the Correspondence schedule.

17. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel, Local Government side.

18. NOTICE OF MOTION PROPOSED BY COUNCILLOR MCSHANE, SECONDED BY COUNCILLOR NICHOLL (REFERRED FROM COUNCIL MEETING 27 AUGUST 2019)

Fully Duty Applicant status for Homelessness

That this Council commends the #FDANODELAY campaign and recognises that people living in hostels and other temporary/emergency accommodation across our society are homeless and deserve to be legally recognised as such by having Full Duty Applicant status awarded. This Council calls on the NIHE Chief Executive to respond outlining what

measures the NIHE will now take to accurately audit the extent of the problem regarding homeless people who are not recognised as such and what steps will be taken to remedy these oversights.

Councillor Peacock read out a prepared statement in support of the Motion.

AGREED – to recommend that Council support the Notice of Motion.

19. NOTICE OF MOTION PROPOSED BY COUNCILLOR MCLEAN, SECONDED BY COUNCILLOR MCAULEY (REFERRED FROM COUNCIL MEETING 27 AUGUST 2019)

With the 75th anniversary of the end of the Second World War approaching, Council wishes to recognise the contribution of those who fought in that War from Northern Ireland. It notes that every year the number of our surviving veterans is reducing and the time to provide public and appropriate recognition is running out. This Council will therefore provide all surviving veterans of WW2 (including those in the Merchant Navy) who reside in our Borough with a Silver Poppy of Remembrance to mark their service in the fight against Fascism and Nazism. These Poppies will be presented to all surviving Veterans at a special Service of Remembrance the week commencing the 4th November 2019. It further encourages other Councils throughout Northern Ireland to mark our surviving Second World War veterans' service in a similar way.

Councillor Knight-McQuillan read out a prepared statement in support of the Motion: *“As Veterans Champion for Causeway Coast and Glens Borough Council it is an honour to present this motion in his absence of my colleague Councillor Alan McLean and seconded by Councillor John McAuley.*

The concept behind this motion is to mark the service of our WW2 veterans in some way, whilst we still have surviving veterans in Northern Ireland and indeed this borough, and by presenting these veterans with these specially commissioned Silver Poppies would be a significant gesture. The Silver Poppies have been commissioned by a local Northern Ireland Jewellery Smith, Sarah McAleer, in Bangor.

The timescale of 4th November may not now be achievable, due to the length of time in getting a motion in front of this council, therefore it may be more realistic to set a timeframe in line with the run up to the 75th

Anniversary of VE day on the 8th May 2020 and I would propose this as an amendment.

Members I hope you will agree with me in supporting this motion and show this council's gratitude to the veterans who valiantly served in WW2 and whose service has seen us enjoy the freedom we have today."

Members raised issues relating to costs and suggested numbers.

Councillor Knight-McQuillan responded as follows:

- The cost of the Poppies is approximately £500 each;
- The definition of WWII veteran is anyone who served in the military (Army, Navy, RAF, Royal Marines) or the Merchant Navy who served in hostile waters during that time;
- It is estimated there may be in the region of 40-50 surviving WWII veterans left in NI, it could be more or less but that will be determined by research. That may mean an average of about 4/5 per Council area.
- The motion is currently being presented or has already been presented to all 11 Councils.

Members discussed the cost of the silver poppies and the need to be prudent regarding Council expenditure.

The Chair put the Notice of Motion to the Committee to vote.
9 Members voted for, 4 Members voted against; 2 Members abstained.

The Chair declared the Notice of Motion carried.

MOTION TO PROCEED 'IN COMMITTEE'

Proposed by Councillor Quigley
Seconded by Councillor Peacock

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

* **Press left the meeting.**

20. DEBT MANAGEMENT

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

Debt write-off under £1,000 - In accordance with Councils debt management policy the Chief Finance Officer is required to report to Council any debts under £1,000 which the Chief Finance Officer has the authority to write-off. There were no such debts this month to write off

Debt Write-off over £1,000 - 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 were no such debts for recommendation this month.

It was AGREED – to recommend that Council note the report.

21. MONTH 3 MANAGEMENT ACCOUNTS

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

It was AGREED – to recommend that Council note the report.

22. REQUEST FOR VOLUNTARY SEVERANCE REPORT FINANCE DEPARTMENT

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

It is recommended that the Corporate, Policy and Resources Committee recommends to Council:

1. The agreement of the Voluntary Severance request for the current Senior Project Accountant post;
2. The agreement to restructure the management team within the Finance department accordingly.

Proposed by Councillor Peacock
Seconded by Councillor McGurk and

AGREED – to recommend that Council approve:

1. The agreement of the Voluntary Severance request for the current Senior Project Accountant post;
2. The agreement to restructure the management team within the Finance department accordingly.

23. MINUTES OF THE MEETING OF THE LAND AND PROPERTY SUB-COMMITTEE 4 SEPTEMBER 2019

The minutes were previously circulated and presented for Committee's consideration.

Proposed by Councillor Knight-McQuillan
Seconded by Councillor McGurk and

AGREED – to recommend that the Minutes of the Land and Property Sub Committee held 4 September 2019 and recommendations therein are approved.

24. SERVICE REVIEW PROPOSALS – POLICY AND COMMUNITY PLANNING DEPARTMENT.

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

It is recommended that, in light of the information obtained from the review, the Corporate Policy and Resources Committee recommends to Council the adoption of the proposed new business service delivery model within the Policy and Community Planning Department. This would involve removal of the post of Equality and Diversity Officer from the Departmental structure and its replacement with a Policy Officer post which would have a much wider and more operationally effective remit.

Proposed by Councillor McGurk
Seconded by Councillor Chivers and

AGREED – to recommend that, in light of the information obtained from the review, the Corporate Policy and Resources Committee recommends to Council the adoption of the proposed new business service delivery model within the Policy and Community Planning Department. This would involve removal of the post of Equality and Diversity Officer from the Departmental structure and its replacement with a Policy Officer post which would have a much wider and more operationally effective remit.

25. ORGANISATION DESIGN AND HUMAN RESOURCES STRUCTURAL REVIEW

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

It is recommended that in light of the information obtained from the review, the Corporate Policy and Resources Committee recommends to Council the adoption of the proposed new business delivery model at Option 3 above. This would involve the removal of the OD/HR Manager (Tier 4) from the departmental structure.

Proposed by Councillor Scott
Seconded by Councillor McGurk and

AGREED – to recommend that, in light of the information obtained from the review, the Corporate Policy and Resources Committee recommends to Council the adoption of the proposed new business delivery model at Option 3 above. This would involve the removal of the OD/HR Manager (Tier 4) from the departmental structure.

26. OD/HR – SEVERANCE REQUEST REPORTS:

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

26.1 OD/HR – Severance Request Report from Leisure & Development

It is recommended (subject to Leisure & Development Committee approval) that Members:

1. Agree the Voluntary Severance request for the following posts
 - Finance and Performance Officer
 - Events Manager
 - Sports & Wellbeing Manager
 - Two Cleaners
2. Agree to proceed with the restructuring of Events team which will be brought to Council in October.
3. Agree to proceed with the restructuring of Sports and Well-being Development Service Unit.

Proposed by Alderman McCorkell
Seconded by Councillor Scott and

AGREED - to recommend that Council defer consideration of the Events Manager and restructuring of Events Team

It was AGREED – to recommend that Council approve the Voluntary Severance request for the following posts:

- Finance and Performance Officer
- Sports & Wellbeing Manager
- Two Cleaners

Agree to proceed with the restructuring of Events team which will be brought to Council in October.

Agree to proceed with the restructuring of Sports and Well-being Development Service Unit.

26.2 OD/HR – Severance Request Report from Environmental Services

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

Committee was updated, the Voluntary Severance for the posts as set out in the report were proceeding.

26.3 OD/HR – Severance Request Report from Corporate Policy & Resources

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

It is recommended that Members:

1. Agree the Voluntary Severance request for the following posts
 - Senior Project Accountant
 - Equality and Diversity Officer
 - OD/HR Manager
2. Agree to proceed with the restructuring of management team within Finance which will be brought back to Council.
3. Adopt the proposed new business service delivery model within the Policy and Community Planning Department.
4. Agree to proceed with the implementation of the new structure for the OD/HR team.

MOTION TO PROCEED 'IN PUBLIC'

Proposed by Councillor Callan
Seconded by Councillor Scott and

AGREED - that the Committee proceed to conduct the following business 'In Public'

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at **9.55pm**.

Chair