

**COUNCIL MEETING TUESDAY 7 SEPTEMBER 2021**

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<b>3.</b>	Declarations of Members' Interests	<b><i>Councillors Anderson, MA McKillop, Schenning</i></b>
<b>4.</b>	Minutes of Council Meeting held Tuesday 7 September 2021	
	Matters Arising	
	<b>4.1</b> Deputation DfI Roads Programme Spring 2021 (Item 4)	<b><i>To note within the Minute, Department for Infrastructure agreed to get back to Council to confirm what work would be completed in the upgrade of warning signs and road markings at the Craigahulliar Road/Ballymacrea Road.</i></b>
	<b>4.2</b> Confirmation of the Minutes	<b><i>Confirmed as amended.</i></b>
<b>5.</b>	Minutes of Planning Committee Meeting held Wednesday 23 June 2021	<b><i>Noted</i></b>

<b>6.</b>	Minutes of Planning Committee Meeting held Monday 5 July 2021	<b>Noted</b>
<b>7.</b>	Minutes of Environmental Services Committee Meeting held Tuesday 10 August 2021	
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	<b>7.1</b> Castlerock Footbridge (Item 17)	<b>Information</b>
	<b>7.2</b> Adoption of the Minutes	<b>Adopted and the recommendations therein approved</b>
<b>8.</b>	Minutes of Finance Committee Meeting held Thursday 12 August 2021	<b>Adopted and the recommendations therein approved</b>
<b>9.</b>	Minutes of Leisure and Development Committee Meeting held Tuesday 17 August 2021	
	Matters Arising	
	<b>9.1</b> Reducing Bureaucracy in Grant Making (Item 7)	<b>To note within the Minute that Councillor MA McKillop made a proposal in relation to the report on Reducing Bureaucracy in Grant Making on the night of the Committee but did not have a seconder</b>
	<b>9.2</b> Any Other Relevant Business Bylaws to address watercrafts on beaches (Item 21.1)	<b>To note within the Minute that a report on Watercrafts on Beaches is brought to the next Leisure and Development Committee meeting</b>
	<b>9.3</b> Adoption of the Minutes	<b>Adopted, as amended and</b>

		<b>recommendations therein approved.</b>
<b>10.</b>	Minutes of Corporate, Policy and Resources Committee Meeting held Tuesday 24 August 2021	
	<b>10.1</b> Adoption of the Minutes	<b>Adopted as amended and recommendations therein approved</b>
<b>11.</b>	Matters for Reporting to Partnership Panel	<b>Environmental Services Presentation by DfI Roads representative (Item 4) issues raised regarding safety at road ends, flooding and three statutory bodies cutting grass</b>
<b>12.</b>	Conferences	
	<b>12.1</b> Local Government Annual Conference 2021: A Better Northern Ireland Councils Make it Happen	<b>Noted</b>
<b>13.</b>	Correspondence	<b>Noted</b>
	(i) August Housing Council Bulletin (dated 12 <sup>th</sup> August 2021)	
	(ii) Minutes of 481 <sup>st</sup> Meeting of Northern Ireland Housing Council (dated 14 <sup>th</sup> June 2021)	
	(iii) Correspondence received from DAERA Staff Engagement, Equality & Diversity Branch (dated 2 August 2021)	
	(iv) Correspondence received from Chief Executive, Local Government Boundaries Commission (dated 27 <sup>th</sup> July 2021) m	
<b>14.</b>	Consultation Schedule	<b>Noted</b>
<b>15</b>	Seal Documents	
	<b>(i)</b> Grave Registry Certificates, No's 5172-5192 (inclusive)	<b>Seal Affixed (Items i-iii inclusive)</b>

	(ii) Lease – Causeway Coast and Glens Borough Council and Northern Ireland Electricity Networks Limited – Sub-Station Site at Clontyfinnan, Ballymoney (L&P SC 170606, CP&R 170919, CM 170920)	
	(iii) Employee Car Loan Agreement 114-4676	
16.	Minutes of the Corporate Policy and Resources Committee Meeting held Tuesday 24 August 2021 'In Committee'	
	<b>Matters Arising 'In Committee'</b>	
	16.1 AORB – Organisation Structure (abbreviated), Alderman Duddy (Item 16.1)	<b><i>That a timeline of the work completed since December 2020 until August 2021 of the work completed in harmonising jobs be received with the report being presented to committee in September</i></b>
	16.2 Agency Workers and Vacancy Control (Item 15)	<b><i>To note within the Minute that the verbal update provided by the Director of Corporate Services on behalf of Director of Leisure and Development and Director of Environmental Services regarding the timeline going forward for assimilating jobs within these Directorates be</i></b>

		<b><i>documented in the Committee Meeting minutes.</i></b>
	<b>16.3</b> AORB, re Sickness Policy (abbreviated) (Alderman Duddy) (Item 16.3)	<b><i>To note within the Minute the Officer stated there had been no changes to the Sickness policy</i></b>

UNCONFIRMED

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
COUNCIL HELD IN THE COUNCIL CHAMBER AND VIA VIDEO  
CONFERENCE ON  
TUESDAY 7 SEPTEMBER 2021 AT 7:00PM**

- In the Chair** : The Mayor, Councillor Holmes (C)
- Present** : Alderman Baird (R), Duddy (C), Fielding (C), Finlay (C),  
McKeown (R), Knight-McQuillan (R), McKeown (R), S  
McKillop (R), Robinson (R)
- Councillors Anderson (C) Bateson (R), Beattie (R),  
Callan (R), Chivers (R), Dallat O'Driscoll (C), Hunter (R),  
McAuley (C), McCandless (C), McCaw (R), McCorkell  
(R), McGlinchey (R), McGurk (R), MA McKillop (R),  
McLaughlin (R), McLean (C), McMullan (R), McQuillan  
(C), C McShane (R), Mulholland (C), Nicholl (R),  
Peacock (R), Quigley (C), Schenning (C), Scott (C),  
Wallace (R), Watton (C), Wilson (C)
- Officers Present** : M Quinn, Director of Corporate Services (C)  
A McPeake, Director of Environment Services (R)  
M Smyth, Finance Director (Interim) (R)  
P Donaghy, Democratic & Central Services Manager (R)  
W McCullough, Head of Sport and Wellbeing (R)  
J Richardson, Head of Capital Works and Energy and  
Infrastructure (R)  
P O'Brien, Funding Unit Manager (R)  
D Hunter, Council Solicitor (R)  
J Welsh, Head of Community and Culture (R)  
D Wright, Chief Finance Officer (R)  
S Duggan, Civic Support and Committee and Member  
Services Officer (R)  
J Keen, Committee and Member Services Officer (C)
- Officers In Attendance** : T Vauls, Car Parks Manager (R)  
A McAuley, Public Relations Manager (R)  
N McGurk, SIB Projects Manager (R)
- J Winfield, ICT Manager (C)  
C Thompson, ICT Officer (C)  
A Lennox, ICT Mobile Operations (C)

**In Attendance:** M Braniff, LJ Consultancy (R)

Press (4 No) (R)

Public (1 No) (R)

**Key –** C = Attended in the Chamber  
R = Attended Remotely

The Mayor opened the meeting and extended a welcome to members of the press and public in attendance and provided the following guidance.

*Welcome to the Council meeting held on Tuesday 7<sup>th</sup> September 2021*

*All those in attendance should be aware that the meeting will be audio recorded. This includes when the meeting is in committee. The public session of the audio recording will be published on Council's website within 2 days of the meeting.*

*Elected Members are reminded that they are personally responsible for any comments that they make at the meeting.*

*Members of the press and public will be required to leave when the meeting goes into committee.*

*If anyone loses connection please call the number which was sent to you by Democratic Services. The number can be found in the email with the meeting link sent yesterday 6<sup>th</sup> September 2021.*

*Members please use the chat facility if you wish to speak. For those in the Chamber, please wait until your microphone is switched on before speaking.*

*I would also remind all in attendance that the taking of photographs of proceedings or the recording of proceedings, other than by authorised officers, is prohibited.*

## **1. THE MAYOR'S BUSINESS**

The Mayor informed Council a Book of Condolence had been opened for Pat Hume in the lobby in the Council Offices in Cloonavin, Coleraine. The Mayor acknowledged the support she provided for her husband John Hume and offered his condolences.

The Mayor invited Alderman S McKillop to speak in her role as Veteran's Champion. Alderman S McKillop addressed the Council to

acknowledge the work of military personnel in Afghanistan, named the nine soldiers from Northern Ireland who had fallen and acknowledged the pain experienced by the families of fallen soldiers. Alderman S McKillop highlighted how Northern Ireland has a part to play in providing the safe refuge for Afghan citizens and stated how the Council should send the message that the service and sacrifice of those who have served in Afghanistan will not be forgotten.

## **2. APOLOGIES**

Apologies were recorded for Alderman Boyle, Alderman Hillis and Councillor P McShane.

## **3. DECLARATIONS OF MEMBERS' INTERESTS**

Declarations of Interest were recorded for:

Councillor Anderson in, Leisure and Development, Item 10, Alchemy Mentoring. Councillor Anderson did not participate in the Item.

Councillor MA McKillop in, Environmental Services, Item 10, LiveSmart Community Environmental Grant Programme and Leisure and Development, Item 6, DfC Funding Anti-Poverty Strategy. Councillor MA McKillop did not participate in the item.

Councillor Schenning in, Leisure and Development Committee minutes, Item 6 DfC Funding Anti Poverty Strategy, Item 7 Reducing Bureaucracy in Grant Making, Item 8 Grant Funding Governance Panel,. Councillor Schenning did not participate in the item.

## **4. MINUTES OF COUNCIL MEETING HELD TUESDAY 3 AUGUST 2021**

Minutes, previously circulated.

### **Matters Arising**

#### **4.1 Deputation DfI Roads Programme Spring 2021 (Item 4)**

Proposed by Alderman Fielding  
Seconded by Councillor Scott and

**AGREED** – that the minute reflect Department for Infrastructure agreed to get back to Council to confirm what work would be completed in the upgrade of warning signs and road markings at Craigahulliar Road/Ballymacrea Road.



## 4.2 Adoption of Minutes

Proposed by Councillor Hunter  
Seconded by Councillor Wilson and

**RESOLVED** – that the Minutes of the Council Meeting held Tuesday 3 August 2021 are confirmed as a correct record.

## 5. MINUTES OF PLANNING COMMITTEE MEETING HELD WEDNESDAY 23 JUNE 2021

Minutes, previously circulated.

**RESOLVED** – that the Minutes of the Planning Committee meeting held Wednesday 23 June 2021 are received and noted.

## 6. MINUTES OF PLANNING COMMITTEE MEETING HELD MONDAY 5 JULY 2021

Minutes, previously circulated.

**RESOLVED** – that the Minutes of the Planning Committee meeting held Monday 5 July 2021 are received and noted.

## 7. MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD TUESDAY 10 AUGUST 2021

Minutes, previously circulated.

The Chair, Councillor Wilson proposed the adoption of the Minutes subject to any Matters Arising.

### Matters Arising

#### 7.1 Castlerock Footbridge (Item 17)

In response to questions the Director of Environmental Services advised an analysis of repairs is with Translink for approval, however, Translink have concerns regarding the contents of the analysis. A meeting has been arranged with Translink for the end of the week. The Director of Environmental Services clarified the bridge was not required to be stored under cover, but alternative storage could be considered.

The Director of Environmental Services agreed a verbal update could be provided to the next Environmental Services Committee to include a timeline of

what has been completed to date, along with a written report for the next Council Meeting.

In a separate matter the Director of Environmental Services confirmed all reports of fly tipping are investigated.

## **7.2 Adoption of the Minutes**

Proposed by Councillor Wilson  
Seconded by Councillor Wallace and

**RESOLVED** – that the Minutes of the Environmental Services Committee meeting held Tuesday 10 August 2021 are adopted and recommendations therein approved.

## **8. MINUTES OF FINANCE COMMITTEE MEETING HELD THURSDAY 12 AUGUST 2021**

Minutes, previously circulated, presented by Vice Chair, Councillor Callan.

Proposed by Councillor Callan  
Seconded by Councillor Scott and

**RESOLVED** – that the Minutes for the Finance Committee meeting held Thursday 12 August 2021 are adopted and recommendations therein approved.

## **9. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 17 AUGUST 2021**

Minutes, previously circulated.

Leisure and Development Vice Chair, Councillor Watton, proposed the adoption of the Minutes subject to any Matters Arising.

### **Matters Arising**

#### **9.1 Reducing Bureaucracy in Grant Making (Item 7)**

Councillor MA McKillop raised a point of accuracy requesting that it be included that she proposed to accept the recommendation on the night of the Committee but did not have a seconder.

#### **9.2 Any Other Relevant Business - Bylaws to address watercrafts on beaches (Item 21.1)**

Alderman Duddy felt a proposal may have been omitted from the minute, this was confirmed by Councillor MA McKillop.

Proposed by Councillor MA McKillop  
Seconded by Alderman Duddy and

**AGREED** – that the minutes of the Leisure and Development Committee meeting held on 17<sup>th</sup> August 2021 include that Councillor MA McKillop made a proposal in relation to the report on Reducing Bureaucracy in Grant Making on the night of the Committee but did not have a seconder and that a report on Watercrafts on Beaches is brought to the next Leisure and Development Committee meeting.

### 9.3 Adoption of the Minutes

Proposed by Councillor Watton  
Seconded by Alderman Finlay and

**RESOLVED** – that the Minutes of the Leisure and Development Committee meeting held Tuesday 17 August 2021, as amended, are adopted and recommendations therein approved.

## 10. MINUTES OF CORPORATE, POLICY AND RESOURCES COMMITTEE MEETING HELD TUESDAY 24 AUGUST 2021

Minutes, previously circulated.

The Chair, Alderman Knight McQuillan, proposed the adoption of the Minutes subject to any Matters Arising.

### **Matters Arising ‘In Committee’.**

At the request of Councillor McCandless, the Mayor advised Agency Workers and Vacancy Control (Item 15) would be considered ‘*In Committee*’ at the end of the meeting.

At the request of Alderman Duddy, the Mayor advised AORB Item 16.1, Organisation Structure, (Item 16.1) would be considered ‘*In Committee*’ at the end of the meeting.

### 10.1 Adoption of the Minutes

Proposed by Alderman Knight McQuillan  
Seconded by Alderman Finlay and

**RESOLVED** – that the Minutes of the Corporate, Policy and Resources Committee meeting held Tuesday 24 August 2021, as amended are adopted and recommendations therein approved.

## **11. MATTERS FOR REPORTING TO PARTNERSHIP PANEL**

Proposed by Councillor Wilson  
Seconded by Councillor McAuley and

**AGREED** – to ask the Partnership Panel representative (Alderman McKeown) to raise the issues regarding the safety at road ends, flooding and three statutory bodies cutting grass, with the expectation to further lobby to make meaningful changes.

Alderman Baird also referred Council to the Labour Market Partnership Strategy and Action Plan raised at Leisure and Development Committee, that the Department for Communities is supporting Council, to ensure Council is saved expense.

Alderman McKeown, as Council's Partnership Panel representative, confirmed the date of the next meeting and agreed to raise the issues.

## **12. CONFERENCES**

Report, previously circulated, presented by the Mayor as read.

The purpose of the report is to inform Elected Members of conferences and courses they may wish to attend.

The following were listed:

### **12.1 Local Government Annual Conference 2021: A Better Northern Ireland Councils Make it Happen**

- Wednesday 24 November 2021 Clondeboye Lodge Hotel, Bangor & Online

NILGA are offering six physical delegate places and unlimited virtual delegated places.

Cost of a Physical Delegate - £99 (+Vat) (Per Person)

Cost of a Virtual Delegate - £35 (+Vat) (Per Person)

**It is recommended** that Council consider the Conference listed.

**RESOLVED** – that Council note the Conference report.

## **13. CORRESPONDENCE**

Report, previously circulated, presented by the Mayor as read.

The purpose of the report is to present correspondence for Members' consideration.

The following are listed:

**(i) August Housing Council Bulletin (dated 12<sup>th</sup> August 2021)**

Correspondence circulated.

**(ii) Minutes of 481<sup>st</sup> Meeting of Northern Ireland Housing Council (dated 14<sup>th</sup> June 2021)**

Correspondence circulated.

**(iii) Correspondence received from DAERA Staff Engagement, Equality & Diversity Branch (dated 2 August 2021)**

The Department of Agriculture, Environment and Rural Affairs (DAERA) is in the process of updating Audit of Inequalities, to support the development of our new Equality Action Plan 2021-2025.

If elected members are aware of new research or information that would be relevant to the update of the DAERA Audit of Inequalities, please share using [equality@daera-ni.gov.uk](mailto:equality@daera-ni.gov.uk) It would be useful to have specific data and references that focus on the key issue(s) you wish to highlight. If you could have such information provided to us by Monday 6<sup>th</sup> September 2021, if possible, then that would be great.

Equally, if you would like to arrange a stakeholder engagement session with the Equality team, we would be happy to meet with you to discuss the DAERA Audit and key inequalities, please reply to this email at your earliest opportunity and we will be in touch to arrange.

**(iv) Correspondence received from Chief Executive, Local Government Boundaries Commission (dated 27<sup>th</sup> July 2021)**

The Chief Executive advised on Provisional Recommendations published and announces opening for public consultation at [www.lgbc-ni.org.uk/consultation](http://www.lgbc-ni.org.uk/consultation). The closing date for written feedback and suggestions about these proposals will be 21<sup>st</sup> September 2021.

Full details of how to respond are available at

<https://www.lgbc-ni.org.uk/consultation> or alternatively you can submit a response by e-mailing my team on [consultation@lgbc-ni.org.uk](mailto:consultation@lgbc-ni.org.uk).

Correspondence circulated.

**It is recommended** that Council consider the correspondence.

**RESOLVED** – that Council note the correspondence schedule.

## 14. CONSULTATION SCHEDULE

Report, previously circulated, presented by the Mayor as read.

- (i) Hornsea Projects Consultation on Potential Compensation Measures for Seabirds, relating to the Hornsea Project Four Offshore Wind Farm 6 September 2021
- (ii) EAMS, Early Access to Medicines Scheme Consultation 17 September 2021
- (iii) Medicines and Healthcare Products Regulatory Agency (MHRA) Consultation on Point of Care Manufacturing 23 September 2021
- (iv) Department of Health, Consultation to Expand Access to Naloxone 28 September 2021
- (v) Department of Work and Pensions, Shaping Future Support: The Health and Disability Green Paper 1 October 2021
- (vi) Department of Health Publication and Public Consultation of the Northern Ireland Cancer Strategy 20 October 2021

## 15. SEAL DOCUMENTS

Members were advised of the undernoted items for signing and sealing by Council, approval having been previously granted and all necessary legislative requirements being met.

- (i) Grave Registry Certificates, No's 5172-5192 inclusive
- (ii) Lease – Causeway Coast and Glens Borough Council and Northern Ireland Electricity Networks Limited – Sub-Station Site at Clontyfinnan, Ballymoney (L&P SC 170606, CP&R 170919, CM 170920)
- (iii) Employee Car Loan Agreement 114-4676

Proposed by Councillor Anderson  
Seconded by Councillor Watton and

**RESOLVED** - that the sealing of documents as listed (Items i-iii inclusive) be approved.

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

Proposed by Councillor Dallat O'Driscoll  
Seconded by Councillor Mulholland and

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

- \* **Press and public were disconnected from the meeting at 7:40pm**

**The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.**

The Mayor read the following statement:

*Members, I would remind you that this session is being audio recorded in line with Council's guidance. You are reminded that there should be no other persons present who are not entitled to be - either hearing or seeing consideration of such items, and/or recording the proceedings. Failure to comply could be in breach of Code of Conduct responsibilities. You are reminded that you are personally responsible for any comments that you make.*

## **16. MINUTES OF CORPORATE POLICY AND RESOURCES MEETING HELD TUESDAY 24 AUGUST 2021 'IN COMMITTEE'**

### **Matters Arising 'In Committee'**

#### **16.1 AORB – Organisation Structure (abbreviated), Alderman Duddy (Item 16.1)**

Alderman Duddy referred to the verbal timeline presented at the Committee meeting and recollected it was stated there would be a Union Ballot in October and assimilation in March. Alderman Duddy considered this should be within the minute, that a Council decision had not been fulfilled.

Proposed by Alderman Duddy  
Seconded by Alderman Finlay and

**AGREED** – that a timeline of the work completed since December 2020 until August 2021 of the work completed in harmonising jobs be received with the report being presented to committee in September.

#### **16.2 Agency Workers and Vacancy Control (Item 15)**

Extensive discussion occurred regarding the position of agency workers within Council highlighting some agency workers have been in post for long periods of time.

In response to questions, the Director of Corporate Services advised that Officers were working to harmonise terms and conditions for permanent staff and once this was completed, vacancies would be advertised, Agency workers could avail of the internal trawl process. She advised Council was working with trade unions and within employment law.

Alderman Duddy requested the verbal update provided by the Director of Corporate Services at the Committee meeting, on behalf of the Director of Leisure and Development and Director of Environmental Services regarding the

timeline going forward for assimilating jobs within these Directorates be documented in the Committee Meeting minutes.

Proposed by Alderman Duddy  
Seconded by Councillor Wilson and

**AGREED** – that the verbal update provided by the Director of Corporate Services on behalf of Director of Leisure and Development and Director of Environmental Services regarding the timeline going forward for assimilating jobs within these Directorates be documented in the Committee Meeting minutes.

**16.3 AORB, re Sickness Policy (abbreviated) (Alderman Duddy) (Item 16.3)**

Proposed by Alderman Duddy  
Seconded by Councillor McLean and

**AGREED** - that it be recorded in the Committee meeting minutes that the HR Business Partner in attendance stated there had been no changes to the Council's Sickness Policy.

**MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Councillor Wilson  
Seconded by Councillor Schenning

**AGREED** – to recommend that Committee move '*In Public*'.

This being all the business, The Mayor thanked everyone for their attendance and the meeting concluded at 8:06pm.

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Mayor