

**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 24 MAY 2022**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
1.	Apologies	<b><i>Alderman Finlay</i></b>
2.	Declarations of Interest	<b><i>Nil</i></b>
3.	Minutes of Corporate Policy and Resources Committee Meeting held Tuesday 26 April 2022	<b><i>Taken as read and signed as correct</i></b>
4.	Community Plan Update	<b><i>Information</i></b>
	<b>'IN COMMITTEE' (Item 5, 5.1)</b>	
5.	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	
5.1	Access to Council parking facilities in Limavady for Donaghy Brothers and current costs associated with it ( <i>Councillor Bateson</i> )	<b><i>Information</i></b>
6.	Performance Improvement Objectives 2021/2022 update	<b><i>Information</i></b>
7.	Business Plans – Annual Review 2021/22 and 2022/23	<b><i>to recommend that Council accept the Business Plans presented</i></b>
7.1	Democratic and Central Services	<b><i>Approve</i></b>
7.2	ICT	<b><i>Approve</i></b>  <b><i>to recommend that costings to live stream Council and Committee meetings are brought to the Corporate Policy and Resources committee meeting in June 2022</i></b>
7.3	ODHR	<b><i>Approve</i></b>

7.4	Policy and Community Planning	<b>Approve</b>
7.5	Performance	<b>Approve</b>
8.	Conferences	<b>Information</b>
9.	Correspondence	<p><b>to recommend that Council pay the NILGA Annual Service Level Fee Invoice for 2022/23 of £56,212.80</b></p> <p><b>to recommend that Council grant permission for NILGA to host the NILGA Executive meeting on 12th August 2022 in The Council Chamber as outlined</b></p>
10.	Consultations	<b>Nil</b>
11.	Matters for Reporting to the Partnership Panel	<b>None</b>
	<b>'IN COMMITTEE' (Items 12 – 15 inclusive)</b>	
12.	Provision of Council Insurance	<b>Information</b>
13.	Tender for provision of an Occupational Road Risk Management Online Driver Audit System	<p><b>to recommend that Council approve BCS as the supplier for the provision of an Occupational Road Risk Management Online Driver Audit system for a 3 year period at an annual premium of £12,500.00 plus VAT</b></p>
14.	Minutes of the Land and Property Sub Committee meeting held 11 May 2022	<b>to recommend that Council approve and recommendations therein</b>

15.	Health Plan	<b><i>to recommend that Council approve the implementation of a Health Care Plan in CC&amp;GBC, subject to a Procurement exercise in line with Council Policy</i></b>
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UNCONFIRMED

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
CORPORATE POLICY & RESOURCES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS,  
AND VIA VIDEO-CONFERENCE ON  
TUESDAY 24 MAY 2022 AT 7.00 PM**

**In the Chair:** Alderman Knight McQuillan (C)

**Present:** Alderman Baird (R); Duddy (C); Fielding (C); Hillis (C);  
S McKillop (C); Councillors Beattie (R); Chivers (R),  
Dallat O'Driscoll (R); McCaw (R); McGurk (R); McLean  
(C); C McShane (R); Wilson (C)

**Non-Committee  
Members Present:** Councillor Bateson (R) (Item 5, 5.1)

**Officers Present:** M Quinn, Director of Corporate Services (C)  
P Donaghy, Democratic and Central Services Manager (R)  
K Mailey, Head of Human Resources and Organisational  
Development (R)  
P McColgan, Head of ICT (R)  
S McMaw, Head of Performance (R)  
J McCarron, Performance Officer (R)  
J Welsh, Head of Community and Culture (R)  
W Hall, Asset Realisation Officer (R)  
J Keen, Committee and Member Services Officer (C)

**In Attendance:** J Winfield, ICT Manager (R)  
A Lennox, Mobile Operations Officer (C)  
C Thompson, ICT Officer (C)  
  
Press (2 No.) (R)

**Key:** (C) Attended in the Chamber  
(R) Attended Remotely

The Director of Corporate Services undertook a roll call of committee members present.

The Chair advised Committee of its obligations and protocol whilst the meeting was being audio recorded; and with the remote meetings protocol.

**ORDER OF BUSINESS**

The Chair advised that Agenda Item 15, Any Other Relevant Business (notified in accordance with Standing Order 12(o)), would be considered at the beginning of the meeting.

**1. APOLOGIES**

Apologies were recorded for Alderman Finlay.

## **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **3. MINUTES OF CORPORATE POLICY AND RESOURCES COMMITTEE MEETING HELD TUESDAY 26 APRIL 2022**

Copy, previously circulated.

The minutes of the meeting of 26 April 2022 were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 3 May 2022.

## **4. COMMUNITY PLAN UPDATE**

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

### **Introduction**

The Community Plan is a long-term plan (from 2017 to 2030) based on sound, robust evidence with a focus on improving social, economic and environmental well-being and contributing to sustainable development.

The Community Plan is a strategic planning tool for the Causeway Coast and Glens area and it is the key over-arching framework for partnerships and initiatives in the Council area. It is not seen as an additional or parallel process to structures already in place.

Phase 1 of the community planning process was the development of a Strategic Framework for the Community Plan. This document was finalised in April 2017 and officially launched in June 2017. It outlines the high-level outcomes identified for the Causeway Coast and Glens area based on an extensive public consultation process and a statistical analysis of the area.

Phase 2 of the community planning process was the development of a comprehensive Delivery Plan in 2018 which put in place 44 practical actions and activities to achieve the outcomes identified in the Strategic Framework.

Phase 3 of the community planning process put in place mechanisms to monitor and report on performance against the Community Plan objectives/outcomes. An Outcomes Based Accountability (OBA) process is utilised to monitor and report on performance with Action Leads using report cards to provide information on the following areas in relation to each of the actions within the Delivery Plan:

- What did we say we would do?
- How much did we do?
- How well did we do it?

- Who is better off?

The Community Planning Partnership undertook a review of its Delivery Plan in 2020 and this revised Delivery Plan was approved by the Partnership in December 2020. The Delivery Plan now includes 34 actions.

### **Progress on Delivery Plan - Quarterly Summary of Progress Report (copy previously circulated)**

The monitoring and reporting process used by the Partnership requires quarterly reports to be submitted by Action Leads and these are then reported on by the four thematic leads to the next Partnership meeting.

A summary report is circulated to all Partnership members on progress in relation to the 34 actions contained in the Delivery Plan and a copy of this summary report for the period January 2022 to March 2022 was attached for information.

### **Review of Community Plan (2022)**

A review of the Community Plan is a statutory requirement contained within the Local Government (NI) Act NI 2014 and requires a review to be completed before the fourth anniversary of the date on which the Community Plan was first published. For Causeway Coast and Glens this review was due by June 2021 but, with the impact of the pandemic, the Department considered that it would be sufficient for Partnerships to formally confirm that a review of the Community Plan had been conducted and that Partners agreed the Plan continued to meet (or would meet in amended form) the needs of the local community.

An interim review was therefore carried out by Causeway Coast and Glens Community Partnership in May 2021 with very few changes recommended. The Partnership, however, made a commitment that a full review of Causeway Coast and Glens Community Plan would be undertaken in 2022 which would incorporate a wider public consultation process if circumstances allowed.

As we continued to emerge from COVID and, given new challenges such as cost of living increases, it was considered important to progress this review in order to assess what shifts may have occurred in the intervening period. This would ensure the Community Plan remained current and robust enough to address emerging needs and issues.

A review process was developed which would a range of engagement sessions to review the Key Population Outcomes, the Intermediate Outcomes and the actions contained in the Delivery Plan.

The process began with four sessions for statutory partners and action leads on the thematic areas of:

- Health & Wellbeing
- Community Safety/Community
- Infrastructure/Environment
- Economic/Education/Tourism

These facilitated sessions allowed the statutory partners and action leads to reconnect with the Community Plan and identify any amendments required to meet current and future challenges.

There will be two further facilitated sessions in May which will engage/consult with local community and voluntary groups on the review.

A survey will also be developed which will be circulated through appropriate databases and will also be available on-line.

It is hoped (circumstances permitting) that a public consultation will take place during the summer/early autumn.

### **Peace Plus – Invitation to Statutory Agencies**

The Community Planning Statutory Partners have been invited to nominate six representatives to participate on the Peace Plus Partnership. The Peace Plus Partnership will also include 11 elected representatives (already nominated) and 10 social partners representing the local community and voluntary sector and under-represented groups.

### **Integrated Care System**

A new approach to planning for health and well-being is being introduced by the Department for Health to be known as an “Integrated Care System”. This approach is designed as a one planning system at an area level to be made up of different aspects of health and well-being at regional and local levels, all inter linked.

At an area level there will be Area Integrated Partnership Boards (AIPB’s) and these Boards will be made up of representatives from across health and social care, the voluntary/community sector, local government, community planning and service users/carers.

AIPB’s will be responsible for the planning and delivery of improved health and social care outcomes for their respective populations (currently envisaged as being based on the geographical boundaries of the existing five Health and Social Care Trusts).

AIPB’s will develop and publish a three-year Health and Well-Being Plan for their area and this will be the “go to” health and well-being plan for that area. This will need to cross-reference the Community Plan and recognise the input of community planning to local health and well-being.

It is envisaged the initial, preparatory work of the AIPB’s will take place during 2023/24 with area plans produced by March 2024.

The Department for Health are currently working up guidance on how this new approach will be rolled out to include how it will link into the community planning process.

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

Proposed by Alderman Fielding  
Seconded by Alderman S McKillop and

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

\* **Members of the Press left the meeting at 7:11pm.**

*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.*

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

#### **5.1 Access to Council parking facilities in Limavady and current costs associated with it (Councillor Bateson)**

Councillor Bateson presented the item of Any Other Relevant Business and queried if the current decision regarding a request to use Council land and associated costs for access through Council's car park and use of facilities could be reconsidered.

Councillor Bateson expressed concern regarding the charges applied and referred to other businesses in the area who were utilising the same facilities and had not been charged.

Further debate ensued regarding the matter of the costs following which it was

Proposed by Councillor McGurk  
Seconded by Councillor Dallat O'Driscoll

- To recommend that Council refer the matter to the Land and Property Sub Committee.

The Director of Corporate Services confirmed the current Council decision was agreed at the Council meeting dated 7 December 2021 and that Land and Property policies and procedures had been followed. The Director of Corporate Services cited Standing Order 23, Recission of a Preceding Resolution including the required timescales and advised of the procedure for reconsidering a Council decision.

In accordance with Standing Order 23 the Chair ruled the motion would not be taken. Councillor Bateson accepted the ruling.

## **MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Alderman Fielding  
Seconded by Councillor McLean and

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

\* **Members of the Press re-joined the meeting at 7:28pm.**

## **6. PERFORMANCE IMPROVEMENT OBJECTIVES 2021/2022 UPDATE**

Report, previously circulated, presented by the Performance Officer.

### **Purpose**

The purpose of this report is to present to Elected Members for information an update on performance against the Council's 2021/22 Performance Improvement Objectives.

### **Background**

The Local Government Act (NI) 2014, Part 12, sets out the key responsibilities that each Council has in relation to the Performance Duty. One of these key responsibilities is to publish and then report against a set of annual Performance Improvement Objectives.

The 2021/22 Performance Improvement Objectives were set as part of the 2021/22 Performance Improvement Plan that was agreed by Council in June 2021 and an update on their progress is included below.

### **Conclusion**

Members are asked to note this update and to seek any further clarity if required.

Tables were provided presenting details on the below Performance Improvement Objectives:

- **2021/22 Performance Improvement Objective 1** - We will lower staff absenteeism rates
- **2021/22 Performance Improvement Objective 2** - We will improve and drive inclusive economic growth across the Borough through the Growth Deal
- **2021/22 Performance Improvement Objective 3** - We will introduce a robust arrangement for engaging with our citizens
- **2021/22 Performance Improvement Objective 4** - We will develop and embed improvements to Council's Performance Improvement and Business Planning processes
- **2021/22 Performance Improvement Objective 5** - We will improve the environment in which we live by continuing to develop and improve our approaches to, and processes for, managing the removal and recycling of waste from our homes and streets

## **7. BUSINESS PLANS – ANNUAL REVIEW 2021/22 AND 2022/23**

- 7.1 Democratic and Central Services
- 7.2 ICT
- 7.3 ODHR
- 7.4 Policy and Community Planning
- 7.5 Performance

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

In response to questions regarding the ICT Business Plan the Head of ICT confirmed that costings to live stream meetings could be presented at the Corporate Policy and Resources Committee meeting in June 2022.

Proposed by Councillor Wilson  
Seconded by Alderman Hillis and

**AGREED** – to recommend that costs to live stream Council and Committee meetings are brought to the Corporate Policy and Resources committee meeting in June 2022.

Proposed by Councillor Wilson  
Seconded by Councillor McGurk and

**AGREED** – to recommend that Council approve the Business Plans presented (Items 7.1-7.5).

## 8. CONFERENCES

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

### **Purpose of report**

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

The following were listed:

Elected Members should contact Democratic Services to register interest.

National Association of Councillors (NAC UK Conference – Emergency Planning & Resilience)

The Bliss Hotel, Southport  
Friday 24<sup>th</sup> to Sunday 26<sup>th</sup> June 2022  
Delegate Fee: £350 plus VAT

Accommodation is available for delegates at the Conference Hotel at the special NAC Conference Delegate rate of £85 plus VAT per night.

### **Recommendation**

**It is recommended** that Corporate Policy & Resources Committee approve the Conferences/Courses listed.

\* **Councillor McCaw joined the meeting at 7:39pm**

## **9. CORRESPONDENCE**

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

### **Purpose of Report**

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

The following correspondence has been received:

### **2.1 A Allen, Chief Executive, NILGA (dated 21 April 2022) (circulated)**

Correspondence has been received from A Allen, Chief Executive, NILGA outlining the NILGA Corporate Plan 2019-2023, NI Local Government Vision 2021-2023 and Key areas of focus for NILGA in 2022/23.

Council has been invited to pay the NILGA Annual Service Level Fee 2022/2023, a small increase in the subscription of 2.5% to accommodate inflationary and pay award pressures.

Total net Amount	£46,844.00
Total VAT Amount	£ 9,368.80
Invoice Total	£56,212.80

**It is recommended** that Corporate Policy and Resources Committee consider the NILGA Annual Service Level Fee Invoice for 2022/23 of £56,212.80.

Proposed by Alderman Baird  
Seconded by Councillor McGurk

- to recommend that Council pay the NILGA Annual Service Level Fee Invoice for 2022/23 of £56,212.80

Alderman Duddy stated his objection to paying the NILGA Annual Service Level Fee.

Councillor Wilson requested that a vote be taken.

The Chair put the motion to the vote.  
8 Members voted For; 3 Members voted Against; 2 Members Abstained.  
The Chair declared the motion carried.

### **2.2 NILGA (dated 9 May 2022)**

Correspondence has been received from NILGA advising that pre Covid, the NILGA Executive Meetings would normally have been rotated around the 11

Council areas and during the height of the Covid restrictions this stopped. However, NILGA has advised they have now been holding hybrid meetings.

NILGA has requested that Council host their August 2022 meeting in The Council Chamber, in order that IT equipment may be availed of, to host their hybrid meeting.

### **NILGA Requirements**

The NILGA Executive meeting will be held on 12th August 2022. The use of The Council Chamber is required from 10am until approximately 12.30pm for approximately 15 people and NILGA will cover the cost of catering.

### **Cost to host**

Civic Facilities have advised there is no room charge for the use of The Council Chamber and supply of tea/coffee. IT staff time will be required for the meeting setup and duration from 9.00am-1.00pm and one Democratic Services staff member in attendance to oversee arrangements.

*Note* - Council has previously acceded to a similar request to host National Association of Councillors in The Council Chamber in July 2022.

**It is recommended** that Corporate Policy and Resources Committee consider the request from NILGA to host the NILGA Executive meeting on 12<sup>th</sup> August 2022 in The Council Chamber as outlined.

Proposed by Alderman Baird  
Seconded by Councillor McGurk and

**AGREED** – to recommend that Council grant permission for NILGA to host the NILGA Executive meeting on 12<sup>th</sup> August 2022 in The Council Chamber as outlined

## **10. CONSULTATIONS**

There were no consultations.

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

There were no matters to report to the partnership panel.

### **MOTION TO PROCEED ‘IN COMMITTEE’**

Proposed by Councillor Wilson  
Seconded by Councillor McLean and

**AGREED** – to recommend that Council move ‘*In Committee*’.

\* **Members of the Press left the meeting at 7:46pm.**

***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.**

## **12. PROVISION OF COUNCIL INSURANCE**

Confidential report, previously circulated, presented by the Head of Performance.

### **Purpose of Report**

The purpose of this report is to update Elected Members on the annual Council insurance renewal post European Journal procurement exercise.

### **Recommendation**

**It is recommended** that the Corporate Policy and Resources Committee note the information within this report. A further report will be brought back regarding Officials Indemnity Insurance once there is clarity regarding this from the Insurance Broker.

In response to questions the Head of Performance provided details on the number and type of claims currently active. He advised he could bring a more detailed report to the Corporate Policy and Resources Committee in June 2022. The Head of Performance further confirmed how payment of insurance is incorporated into the budget.

## **13. TENDER FOR PROVISION OF AN OCCUPATIONAL ROAD RISK MANAGEMENT ONLINE DRIVER AUDIT SYSTEM**

Confidential report, previously circulated, presented by the Head of Performance.

### **Purpose of Report**

The purpose of this report is to seek Elected Member approval for the appointment of a supplier for the Occupational Road Risk Management Online Driver Audit System.

### **Recommendation(s)**

**It is recommended** that the Corporate Policy and Resources Committee approve BCS as the supplier for the provision of an Occupational Road Risk Management Online Driver Audit system for a 3 year period at an annual premium of £12,500.00 plus VAT.

Proposed by Alderman Duddy  
Seconded by Alderman Hillis and

**AGREED** – to recommend that Council approve BCS as the supplier for the provision of an Occupational Road Risk Management Online Driver Audit system for a 3 year period at an annual premium of £12,500.00 plus VAT.

## **14. MINUTES OF THE LAND AND PROPERTY SUB COMMITTEE MEETING HELD 11 MAY 2022**

Minutes previously circulated.

Proposed by Councillor C McShane  
Seconded by Councillor McGurk and

**AGREED** – to recommend that Council approve the Minutes of the Land and Property Sub-Committee meeting held Wednesday 11 May 2022 and recommendations therein.

## 15. HEALTH PLAN

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

### **Purpose of Report**

The purpose of this report is to review the provision of health care plans which are currently in place and have continued in terms of legacy arrangements (TUPE) and consider implementation of consistent arrangements going forward for all.

Appendix 1 (circulated) provides details on the overall context in terms of Health Care in NI and also the Covid-19 context.

As an employer, it is necessary to take a proactive approach in the provision of suitable healthcare initiatives. It will enable the Council to remain competitive in attracting and retaining talent and ensuring the health and wellbeing of our employees.

### **Recommendations**

It is recommended that Council approve the implementation of a Health Care Plan in CCGBC, subject to a Procurement exercise in line with Council policy.

In response to questions, the Director of Corporate Services provided information on how beneficial the Health Care Plan could be for Council.

Alderman Baird spoke in support of implementing the Health Care Plan.

Proposed by Alderman Baird  
Seconded by Councillor McGurk and

**AGREED** – to recommend that Council approve the implementation of a Health Care Plan in CCGBC, subject to a Procurement exercise in line with Council policy.

The Chair, being her last evening thanked everyone for their attendance and patience throughout the year while she was in the position of Chair.

Councillor Wilson thanked the Chair for her work and good Chairmanship throughout the year.

**MOTION TO PROCEED *'IN PUBLIC'***

Proposed by Councillor Wilson  
Seconded by Alderman Fielding and

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

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 8:16pm.

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Chair