



**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING
TUESDAY 23 APRIL 2024**

No	Item	Summary of Key Recommendations
1.	Apologies	<i>Alderman Coyle</i>
2.	Declarations of Interest	<i>Nil</i>
3.	Minutes of Corporate Policy and Resources Committee Meeting held Thursday 21 March 2024	<i>Confirmed as a correct record</i>
4.	Minutes of the Implementation Oversight Panel meeting held Monday 8 April 2024	<i>To recommend that the Minutes of the Implementation Oversight Panel Meeting held 8 April 2024 are adopted and recommendations therein approved</i>
5.	Civic Building and Town Hall Room Hire Charges	<i>To recommend that Council freeze the room hire charge for the Shiels room in Ballymoney Town Hall and approve an increase of 5% on all other room hire charges for Sheskburn House and the Town Halls for 2024/25 as set out in Appendix 1 with the caveat to bring a paper back with a strategy for targeted advertising and promotion of what facilities Council have and how much they cost.</i>
6.	Provision of Council Insurance 2024/25	<i>To recommend that Council note the report.</i>
7.	D-Day 80 Anniversary	<i>To recommend that Council approve Council's plans to</i>

		commemorate the D Day 80 Anniversary event.
8.	Notes of the Elected Member Development Working Group held Monday 15 April 2024	To recommend that the notes of the Elected Member Development Working Group held Monday 15 April 2024 are adopted and actions therein approved.
9.	Complaints Handling Procedure	To recommend to Council that the amendments detailed in the report in relation to reference to NIPSO guidance documents, timescales for escalating a complaint, wording throughout to be in line with the final published Model Complaints Handling Procedure and provisions in relation to supporting the customer be approved and the Complaints Handling Procedure amended accordingly.
10.	Request to host NILGA Executive Meeting	To recommend that Council approve the request to host the NILGA Executive Meeting on Friday 9th August 2024 in The Council Chamber, Civic Headquarters, catering costs to be met by NILGA.
11.	ODHR Policies and Procedures – Social Media Policy	To recommend that Council approve the Social Media Policy.
12.	Conferences	
12.1	Employment Issues and Negotiation with Trade Unions	Noted
13.	Consultation	Nil
14.	Correspondence	

14.1	Anthony Carleton, Director Local Government & Housing Regulation, Department for Communities, dated 28 March 2024	<i>Noted</i>
15.	Matters for Reporting to the Partnership Panel	<i>Nil</i>
	<i>'In Committee' (Items 16-22 inclusive)</i>	
16.	Appointment of Consultant(s) to undertake independent research on the New Dwellings Requirement for the Borough to inform the preparation of the Local Development Plan	<i>To recommend that Council agree to the appointment of consultant(s) to undertake independent research on the New Dwellings Requirement for the Borough to inform the preparation of the Local Development Plan, and agree the Draft Tender TOR attached at Appendix 1.</i>
17.	Corporate Services Management Accounts Month 11	<i>Noted</i>
18.	Minutes of the Land and Property Sub Committee meeting held Wednesday 10 April 2024	<i>To recommend that Council adopt the Minutes of the Land and Property Sub Committee meeting held Wednesday 10 April 2024 and recommendations therein approved.</i>
19.	Renewal of Microsoft 365 Contract	<i>To recommend that Council approve the tendered bid from BT to renew the Microsoft 365 contract for another 3 years. This is the only feasible option for continuity of service.</i>
20.	Transformation Programme Recommendations – Records Management and Information Governance	<i>Noted</i>
21.	Renewal of Agency Contract	<i>To recommend that Council approve the renewal of the recruitment agency contract for a further period of 12 months.</i>

22.	Portballintrae, Seaport Avenue, Claim of Right of Way, Legal Dispute. Update of Senior Counsel Opinion	<p><i>To recommend that Council amends its position of 10th January 2024 regarding the claim by the owners of number 14 Seaport Avenue of a right of way, both vehicular and pedestrian to access their property, over that part of the laneway owned by Council at Seaport Avenue, Portballintrae, to a neutral position,</i></p> <p><i>and confirms continued delegated authority for Legal Services Officers to act until the conclusion of legal proceedings.</i></p> <p><i>Legal Services Officers will provide updates to the Land and Property Subcommittee.</i></p>
23.	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	<i>Nil</i>