

Causeway Coast and Glens Borough Council

Corporate Policy & Resources Committee Tuesday 20th October 2015

Table of Key Recommendations

No	Item	Recommendation
5.	Portballintrae Land and Property Issues	Workshop is held on a date to be agreed
6.	Draft Equality Action Plan	Approve subject to proviso
7.	Council Draft Charging Structure for Published Information	Approve
8.	Councillors' Allowances	Set up a sub-committee of 6 members allocated by D'Hondt to consider
9.	Remembrance Events November 2015	Mayor decides which service to attend and the Deputy Mayor and Aldermen attend services
10.	Recognition Programme – Anniversary of the Somme 2016	Officers meet with the Groups; a budget is allocated and Councillors are involved
11.	Developing a Programme for Local Government 2016-2020	Consider at November meeting
12.	Rotation of Committee Meetings	Adopt Option 1
13.	Coleraine Harbour Commissioners Update	<ol style="list-style-type: none"> 1. nominate three Councillors to sit on the Board from 1st January 2016, to be filled by d'hondt 2. for those Commissioners who are currently in post, extend 3. for the 4 vacant posts that Council begin a selection process to fill those posts 4. use one of the two recruitment agencies to carry out this recruitment exercise
14.	Policies for Approval	For Information
15.	The Local Government Performance Indicators (Performance and Standards) Order (Northern Ireland) 2015 Guidance Notes	Note

16.	Corrymeela Project – “As long as my bins get lifted...” – A Citizen Engagement Project	Note
17.	Correspondence 17.1 NILGA Working Groups and Associated Member Networks 17.2 NILGA Council Newsletter 17.3 NILGA Agriculture & Food Conference	Information
18.	Consultations 18.1 Delivering Social Care through Childcare	Note
19.	Notice of Motion submitted by Alderman Finlay (deferred from Council Meeting 22 nd September 2015)	Approve Notice of Motion and nominate a representative from each of the 5 Main Parties, DUP, UU, SF, SDLP, TUV onto a working group, chaired by the Mayor
20.	Matters for reporting to Partnership Panel	None
21.	Big Screen Football	investigate the cost of providing screens for viewing the NI Team UEFA Euro 2016 football matches in the four main areas of Ballycastle, Ballymoney, Limavady and Coleraine
22.	Rates Support Grant Joint Delegation Meeting	Information
23.	Broadband Coverage	Investigate coverage of Broadband and invite BT to a meeting to lobby
24.	Portrush Golf Club – Land Boundaries Issue	Approve the principle of the land transfer
25.	VAT Claims	For Information
26.	Filling Posts in the New Council Structures	For Information
27.	Voluntary Severance Requests	Approve

Corporate Policy & Resources Committee

Minutes of the Meeting of the Corporate Policy & Resources Committee, held in the Council Chamber, Civic Headquarters, Coleraine on Tuesday 20th October 2015 at 7.00pm.

In the Chair: Alderman Hillis

Members present: Alderman Campbell, Councillors Beattie, Callan, Chivers, Duddy, Knight-McQuillan, McCandless, McCorkell, McGuigan, McShane C, Quigley, Wilson

In attendance: M Quinn, Director of Performance
R Baker, Director of Leisure and Development
D Wright, Chief Finance Officer
E Beattie, Head of Policy and Community Planning
E Johnston, Head of Democratic and Customer Services
S Duggan, Committee and Member Services Officer

Also in attendance: Alderman Finlay
Councillor Clarke

Press
Public

1. Chair's Congratulations – The Open Championship, 2019

The Chair declared his delight at the announcement of The Open Championship, to be staged at Royal Portrush in 2019, stating it would be a major boost for tourism in the area, for Royal Portrush Golf Club and for Northern Ireland, there would be immense opportunities to look forward to, judging by the media interest in the announcement.

2. Apologies

There were no apologies recorded.

3. Declarations of Interest

Alderman Hillis Declared an Interest in the Item – Portrush Golf Club.

Councillor Callan and Councillor McGuigan Declared an Interest in the Item - Councillors' Allowances.

Councillor Duddy Declared an Interest in the Item – Recognition Programme – Anniversary of the Somme 2016.

4. Minutes of meetings held 15th September 2015

The Chair advised the Minutes of the above meeting had been adopted by Council.

5. Portballintrae Land and Property Issues

The Chair advised the 'in-committee' Items would be taken at the end of the meeting.

Director of Performance delivered the report, as undernoted:

At a meeting of the Corporate Policy and Resources Committee on 18th August 2015 Members considered an Options paper and recommended that a site visit be arranged in Portballintrae, with all Elected Members invited to attend.

These site visits took place on 30th September and 6th October. Members had the opportunity to "walk through" the complex issues on site, and were also briefed on issues relating to land exchange proposals submitted by Mr Sweeney, on behalf of Seaport (NI) Limited and historic land issues in the Portballintrae area.

It is recommended that a workshop is held in Civic Headquarters on Wednesday 11th November 2015, if suitable, to allow officers to give Members a presentation and to allow residents and Mr Sweeney to put their cases forward. Any suggestions from the workshop can be taken to the Corporate Policy and Resources Committee for consideration and recommendation to Council.

Councillor Duddy suggested that Remembrance Day was not an appropriate day to hold a workshop.

It was proposed by Councillor Duddy, seconded by Councillor McGuigan and **AGREED:** that a workshop is held in Civic Headquarters on a date to be agreed to allow officers to give Members a presentation and to allow residents and Mr Sweeney to put their cases forward. Any suggestions from the workshop can be taken to the Corporate Policy and Resources Committee for consideration and recommendation to Council.

* Councillor C McShane arrived at the meeting at 7.06pm.

6. Draft Equality Action Plan

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

Causeway Coast & Glens Borough Council is subject to the requirements of section 75 of the Northern Ireland Act which places a duty on the Council to comply with two statutory duties, which are:

Section 75 (1)

In carrying out our functions relating to Northern Ireland we are required to have due regard to the need to promote equality of opportunity between

- persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation***
- men and women generally***

- *persons with a disability and persons without*
- *persons with dependents and persons without.*

Section 75 (2)

In addition, without prejudice to the obligations above, in carrying out our functions in relation to Northern Ireland we are required to have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

The Shadow Council was required to produce an Equality Scheme in 2014 outlining how the Council proposed to fulfil these Section 75 duties and this Equality Scheme was approved for use by the new Council by the Equality Commission in March 2015.

One of the obligations included in this Scheme was the development of an Equality Action Plan by Council to promote equality of opportunity and good relations.

Draft Interim Equality Action Plan

A draft Equality Action Plan has therefore now been prepared for consideration by the Committee.

This Action Plan covers an interim period of one year (2015/16). Usually the Action Plan would cover a period of four years in line with the Council Strategy but because the Council is currently going through a period of transformation and change it is recommended that an interim, high level Action Plan be developed to take the Council through its the first transformational year.

The intention is to conduct a full, in-depth Audit of Inequalities in 2016 when structures have been established, new ways of working have been developed and new responsibilities assigned.

In this interim period the Action Plan that has been developed focuses on strategic and policy work that will assist in mainstreaming equality of opportunity and good relations within Council during its first year of operation.

The Action Plan outlines a number of objectives and identifies the S75 groups potentially affected. Action measures are included designed to help address any potential inequalities and these will be monitored and reviewed on a regular basis.

If approved by Committee and Council, the Action Plan will be issued for consultation to a wide range of relevant groups and organisations.

It was **AGREED**: to recommend that Council approves the draft Equality Action Plan for Causeway Coast & Glens Borough Council, circulated, with the proviso that the document will be reviewed again by the Committee if any major changes arise from the consultation process.

Councillor Wilson sought an update on the Equality Impact Assessment (EQIA) for the Flags Policy. The Director of Performance advised information would be available at the Council Meeting on 27th October.

7. Council Draft Charging Structure for Published Information

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

The Freedom of Information Act 2000 (FOIA), the Environmental Information Regulations 2004 (EIR) and the Data Protection Act 1998 (DPA) all give rights of public access to recorded information held by public authorities (although certain exemptions can apply).

Causeway Coast and Glens Borough Council has previously approved a Freedom of Information and Environmental Information Regulations Policy and Procedure which outlines the Council's commitment to the principles enshrined in this legislation.

This policy states that the Council will operate an access regime on the presumption that information is open unless there is a valid reason to restrict access. However, the Council also does have the ability to levy certain fees and charges in relation to information access requests received by the Council falling under the following three pieces of legislation:

- *The Data Protection Act 1998*
- *The Freedom of Information Act 2000 (FOIA)*
- *The Environmental Information Regulations 2004 (EIRs)*

A draft Charging Structure for Published Information which outlines the circumstances in which fees can be levied and gives proposed charges was previously circulated for consideration by the Committee.

This document outlines the legal background under which Council can charge for access to information and what is considered to be "appropriate limits". It also outlines how the costs for a request for access to information will be estimated, how multiple requests can be aggregated to bring them within the appropriate limit and how vexatious or repetitive requests can be dealt with.

The document contains information on how disbursement costs such as photocopying and postage can be charged for and outlines proposed charges for such services.

The draft Charging Structure has been developed in line with guidance issued by the Information Commissioner's Office.

IT WAS AGREED: that the Corporate Policy and Resources Committee recommend that Council approves the draft Charging Structure for Published Information, circulated.

8. Councillors' Allowances

The Chief Finance Officer presented the report, as undernoted:

At a recent Planning Committee members enquired about the possibility of an allocation of Special Responsibility Allowance (SRA) to reflect the level of engagement and workload of that committee.

The previous Environment Minister appointed an Independent Remuneration Panel in May 2013 to conduct a review of all councillors' allowances. The Panel when making its recommendations on the new rates was asked to take into consideration the full range of new duties that councillors were to undertake from 2015/2016; this included the new planning responsibilities. The Report of the Panel, dated 1 November 2013, recommended that the basic allowance from 1 April 2015 should be increased considerably to take account of the new duties for all councillors.

As a result of this recommendation the current Minister directed that the basic allowance was increased from £10,051 in 2014/2015 to £14,200 from 1 April 2015, and in addition increased the SRA limits, again to take into account the new responsibilities for councillors. For our council's population of approximately 141,699 this meant an increase from £63,482 in 2014/15 to £70,000 in 2015/16.

It is a matter for each council to identify the responsibilities and the level of SRA to be awarded to councillors within this maximum within set limits. The main advantage of each council deciding how to allocate SRA is that it gives councils flexibility to remunerate responsibilities which accord with particular priorities

Set out in the table below is the option presented to Council in March whereby the Planning Committee members would all receive an allocation of SRA. Note that this option did not include vice chairs but that our current scheme of allowances includes vice chairs and the figures included have been updated to reflect the current allocations. This in turn means that to now allocate SRA to the individual members of Planning Committee the total number of recipients would potentially be 25 which is in excess of the regulatory limit of 50% (20). In the current year 2 members of the Planning Committee currently receive SRA by way of another appointment therefore since no member can receive more than one allocation by way of SRA the number in this year who would receive SRA would be 23.

	Per Member	Total
Mayor	7,500	7,500
Deputy Mayor	4,000	4,000
Partnership Panel Representative	1,000	1,000
Committee Chair (x4)	3,000	12,000
Audit Committee Chair	750	750
Planning Committee (14)	1,000	14,000
Committee Vice Chair (x4)	350	1,400
Audit Committee Vice Chair	150	150
Total Allowances		£40,880

It is recognised that there may be exceptional circumstances where it may be appropriate to apply SRA to more than half of the members of a particular council and the regulations allow for councils to apply, in those circumstances, to the Department for approval to do so. There is no ceiling on the amount over the 50% limit that can be considered but what is important is to show the exceptional nature of the circumstances that apply. The council would have to highlight the exceptional nature of the further posts to be considered. Guidance advises that SRA should only be paid to those councillors who have significant additional responsibilities, over and above the generally accepted duties of a councillor.

There were a number of successful applications in the past before the Reform of Local Government was in place and before the basic allowance and the SRA limits were increased to take account of the new responsibilities and transferred functions. There have been no applications for an increase in the maximum limit of 50% councillors receiving SRA since 1 April 2015.

When setting the rates estimates for the current year a budget of £70,000 was allocated to SRA. In March when adopting the scheme of allowances Council decided not to allocate all of the available budget therefore Council does have the financial capacity to allocate further SRA should it so decide.

It is recommended that Council decides whether or not to expand the scheme of allowances to include all members of the Planning Committee.

It was proposed by Councillor McGuigan, seconded by Councillor C McShane, to recommend that Council make no decision, set up a sub-committee to have a look at the

totality of Special Responsibility Allowances for Council and come back with proposals in time for Rates Setting of next year.

The Chief Finance Officer clarified that any proposal for a sub-committee should be set up as soon as possible to facilitate the Rates Setting process and therefore any decision effective from April 2016.

Councillor McGuigan further clarified his proposal, seconded by Councillor C McShane **that Committee does not do anything between now and April 2016; it sets up a sub-committee to assess how Council allocates Special Responsibility Allowance and suggest changes, if necessary and to meet twice before Christmas to consider options.**

It was further proposed by Councillor McGuigan, seconded by Councillor Duddy and **AGREED: that the sub-committee comprise of 6 members of the Committee, spaces allocated by D'Hondt.**

9. Remembrance Events November 2015

The Head of Democratic and Customer Services presented the report as undernoted:

A table detailing the Remembrance Sunday Services across the Causeway Coast and Glens Borough area, was previously circulated.

The main services in each of the former legacy council areas attended by the majority of councillors were highlighted.

- a. Ballycastle***
- b. Ballymoney***
- c. Limavady***
- d. Portstewart - the event attended by the legacy Coleraine Council rotated around each year and this year it is hosted by Portstewart RBL.***

It is recommended that committee agree on the main service to be attended this year and appoint representatives to attend the Annual Remembrance events. Lead Officers to accompany the Elected Members will be nominated by the Chief Executive.

Information in relation to collection of wreaths and robing will be circulated to members.

It was proposed by Councillor Duddy, seconded by Councillor McCorkell: to recommend that the Mayor decide where the Mayor wishes to go on Remembrance Sunday and the Deputy Mayor and Committee Chairs attend services throughout the new Borough.

An Amendment was proposed by Councillor Callan, seconded by Councillor Duddy (who withdrew his original proposal with agreement of his seconder) and **AGREED: to recommend that the Mayor decide where the Mayor wishes to go on Remembrance Sunday, and the Deputy Mayor and Aldermen attend services throughout the new Borough.**

10. Recognition Programme – Anniversary of the Somme 2016

The Head of Democratic and Customer Services presented the report as undernoted:

Requests have been received from the following groups to deliver a programme of events recognising the Anniversary of the Somme in 2016. The support requested includes resource support from health & safety and communication teams, creation of commemorative flowerbeds, provision of large screen and sponsorship.

The Royal British Legion Coleraine in partnership with The Ulster Scots Regeneration Group (29th June – 2nd July

Ballymoney Cultural & Heritage Society (27th June – 2nd July)

It is envisaged that the catchment area for events will be the entire Causeway Coast and Glens Borough.

The Causeway Museums Service and Ballymoney Museum are working in partnership with Good Relations Officers in the development of programmes and activities within the context of the “Decade of Centenaries” across the Borough.

A notice of motion has also been tabled regarding the formation of a working group to commemorate the centenary of the Battle of the Somme across the Borough.

It is recommended that Officers meet with the Groups to discuss the proposals to understand the context of the Decade of Centenaries under the Council’s approach and prepare a report for committee’s consideration and that a decision on the way forward with regard be determined following consideration of the Notice of Motion.

It was proposed by Councillor McGuigan, seconded by Councillor C McShane: that Council set up a Working Group to look at the Decade of Centenaries events as a whole, to include the Easter Rising 1916.

Discussion ensued on recognising the Decade of Centenaries events as opposed to presenting singular events for consideration.

Councillor Duddy proposed an Amendment, seconded by Councillor McCandless: **that Officers meet with the Groups now to discuss the proposals to understand the context of the Decade of Centenaries and that a budget is allocated to assist Groups to commemorate and that Elected Members are involved.**

Councillor McGuigan raised a Point of Order regarding discussion on the reference in the recommendation on a Notice of Motion which had not yet been presented. The Chair concurred.

The Chair put the Proposal to the Committee to vote, 5 members voted for, 7 members voted against. The Chair declared the proposal lost.

The Chair put the Amendment to the committee to vote, 7 members voted for, 5 members voted against. The Chair declared the amendment carried.

11. Developing a Programme for Local Government 2016-2020

The Director of performance presented the report as undernoted:

NILGA has forwarded its Programme for Local Government consultation for Council's consideration (copy attached). It is seeking responses by 31st December which it will collate and circulate to councils before finalising.

NILGA points out that the consultation exercise is aligned to and ideally should complement the development of the next NI Executive Programme for Government, but is not dependent upon it nor the governance and functions of the NI Assembly.

In relation to strengthening local government you will note discussion should include the consideration of potential enhanced responsibilities by way of functions not currently exercised by local government in Northern Ireland. A number of other specific "asks" are also put forward.

As various issues included impact on service areas across Council, largely falling within Leisure and Development and Environmental Services directorates the Directors have been invited to submit comments to facilitate the preparation of draft comments for consideration by SMT in October.

IT WAS AGREED: that Committee consider the draft response at its November meeting and agree comments for submission to NILGA.

12. Rotation of Committee Meetings

The Director of Performance presented the report, as undernoted:

During the Shadow period, committees rotated between the 4 legacy council locations and the Planning office. In line with strategic priorities, Members have suggested that the recent practice of meeting in Cloonavin is reviewed in order to better reflect the whole Council area.

A number of options are available to Elected Members. The following list is not exhaustive:

- 1. Retain the current practice of holding all committee meetings in Cloonavin;***
- 2. Rotate the committees sequentially between the 4 Legacy Council locations whilst retaining the full Council meeting in Cloonavin;***
- 3. For each Committee, schedule one meeting each year in each of the Ballycastle, Ballymoney and Limavady offices. Keep the Planning***

Committee in Cloonavin due to the need to transport files from County Hall.

It is recommended that the Committee consider the options and recommend accordingly to full Council.

It was proposed by Councillor McCorkell, seconded by Councillor Duddy to recommend that Council adopt Option 1.

An Amendment was proposed by Councillor Chivers, seconded by Councillor C McShane, that Council adopt Option 3.

The Chair put the Amendment to the Committee to vote, 5 members voted for, 7 members voted against. The Chair declared the Amendment lost.

The Chair put the proposal to the Committee to vote, 7 members voted for, 5 members voted against. The Chair declared the Proposal carried.

13. Coleraine Harbour Commissioners Update

The Director of Performance presented the report as undernoted:

The 4-year term of office for the current Harbour Commissioners ends in December 2015. The legislation governing the establishment of the Commission is the "River Bann Navigation Order (NI) 2002 and the relevant parts of that order are as follows:

"The Commissioners shall consist of up to 12 persons who shall be appointed by the Council"
[Schedule 1 Section 3 (1)] ;

The Commissioners shall consist of :-

- a. 3 member of Council;***
- b. 2 persons representing users of the harbour;***
- c. 6 persons who are not members of Council; and***
- d. the General Manager or other senior officer of the Commissioners for the time being [Schedule 1 Section 3 (2)]***

Currently sitting on the Commissioners board are :-

- e. 3 member of Council;***
- f. 0 persons representing users of the harbour;***
- g. 4 persons who are not members of Council; and***
- h. the General Manager or other senior officer of the Commissioners for the time being [Schedule 1 Section 3 (2)]***

Whilst the Department of Rural Development recommends that Council follow the Code of Practice for Public Appointments, Council is not a public body as defined in the Code and therefore the limitations on the number of extensions to Harbour Commissioners does not apply.

To ensure that the new board is in place for 1st January 2016, the following recommendations are proposed:-

- 1. It is recommended that Council nominate three Councillors to sit on the Board from 1st January 2016.**
- 2. For those Commissioners (not persons of Council) who are currently in post, it is recommended that Council extend them in post for the next four years, commencing 1st January 2016.**
- 3. For the 4 vacant posts (2 persons who are not members of Council and 2 persons representing the users of the harbour) it is recommended that Council begin a selection process to fill those posts.**
- 4. Due to LGR and the demands on the Council's OD/HR department, it is recommended that Council use one of the two recruitment agencies it currently has contracts with to carry out this recruitment exercise.**

The Chair presented the recommendations to committee individually.

1. It was proposed by Councillor McGuigan, seconded by Councillor Duddy and **AGREED: to recommend that Council nominate three Councillors to sit on the Board from 1st January 2016, to be filled by d'hondt.**
2. It was proposed by Councillor Duddy, seconded by Councillor McCorkell that Council advertise for a complete new Board.

The Director of Performance clarified; Commissioners may leave under voluntary resignation only. On that basis, Councillor Duddy withdrew his proposal, stating that he should have been advised accordingly from the outset.

It was proposed by Councillor Callan, seconded by Councillor Duddy and **AGREED: to recommend that for those Commissioners (not members of Council) who are currently in post, that Council extend them in post for the next four years, commencing 1st January 2016.**

3. It was proposed by Councillor Duddy, seconded by Councillor Callan and **AGREED: to recommend that for the 4 vacant posts (2 persons who are not members of Council and 2 persons representing the users of the harbour) that Council begin a selection process to fill those posts.**
4. It was **AGREED: that due to LGR and the demands on the Council's OD/HR department, it is recommended that Council use one of the two recruitment agencies it currently has contracts with to carry out this recruitment exercise.**

14. Policies for Approval

The Director of Performance delivered the report as undernoted:

Draft policies, previously circulated, have been developed / amended to reflect the practices within Causeway Coast and Glens Borough Council. The draft policies will have been approved both by the Senior Management Team and the

Trade Unions through the Joint Consultative and Negotiating Committee (JCNC).

In accordance with Council's duty under Section 75 Equality Legislation, the policies have been screened and the result is that they were screened "out".

Redeployment Policy

This policy recognizes that for Council to modernize, maintain and continuously improve service delivery, organisational change and re-structuring, particularly as part of the implementation of the Review of Public Administration (RPA) that this will impact on employee requirements.

This policy applies to all employees who are identified as being "at risk" of redundancy and it outlines the Council's efforts to secure continuing employment for employees and thus avoiding a compulsory redundancy situation.

Statutory and Mandatory Training Policy

Causeway Coast and Glens Borough Council recognises that statutory and mandatory training is of vital importance in the provision of high quality services to our citizens and visitors to the borough and is essential for effective risk management and the maintenance of required standards.

This policy sets out the definition for statutory and mandatory training and the arrangements in place to meet our obligations.

Mobile Phone Policy

This policy is designed to safeguard both the council and users of mobile phones supplied by Causeway Coast and Glens Borough Council. It aims to ensure that these are used effectively, for their intended purposes and without infringing legal requirements or creating unnecessary business risk. This policy sets out general principles and specific rules.

Councillor Duddy referred to page 7 of 9, Pay Protection, and queried the length of time this was for and that it should be written into the Policy.

The Director confirmed Pay Protection was for 3 years, the Policy would be amended accordingly.

15. The Local Government Performance Indicators (Performance and Standards) Order (Northern Ireland) 2015 Guidance Notes

The Director of Performance presented the information report as undernoted:

The Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 came into operation on 28th September 2015. The Order details the measures for the indicators and standards a council must meet in exercising the functions specified within the various schedules of the Order.

The attached guidance provided by the Department of the Environment (DoE) provides the details on the data collection and reporting of the indicators and standards specified.

The guidance relates specifically to the functions of Economic Development, Planning and Waste Management. The Economic Development indicators have been set by the Department of Enterprise, Trade and Investment (DETI) and the Planning indicators and Waste Management indicators by DoE.

Committee noted the report.

16. Corrymeela Project – “As long as my bins get lifted...” – A Citizen Engagement Project

The Director of Performance presented the information report as undernoted:

“As Long as My Bins Get Lifted” is an 18-month project which will run from September 2015 to February 2017.

There are five partners involved in the project with Corrymeela taking on the lead project co-ordinating role. The partners are:

- ***Ballymoney Community Resource Centre;***
- ***Beyond Skin;***
- ***Charo Lanao-Madden;***
- ***Corrymeela;***
- ***Rural Community Network.***

The project is being financially supported by the Building Change Trust as part of a funding programme for civic engagement projects. In 2008, the Building Change Trust was established by the [Big Lottery Fund](#) with a National Lottery grant of £10million as an investment for community capacity building and promotion of the voluntary and community sector in Northern Ireland.

The “As Long as My Bins Get Lifted” project aims to engage with a wide range of citizens in the Causeway Coast and Glens Council area using a range of creative methods to:

- ***Collect stories and understandings of citizens’ relationships with Council, with community and place, and with each other;***
- ***Imagine possibilities informed by stories of what has worked and is working;***

- *Explore what it would take to create relationships that work for people;*
- *Help inform the community planning function of Council.*

The project has three distinct phases and each phase will use a different creative community engagement tool:

Phase 1:

Pop Up Democracy - initial engagement with the general public in 20 or more different locations across the Council area through the performance of a street-theatre piece to gather initial perspectives and thoughts. These sites will include supermarkets, nail bars, buses, hairdressers, car boot sales, schools/FE Colleges, sporting fixtures, festivals, churches, benefits offices, and workplaces.

Phase 2:

Community Visioning – an invitation to people to step into an ‘inside space’ following a street-theatre presentation for a more focused conversation on experiences and possibilities in their relationship with the new Council.

Phase 3:

Forum Theatre - an invitation to be part of a residential to begin identifying key stories of change, power and possibilities informing a final public event using forum theatre to rehearse new realities and possibilities.

The project partners will also be using a variety of creative social media tools contributing to wider public conversation with the hashtag #don'tbinyourvoice.

Project Outcomes

The project partners envisage the following tangible and intangible outcomes coming from this project:

Tangible Outcomes

- *Good practice stories as to how citizens engage with the Council;*
- *List of new possible stories and first steps into bringing those to stories into reality;*
- *Provide a temperature check as to how citizens see the possibilities of their new Council at the beginning of a community planning process;*
- *Number of people interacting on social media platform.*

Intangible Outcomes

- *Giving voice to those who feel on the edges. For example: people from low income backgrounds; migrants; refugees and asylum seekers;*

members of the LGBT community; black and minority ethnic citizens, etc.

- *Tapping into and supporting people's sense of agency and power in their neighbourhoods;*
- *Changes in the stories we tell ourselves about each other and about politics;*
- *Contribution to participatory skills development among Council staff;*
- *Citizens with the skills and confidence to engage with their Council.*

Council Involvement

Following a meeting with a representative from Corrymeela it has been suggested that the Council could consider becoming a learning partner in the project. This arrangement would impose no direct financial obligations on Council as the project has already been fully funded by the Building Change Trust.

It is envisaged that any learning partnership the Council enters into in relation to this project would be one based on mutual learning and 'in kind' support. For example, borrowing bins for the street performance, placing stickers on bins that communicates the themes of the project.

The project also has the potential of contributing to the community engagement aspect of the community planning process and Corrymeela have already expressed their willingness to use the process to try to tease out wider issues within communities.

The project partners have also indicated that they would be more than happy to brief Councillors on the project in more detail if Councillors wish to hear more.

Committee noted the report.

17. Correspondence

17.1 NILGA Working Groups and Associated Member Networks

The Director of Performance presented the report as undernoted:

Correspondence has been received from NILGA requesting nomination of members to 2 member networks:

- *One nominee to participate in a Planning and Regeneration elected member network*
- *One nominee to participate in a Community Planning and Well-being elected member network*

It is anticipated that these networks will liaise closely with the NILGA working groups to:

- ***Identify regional member development requirements***
- ***Act as a mechanism for sharing good practice***
- ***Identify issues of concern requiring regional lobbying activity***

A copy of the NILGA Working Groups – Key Objectives is attached.

Nominations should be made by 31st October 2015 to facilitate each member network to meet with the relevant NILGA working group in November.

Councillor Quigley sought clarification whether nominees were from current NILGA representatives or otherwise.

The Director of Performance stated it was unclear within the NILGA correspondence and would bring the information to the Council meeting for consideration.

17.2 NILGA Council Newsletter

NILGA Council Newsletter for September/October 2015 was circulated.

17.3 NILGA Agriculture & Food Conference (flier attached)

NILGA Agriculture & Food Conference - 'meeting the challenges ahead', to be held on Thursday 3rd December 2015 at the Dunadry Hotel, Co Antrim. (Special discounted rate of £125 ex VAT) for local government elected representatives and officers wishing to attend.

18. Consultations

Committee noted the following consultation document:

18.1 Delivering Social Care through Childcare

On 28th July 2015 the First Minister and Deputy First Minister launched the draft Childcare Strategy for public consultation.

The Childcare Strategy has two main aims:

- **Developmental:** to give all children the best start in life, preparing them for lifelong wellbeing and achievement, thereby creating the basis for a better,

more prosperous future

- Employment: to enable parents to join the workforce, thereby enhancing prosperity, and to improve gender equality by enabling mothers to join the workforce, return to work and remain in work.

These aims are supported by seven key objectives, availability, affordability, sustainability, diversity, quality, informed parental choice and an integrated approach.

The consultation document and details on how to respond to the consultation are available on the OFMDFM website as follows:

<http://www.ofmdfmi.gov.uk/childcare>.

The consultation will run for 16 weeks and all responses should be received not later than Friday 13th November 2015, and the process will be supported by a series of regional consultation events which will take place in Belfast and other cities and towns. Details of the consultation events will be advertised on the OFMDFM website.

Committee noted the consultation.

19. Notice of Motion submitted by Alderman Finlay (deferred from Council Meeting 22nd September 2015)

Alderman Finlay joined the meeting.

It was proposed by Alderman Finlay, seconded by Councillor Duddy:

“That this Council notes that on 21st April 2016 Her Majesty The Queen will celebrate her ninetieth birthday, making her the United Kingdom's longest-lived monarch.

In recognition of the powerful and positive contribution that Her Majesty has made through her very long years of public service, and the singular nature of this momentous occasion, Council agrees to mark her ninetieth birthday in a fitting way.”

Speaking in support of his motion, Alderman Finlay stated that a working group could be set up, chaired by the Mayor, comprising of 5 or 6 members to investigate how the event might be celebrated.

Councillor Callan concurred with the sentiments of establishing a working group and suggested that the working group consider commissioning a portrait of Her Majesty The Queen, for this Council to sit in its Headquarters. This was supported by Councillor Wilson.

It was proposed by Councillor Callan, seconded by Councillor Duddy: **to recommend that Council nominate a representative from each of the 5 Main Parties, DUP, UU, SF, SDLP, TUV onto the working group, chaired by the Mayor.**

The Chair put the motion to the vote. 10 members voted for, 0 voted against. The Chair declared the motion carried.

Councillor McGuigan advised that Sinn Féin would not nominate a member to the working group.

20. Matters for reporting to Partnership Panel

Councillor Duddy sought an update on the Air Ambulance Notice of Motion.

21. Big Screen Football

It was proposed by Councillor McCandless, seconded by Councillor Callan: **that Council Officers investigate the cost of providing screens for viewing the NI Team UEFA Euro 2016 football matches in the four main areas of Ballycastle, Ballymoney, Limavady and Coleraine, for its citizens.**

Members spoke in support of, whilst others expressed concern with the proposal, following which, the Chair put the proposal to the committee to vote, 9 voted for, 0 voted against. The Chair declared the proposal carried.

22. Rates Support Grant Joint Delegation Meeting

The Mayor advised she was unable to attend the scheduled meeting and that someone else could take her place. The meeting was scheduled for 11th November 2015 at 11am.

23. Broadband Coverage

It was proposed by Councillor McGuigan, seconded by Councillor Wilson and **AGREED: that Council investigate the coverage of Broadband in the Council area and call BT to a meeting to lobby them, to ensure all citizens can access fibre optic broadband.**

24. Portrush Golf Club – Land Boundaries Issue

It was proposed by Councillor Wilson, seconded by Councillor Chivers and **AGREED: to recommend that committee move in-committee to consider the Items.**

- * **Press left the meeting**
- * **Public left the meeting.**

The Director of Leisure and Development presented the report, previously circulated.

The report presented a land transfer to Council, in preparation for major golf events being hosted by Royal Portrush Golf Club (RPGC).

In preparation for the hosting of further major golfing events at Royal Portrush, the club is undertaking works to protect and expand the facilities, including dune protection programmes, the extension and repositioning of tees / greens and the installation / replacement of perimeter fencing. All works are in accordance with the relevant planning approvals.

It is recommended that Council approve the principle of the land transfer as presented in the report, to allow Council's legal team to regularise boundary discrepancies and encroachments between RPGC and the Council.

It was proposed by Councillor Knight-McQuillan, seconded by Councillor Duddy and **AGREED: to recommend that Council approve the principle of the land transfer as presented in the report, circulated, to allow Council's legal team to regularise boundary discrepancies and encroachments between RPGC and the Council.**

25. VAT Claims

The Chief Finance Officer presented the information update report, circulated.

26. Filling Posts in the New Council Structures

The Director of Performance delivered the report, summarised as undernoted:

Posts within Council are filled in accordance with regional guidance issued by the Local Government Reform Joint Forum, namely, Circular LGRJF/08, July 2014, 'Procedure for Filling Posts in the New Council Structures and Related Guidance' and local guidance agreed by the Causeway Coast and Glens Local Consultation and Negotiation Forum.

Committee was also provided with the latest update to the posts which have been filled – namely the Heads of Service posts.

Performance Directorate

Post	Effective Date
Head of Organisation Development and Human Resources	1 st October 2015
Democratic Services Team	21 st September 2015

27. Voluntary Severance Requests

The Director of Performance delivered the report, summarised as undernoted:

Request to proceed with applications for Severance from Staff within the Causeway Coast and Glens Borough Council under section 123 of the Local Government Act (Northern Ireland) 2014.

Under Section 123 of the Local Government Act (Northern Ireland) 2014, arrangements provide for payment of compensation to local government staff who leave their employment as a direct consequence of the RPA reform process following the 1st April 2015 (the vesting date for new Councils). The Local Government Reform Joint Forum 'RPA Staff Severance Scheme for Local Government' (the severance scheme) sets out the detail of how this compensation should be paid. The 'severance scheme' is underpinned by The Local Government Reorganisation (Compensation for Loss of Employment) Regulations (Northern Ireland) 2015. The 'severance scheme' was adopted at the Shadow Council meeting on Thursday 23rd October 2014.

In accordance with these arrangements, the following officer has made an application for Severance from the Causeway Coast and Glens Borough Council:

Environmental Services Directorate – Environmental Health

- Environmental Officer

It was proposed by Councillor Duddy, seconded by Councillor Callan and **AGREED: to recommend that Council give approval to proceed with this application for Severance received from the officer (employee number 212-2042) as outlined above.**

It was proposed by Councillor Callan, seconded by Councillor Wilson and **AGREED: to recommend that committee resolve itself out of in-committee.**

28. Date of next meeting

Tuesday 17th November 2015 at 7.00pm in the Council Chamber, Civic Headquarters, Coleraine

This being all the business the meeting closed at 10.15pm.