



**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 24 JANUARY 2023**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
1.	Apologies	<b><i>Councillor Storey</i></b>
2.	Declarations of Interest	<b><i>None</i></b>
3.	Minutes of Corporate Policy and Resources Committee Meeting held Tuesday 22 November 2022	<b><i>Confirmed as a correct record</i></b>
4.	Performance Improvement Milestones	<b><i>Information</i></b>
5.	Equality Impact Assessment (EQIA) – NI100 Stained Glass Window	<b><i>To recommend that Council approve Option 1 – To agree to proceed with the manufacture of the Stained Glass Window as per current design</i></b>

6.	Complaints Policy	<b>To recommended that Council amends its complaints policy to include at Stage Three of the complaints procedure that, “In the case of complex complaints or complaints involving senior officers an independent investigation will be instigated. The independent investigator will report to the Chief Executive.”</b>
7.	Notes of Women’s Working Group 1 <sup>st</sup> December 2022	<b>Note</b>
8.	Minutes of the Land and Property Sub Committee meeting held 4 January 2023, adjourned	<b>Note</b>
9.	Conferences	<b>Note (i)</b>
(i)	Local Government Conference 2023	
10.	Consultations	<b>None</b>
11.	Correspondence	<b>Information (Items i, ii)</b>
(i)	Northern Ireland Local Government Partnership	
(ii)	Northern Ireland Local Government Elections	
12.	Matters for Reporting to the Partnership Panel	<b>None</b>
	<b>‘In Committee’ (Items 13-19 inclusive)</b>	
13.	Tender Photographic Services	<b>to recommend that Council approve the appointment of McAuley Multimedia and proceed with award of this contract</b>

		<b>for a period of 12 months commencing 31<sup>st</sup> December 2022 with an option to extend for two further periods of 12 months, subject to performance</b>
<b>14.</b>	Direct Award Contract for Appointment of Asset Valuer for Annual Accounts	<b>to recommend that council approve the Direct Award Contract with Land and Property Services to provide annual asset revaluations for inclusion in the preparation of the annual accounts for a five-year period covering the years ending 31 March 2023 to 2027 inclusive</b>
<b>15.</b>	Population of the Organisation Structure	<b>Note</b>
<b>16.</b>	Corporate Directorate Estimates 2023/24	<b>Note</b>
<b>17.</b>	Corporate Services Management Accounts Period 7 2022/23	<b>Note</b>
<b>18.</b>	Corporate Services Management Accounts Period 8 2022/23	<b>Note</b>
<b>19.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	
<b>(i)</b>	Land and Property Cases (Councillor Nicholl)	<b>Update received</b>

**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 JANUARY 2023 AT 7.00PM**

- In the Chair:** Councillor C McShane (C)
- Present:** Alderman Baird (R), Duddy (C), Fielding (C), Hillis (C), Knight-McQuillan (C), S McKillop (C), McLean (C)  
Councillors Bateson (R), Beattie (R), Chivers (R), Dallat O'Driscoll (R), McCaw (C), Nicholl (R), Wilson (C)
- Officers Present:** M Quinn, Director of Corporate Services (C)  
P Donaghy, Democratic and Central Services Manager (R)  
D Wright, Chief Finance Officer (R)  
J McCarron, Performance Officer (R)  
I Owens, Committee and Member Services Officer (C)
- In Attendance:** A Lennox, Mobile Operations Officer (C)  
C Thompson, ICT Officer (C)
- S Gilmartin, Gilmartin Consulting (R) (Item 5)
- Press (2 No.) (R)  
Public (1 No.) (R)
- Key:** (C) Attended in the Chamber  
(R) Attended Remotely

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

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

**1. APOLOGIES**

Apologies were recorded for Councillor Storey.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF CORPORATE POLICY AND RESOURCES COMMITTEE  
MEETING HELD TUESDAY 22 NOVEMBER 2022**

Copy, previously circulated.

The Minutes of the Corporate Policy and Resources Committee Meeting held Tuesday 22 November 2022 were confirmed as a correct record.

#### 4. PERFORMANCE IMPROVEMENT MILESTONES

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

##### **Purpose of Report**

The purpose of this report is to present to Elected Members for information a calendar list of the key Performance Improvement milestones and agenda items which will be presented to Corporate Policy and Resources Committee in 2023.

##### **Background**

Council is annually subject to a Performance Audit, under Section 95 of the Local Government (Northern Ireland) Act 2014. In December 2022, in the Audit and Assessment Report 2022-23, the Local Government Auditor made the following recommendation:

*“The roles and responsibilities of the CP&R Committee in respect of performance improvement should be formalised, with performance improvement a standing agenda item for CP&R meetings to ensure that performance is monitored and any corrective action taken on a timely basis.”*

Council is committed to the implementation of this recommendation above, and as a first step would like to set out the key Performance Improvement milestones and agenda items which will be presented to Corporate Policy and Resources Committee in 2023.

Performance Improvement related items for CPR Committee in 2023:

<b>Month</b>	<b>Agenda Item</b>
<b>January</b>	Milestones and reporting cycle for the year ahead
<b>February</b>	Updated Performance Improvement Policy
<b>March</b>	Draft 2023/24 Improvement Objectives Update on development of PERFORM system
<b>April</b>	2022/23 Performance Improvement Plan Q3 Update Performance Team Business Plan for 2023/23 and review of 2022/23
<b>May</b>	Performance Improvement Update Update on development of 2023/24 Performance Improvement Plan
<b>June</b>	2023/24 Performance Improvement Plan
<b>Summer recess</b>	No committee
<b>September</b>	2022/23 Self-Assessment of Performance Report
<b>October</b>	Performance Improvement Update Update on development of PERFORM system

<b>November</b>	Mid-year report – 2023/24 Performance Improvement Plan Mid-Year report – 2023/24 Performance Team Business Plan Annual Audit process update
<b>December</b>	No committee

**Recommendation**

**It is recommended** that Elected Members note the key dates as set out in the table at paragraph 2.3 above.

The Performance Manager was also in attendance and invited questions from Elected Members.

Committee NOTED the report.

**5. EQUALITY IMPACT ASSESSMENT (EQIA) – NI100 STAINED GLASS WINDOW**

Report, previously circulated, was presented by S Gilmartin, Gilmartin Consulting in the absence of the Head of Performance.

**Purpose of Report**

The purpose of this report is to present the Stained Glass Window EQIA consultation report to Elected Members and to seek approval to progress the project.

**Background**

A cross party Sub-Committee was appointed to oversee the design of a Stained Glass Window to commemorate the centenary of Northern Ireland.

Council agreed that the location of the commemorative window will be Coleraine Town Hall.

A tender process was carried out for a company to assist Elected Members with the design process and to carry out the manufacture of the Stained Glass Window. Mr Chris McClintock was appointed to carry out this work.

The Sub Committee met on numerous occasions to develop ideas in relation to the identification of particular images of historical significance within the Causeway Coast and Glens Borough that could be included within the window.

On completion of the final design, the image content of the Stained Glass Window was Section 75 Screened. This process identified the need to carry out a full Equality Impact Assessment. The resulting consultation period was 13 weeks, from 20<sup>th</sup> June to 19<sup>th</sup> September. Details regarding the consultation and the responses are contained within the full EQIA report, attached as Appendix 1, previously circulated.

To assist with the EQIA, Stella Gilmartin Associates was appointed. Their task was to plan and carry out a widespread consultation process with all stakeholders that could be impacted by the window and provide a report to Council.

The Honourable the Irish Society originally owned Coleraine Town Hall and transferred it to Council ownership in June 2021. The Society agreed to part fund the Stained Glass Window to the sum of 10k.

Stella Gilmartin Associates will be present at the Corporate Policy and Resources Committee meeting to explain the process and the conclusions emanating from the consultation.

### **Detail**

The Stained Glass Working Group met on a number of occasions to discuss the content of the window. The meetings were also attended by Cllr Richard Holmes, Mayor at the time, Mr Edward Montgomery from The Honourable the Irish Society, the appointed designer Chris McClintock and Council Officers.

A number of themes were identified as part of the process namely, Sport, Architecture, Military/Naval, Culture and Arts, Civic History, Landscapes, Industry, Government, Education and Young People.

The Working Group agreed that the window should have three crests representing the Council, Northern Ireland and the Honourable the Irish Society. The remainder of the window would be a patchwork of images that Elected Members felt reflected important historical aspects of the Council area within the Centenary period.

### **EQIA Guidance**

In relation to the Equality Commission Guidance, the requirement for an EQIA places a responsibility on the Council to take consideration of the consultation carried out in making a decision. The guidance makes it clear that a Public Authority must be able to record the decision making process (As well as the decision), and that the decision must be justified.

The guidance also advises that all available information should be combined in making the decision. This includes the information gathered during the research phase, the results of the consultation and the analysis of alternative policy options.

### **EQIA Consultation Summary (Extract from EQIA report)**

*The overall response to the EQIA on the stain glass window was very low. However, the views of the respondents in both surveys were clearly divided. A summary of the responses is provided below.*

- *There were 26 responses received to an online survey targeted at the general public and 29 responses received to an online survey open to Causeway Coast and Glens Borough Council staff.*

- *Taking the average response by religious category, people from Protestant and other faith or non-Christian backgrounds feel most comfortable with the stained-glass window proposal. People of no religion or from a Roman Catholic community background feel least comfortable.*
- *Once again when asked if the stained-glass window should be changed, 14 (53.9 per cent) did not feel the content should be changed and 12 (46.2 per cent) felt that it should.*
- *In relation to the staff survey, 37.9 per cent of respondents felt that the proposal would have a negative or very negative impact on a good and harmonious working environment within the Council, while 24.1 per cent felt it would have a positive or very positive impact.*
- *Naturally there are two very different opinions in relation to the proposed window. Comments in favour of the proposal were broadly on the grounds that it was a very special anniversary that was worthy of celebration by the Council.*
- *Comments against the proposal were broadly on the grounds that it was “divisive and political” or a “waste of money”:*

*When set alongside the issues raised in the Draft Consultation Report, and including in particular the Council’s statutory obligations to promote equality of opportunity and good relations along with promoting a good and harmonious working environment, it is difficult to see how the current design would help advance these aspirations. Indeed, while survey return rates from both staff and the public were extremely low, there is evidence to suggest that the proposed window could be regarded as potentially divisive and unlikely to help portray the Borough as an area that is welcoming and inclusive to all communities.*

*The stated aim of the policy is, ‘To create a permanent commemoration of the centenary of Northern Ireland and, in so doing, to support the reflection of future generations on the first 100 years of Northern Ireland.*

*It also aspires to contribute to the aims of the overall NI100 commemorative programme, namely to:*

- *Promote the borough as an attractive place to visit, invest and do business;*
- *Celebrate our people, places and products by showcasing the rich sporting, cultural, entrepreneurial and academic talent;*
- *Build a shared understanding of our collective history in a way that can build good relations and reconciliation by facilitating opportunities that both reflect on our past as well as build for our future; and*
- *Recognise and build awareness of this significant anniversary, locally, nationally and internationally, supporting expression of the diverse identities and culture that exist within the borough.*

*The evidence included in this final report indicates that, if one of the explicit intentions for the stained-glass window is to ‘build a shared understanding of*



*our collective history in a way that can build good relations and reconciliation by facilitating opportunities that both reflect on our past as well as build for our future', the proposed design is not viewed as a mechanism for achieving this aim. Instead, it may serve to celebrate the history of Northern Ireland in a manner that could be described as partial or partisan.*

*In other words, while the principle of celebrating NI100 in itself may not be problematic, the manner in which the anniversary is celebrated becomes of critical importance. Equally, while the placing of a stained-glass window in Coleraine Town Hall is not generally seen as contentious (other than its cost), it is the images contained within the proposed window, separately and in combination, that raise concerns and must ensure the stated aims of the project are supported.*

*Although the number of people responding to the consultation is very low, there is a consistent division of opinion in relation to the questions including:*

- the level of comfort with the design*
- changing the content of the window*
- impact on a good and harmonious working environment.*

*The preponderance of images that are more closely aligned with one community is a matter that the Council may wish to consider further. Furthermore, although no single image in isolation may have the potential to harm good relations or disrupt a good and harmonious working environment, it is the combined impact of images that are more closely aligned with only one community that becomes problematic.*

*To mitigate this potential for adverse impact, the Council may wish to consider ways in which the images contained within the window in toto could be seen as more inclusive and reflective on the rich diversity within the Borough, perhaps extending to more balanced depictions of gender, ethnicity, and disability.*

*In reviewing the images contained within the window, there may also be an opportunity to consider how views and opinions from across the political spectrum could be sought and referenced in the design process.*

*Ultimately, the Council retains executive authority to decide whether to proceed with the project, and design, as currently proposed. However, the EQIA would suggest that the Council should proceed with caution and would be advised to afford due regard to the matters raised in the EQIA before reaching a final decision.*

## **Options**

Having considered the information contained within the EQIA report, Elected Members are asked to consider two options:

Option 1. To agree to proceed with the manufacture of the Stained Glass Window as per current design.

Option 2. To review the design, giving due consideration to matters raised within the EQIA report

### **Recommendation**

**It is recommended** that the Corporate Policy and Resources Committee approve an option as set out in this report.

Council's Consultant provided commentary on the report, and pointed to the poor return of responses.

During presentation of the report Alderman Knight-McQuillan called a Point of Order stating the Consultant referred to a 'UDA' Crest instead of 'UDR' Crest and she stated the two groups were very different. Council's Consultant offered her apologies.

Alderman Knight-McQuillan referred to the significance of the document and said while she appreciated a 'slip of the tongue' was an easy mistake to make she was disappointed that something like that would be confused or misrepresented. Alderman Knight-McQuillan said that much time had been spent considering the Memorial Window in a bid to ensuring balance, which had resulted in several changes. Alderman Knight-McQuillan felt the matter did not merit the EQIA Consultation and questioned the cost of the consultation and reporting back to Council.

Alderman McLean pointed to work and effort undertaken to mark the Centenary of Northern Ireland, he said the design was factually correct and represented legal organisations. Alderman McLean said the poor response would not give a reflection of the views of 144,000 residents.

Alderman Duddy suggested that a public apology was in order given the gravity of the inaccuracy and suggested that it was not 'a slip of the tongue', having the view the Consultant would be familiar with the content, he pointed to the associated cost of the consultation exercise, given the poor response.

Councillor Bateson felt the Consultant had made a mistake and there was no need for an apology. Councillor Bateson referred to collusion and historic association of 'UDA' and 'UDR'. Councillor Bateson questioned the wisdom of going ahead with the Memorial Window given the Centenary foundation of a Northern State had lapsed, that it was a waste of money.

Council's Consultant said it was a 'slip of the tongue' and by way of a public apology she wholeheartedly apologised for any offence caused and was not conscious she had made the reference and realised that use of language is important. Council's Consultant said she worked within Good Relations across Northern Ireland and it is very possible to make a mistake. Council's Consultant said she recognised the difference between the two organisations and confirmed that she was referring to the 'UDR' Crest. Council's Consultant said she was upset there was a possibility she had upset others present.

Alderman S McKillop asked that Councillor Bateson retract his comments referring to the UDR receiving the Gallantry Cross for their duties in protecting all those living in Northern Ireland from terrorists.

The Chair ruled she would not be requesting Councillor Bateson to retract his comments and Alderman S McKillop's reference to terrorists should be retracted.

Councillor Wilson said, as an Ulster Unionist Party, wished to distance themselves from the remarks made by Councillor Bateson and the discussion was around a commemorative piece, felt those who differed in opinion should do so in a peaceful and respectful manner. Councillor Wilson said that Elected Members should reflect on their comments and urged committee to proceed to a vote.

Councillor C McShane referred to a recent EQIA with almost 800 responses for which Council did not support the findings, suggesting there was a lack of confidence in the process.

Proposed by Alderman Knight-McQuillan  
Seconded by Alderman McLean

- To recommend that Council approve Option 1 – To agree to proceed with the manufacture of the Stained Glass Window as per current design.

The Chair put the Proposal to the Committee to vote.  
8 Members voted For; 7 Members voted Against; 0 Members Abstained.  
The Chair declared the Motion Carried.

The Chair thanked Council's Consultant for her attendance and presenting the report.

\* **Council's Consultant left the meeting at 7.30 pm.**

## **6. COMPLAINTS POLICY**

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

### **Purpose**

To seek approval to amend the Council's Comments, Compliments and Complaints policy (complaints policy).

### **Background**

Council adopted its complaints policy in 2015. Amendments to the policy were approved in 2017 and 2018.

As a result of an investigation into a complaint the Northern Ireland Public Services Ombudsman (NIPSO) has proposed, as an alternative resolution to an issue of complaint, that Council amends its complaints policy.

### **Policy amendment**

NIPSO has proposed that Council amends its complaints policy to provide clarity as to whether an independent investigation may be commissioned in relation to complaints not involving the Chief Executive.

Members are asked to consider the amendment which would involve adding the following sentence to the policy at Stage Three, *“In the case of complex complaints or complaints involving senior officers an independent investigation will be instigated. The independent investigator will report to the Chief Executive.”*

### **Recommendation**

It is recommended that Council amends its complaints policy to include at Stage Three of the complaints procedure that, *“In the case of complex complaints or complaints involving senior officers an independent investigation will be instigated. The independent investigator will report to the Chief Executive.”*

Alderman Fielding asked for clarity on the detail of the response currently being issued to complainants, after a complaint has been dealt with.

Alderman Baird asked for the definition of ‘complex’, questioned the cost of engaging an independent investigation and raised concern about the reputation of those being investigated.

The Director of Corporate Services advised that work was ongoing regarding a wider Northern Ireland Public Service Ombudsman Office (NIPSO) complaints procedure within the local government sector and other public bodies.

The Director of Corporate Services advised the request for the specific amendment to the current policy was one of two recommendations from NIPSO for a current case and currently an Independent investigation was instigated in relation to complaints involving the Chief Executive only; this amendment would provide scope for investigations into multiple Senior Officers, if required.

The Director of Corporate Services advised that not every complaint required the same level of details and/or response and that complainants receive the findings of the complaint.

The Democratic and Central Services Manager informed Elected Members the amendment was recommended following an assessment of a complaint by NIPSO, as a means of resolution and explained the current policy, adopted in 2015, was currently being considered as part of a revised model on complaint handling for the eleven Councils in Northern Ireland, in conjunction with NIPSO and a report would be presented to Elected Members for consideration in Spring 2023.

The Democratic and Central Services Manager said she recognised concerns raised by Elected Members about the level of detail provided to complainants, the cost, complexity of complaints and processes and said these matters would form part of the Elected Member consultation where the new policy could be amended, as it was not prescriptive. She advised she would feedback from the Committee to the group she was involved in as part of the wider complaints process for the eleven Councils.

The Democratic and Central Services Manager said that should a complainant be unhappy with the outcome of a complaint, they can contact NIPSO directly, after which they can exercise their right of appeal and confirmed that Council always act on direction provided by NIPSO.

In response to Alderman Duddy, the Democratic and Central Services Manager urged Committee to support the amendment given the direction from NIPSO in order to progress a current complaint.

Alderman Duddy suggested that further information regarding the complaint be explored '*in committee*'. The Democratic and Central Services Manager said that while she wanted to be open and transparent, it would not be appropriate to disclose details relating to the content of Complaints. The Democratic and Central Services Manager said she was happy to take enquiries outside of the meeting from Elected Members with regard to the process of complaints in general.

The Chair ruled the matter could be deferred to consideration with '*in committee*' business at the end of the meeting but urged Committee to agree with the Officers recommendation, given the global complaints procedure would soon be reconsidered in full.

Proposed by Alderman Duddy  
Seconded by Councillor Nicholl and

**AGREED** - to recommend that Council amends its complaints policy to include at Stage Three of the complaints procedure that, *“In the case of complex complaints or complaints involving senior officers an independent investigation will be instigated. The independent investigator will report to the Chief Executive.”*

## **7. NOTES OF WOMEN’S WORKING GROUP 1<sup>ST</sup> DECEMBER 2022**

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

Alderman Knight-McQuillan wished to note that she had advised in advance of that meeting that she had submitted an apology.

Committee NOTED the report.

## **8. MINUTES OF THE LAND AND PROPERTY SUB COMMITTEE MEETING HELD 4 JANUARY 2023, ADJOURNED**

The Chair advised that no business had been conducted at this meeting due to adjournment.

Committee NOTED the report.

## **9. CONFERENCES**

### **(i) Local Government Conference 2023**

Date: Thursday 23rd February 2023  
Venue: Silverbirch Hotel, Omagh.  
Theme: *“Responding to Future Challenges”* and will focus on how local government should innovate and collaborate across all sectors to achieve its ambitions.

Delegate Fee: £99

NILGA and Solace NI encourage councillors and officers from the 11 Councils to attend this conference, the main event of the 2023 Local Government calendar.

**It is recommended** that Corporate Policy & Resources Committee note the Conferences listed.

The Director of Corporate Services advised that any enquiries be directed to Democratic Services.

Committee NOTED the report.

## 10. CONSULTATIONS

There were no Consultative documents.

## 11. CORRESPONDENCE

- (i) **Councillor Robert Irvine, Fermanagh and Omagh District Council, dated 21<sup>st</sup> November 2022**

### **Re: Northern Ireland Local Government Partnership on Traveller Issues**

In response to a request from Causeway Coast and Glens Borough Council, Councillor Irvine has confirmed that copies of the minutes of the Northern Ireland Local Government Partnership on Traveller Issues will be forwarded to Council, when ratified. Councillor Irvine has advised they are exploring online connectivity at future meeting locations.

- (ii) **Steve Baker MP, Minister of State for Northern Ireland, dated 21<sup>st</sup> December 2022** (copy previously circulated)

### **Re: Northern Ireland Local Government Elections 2023**

Extract

*After discussion with the Chief Electoral Officer, the Electoral Commission and political parties, we are proposing legislation that will move the date of the local elections to 18 May 2023.*

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

Committee NOTED the Correspondence, Items (i) and (ii).

## 12. MATTERS FOR REPORTING TO THE PARTNERSHIP PANEL

There were no matters for reporting to the partnership panel.

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

Proposed by Alderman Baird  
Seconded by Alderman Duddy

-To recommend that Council move 'In Committee'.

- \* **Press and public were disconnected from the meeting at 8.00pm.**

***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.***

### **13. TENDER PHOTOGRAPHIC SERVICES**

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

#### **Purpose of Report**

To inform Members of a procurement exercise conducted to engage with photographic services suppliers

Background and Financial Implications were detailed within the confidential report.

#### **Recommendation**

It is recommended that Council approves the appointment of McAuley Multimedia and proceed with award of this contract for a period of 12 months commencing 31<sup>st</sup> December 2022 with an option to extend for two further periods of 12 months, subject to performance.

Alderman Knight-McQuillan asked what led to the tender process given that since inception of Causeway Coast and Glens Borough Council one had not been required.

The Director of Corporate Services advised the decision was due to governance and by way of ensuring best value for money.

Proposed by Alderman Baird  
Seconded By Alderman Duddy and

**AGREED** - to recommend that Council approves the appointment of McAuley Multimedia and proceed with award of this contract for a period of 12 months commencing 31<sup>st</sup> December 2022 with an option to extend for two further periods of 12 months, subject to performance.

### **14. DIRECT AWARD CONTRACT FOR APPOINTMENT OF ASSET VALUER FOR ANNUAL ACCOUNTS**

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

#### **Background**



Causeway Coast and Glens Borough Council is required as part of the preparation of annual accounts to carry out regular revaluations of the fixed asset portfolio.

### **Detail**

Regular asset revaluations are defined as being not more than five years apart.

Council's current provider have indicated that they are prepared to offer a new five-year plan for this purpose whereby all Council assets will be revalued in accordance with both audit and valuation regulation, as the revaluation cycle is a five-year plan therefore the provider require a five year commitment to fully implement all the requirements of that plan. This plan would cover each of the financial years ending 31 March 2023 to 2027 inclusive.

Currently all Northern Ireland Councils use the same provider, namely Land and Property Services (LPS) for this purpose. One of the main reasons for doing so is to avoid additional cost being levied by the Northern Ireland Audit Office (NIAO) who in addition to auditing our asset valuations would incur additional costs in carrying out an audit of the valuer and their methods to ensure their valuations meet the relevant requirements. LPS by virtue of being used as the valuer for many central government departments have already been audited and certified by NIAO therefore this additional requirement can be set aside.

The budgeted annual cost for this service is £36,500 p.a. and this cost has been included in rates estimates. Council's asset portfolio contains approximately 354 locations all of which are revalued through this process.

All Councils have been engaging with both LPS and NIAO to review the requirements of this process with a view to achieving better value for money, and that engagement continues, however no agreement has yet been reached as to how the process can be revised.

Under Council's procurement policy this is classed as a Direct Award contract and as the total value over the five year life of the contract is in excess of £10,000 it requires Council approval.

A Direct Award form is included as an appendix as required by our procurement policy.

### **Recommendation**

**It is recommended** that council approve the Direct Award Contract with Land and Property Services to provide annual asset revaluations for inclusion in the preparation of the annual accounts for a five-year period covering the years ending 31 March 2023 to 2027 inclusive.

Proposed by Alderman Knight-McQuillan  
Seconded by Alderman Hillis and

**AGREED** - to recommend that council approve the Direct Award Contract with Land and Property Services to provide annual asset revaluations for inclusion in the preparation of the annual accounts for a five-year period covering the years ending 31 March 2023 to 2027 inclusive.

## 15. POPULATION OF THE ORGANISATION STRUCTURE

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

### **Purpose of Report**

The purpose of this report is to provide Members with a Progress report on the implementation of the locally agreed terms and conditions and population of the Organisation Structures from the Leisure and Development and Environmental Services Directorates.

Progress Report and timeline - Leisure and Development was detailed within the confidential report.

Progress Report and timeline - Environmental Services, was detailed within the confidential report.

Population of Structures was detailed within the confidential report.

### **Recommendation(s)**

**It is recommended** that the Corporate Policy and Resources Committee note this report.

Committee NOTED the report.

## 16. CORPORATE DIRECTORATE ESTIMATES 2023/24

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

The Director of Corporate Services referred to the powerpoint, previously circulated and provided commentary on the Starting Point, Assumptions and Methodology.

The Director of Corporate Services referred to spreadsheet (previously circulated) illustrating comparison between this year and next year, annual budget/coding for each service, increases/decreases and advised the calculation for wages and salaries would not be completed until the close of the Trade Union consultation on 3<sup>rd</sup> February 2023.

Regarding insurance, the Director of Corporate Services advised that insurance across Council will be calculated and divided accordingly.

The Director of Corporate Services welcomed enquiries from Elected Members by email or in person, on a one-to-one, or in party groups, regarding Corporate Services Directorate Estimates, 2023/24.

## **17. CORPORATE SERVICES MANAGEMENT ACCOUNTS PERIOD 7 2022/23**

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

### **Purpose of Report**

The purpose of this report to provide Members with information on the current financial position of Corporate Services Directorate at the end of Period 7.

### **Background**

Council has approved the annual budget for Corporate Services and delegated authority to officers to utilise this budget in the provision of services to the rate payers. Corporate Services budget for 2022/23 is £5,304,916

### **Detailed Analysis**

The Corporate Services position at month 7 shows a £283,562.52 positive variance, as a result of £188K under budget in expenditure and £96k over budget in income. Table of Analysis of Expenditure for Corporate Services Months 1-7 was previously circulated.

The Director of Corporate Services provided commentary on current position with regard to Democratic Services, Land and Property, Human Resources, ICT, Contributions to Other Bodies, Internal Audit, Centrally Managed, Policy and Community Planning and Period 7 Position and Year End Projections.

### **Recommendation**

That Council note the information presented.

Committee NOTED the report.

The Director of Corporate Services advised that this was on the agenda for information as the last meeting of Corporate Policy and Resources Committee had been adjourned.

## **18. CORPORATE SERVICES MANAGEMENT ACCOUNTS PERIOD 8 2022/23**

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

### **Purpose of Report**

The purpose of this report to provide Members with information on the current financial position of Corporate Services Directorate at the end of Period 8.

## **Background**

Council has approved the annual budget for Corporate Services and delegated authority to officers to utilise this budget in the provision of services to the rate payers. Corporate Services budget for 2022/23 is £5,304,916

## **Detailed Analysis**

The Corporate Services position at month 8 shows a £264,426.55 positive variance, as a result of £161K under budget in expenditure and £103k over budget in income. Table 1 Analysis of Expenditure – Corporate Services Months 1-8 was previously circulated.

The Director of Corporate Services provided commentary on current position with regard to Democratic Services, Land and Property, Human Resources, ICT, Contribution to other bodies, Internal Audit, Centrally Managed, Policy and Community Planning and Period 8 Position and Year End Projections.

## **Recommendation**

That Council note the information presented.

The Director of Corporate Services advised all areas were on, or, under budget with an increase in ICT due to cyber threats and licencing but emphasised that enhanced security could impact favourably on insurance costs. Month 9 Management Accounts would be brought to the February Committee meeting.

Councillor Wilson enquired on the status of live streaming of meetings. The Director of Corporate Services advised the technology was currently functional but there was consultation with Trade Unions regarding staff in attendance at meetings to be considered, which had not been dealt with due to the Pay Award negotiations and considered usual business with Trade Unions would shortly resume.

At the request of Councillor Wilson, the Director of Corporate Services agreed to report to the next Committee regarding the Legislation for Remote meetings function, which expires in March 2023.

Committee NOTED the report.

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

**(i) Land and Property Cases (Councillor Nicholl)**

*'There are several Land and Property cases that have not been progressed by Council. These relate to requests to purchase land and a query in relation to a Right of Way, which is delaying the development of much-needed social housing in Dungiven.*

*Can the Council provide an update into these requests and the reasons for the delay.'*

The Director of Corporate Services advised she would be unable to comment as not currently involved with Land and Property issues.

The Democratic and Central Services Manager advised she would provide an update to Councillor Nicholl outside of the meeting and with the agreement of members provide an update at Land and Property Sub Committee having consulted with the Land and Property team.

Councillor referred to a backlog and indecision, which he believed, was impacting on Planning and suggested the staff resource in Land and Property should be revisited.

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

Proposed by Alderman Knight-McQuillan  
Seconded by Councillor McCaw

**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 8.20 pm.

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Chair