

You are hereby requested to attend a Meeting of Coleraine Borough Council to be held in the Council Chamber, Cloonavin on **TUESDAY** 28 February 2012 immediately following the Planning Committee Meeting.

R. WILSON

Town Clerk and Chief Executive

Cloonavin  
66 Portstewart Road  
COLERAINE

A G E N D A

1. Minutes (enclosed):
  - 1.1 Council Meeting – 24 January 2012
  - 1.2 Special Meeting - 07 February 2012
2. Committee Reports (enclosed):
  - 2.1 Planning Committee – 24 January 2012
  - 2.2 North West '200' Committee – 16 February 2012
  - 2.3 Policy & Development Committee – 21 February 2012

**(Item 7.1.1)** International North West '200' 2012 – Council Support (Report enclosed) \*
3. Notice of Motion  

The undernoted Notice of Motion has been submitted by Alderman W. J. McClure:

“I propose that in honour of the Diamond Jubilee of Her Majesty the Queen’s reign Coleraine marks this historic occasion and strong association with Her Royal Highness by commissioning a special stained glass window which should be installed within the Town Hall”.
4. Notice of Motion \*

5. Correspondence, including inter alia:
  - (a) Changes to fire cover in the area (copy letter dated 26 January 2012 from Northern Ireland Fire & Rescue Service enclosed). **Decision required regarding briefing.**
  - (b) Future provision of Accident and Emergency services at the Causeway Hospital (copy letter dated 15 February 2012 from the Minister for Health, Social Services and Public Safety enclosed). **Decision required regarding cross-party delegation.**
  - (c) Reports available in Members' Library (List enclosed)
6. Consultation Documents (List enclosed)
7. Documents for Sealing

**Enclosed for Information:**

Letter dated 20 February 2012 from the Parades Commission regarding Outreach Road Shows.

**\* Recommended for consideration "In Committee".**

To: Each Member of Council

24 February 2012

## COUNCIL MEETING

24<sup>th</sup> January, 2012.

**Present:** The Mayor, Alderman J. M. Bradley, in the Chair

The Deputy Mayor, Councillor W. A. King  
(Items 1.0 – 14.2.2)

### **Aldermen**

W. T. Creelman  
M. T. Hickey (Mrs.)

N. F. Hillis  
(Items 14.0 – 14.2.2)  
W. J. McClure

### **Councillors**

C. S. Alexander (Ms.)  
C. Archibald  
Y. Boyle (Ms.)  
A. S. Cole  
G. Duddy  
M. Fielding  
E. P. Fielding (Mrs.)  
B. Fitzpatrick

D. Harding  
R. J. Holmes  
R. A. Loftus (Mrs.)  
W. McCandless  
D. McClarty  
(Items 1.0 – 14.2)  
G. L. McLaughlin  
A. McQuillan

### **Officers in Attendance:**

Town Clerk and Chief Executive, Corporate Director of Environmental Services, Corporate Director of Leisure and Development, Head of Performance, Policy and Governance, Head of Development Services and Clerical Assistant

**Apology:** Councillor Barbour

#### **1.0 WELCOME**

The Mayor welcomed everyone to the meeting.

#### **2.0 MINUTES**

The Minutes of the Council Meeting of 20th December, 2011 were confirmed and signed.

#### **3.0 'IN COMMITTEE'**

It was agreed that a number of issues arising from reports would be addressed 'In Committee' at the end of the meeting.

#### **4.0 COMMITTEE REPORTS**

##### **4.1 Planning Committee**

The Chairman, Alderman McClure, moved the adoption of the Planning Committee Report; this was duly seconded by Alderman Creelman and agreed.

##### **4.2 Leisure and Environment Committee**

The Chairman, Councillor Cole, moved the adoption of the Leisure and Environment Committee Report; this was duly seconded by Councillor McQuillan.

Matters arising:

#### 4.2.1 The Irish Open Golf Championship 2012 – Portrush

The Town Clerk and Chief Executive updated members on the forthcoming Irish Open. Mr. Wilson explained that following a meeting with DETI there were three main aspects to the event: Event Delivery, Product Marketing and Communications, and Destination Management and Off-Course Delivery. The Town Clerk and Chief Executive advised that Council had been asked to take the lead role for the latter with Mr. Wilson Chairing this strand. Mr. Wilson outlined that several working groups would be set up for the management of these responsibilities with officers and councillors involved in each.

#### 4.2.2 Policing and Community Safety Partnership Appointment of Independent Members to Policing and Community Safety Partnerships (PCSPs)

The Mayor explained that Councillor McCandless was no longer available and asked Council to elect a replacement.

**Agreed:**

On the proposal of Councillor McQuillan and seconded by Councillor McClarty that Councillor Duddy would replace Councillor McCandless.

#### 4.3 Policy and Development Committee

The Vice Chairman, Councillor Fielding, moved the adoption of the Policy and Development Committee Report; this was duly seconded by Councillor Mrs. Fielding.

#### 5.0 VETERANS' ADVOCATE FOR NORTHERN IRELAND

Consideration was given to a letter dated 21<sup>st</sup> December, 2011 from Newtownabbey Borough Council seeking support for a letter to be sent to the Office of the First Minister and Deputy First Minister requesting support for the appointment of a Veterans' Advocate for Northern Ireland.

**Agreed:**

That the letter be marked 'read'.

#### 6.0 DOCUMENTS TABLED

Members noted the list of documents which had been made available in the Members' Library (previously supplied).

#### 7.0 CONSULTATION LIST

Details of consultation documents received were noted (previously supplied).

Any member who wished to make a response was asked to contact the Head of Performance, Policy and Governance before the due date for comments as detailed in

the report.

## 8.0 DOCUMENTS FOR SEALING

Resolved:

That the following documents be sealed:

1. Conveyance (in triplicate) Council to Mr. & Mrs. Morrow –  
land to rear of 11 Blackrock Park,  
Portrush
  
2. Cemetery Titles Grant of Right of Burial – Deeds  
Register Nos. 3835 – 3836  
inclusive:  
  
Agherton 0  
Ballywillan 1  
Coleraine 0  
Kilrea 0  
Portstewart 1  
  
Advanced Deeds Register Nos.  
0295 – 0297 inclusive:  
  
Kilrea 1  
Portstewart 2

## SPECIAL MEETING

7th February, 2012.

**Convened:** To consider the Rate Estimates and strike a Borough Rate for the year ended 31<sup>st</sup> March 2013

**Present:** The Mayor, Alderman J. M. Bradley, in the Chair  
The Deputy Mayor, Councillor W. A. King

### **Aldermen**

W. T. Creelman                      W. J. McClure  
M. T. Hickey (Mrs.)

### **Councillors**

C. S. Alexander (Ms.)              R. J. Holmes  
C. Archibald                          R. A. Loftus (Mrs.)  
A. S. Cole                              W. McCandless  
G. Duddy                                (Items 2.1 – 3.0)  
E. P. Fielding (Mrs.)                D. McClarty  
M. Fielding                              G. L. McLaughlin  
B. Fitzpatrick                         A. McQuillan  
D. Harding

### **Officers in Attendance:**

Town Clerk and Chief Executive, Corporate Director of Environmental Services, Corporate Director of Leisure and Development, Acting Head of Finance and Administrative Assistant

**Apologies:** Alderman Hillis, Councillors Barbour and Ms. Boyle

## **1.0 WELCOME**

The Mayor welcomed everyone to the meeting.

## **2.0 2012/2013 RATE ESTIMATES**

The Town Clerk and Chief Executive presented his report on the 2012/2013 Rate Estimates (previously supplied). He reminded members and officers that, throughout the preparation of the rate estimates, Council had been mindful of pressures faced by local ratepayers and the difficult environment in which it was currently operating.

Members noted the main factors which gave rise to the proposed rate viz:

- **Financial Pressures**

Waste management costs and potential reduction in income levels continue to be the primary financial pressure facing Council.

Increasing energy costs also are a significant pressure on budgets. Council's Energy Officer has made considerable savings in recent years and would continue to review usage levels, energy prices and options for energy reduction.

Salary costs are to be impacted this year with a further 1% increase in pension costs, possible pay award (negotiated nationally) and a 53 week payroll. These increased costs are imposed externally to Council.

A key priority for Council is the regeneration and promotion of the area and in addition to the significant level of events that Council already provide, this summer will see the Olympic Torch come to Portrush in June, The Irish Open will be held at Royal Portrush and the Queen will celebrate her Diamond Jubilee.

- **Income**

The main issues relating to Council's income for the forthcoming year are:

- A further decrease in Building Control income due to the continuing slowdown in the construction business.
- A material reduction in landfill site income is predicted for the incoming financial year due to other Councils reducing the amount of waste they put to landfill and a reduction in the gate price due to market forces.

- **Reserves and Rate Base**

Council was required to maintain a balance in its District Fund in accordance with prudent financial management principles. As was outlined last year, Council's reserves were limited. There was a need to ensure that reserves were maintained at a reasonable level in the run-up to the Review of Public Administration implementation and, therefore, it had not been possible to utilise any reserves to offset the rate requirement for the incoming year. Provision had also been made for the transfer of funds to both the Sinking Fund and the Renewals and Repairs Fund (£600k) to ensure these funds were maintained at appropriate levels. No contribution towards increasing reserves had been budgeted for in the incoming financial year.

Additionally, the estimated "Penny Product" had marginally increased for the new financial year.

- **Savings and Efficiencies**

In addition to the reductions in overtime and absenteeism, other areas which had produced savings included:

- Management and control of vacant posts;
- Energy usage;
- Review of contributions;
- Review of operation of facilities e.g. Coleraine West Community Centre/Jim Watt and Kilrea Sports Halls;
- Review of all service budgets on a line by line basis;
- Anticipated savings in relation to agency costs through a joint procurement exercise with Cluster Councils.

- **Capital Programme**

Council recognises the key role it has in regenerating and investing in its local area and accordingly has a significant capital programme. This programme

provides for capital expenditure on strategic, operational and community based schemes.

Council is also committed to reviewing a number of key areas during the 2012/2013 financial year, along with on-going efforts to realise savings wherever possible. For example, a review of public convenience provision will take place in 2012/2013.

- **Risk**

The Council is required to compile a risk register identifying the key risks to the organisation. The corporate risk register was incorporated in the development of this year's budget setting process. It should be noted that the budget for the year makes assumption where information is not available. The assumptions naturally carry a degree of risk.

## **2.1 Estimate Summary**

The estimate of rates culminated in the following rate requirement:

	£
Net Cost of Services	18,912,013
<u>Less: General Grant</u>	618,583
<u>Less: Credit balance applied</u>	-
Amount to be raised	<u>18,293,430</u>
Estimated product of 1p rate	767,030

### **Agreed:**

On the proposal of Councillor Harding and seconded by Alderman McClure, that:

- (1) Council strike a Borough Rate for the 2012/2013 year as follows:
  - (a) Domestic District Rate of 0.3146 pence
  - (b) Non-Domestic Rate of 23.8497 pence
- (2) Council approve the Authorised Borrowing Limit, Treasury Management Strategy and Minimum Revenue Provision Policy for 2012/2013.
- (3) Council approve the Capital and Contributions Programme previously discussed with members. This Programme, together with the associated Prudential Indicators, would be reviewed and updated on a yearly basis as circumstances will no doubt change and the affordability of the Programme will be reassessed on an ongoing basis.

## **2.2 Congratulations**

Members commended all the staff who had contributed to the extensive estimates exercise to bring the rate down to the agreed level.

It was proposed by Councillor McQuillan and seconded by Councillor Duddy:



That a more robust Audit Committee be set up which would examine budgets, set targets in areas such as absenteeism, have powers to scrutinise and allow senior officers to monitor if targets are met.

The Town Clerk and Chief Executive advised that there already was an Audit Committee which had five elected members and he clarified a recommendation which was made last year to carry out a governance review which would be looked at in the coming months.

On being put to the meeting, the proposal was lost, two members voting in favour and nine members voting against.

**3.0 HEALTH AND SOCIAL CARE IN NORTHERN IRELAND -  
CONFERENCE AT ARMAGH CITY HOTEL, 23<sup>RD</sup> FEBRUARY, 2012**

Members interested in attending this conference (details circulated) were asked to contact the Corporate Director of Environmental Services or the Principal Administrative Officer as soon as possible.

## PLANNING COMMITTEE

24<sup>th</sup> January, 2012.

**Present:** Alderman W. J. McClure in the Chair  
The Mayor, Alderman J. M. Bradley  
The Deputy Mayor, Councillor W. H. King

### **Aldermen**

W. T. Creelman  
M. T. Hickey (Mrs.)

N. F. Hillis

### **Councillors**

C. S. Alexander (Ms.)  
C. Archibald  
Y. Boyle (Ms.)  
A. S. Cole  
G. Duddy  
M. Fielding  
E. P. Fielding (Mrs.)  
B. Fitzpatrick

D. Harding  
R. J. Holmes  
R. A. Loftus (Mrs.)  
W. McCandless  
D. McClarty  
G. L. McLaughlin  
A. McQuillan

**Also in Attendance:** Representatives from the Planning Service – Mr. A. Brown and Ms. S. Doherty

**Officers in Attendance:** Corporate Director of Environmental Services, Head of Performance, Policy and Governance (Items 2.0 - 4.1), Principal Administrative Officer and Clerical Assistant

**Apology:** Councillor Barbour

## **1.0 WELCOME**

The Chairman welcomed everyone to the Meeting.

## **2.0 PLANNING APPLICATIONS**

A list of nineteen applications was presented for consideration (previously supplied).

### **Applications Deferred from Previous Meeting**

- 2.1      Application No. D1  
          C/2011/0025/F  
          Erection of a wind turbine  
          (250kw max) with tower  
          height of 31m approximately  
          60m south west of  
          Crossland Farm and end of  
          Crossland Road, Swatragh  
          for Northern Counties Co-op
- The opinion of the Planning Service was to approve.
- It was agreed that the application be approved.

Enterprises Ltd

- 2.2      Application No. D2  
C/2011/0168/O  
Existing RDA arena building  
to be demolished and  
replaced with one new two  
storey dwelling with  
detached double garage at  
155a Castleroe Road,  
Coleraine for Riding for the  
Disabled
- The opinion of the Planning Service was to approve.
- It was agreed that the application be approved.
- 2.3      Application No. D3  
C/2011/0192/F  
1.5 storey dwelling and  
garage adjacent to farm  
holding adjacent to 41  
Churchtown Road (access  
from Ballyrogan Road),  
Garvagh for Mr. and Mrs. B.  
Niblock
- The opinion of the Planning Service was to approve.
- It was agreed that the application be approved.
- 2.4      Application No. D4  
C/2011/0437/O  
Site for proposed one-and-  
a-half storey infill/rounding  
off dwelling at site 36m  
northwest of 120 Edenbane  
Road, Coleraine for  
Mr. B. Devine
- The opinion of the Planning Service was to refuse.
- It was agreed that the application be refused.

**New Applications**

- 2.5      Application No. 1  
C/2010/0679/F  
Change of use from  
agricultural shed to timber  
post sheathing plant at 111  
Agivey Road, Kilrea for  
Mr. G. Wilson
- The opinion of the Planning Service was to refuse.
- It was proposed by Councillor McQuillan, seconded by Councillor McClarty and agreed:
- That the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.
- 2.6      Application No. 5  
C/2011/0178/F  
Retention of dwelling and  
shop with alterations to  
finishes and elevations at  
Craig Vara Cottage, 6 Craig  
Vara Terrace, Portrush for  
Mark and Tracey Scullion
- The opinion of the Planning Service was to approve.
- It was proposed by Councillor Ms. Alexander, seconded by Councillor McClarty and agreed:
- That the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations

- had not been assessed.
- 2.7      Application No. 6  
C/2011/0185/F  
Installation of a 250kw wind turbine with tower height of 46m and blade span of 33m and access to existing lane to provide power to existing farm and remainder to the grid approximately 320m south west of 61 Cullyrammer Road, Garvagh for Mr. P. Taylor
- The opinion of the Planning Service was to refuse both applications.
- It was proposed by Councillor McQuillan, seconded by Councillor Cole and agreed:
- That the applications be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.
- Application No. 8  
C/2011/0378/F  
Installation of a 250kw wind turbine with tower height of 46m and blade span of 15m to serve farm and excess to grid approximately 160m south of 12 Movenis Road, Garvagh for Mr. J. Stewart
- 2.8      Application No. 7  
C/2011/0337/F  
Proposed car port to side of 1 Mill Park, Mill Road, Portstewart for D. Walls
- The opinion of the Planning Service was to approve.
- It was proposed by Councillor Fitzpatrick, seconded by Alderman Mrs. Hickey and agreed:
- That the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.
- 2.9      Application No. 11  
C/2011/0508/O  
Agricultural building/shed 125m north west of 525 Ardina Road, Castlerock for Mr. D. Conn
- The opinion of the Planning Service was to refuse.
- It was proposed by Councillor McQuillan, seconded by The Deputy Mayor and agreed:
- That the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.
- 2.10     Application No. 12  
C/2011/0513/F  
Proposed two storey dwelling 40m north east of 1 Turnberry Mews, Portstewart for
- The opinion of the Planning Service was to refuse.
- It was proposed by Councillor Archibald, seconded by Councillor Fitzpatrick and agreed:

Mr. A. Bradley

That the application be deferred for one month to facilitate an office meeting on the grounds that all material planning considerations had not been assessed.

2.11 Application No. 13  
C/2011/0522/O  
Proposed two-storey farm dwelling and detached garage 220m south east of 34 Ballymadigan Road, Castlerock for Mr. J. Thompson

The opinion of the Planning Service was to refuse C/2011/0522/O and approve C/2011/0531/O.

It was proposed by Councillor McQuillan, seconded by Councillor Cole and agreed:

That the applications be deferred for one month to allow further information to be obtained.

Application No. 15  
C/2011/0531/O  
1 no new farm dwelling and garage 50m south east of 30 Ballymadigan Road, Castlerock for Mr. R. N. Thompson

### **3.0 OFFICE MEETINGS**

It was noted that the office meetings would be held on Friday 10<sup>th</sup> February, 2012. On the request of a Member the Planning Department agreed to leave Application C/2011/0178/F, Craig Vara Cottage until the last meeting of the day to allow for extra time should it be required.

### **4.0 DRAFT NORTHERN AREA PLAN – STAGE 2 PUBLIC EXAMINATION TIMETABLE**

The Principal Administrative Officer outlined the thirteen day timetable for Stage 2 of the Draft Northern Area Plan Public Examination. It was noted that Council's Planning Consultant would represent Council on seven of the days and that Council's written submission would be used for the remaining six days.

It was agreed that Council would also be represented for the Portballintrae issues and that, where possible, officers would attend the hearings with Mr. Fleming.

### **5.0 GENERAL PLANNING ISSUES**

#### **5.1 Hotel Development, The Diamond, Portstewart**

A member requested clarification on this application. Mr. Brown advised that this application was under consideration and undertook to bring information back to Council.

### **6.0 CORRESPONDENCE**

#### **6.1 Discontinuance Notice at Kiddieland, Portrush**

Consideration was given to letter dated 3<sup>rd</sup> January, 2012 from Mr. Attwood, Minister of the Environment (previously supplied) advising Council of his decision not to issue a Discontinuance Notice in this case.

It was agreed, on the proposal of Councillor Ms. Alexander, seconded by Alderman Mrs. Hickey to seek a further meeting with the Minister to request a review of his decision and to explore a possible cross-departmental solution to the matter.

**6.2 C/2010/0433, C/2011/0054 & C/2011/0288 – Causeway Street, Portrush**

Consideration was given to letter dated 15<sup>th</sup> January, 2012 from Mr. Attwood, Minister of the Environment (previously supplied) regarding the planning applications at Causeway Street, Portrush. It was noted that the Minister would deliberate on all the applications together before making his decision.

**7.0 ANY OTHER BUSINESS**

**7.1 Planning Appeals Commission - Decision  
Alleged unauthorised park home/wooden dwelling  
73 Moneydig Road, Moneydig, Garvagh**

A member requested information on the above Planning Appeals Commission decision. Mr. Brown advised that the appeal had been lost and the Enforcement Notice was upheld. The householder had approximately one hundred and twenty days to remove the unauthorised wooden dwelling otherwise court action would be taken.

## NORTH WEST '200' COMMITTEE

16<sup>th</sup> February, 2012.

**Present:**

**Aldermen**

W. T. Creelman  
M. T. Hickey (Mrs.)  
(Items 3.0 – 14.0)

N. F. Hillis  
(Items 3.0 – 14.0)

**Councillors**

E. P. Fielding (Mrs.)      B. Fitzpatrick

**Officers in Attendance:**

Corporate Director of Environmental Services, Principal Environmental Health Officer, Refuse and Cleansing Manager, Head of Development Services (Items 3.0 – 14.0), Events Assistant (Items 1.0 – 10.0), Outdoor Recreation Manager, Licensing/Enforcement Officer and Administrative Assistant.

**Representative from PSNI:**

Inspector S. McCauley

**Also in Attendance:**

Mr. M. Whyte, Technical Director, North West 200  
Mr. G. McAuley, Operations Manager, North West 200

**Apology:**

Councillor Barbour

**2.0 WELCOME**

Alderman Creelman welcomed everyone to the meeting.

**2.0 ELECTION OF CHAIRMAN**

It was agreed that Alderman Creelman be elected as Chairman for the ensuing year.

**3.0 MANAGEMENT TEAM FOR 2012 EVENT**

Mr. Whyte gave a brief overview of the Management Team (structure circulated).

**4.0 RACE WEEK FESTIVAL**

It was agreed that this item be brought forward for consideration.

The Events Assistant updated Committee on the Race Week Festival and highlighted various events (events programme circulated). He advised the programme had expanded since last year and contained more events.

**5.0 ROAD CLOSURES**

Mr. Whyte advised he had applied for a Road Closure Order for Tuesday, 15<sup>th</sup> May from 9.30 a.m. - 2.30 p.m. and Thursday 17<sup>th</sup> May from 9.30 a.m. - 2.30 p.m. and 5.30 p.m. – 9.00 p.m. and was waiting on a reply.

Mr. Whyte advised that visits were made to those who had concerns about the closures and the system for access to their properties was explained to them.

The Refuse and Cleansing Manager advised that black bin refuse collections were due on the affected roads but would be rescheduled to accommodate the road closures.

## **6.0 TRANSFER OF COUNCIL LANDS**

Mr. Whyte advised he had applied to Council for the use of land. The Head of Development Services advised that a report would be going to the Policy and Development Committee Meeting on Tuesday 21<sup>st</sup> February and the Coleraine and District Motor Club would be making a presentation to Council which would include the transfer of lands.

## **7.0 STREET TRADING ARRANGEMENTS**

The Licensing/Enforcement Officer advised that the Street Trading arrangements would be the same as last year:

Glenvale Avenue, Portrush	- 2
Mill Road, Portstewart	- 2
Atlantic Road, Coleraine	- 1
Ballysally Road Roundabout	- 6

Agreed.

## **8.0 CONTINENTAL MARKET**

The Corporate Director of Environmental Services and Mr. Whyte updated Committee on this topic. The Corporate Director of Environmental Services advised that the Market would not be held at Metropole Green and alternative sites had been found. A discussion ensued on the alternative sites and it was proposed by Alderman Mrs. Hickey, seconded by Councillor Mrs. Fielding and agreed that:

Two alternative sites, The Crescent, Portstewart and Lansdowne, Portrush be explored and details brought back to a future meeting.

## **9.0 CAMP SITES/CARAVAN PARKS/CAR PARKING**

Mr. Whyte advised that the official site would be at Blair's Caravan Park and there would also be two motorhome sites – one near the finishing line and another at the top of the hill. The land on the Portstewart side of the Inn on the Coast would be used for car parking only by the Club.

## **10.0 HOSPITALITY**

Mr. Whyte advised that the Hospitality Marquee would be located at the start area. He highlighted some changes to the Hospitality Package (Hospitality Booking Form circulated).

## **11.0 CHARITY PARTNER**

Mr. Whyte advised that twenty-six applications had been received for the Charity Partner and following the selection process, it was awarded to Action Medical Research. Monies raised during Race Week will be used to support research projects (childhood blindness



and stillbirth) funded by Action Medical Research which are based at Queen's University and the Royal Victoria Hospital.

Mr. McAuley advised that the charity had been involved in creating various fundraising activities.

#### **12.0 SPONSORSHIP, GRANTS AND TENDERS**

Mr. Whyte gave an update on sponsorship, grants and tenders. He advised that the main sponsor would be 'Relentless' (second year of a two year contract). He further advised that all the sponsors from last year were still on board and work was progressing on securing another sponsor.

#### **13.0 HEALTH AND SAFETY**

Mr. McAuley updated Committee on the Health and Safety arrangements and advised of a table top event at the Lodge Hotel, Coleraine on 8<sup>th</sup> March, 2012. Members were also invited to attend this event to observe.

#### **14.0 ACCESS TO PORTRUSH AND PORTSTEWART DURING NORTH WEST 200**

A member raised concern that road closure publicity could deter people from going to Portrush and Portstewart during the event and highlighted that it was still possible to access to the towns during the event. Mr. Whyte highlighted various options of getting the message out that access to both towns was still possible during the event.

## **POLICY AND DEVELOPMENT COMMITTEE**

**21<sup>st</sup> February, 2012.**

**Present:** Councillor D. D. Barbour, in the Chair  
The Mayor, Alderman J. M. Bradley (Items 7.1.1 – 7.2.3)  
The Deputy Mayor, Councillor W. A. King

### **Aldermen**

W. T. Creelman  
M. T. Hickey (Mrs.)

N. F. Hillis  
W. J. McClure

### **Councillors**

C. Archibald  
Y. Boyle (Ms.)  
G. Duddy  
E. P. Fielding (Mrs.)  
M. Fielding  
B. Fitzpatrick

D. Harding  
R. A. Loftus (Mrs.)  
W. McCandless  
D. McClarty  
G. L. McLaughlin  
A. McQuillan

**Officers in Attendance:** Town Clerk and Chief Executive, Corporate Director of Leisure and Development, Head of Development Services, Head of Performance, Policy and Governance, Acting Head of Finance and Administrative Assistant

**Also in Attendance:** Mr. Mervyn Whyte and Mr. Gerard McAuley, Coleraine and District Motor Club (Items 1.0 – 7.1.1)

**Apologies:** Councillors Ms. Alexander, Cole and Holmes

## **1.0 IN COMMITTEE**

It was agreed to consider a number of items 'In Committee' at the end of the meeting.

## **2.0 DEVELOPMENT SERVICES' REPORT**

Consideration was given to the Report of the Head of Development Services (previously supplied).

Matters arising:

### **2.1 North Eastern Education and Library Board (NEELB) Request for Youth Champions**

NEELB Youth Service had written to thank Council for opportunities provided for engagement with Council and to request nominations of Members to act as contacts and Champions for Youth.

### **Recommended:**

On the proposal of Alderman Hillis and seconded by Councillor Harding, that

The Mayor be nominated.

On the proposal of Councillor Mrs. Loftus and seconded by Councillor McClarty, that Alderman Mrs. Hickey also be nominated.

## **2.2 Investors in People**

An approach had been made to Council by the Department for Employment and Learning (DEL) in respect of co-funding a group scheme to allow local businesses to gain Investor in People accreditation.

Members noted information on the scheme, as contained in the report, following which Members' questions were responded to by the Head of Development Services.

### **Recommended:**

On the proposal of Alderman Mrs. Hickey and seconded by Councillor Harding, that Council co-funds the Investors in People scheme for local businesses with DEL, with funding up to a maximum of £5,000.

## **2.3 For Information**

Members noted information on the following topics, as contained in the report:

- i) Portrush Harbour Technical Feasibility Study and Railway Station Study – the Head of Development Services reported that this meeting would not take place on 23<sup>rd</sup> February but would be rescheduled.
- ii) Station Square Environmental Improvement Scheme
- iii) Giant's Causeway Visitor Centre
- iv) Community Endeavour Awards 2012
- v) DCAL Community Festivals Fund 2012-2013
- vi) Business Support Programmes
- vii) Food Tourism Scoping Exercise
- viii) Business Support Events

## **3.0 CHIEF EXECUTIVE'S REPORT**

Consideration was given to the Report of the Town Clerk and Chief Executive (previously supplied).

Matters arising:

### **3.1 Finance**

#### **3.1.1 For Information**

Members noted information on the following topics, as contained in the report:

- i) Accounts
- ii) Members' Training – 22<sup>nd</sup> February, 2012 from 6.30-8.30pm, Flowerfield Arts Centre.

## **3.2 Human Resources**

### **3.2.1 Grievance Procedure**

Consideration was given to the updated Grievance Procedure which had been endorsed by Council's trade union representatives and Human Resource Group (previously supplied).

Members noted that an additional interview record form would be developed for signature by all those involved in any meeting.

#### **Recommended:**

That Council adopts the revised Grievance Procedure.

### **3.2.2 Disciplinary Procedure**

Consideration was given to the revised Disciplinary Procedure which had been endorsed by Council's trade union representatives and Human Resource Group (previously supplied).

Members noted that the Human Resource Group had emphasised the need for staff training on the revised procedure.

#### **Recommended:**

That Council adopts the revised Disciplinary Procedure.

Further, that Council shares its revised procedures within its RPA cluster of councils and considers creating a joint HR forum.

### **3.2.3 Equality Scheme**

Consideration was given to the updated Equality Scheme which had been endorsed by Council's Human Resource Group (previously supplied).

#### **Recommended:**

That Council adopts the updated Equality Scheme.

### **3.2.4 For Information**

Members noted information on new staff who had joined Council in January 2012, viz:

Name	Department	Role / terms
Miss Nicola Neill	Leisure and Development	PEACE III Project Officer (Fixed Term Contract 23/01/2012 to 31/12/2013)
Mrs Majella McVeigh	Leisure and Development	PEACE III Cultural Fusions Administrative Assistant (Fixed Term Contract 01/02/2012 to 30/09/2013)
Mrs Jacinta Kearns	Leisure and Development	PEACE III P/T Verification Assistant (Fixed Term Contract 01/02/2012 to 30/09/2013)
Mrs Orreen Angeleisa (Leisa) Duffy	Leisure and Development	PEACE III Communications Assistant (Fixed Term Contract 01/02/2012 to 31/12/2013)
Ms Joanne	Leisure and	Administrative Assistant

Allen	Development	Transferred to CBC under TUPE 01/02/2012
Mrs Julienné Elliott	Leisure and Development	Economic Development Officer (Town Centre Management) Transferred to CBC under TUPE 01/02/2012

### **3.3 Members' Services**

#### **3.3.1 For Information**

Members noted information on the following topics, as contained in the report:

- i) Forecast of Key Council Events February – March 2012.

### **3.4 Review of Public Administration (RPA)**

Consideration was given to information on the RPA, as contained in the report, and to a letter dated 15<sup>th</sup> February, 2012 from Minister Attwood advising his intention to proceed with the implementation of the reform proposals (previously supplied).

#### **Recommended:**

That Committee note the correspondence.

### **3.5 Draft Programme for Government**

Consideration was given to the composite response prepared for submission by Council to the draft Program for Government, the draft Investment Strategy and the draft Economic Development Strategy (previously supplied).

Members also noted the draft responses to the three consultations which had been provided by NILGA (previously supplied).

#### **Recommended:**

That Council endorses the composite response for submission by the deadline of 22<sup>nd</sup> February, 2012.

Members who wished to have further input to the response were asked to submit their comments to the Town Clerk and Chief Executive by midday on 22<sup>nd</sup> February, 2012.

### **4.0 MAJOR REVIEW OF POLICE BUILDINGS IN 'H' DISTRICT**

Read letter dated 25<sup>th</sup> January, 2012 from Chief Superintendent Chris Noble (previously supplied) in relation to a major review of police buildings in 'H' District and advising that a six-week consultation process would begin on 30<sup>th</sup> January, 2012.

### **5.0 FUNDING OF LOCAL GOVERNMENT REORGANISATION**

Read letter dated 8<sup>th</sup> February, 2012 from the National Association of Councillors Northern Ireland Region in relation to funding of local government reorganisation (previously supplied).

### **6.0 ANNUAL BUSINESS PLAN AND SUBSCRIPTION 2012/13**

Read letter dated 8<sup>th</sup> February, 2012 from Derek McCallan, Chief Executive, NILGA, with

enclosed Annual Business Plan 2012/13, advising that he would formally consult with Council in regard to amendments to NILGA's Constitution (previously supplied).