

COLERAINE BOROUGH COUNCIL

COUNCIL MEETING 27 May 2014

MINUTES BOOKLET

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Meeting	Council
Date and Time	08 April 2014 at 6.30pm
Location	Council Chamber, Cloonavin
Chair	The Mayor, Councillor D Harding
Present	Deputy Mayor, Councillor M Fielding Aldermen W Creelman, P Fielding, M Hickey, N Hillis and J McClure Councillors C Alexander, C Archibald, Y Boyle, T Clarke, S Cole, G Duddy, B Fitzpatrick, R Holmes, W King, M Knight-McQuillan, R Loftus, W McCandless, C Sugden and S Quigley
In Attendance	Town Clerk and Chief Executive, Corporate Director of Leisure and Development, Acting Director of Environmental Services (Items 6–10), Head of Development Services, Head of Leisure Services, Community Development Manager, Regeneration Manager (Items 1-6), Tourism Manager and Administrative Assistant

1 APOLOGIES

An apology was recorded for Councillor Barbour.

2 CHAIR'S BUSINESS

2.1 Council Meeting – 13 May 2014

The Mayor advised that due to the NW '200' practice being held on 13 May 2014 the Council Meeting would be cancelled with urgent matters being brought to the Council Meeting on 27 May 2014.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 MINUTES

The Minutes of the Council Meeting of 11 March 2014 were confirmed and signed.

5 COMMITTEE REPORT

5.1 Leisure and Development Committee

The Chair, Councillor McCandless, moved the adoption of the Leisure and Development Committee Report; this was duly seconded by Alderman Creelman.

It was agreed that two items be considered 'In Committee' at the end of the Meeting.

6 PRESENTATION - NORTHERN IRELAND TOURIST BOARD

The Mayor, welcomed Mr Andrew Patterson, Northern Ireland Tourist Board (NITB), who was in attendance to give a presentation on the NITB's Campaigning for Tourism initiative.

Mr Patterson elaborated on the following points and hoped that Council would support the campaign:

- Economic Impact:
 - i) £42.2m tourism impact
 - ii) £1:£4.78 return on investment
 - iii) £38.5m press coverage

- Special events for Northern Ireland:
 - 2012 Irish Open Golf Tournament at Royal Portrush
 - Derry/Londonderry City of Culture 2013
 - Filming of Game of Thrones
 - 2013 World Police and Fire Games
 - 2013 G8 – Lough Erne
 - Giro d'Italia – May 2014

- Visitor Numbers 2005-2012

- Visitors' top priorities:
 - i) A unique and high quality tourism offering
 - ii) High quality service
 - iii) A vibrant economy
 - iv) Easy access and convenient transport
 - v) A clean and green natural environment
 - vi) Authentic communities

The Mayor thanked Mr Patterson for the presentation after which he answered various questions. Members were pleased to support NI Tourist Board's strategy for the future.

8 CORRESPONDENCE

There was no correspondence.

9 MAYOR'S VISIT - MALAWI

Councillor King extended best wishes for a safe journey to The Mayor for his forthcoming visit to Malawi.

10 COUNCIL CHAMBER - RE-CONFIGURATION

Reported that due to the proposed re-configuration of the Council Chamber future Meetings would be held in the Bann View Committee Room.

11 DUNLUCE CENTRE

Following a Member's question regarding the Dunluce Centre the Corporate Director of Leisure and Development advised that no applications had been received.

Meeting	Council
Date and Time	23 April 2014 at 6.55pm
Location	Council Chamber, Cloonavin
Chair	The Mayor, Councillor D Harding
Present	The Deputy Mayor, Councillor M Fielding Aldermen W Creelman, P Fielding, M Hickey and J McClure Councillors C Alexander, C Archibald, Y Boyle, T Clarke, S Cole, G Duddy, B Fitzpatrick, R Holmes, W King, M Knight-McQuillan, R Loftus, W McCandless, C Sugden and S Quigley
In Attendance	Town Clerk and Chief Executive, Interim Director of Environmental Services, Head of Estates and Facilities, Head of Finance, Business Support and Administration Manager and Acting Business Support Assistant

1 APOLOGIES

Apologies were recorded for Alderman Hillis and Councillor Barbour.

2 CHAIR'S BUSINESS

2.1 Passing of David McClarty

The Mayor referred to the recent passing of David McClarty MLA and as a mark of respect, Council stood to observe a minute's silence.

Members paid tribute to the late Mr McClarty's work in Council and in the wider political field. They also expressed their sympathies to his surviving family. It was noted that Hugh Wade Funeral Directors had organised a book of condolence for the public, which would be available in Coleraine Town Hall.

Agreed:

- i) That the Mayor send a letter of condolence to the family on behalf of Council.
- ii) On the proposal of Councillor Sugden and seconded by Councillor Archibald that consideration be given to a suitable tribute to mark David's contribution to the Borough.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 'IN COMMITTEE'

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

5 MINUTES

The Minutes of the Council Meeting of 25 March 2014 were confirmed and signed.

6 COMMITTEE REPORTS

6.1 Planning Committee

The Vice Chair, Councillor Boyle, moved the adoption of the Planning Committee Report; this was duly seconded by Councillor Fitzpatrick and agreed.

6.2 Environmental Services Committee

The Minutes of the Environmental Services Committee meeting of 01 April 2014 were proposed by Councillor Archibald and seconded by Councillor Duddy.

The Interim Director of Environmental Services gave a summary of the topics contained in the Committee Report and answered Members' questions on various issues.

6.2.1 Request for Presentation

It was noted that the Pastor of Vineyard Compassion had spoken to Councillor Cole and had requested to make the presentation to full Council.

Agreed: On the proposal of Councillor Cole and seconded by Councillor Quigley, that the presentation from Vineyard Compassion be received at Council.

6.2.2 Dereliction Intervention Funding

Members referred to the scheme remaining to be completed i.e. fencing at Castle Erin, Portrush.

The Head of Estates and Facilities answered queries and outlined work already completed to replace the outdated fencing.

Agreed: That the Head of Estates and Facilities investigate the continuance of this fencing replacement, at a later date.

The Committee Report was subsequently agreed.

7 NOTICE OF MOTION

The undernoted Motion had been submitted by Councillor Loftus supported by Alderman Hickey and Councillor Quigley:

'That this Council expresses grave concern at the conditions recently experienced by patients in many of the Accident and Emergency departments across Northern Ireland. Calls on the Minister of Health, Social Services and Public Safety, to actively work for the local community to ensure service provision and demonstrate political will to provide the much needed facilities, including Accident and Emergency Services, which allows for the best care possible for patients in Coleraine area'.

Discussion ensued during which a number of Members voiced their support for the Motion and expressed their concerns at the uncertainty of levels of provision within the Borough.

An amendment was proposed by Councillor Clarke and seconded by Councillor Knight-McQuillan:

That Council acknowledges the efforts of all healthcare professionals and commends the staff at the Causeway Hospital who have contributed to the reduction in waiting times in the Emergency Department; and that Council continues to support all improvements to the provision of acute services at the Causeway.

On being put to a vote the amendment was lost, 9 Members voting in favour and 10 Members voting against.

Councillor Boyle also commended the Causeway Hospital Campaign Group for their work. It was proposed by Alderman Hickey and seconded by Councillor Boyle that Council invites the Causeway Campaign Support Group to Meeting.

Agreed:

- i) With 10 Members voting in favour and 1 Member voting against, that the Motion be carried.
- ii) That the Causeway Hospital Campaign Group be invited to a Council meeting.

8 DEPARTMENT OF THE ENVIRONMENT

8.1 Consultation Documents

Consideration was given to the following documents (previously supplied):

- The Draft Northern Ireland Local Government Code of Conduct for Councillors Consultation Document and NILGA Draft Response.
- Shadow Arrangements and draft Local Government (Transitional, Supplementary and Incidental Provisions and Modifications) Regulations (Northern Ireland) 2014 Consultation Document and NILGA Response.

Agreed: That Council endorse the listed responses.

9 CORRESPONDENCE

Members noted the following correspondence (previously supplied):

- Information from OFMDFM dated March 2014 re Election to the European Parliament and Local Government Elections 2014 – Guidance on Conduct for Civil Servants and Special Advisers.
- Letter dated 26 March 2014 from Down District Council together with letter to the Chief Secretary to the Treasury re Fuel Rebate Scheme.
- Letter dated 14 April 2014 from the Department of the Environment, Planning Policy Division, re The Planning (Control of Advertisements) Regulations (NI) 1992 – Regulation 6: Direction Restricting Deemed Consent.
- Letter dated 16 April 2014 from the Minister of the Environment re Giro d'Italia – The Planning (Control of Advertisements) Regulations (NI) 1992.
- Forecast of Events
- Documents for Tabling
- Consultation Documents

10 DOCUMENTS FOR SEALING

Resolved:

That the following documents be sealed:

- | | |
|----------------------------------|---|
| 1. <u>Conditions of Contract</u> | Council and University of Ulster Coleraine – BUS STOP Programme |
| 2. <u>Conditions of Contract</u> | Council and B9 Solutions Ltd – SMART GRID Business Energy Pilot Programme |
| 3. <u>Licence</u> | Council to Coleraine & District Motor Club Limited – NW 200 Event Licence |
| 4. <u>Agreement</u> | Employee – Advance for Purchase of Car |
| 5. <u>Cemetery Titles</u> | Grant of Right of Burial – Deeds Register No. 4106– 4112 inclusive: |

Coleraine	0
Ballywillan	3
Agherton	1
Portstewart	3
Kilrea	0

Meeting	Leisure and Development Committee
Date and Time	15 April 2014 at 6.30pm
Location	Bann View Committee Room, Cloonavin
Chair	Councillor W McCandless
Present	Aldermen P Fielding, M Hickey and J McClure Councillor M Knight-McQuillan
In Attendance	Town Clerk and Chief Executive (Items 1.0 – 5.1.1), Head of Development Services, Head of Leisure Services, Healthy Living and Sport Manager, Project Manager and Administrative Assistant

1 APOLOGIES

Apologies were recorded for Alderman Hillis, Councillors Barbour and Boyle and the Corporate Director of Leisure and Development.

2 CHAIR'S BUSINESS

There was no Chair's business.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 REQUESTS FOR PRESENTATIONS

There were no requests for presentations.

5 LEISURE AND DEVELOPMENT SERVICES' REPORT

Consideration was given to the Leisure and Development Services Report (previously supplied).

5.2.1 Queen's Baton Relay – Commonwealth Games

Reported that the Glasgow 2014 Queen's Baton Relay was the curtain-raiser to the 20th Commonwealth Games resulting in the baton visiting 71 nations and territories. The baton would visit Northern Ireland on 20-23 May 2014 and would be hosted in Coleraine on Tuesday 20 May at an evening Reception in the Bann Gallery, Cloonavin (to be confirmed). A provisional programme contained in Appendix 1 of the Report was noted.

5.2.2 Beach Management Strategy

Reported that the Causeway Coast and Glens Heritage Trust (CCGHT) had pioneered a strategic approach to beach management through the production of a "Draft Beach Management Strategy" that covered the coast from Magilligan Point to Islandmagee. The CCGHT were requesting Council, along with Limavady and Moyle, to formally adopt the draft and support its strategic aims and objectives.

The main outcome of the draft was its proposal for a cross-authority Beach Management Co-ordination Group which would replace the current Beach Management Strategy Steering Group which Council participates in. Adoption of the draft would be, in alignment with the other cluster Councils, for the period up to 31 March 2015, at which point agreement would be reviewed for

continuation by the Causeway Coast and Glens District Council. A copy of the draft contained in Appendix 2 of the Report was noted.

5.3 For Decision

5.3.1 Dunluce Summer Solstice Concert

The Head of Leisure Services reported that the Dunluce Summer Solstice Concert would be held at the Magheracross site adjacent to Dunluce Castle on 21 June 2014. A request had been made by the organisers, Exile Production, for assistance to support the event as follows:

- The supply of pedestrian and heras fencing.
- The supply of a Tele-handler.
- The supply of waste management services to include Council's re-cycling trailer and additional waste management collections.
- The supply of a team of Council Technical staff to assist with set-up and down for the event.
- The supply of two senior Environmental Services Emergency Planning Officers throughout the duration.

Based upon similar support in 2013, the calculated cost in kind of providing the above support was estimated to be no greater than £5,000 and provision had been made within budget for this contribution.

Recommended: That Council agree to the support requested.

5.3.2 Council Working Groups and Representation on External Working Groups

Members considered the following Groups and Committees, together with elected Member representation, with a view to incorporating into the work of the Leisure and Development Committee:

Working Group/Committee	Council Representatives
Community Development Group	Barbour, Boyle, Clarke, Duddy and Knight-McQuillan
Economic Development Committee	Barbour, Clarke and Holmes
Special Events Working Group	Cole, Creelman, Mrs Fielding, Holmes and Boyle or Fitzpatrick

Recommended: That the matter be deferred to the Annual General Meeting.

5.3.3 Peace III Extension

The Head of Development Services reported that the application to SEUPB for a further six month extension for the Peace III Programme had been successful and a letter of offer had been received. The North East Peace III Partnership and partner Councils had agreed an extended programme of work as detailed in the Report.

The budget for the extension period was £535,447, 100% funded by the Peace III Programme, which would run from April – September 2014 with full Peace III closure by December 2014.

Recommended: That Council agree the Peace III extension.

5.3.4 Good Relations Strategy – Peace III Project

The Head of Development Services outlined the background to the proposal to support a youth cohesion project which had been approved for 100% funding by the North East Peace III Partnership for the sum of £50,000.

The aim of the project was to develop civic leadership, improve relationships and respect for diversity and to ensure a joined up vision for youth involvement in peace-building and citizenship.

The project would take place from April – September 2014 and would be supported in its delivery by Community Development staff.

Recommended: That Council accept the offer of funding from the North East Peace III Partnership to the value of £50,000 to deliver the youth cohesion project.

5.3.5 DSD Community Support Plan 2014-15

Council had received a letter of offer from the Department for Social Development (DSD) offering funding of £115,187.49 for the period 2014-15 to deliver Council's Community Support Plan (CSP). The CSP Action Plan for 2014-15 had been considered and approved by Council in March 2014.

Recommended: That Council accept the offer of funding from DSD to the value of £115,187.49.

6 CORRESPONDENCE

There was no correspondence.

7 ANY OTHER BUSINESS

There was no other business.

Meeting Planning Committee

Date and Time 23 April 2014 at 6.30pm

Location Council Chamber, Cloonavin

Chair Alderman Creelman

Present The Mayor, Councillor D Harding
The Deputy Mayor, Councillor M Fielding

Aldermen P Fielding, M Hickey and J McClure
Councillors C Alexander, C Archibald, Y Boyle, T Clarke, S Cole, G Duddy,
B Fitzpatrick, R Holmes, W King, M Knight-McQuillan, R Loftus,
W McCandless, S Quigley and C Sugden

In attendance Ms Jennifer Lundy, Planning Service, Head of Estate and Facilities,
Principal Administrative Officer and Acting Business Support Assistant

1 APOLOGIES

Apologies were recorded for Alderman Hillis and Councillor Barbour.

2 CHAIR'S BUSINESS

There was no Chair's business.

3 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

4 PLANNING CONSULTATION

A list of 4 applications was presented for consideration (previously supplied).

4.1 Applications Deferred from Previous Meeting

Application D1 C/2012/0449/F Proposed new access to existing factory to facilitate exiting vehicles only at 58A Drumagarner Road, Kilrea for SJC Hutchinson Engineering Ltd.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

Application D2 C/2013/0267/F Proposed extension to existing garage at 9 Dunsuivnish Park, Portstewart for Mr and Mrs D Graham.

The opinion of Planning Service was to approve.

Agreed: That the application be approved.

4.2 New Applications

Ms Lundy enlarged on the new applications listed on the planning schedule and the recommendations were accepted.

5 GENERAL PLANNING ISSUES

There were no General Planning Issues.

6 DRAFT STRATEGIC PLANNING POLICY STATEMENT FOR NORTHERN IRELAND - CONSULTATION

Consideration was given to the Draft response to this consultation, which had been prepared by Mr Peter Fleming. Members were advised that the response had been considered at a Statutory Transition Committee workshop on 10 April 2014 and that it was due for consideration again at the Committee Meeting on 24 April 2014. Noted.

7 NORTHERN IRELAND ENVIRONMENT AGENCY

Consideration was given to the report on the NIEA's proposed listings (previously supplied).

7.1 Council Owned Properties

The Head of Estates and Facilities elaborated on the implications of listing the following Council owned properties:

- Arcadia, 6 Craig Vara, Portrush
- Shelter, Lower Landsdowne Road, Portrush
- Portstewart War Memorial

After discussion it was proposed by Councillor Alexander and seconded by Alderman Hickey that Council support the listings.

Agreed: With 18 members voting in favour and 1 against, that Council support the listings.

7.2 Other Properties

Agreed: That Council endorse the proposed listings as follows:

- 86 Main Street, Portrush
- Former RUC Station, 59 Coleraine Road, Portstewart
- Portstewart Primary School, 22-24 Central Avenue, Portstewart

8 CORRESPONDENCE

8.1 Planning Application C/2013/0078/F – 115 Edenbane Road, Kilrea

Letter dated 9 April 2014 was tabled from the Area Planning Manager in response to Council's request for a second deferral on this application.

Members noted that this application was currently with the Minister and that accordingly it would not be appropriate to meet to discuss the application separately.

8.2 Planning Policy Statement 23 'Enabling Development for the Conservation of Significant Places'

Members' attention was drawn to correspondence from DOE Planning Policy Division notifying Council that this legislation came into effect on 14 April 2014.

9 ANY OTHER BUSINESS

There was no other business.

Meeting	Environmental Services Committee
Date and Time	6 May 2014 at 6.35pm
Location	Bann View Committee Room, Cloonavin
Chair	Councillor W King
Present	Councillors T Clarke, R Holmes and R Loftus
In attendance	Interim Director of Environmental Services, Head of Estates and Facilities, Senior Building Control Officer, Business Support & Administration Manager (CE) and Clerical Assistant/Receptionist

1 APOLOGIES

Apologies were recorded for Councillors Archibald, Cole, Duddy and Fitzpatrick.

2 CHAIR'S BUSINESS

2.1 Chairman

It was agreed that in the absence of the Chair and Vice-Chair, Councillor King would take the Chair.

2.2 Welcome

The Chair welcomed everyone to the Meeting especially Mr Peter Winter from the Chronicle.

2.3 Best Wishes

Members were informed that Councillor Fitzpatrick was currently in hospital and best wishes for a speedy recovery were extended to him.

3 DECLARATIONS OF INTEREST

Councillor Holmes declared an interest in item 8.1 below.

4 REQUESTS FOR PRESENTATIONS

There were no requests for presentations.

5 ENVIRONMENTAL SERVICES' REPORT

5.1 Entertainment Licences

5.1.1 The Playhouse, 47 Main Street, Portrush

An application for transfer of above Entertainment Licence had been received from:

- Mr Chris Charteris, 47 Main Street Portrush

Recommended: That the licence be issued as applied for.

5.1.2 The Tractor Shed, 107 Sea Road, Castlerock, Coleraine

An application for grant of an Occasional Entertainment Licence for the above had been received from:

- Mr Toby Edwards, The National Trust, Hezlett House, 107 Sea Road, Castlerock, Coleraine

Recommended: That the licence be issued as applied for.

5.1.3 Magheracross Car Park, Dunluce Road, Bushmills

An application for grant of an Occasional Entertainment Licence for the above had been received from:

- Mr John Rogers, Exile Productions Ltd, 2nd Floor, 88-90 Baker Street, London.

Recommended: That the licence be issued as applied for.

5.2 Appointment of Public Analyst

Members were advised that the Chief Environmental Health Officers' Group had reported that the contract to provide Public Analyst Services for the 26 District Councils had been awarded to Minton, Treharne & Davies Ltd (in partnership with Worcestershire Scientific Services).

The Analysts appointed would be:

- Susanne Brookes, BSc, MSc, M Chem A, FRSC, MAPA, Registered Analytical Chemist.
- Paul William Hancock, BSc, M Chem A, MRSC, AAPA.
- John Antony Robinson, BSc, MSc, M Chem A, C Sci, C Chem, FRSC, MIFST, MAPA, Registered Analytical Chemist, Registered Expert Witness.
- Pat Urwin, BSc, M Chem A, C Chem, MRSC, MAPA.

Recommended: That the above persons be appointed as Public Analysts to Council under Article 27(1) of The Food Safety (NI) Order 1991.

5.3 Approval of Products of Animal Origin Establishments under EC Regulation 853/2004

Grant for amendment to the original approval was considered for Ballyrashane Co-op Agricultural and Dairy Society (1990) Limited.

Recommended: That Council approve the amendment to the existing approval.

5.4 Council Energy Management Strategy 2014-2025

The Head of Estates and Facilities presented his report on Energy Management for 2014-2025 and highlighted legislative obligations on Council.

Members noted that any projects which required individual business cases would be brought to Council for consideration.

During a period of discussion the Head of Estates and Facilities answered a number of questions and advised that he would circulate a colour copy of the chart contained on page 22 of the report to Members.

Recommended: That Council approve the Energy Management Strategy 2014-2025.

5.5 For Information

5.5.1 North West Region Waste Management Group (NWRWVG) Minutes

The Minutes of the NWRWVG meeting of 22 January 2014 were noted (previously supplied).

5.5.2 Building Control Report

Information relating to Building Control activity during the period 20 March – 25 April 2014 was noted including:

- Applications:
 - 42 applications had been received for assessment.
 - 80 applications had been recommended for Building Control approval.
 - 548 inspections had been carried out.

5.6 Outcome of Legal Proceedings

The Litter (NI) Order 1994

- i) Defendant: Mr Samuel Norton, 17 Killowen Street, Coleraine
Result: Fine £100; Legal Costs £300; Court Costs £19; Offender Levy £15.
- ii) Defendant: Ms Sapphire Michelle Dudley previously of 36 Alexander Park, Maghera
Result: Fine £25; Costs £100; Court Costs £38; Offender Levy £15.
- iii) Defendant: Mr Matthew Elliot, 10 Ardenlee Terrace, Bushmills
Result: Fine £25; Costs £100; Court Costs £16; Offender Levy £15.

6 CORRESPONDENCE

There was no correspondence

7 ANY OTHER BUSINESS

There was no other business.

9 HEAD OF HEALTH AND THE BUILT ENVIRONMENT

Members expressed their wishes that Mrs Jacqueline Barr would enjoy a full and speedy return to health.

10 CONDOLENCES

The Chair and Members extended condolences to the Chief Executive on the recent death of his mother.

Meeting	CORPORATE AFFAIRS COMMITTEE
Date and Time	7 May 2014 at 6.30pm
Location	Bann View Committee Room
Chair	Cllr G Duddy
Present	Alderman J McClure, Councillors C Alexander, T Clarke and C Sugden
In Attendance	Town Clerk and Chief Executive, Head of Finance, Principal Administrative Officer and Administrative Assistant

1 APOLOGIES

Apologies were recorded for The Mayor and Deputy Mayor and Councillor Quigley.

2 CHAIR'S BUSINESS

2.1 Sympathy

The Chair extended deepest sympathy to the Chief Executive on the recent death of his mother and to The Mayor on the death of his father.

The Chief Executive thanked the Chair for his sentiments.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 REQUESTS FOR PRESENTATIONS

There were no requests for presentations.

5 CHIEF EXECUTIVE'S REPORT

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

5.1 Review of Governance Arrangements

Councillor Sugden joined the Meeting during discussion on this item.

The Chief Executive outlined the background of the revised governance arrangements and Members considered the following amendments agreed at the Workshop held on 2 April:

- (i) All business would be ratified at one Council meeting on the 4th Tuesday of each month.
- (ii) 5 Committees would be retained
 - Environmental Services
 - Leisure and Development
 - Corporate Affairs
 - Audit and Risk
 - Planning

(iii) Membership

- | | | |
|---------------------------|---|--------------------|
| • Planning | } | 22 Members |
| • Environmental Services | | 11 Members + Chair |
| • Leisure and Development | | |
| ▪ Corporate Affairs | | |
| ▪ Audit and Risk | | |

(iv) Meeting rhythm

- | | |
|---------------------------|--|
| • Environmental Services | 1 st Tuesday at 6.30 pm |
| • Leisure and Development | 2 nd Tuesday at 6.30 pm |
| • Corporate Affairs | 3 rd Tuesday at 6.30 pm |
| • Planning | 4 th Tuesday at 6.30 pm |
| • Full Council | 4 th Tuesday following Planning |
| • Audit and risk | Quarterly as required |

(v) Reports and Minutes

- Reports for all committee meetings to be circulated to all Members on the Thursday preceding the meeting by e-mail.
- Minutes to be circulated to all Members by e-mail on the Thursday before the Council meeting.
- Paper copies of Minutes and Reports to be provided by exception on request.

(vi) Implementation

Subject to Council approval, implementation to follow Annual Meeting in June 2014.

Recommended: On the proposal of Councillor Alexander, seconded by Councillor Sugden, with two members voting in favour, that Council approve the above governance arrangements.

5.2 Scheme of Allowances Payable to Councillors

Consideration was given to the Scheme of Allowances Payable to Councillors as contained in Appendix 1 and 2 of the Report. The Head of Finance outlined the arrangements for Councillors serving on both the existing Council and the Shadow Council.

Recommended: That Council adopt the Scheme of Allowances for 2014/2015.

5.3 Finance

5.3.1 Accounts

It was noted that accounts for March and April 2014 had been previously supplied.

6 CORRESPONDENCE

There was no correspondence.

7 ANY OTHER BUSINESS

There was no other business.