

**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING  
TUESDAY 23 SEPTEMBER 2025**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>	<b><i>Estimated Timescale for completion</i></b>
1.	Apologies	<b><i>None</i></b>	<b><i>n/a</i></b>
2.	Declarations of Interest	<b><i>None</i></b>	<b><i>n/a</i></b>
3.	Minutes of the Corporate Policy and Resources Committee Meeting held Tuesday 24 June 2025	<b><i>Confirmed as a correct record</i></b>	
4.	Minutes of the Commemoration and Celebration Sub Committee held on 3 September 2025	<b><i>To recommend that the minutes are adopted and recommendations therein approved</i></b>	
5.	Corporate Services Management Accounts P4	<b><i>To recommend to Council that the Management Accounts for period 4 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.</i></b>	
6.	Causeway Coast and Glens Community Plan – Progress Update	<b><i>Noted</i></b>	
7.	ODHR Policies and Procedures – Dignity at Work	<b><i>To recommend to Council the updated Dignity at Work Policy &amp; Procedure for approval.</i></b>	

8.	Annual Report on Planning Performance	<b>Noted</b>	
9.	Rural Parliaments	<b>To recommend that Council note the correspondence from Alison McCullough, Chief Executive, Fermanagh and Omagh District Council, dated 13th June 2025, and take no further action.</b>	<b>Ongoing</b>
10.	Standing Orders	<b>To recommend to Council that Standing Order 18(2) allows Members to alter a motion with the consent of the meeting and the seconder and that Standing Order applies to Committees as well as full Council. This will be reinforced with an addition to Standing Order 15 stating that a member who is not a member of the relevant Committee may amend a motion that they have moved at full Council, at the relevant Committee, of which they are not a member.</b>	<b>23 September 2025</b>
11.	Business Plans		
11.1	Performance	<b>To recommend that Council adopts the Performance Business Plan.</b>	
12.	Timetable of Council, Committee and Sub Committee Meetings January 2026 - January 2027	<b>To recommend that Council approve holding its Annual Meeting on Monday 1st June 2026 at 7.00pm; that Council approve holding its Rates Strike meeting on</b>	<b>Ongoing</b>

		<b><i>Thursday 12th February 2026 at 7.00pm; that Council approve holding its Council Meeting in April 2026 on Wednesday 8th April 2026 at 7.00pm; that Council approve the Timetable of Meetings Schedule, January 2026- January 2027 attached as Appendix I.</i></b>	
<b>13.</b>	Conferences	<b><i>None</i></b>	
<b>14.</b>	Correspondence		
<b>14.1</b>	Newry Mourne and Down regarding second Homes	<b><i>Noted</i></b>	
<b>15.</b>	Matters for Reporting to the Partnership Panel	<b><i>None</i></b>	
<b>16.</b>	Notice of Motion Proposed by Councillor McShane, seconded by Councillor Peacock (Abbrev. Pavement parking)	<b><i>To recommend that Council support the Notice of Motion, as amended.</i></b>	
	<b><i>'In Committee' (Items 17-18 inclusive)</i></b>		
<b>17.</b>	Minutes of the Land and Property Sub-Committee Meeting held on 03 September 2025	<b><i>To recommend that the minutes are adopted and recommendations therein approved</i></b>	
<b>18.</b>	Population of Organisation Structure	<b><i>Noted</i></b>	
<b>19.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	<b><i>None</i></b>	

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
CORPORATE POLICY & RESOURCES COMMITTEE  
HELD IN THE COUNCIL CHAMBER AND VIA VIDEO CONFERENCE  
ON TUESDAY 23 SEPTEMBER 2025  
AT 7.04 PM**

- In the Chair:** Councillor McShane (C) (Items 1–15 and 17–19)  
Councillor Storey, Vice Chair (C) (Item 16)
- Present:** Alderman Boyle (C), Coyle (C), Fielding (C), Knight-McQuillan, (C)  
Councillors C Archibald (C), Jonathan McAuley (C), McCully (C), Nicholl (R), Peacock (R), Watson (R), Wilson (C)
- Officers Present:** M Quinn, Director of Corporate Services (C)  
A Hamilton, Democratic and Central Services Manager (R)  
U Harper, Committee and Member Services Officer (C)
- C Ballantine, ICT Operations Officer (C)  
L Boyd, ICT Operations Officer (C)
- Press 2 no. (R)
- Key:** (C) Attended in The Chamber  
(R) Attended Remotely

The Director of Corporate Services undertook a roll call of Committee Members present.

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

**1. APOLOGIES**

Apologies were received from Councillor Watton.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE CORPORATE POLICY AND RESOURCES COMMITTEE  
MEETING HELD TUESDAY 24 JUNE 2025**

**AGREED** – that the Minutes of the Corporate Policy and Resources Committee meeting held Tuesday 24 June 2025 are confirmed as a correct record.

#### **4. MINUTES OF THE COMMEMORATION AND CELEBRATION SUB COMMITTEE HELD ON 03 SEPTEMBER 2025**

Copy, previously circulated, presented as read by the Chair.

Councillor Peacock expressed concern that the report for Item 6 - 2026 Armed Forces Day Update referred to a budget of £100K but lacked detail such as a programme of events or breakdown of costs. She stated that the Committee could not approve a budget without detail on costs.

The Director of Corporate Services advised that the report refers to a budget of £40,000 to cover planned events for 2025-26. She advised the report also included an estimate for how much it would cost to run the Armed Forces Day events, but as this expenditure would be incurred in the 2026-27 financial year, the decision on that budget has yet to be made. She further advised that it was decided at the recent Leisure and Development Committee meeting that the Tourism and Events team will take on the Armed Forces Day event, so budget considerations for that event will be brought through the Leisure and Development Committee.

Councillor Peacock stated that she was content for the detail to follow.

Proposed by Alderman Knight-McQuillan  
Seconded by Councillor McCully and

**AGREED** – to recommend that the Minutes of the Commemoration and Celebration Sub Committee held on 03 September 2025 are adopted and recommendations therein approved.

#### **5. CORPORATE SERVICES MANAGEMENT ACCOUNTS P24**

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 4.

##### **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 2025/26 is **£7,167,859** and the Planning Budget is **£1,956,420**.

### **Detailed Analysis**

The Corporate Services position at Month 4 shows a **£179,089** positive variance, as a result of **£161k** under budget in expenditure and **£18k** over budget in income.

Table 1 Analysis of Expenditure – Corporate Services Months 1-4 (circulated).

### **Democratic Services (DS)**

£161k favourable due to various elements of expenditure being less than budget in Period 4 including the following: Members allowances £83k, PR Salaries £16k, PR Printing £10k, Corporate & Democratic salary Costs £35k, and Registration services £21k.

### **Land and Property**

£14k favourable at Period 4, £12k favourable on salary costs, £5k favourable on Valuation costs and £3k adverse on Legal Costs.

### **Human Resources**

£32K favourable in Period 4

£17k favourable in salary costs, £3k favourable on Job advertising costs.

### **ICT**

£60k adverse overall in Period 4 due to adverse variances in Telephones £40k, Internet and Data Connections £23k and Computer Equipment £14k.

### **Contributions to other bodies**

No variance at period 4, as budget has been released to cover costs to date.

### **Internal Audit.**

£11k favourable as at Period 4, £19k favourable on salary Costs, £6k adverse on Internal Audit Costs and £3k adverse on Legal Costs.

### **Centrally Managed**

Overall, £22K favourable position at the end of Period 4, due to underspends in Telephones £10k and £7k on other Professional costs.

### **Policy & Community Planning**

Overall, less than £1k adverse variance at the end of Period 4, due to overspend on salary costs of £11k and underspends in Programme Management Costs of £14k.

### **Planning**

£98k favourable at end of Period 4, largely due to improvement in income from planning applications and property certificates and maintaining staff costs and wages within budget.

### **Recommendation**

It is recommended that the Management Accounts for Period 4 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.

Proposed by Councillor C Archibald  
Seconded by Alderman Coyle and

**AGREED** – to recommend to Council that the Management Accounts for period 4 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.

## **6. CAUSEWAY COAST AND GLENS COMMUNITY PLAN – PROGRESS UPDATE**

Report, previously circulated, was presented as read by the Chair.

### **Introduction**

The Community Plan is a long-term plan (from 2017 to 2030) based on sound, robust evidence with a focus on improving social, economic and environmental well-being and contributing to sustainable development.

The Community Plan is a strategic planning tool for the Causeway Coast and Glens area, and it is the key over-arching framework for partnerships and initiatives in the Council area. It is not seen as an additional or parallel process to structures already in place.

Further information is included in the report in relation to Phase 1, Phase 2 and Phase 3, and under the following headings:

- Progress on Delivery Plan - Quarterly Summary of Progress Report (copy previously circulated)
- Collaboration Workshop
- Update From the Community/Voluntary Sector
- Update From the Community Planning Team
  - Delivery Plan Review and Statement of Progress

Committee NOTED the report.

## **7. ODHR POLICIES AND PROCEDURES – DIGNITY AT WORK**

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

### **Purpose of Report**

The purpose of this report is to present Members with the following policy for consideration and approval:

- Dignity at Work Policy & Procedure – Update
  - 1.1 OD/HR have responsibility and delegated authority to create policies and procedures in line with legislative requirements and best practice. The policies to be considered for approval have been reviewed in line with these requirements, considering also benchmark information from other local Council entitlements and existing arrangements.
  - 1.2 The arrangements detailed in the final draft policy are deemed to be appropriate and reflective of all such considerations.
  - 1.3 Extensive consultation has been conducted between Management and Trade Unions between May and June 2025. Trade Unions have in turn consulted with and provided feedback on behalf of their members which has been incorporated into the policies. The final update of the draft policy document has been accepted by UNITE, NIPSA and GMB.

### **Background**

The current Dignity & Respect at Work Policy & Procedure was agreed and adopted by Council in 2018.

This policy has been updated to:

- Reflect 'individuals' rather than 'employees'
- Provide additional details on definitions including victimisation
- Clarify timeframes for complaints
- Clarify details of procedures and panel composition
- Align procedures from other agreed policies including mediation and redeployment
- Ensure that the complaint form requests equality grounds that relate to complaints

### **Purpose of the Policy**

The Dignity at Work Policy & Procedure aims to prevent harassment and bullying in the workplace, providing guidance to resolve any problems should they occur and prevent recurrence. The policy also covers harassment which is not related to a protected characteristic, and which can be classed as bullying.

This policy recognises the right to complain about unwanted and inappropriate conduct should it occur, detailing the procedure to ensure complaints are dealt with seriously, promptly and confidentially.

The Dignity at Work Policy & Procedure applies to any individual in the workplace and at work associated events such as meetings, conferences and Council organised social events, whether on Council premises or off site. The policy applies to harassment not only by fellow employees but also by a client,



customer or other business contact to which an individual might reasonably expect to come into contact within the course of their employment.

Entitlements under this policy will be provided in line with legislative requirements and National Joint Council for Local Government and any agreements negotiated locally by Council and its recognised trade unions.

### **Consultation**

The draft policy has been considered and agreed at the Senior Management Team and the Trade Unions through the Action Group and Joint Consultative and Negotiating Committee (JCNC).

### **Equality Screening**

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

### **Recommendation**

**It is recommended** that the Corporate Policy and Resources Committee recommends to Council the updated Dignity at Work Policy & Procedure for approval.

Proposed by Alderman Boyle

Seconded by Councillor McCully and

**AGREED** – to recommend to Council the updated Dignity at Work Policy & Procedure for approval.

## **8. ANNUAL REPORT ON PLANNING PERFORMANCE**

Report, previously circulated, was presented as read by the Chair.

### **Purpose of Report**

The purpose of this report is to provide an annual report on Planning performance against the Planning Department Business Plan 2024/25.

### **Background**

Schedule 4 of The Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 sets out the statutory performance targets for the Planning Department for major development applications, local development applications and enforcement cases. The Planning Department Business Plan 2024-25 sets out the key performance indicators to progress towards improving Planning performance against these targets,

The statutory targets are:

- Major applications processed from date valid to decision or withdrawal within an average of 30 weeks

- Local applications processed from date valid to decision or withdrawal within an average of 15 weeks
- 70% of all enforcement cases progressed to target conclusion within 39 weeks of receipt of complaint.

The Northern Ireland Planning Statistics is an official statistics publication issued by Analysis, Statistics & Research Team within Department for Infrastructure. It provides the official statistics for each Council on each of the statutory targets and is published quarterly and on an annual basis. The DfI Northern Ireland Planning Statistics 2024/25 Annual Statistical Bulletin was published on 26 June 2025 providing planning statistics for this period.

### **Details**

Website link 1 <https://www.infrastructure-ni.gov.uk/publications/northern-ireland-planning-statistics-april-2024-march-2025> provides the link to the published bulletin.

*Business Plan Objective 1: Improve performance in relation to the processing of planning applications and enforcement cases*

Table 1 (previously circulated) provides a summary of performance in relation to the statutory targets for major development applications and local development applications for the 2024-25 business year and provides a comparison of performance against all 11 Councils and against Business Plan KPIs. Further detail is provided in the report.

### **Enforcement**

Table 2 (previously circulated) shows statistics in relation to enforcement for Q1, Q2, Q3, Q4 and end of year for the 2024/25 business year. Progress continues to improve performance meeting the KPIs set out in the Business Plan. The statutory target for bringing to conclusion enforcement cases of 70% within 39 weeks has not been met over this period. However, the Business Plan target of 55% for Q1, 60% for Q2, 65% for Q3 and 70% for Q4 have been achieved and through improved performance just missed meeting the statutory target by end of the business year by 1%.

Of the cases closed in Q4, 19.2% were remedied/resolved, 19.2% had planning permission granted; 15.1% were closed as not expedient; 8.2% were immune from enforcement; and 39.7% had no breach identified. A total of 3 enforcement notices were issued during Q4 and 2 breach of condition notices.

Further detail is provided in the report.

Committee NOTED the report.

## **9. RURAL PARLIAMENTS**

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

## **Purpose of Report**

At its Council Meeting held Thursday 26<sup>th</sup> June 2025, Council considered correspondence from Alison McCullough, Chief Executive, Fermanagh and Omagh District Council, dated 12<sup>th</sup> June 2025 regarding a Motion – *Rural Parliaments* ([link to CC&GBC minutes and audio here](#)). (Correspondence Appendix I previously circulated).

Council RESOLVED to refer the correspondence to Corporate Policy and Resources Committee, in order to obtain further information.

## **Background**

The Fermanagh and Omagh District Council Motion is set out:

Re: Motion – Rural Parliaments

*Rural Parliaments are an instrument for raising rural issues and bringing about positive change for communities and individuals.*

*As such, Fermanagh and Omagh District Council:*

- *recognises the value of Rural Parliaments already employed in several European countries, including Scotland*
- *notes the comprehensive report 'Rural Parliaments in Europe' commissioned by the Scottish government in 2012*
- *will contact the Executive Office and the other 10 Councils in this region, to lobby for the creation of a Rural Parliament similar to the current Scottish model, but also considering best practices from other European models*
- *requests the Executive and all Councils in the North of Ireland, to co-finance a Rural Parliament in the north of Ireland and to work with the Irish government to form links across the island to establish an All-Island Rural Parliament*
- *this Council should endeavour to host the inaugural Rural Parliament in the north when it is established.*

Officers subsequently wrote to Alison McCullagh, Chief Executive, in order to seek more information.

Alison McCullagh's Office has responded and supplied the Minutes of the Fermanagh and Omagh District Council meeting held 3<sup>rd</sup> June 2025 where the motion was debated, Minute Item 13.2, page 14 refers (copy previously circulated) along with a link to the You Tube clip of the meeting

- <https://www.youtube.com/live/rMH-2MVYhQ4?si=k-5IBWLbhaollbxr>

## **Recommendation**

It is recommended that Council further consider the correspondence from Alison McCullough, Chief Executive, Fermanagh and Omagh District Council, dated 13<sup>th</sup> June 2025.

Alderman Fielding proposed that the Committee note the correspondence but take no further action.

Councillor Wilson seconded this proposal. He stated that we have the Parliament at Westminster, the Assembly and the 11 Councils, and he hoped that any rural issues that arise could be dealt with through those mechanisms.

Proposed by Alderman Fielding  
Seconded by Councillor Wilson and

**AGREED** – to recommend that Council note the correspondence from Alison McCullough, Chief Executive, Fermanagh and Omagh District Council, dated 13<sup>th</sup> June 2025, and take no further action.

## **10. STANDING ORDERS**

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

### **Purpose of the Report**

The purpose of this report is to consider a query raised by a Member regarding speaking rights at Committees and the interpretation of Standing Order 15(6) in relation to Motions proposed by Members who are not Members of the Committee to which the Motion is tabled.

### **Background**

Guidance on the query at hand was sought from Council's Legal Services department.

### **Legal Services**

The view on Standing order 15(6) is as follows.

Once a motion has been proposed and seconded at full Council it is then moved to the relevant Committee. If not a member of the relevant Committee, the proposer may speak but not vote.

Standing Order 18(2) states that a member may alter a motion which he/she has moved without notice, with the consent of both the meeting and the seconder.

If members wished to add more clarity to this, they could add a clause to Standing Order 15 stating that a member who is not a member of the relevant Committee may amend a motion that they have moved at full Council, at the relevant Committee, of which they are not a member.

### **Recommendation**

**It is recommended** that Standing Order 18(2) allows Members to alter a motion with the consent of the meeting and the seconder and that Standing Order applies to Committees as well as full Council. This could also be reinforced with an addition to Standing Order 15 stating that a member who is not a member of the relevant Committee may amend a motion that they have moved at full Council, at the relevant Committee, of which they are not a member.

Proposed by Alderman Boyle

Seconded by Councillor C Archibald and

**AGREED** – to recommend to Council that Standing Order 18(2) allows Members to alter a motion with the consent of the meeting and the seconder and that Standing Order applies to Committees as well as full Council. This will be reinforced with an addition to Standing Order 15 stating that a member who is not a member of the relevant Committee may amend a motion that they have moved at full Council, at the relevant Committee, of which they are not a member.

## **11. BUSINESS PLANS**

### **11.1 PERFORMANCE**

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

Proposed by Councillor C Archibald

Seconded by Alderman Boyle and

**AGREED** – to recommend that Council adopts the Performance Business Plan.

## **12. TIMETABLE OF COUNCIL, COMMITTEE AND SUB COMMITTEE MEETINGS JANUARY 2026 - JANUARY 2027**

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

### **Purpose of the Report**

The purpose of the report is to present the Schedule of Council, Committee and Sub Committee Meetings January 2026 – January 2027 for Council decision.

### **Background**

The day and frequency of Council, Committee and Sub Committee meetings each month previously agreed, is presented as follows:

- Council Meeting – 1st Tuesday at 7pm;
- Land and Property Sub Committee – 1st Wednesday at 7pm;

- Environmental Service Committee – 2nd Tuesday at 7pm;
- Audit Committee – Quarterly, 3rd Wednesday at 7pm;
- Finance Committee – 2nd Thursday at 7pm;
- Leisure and Development Committee – 3rd Tuesday at 7pm;
- Corporate Policy and Resources Committee – 4th Tuesday at 7pm;
- Planning Committee (with full Council powers) – 4th Wednesday at 10.30am;

### **Proposed Schedule of Council, Committee and Sub Committee Meetings January 2026-January 2027**

The proposed Timetable of Meetings Schedule (Appendix I, previously circulated) has been presented taking into account the Annual July recess and key public holiday periods. Rescheduled meeting dates/times have been presented throughout for Council decision, where appropriate.

### **Standing Order 1 ‘Annual and Monthly Meetings’**

In accordance with Council’s Standing Order, 1 (1) In every year that is not a local election year the Council shall hold an Annual Meeting in the month of June (link to Standing Orders).

It is proposed that Council shall hold its Annual Meeting on Monday 1st June 2026 at 7.00pm.

In accordance with Standing Order 1(5) Meetings of the Council shall not take place on a Public or Bank Holiday, a Saturday or a Sunday. When the day of a meeting falls on one of these days, the meeting shall be held on the next following weekday instead.

The Council Meeting in April 2026 falls on a Public Holiday, in line with Standing Orders, it is proposed that Council shall hold its meeting the following day on Wednesday 8th April 2026 at 7.00pm.

\* Note - this will be the first occasion that Officers have proposed that Council will hold its meeting during the Easter week period, however, it had been pointed out that historically, this went against Standing Orders and the recommendation rectifies this.

### **Rates Setting Process and Timetable**

At the Finance Committee meeting held 13 March 2025, adopted by Council 1st April 2025, it was agreed that Council approve the revised Rates Setting Process and timetable for the 2026/2027 budget process as set out. The [budget setting report](#) recommended there would be two Finance Committee meetings in January 2026, one dealing with regular monthly business reporting to the regular Council meeting and a second Rates Estimates Finance Committee reporting to the Rates Strike meeting. Both meetings would take place on the same evening, the Rates Estimate Finance Committee meeting occurring immediately after the regular monthly Finance Committee meeting. It

is proposed that Council shall hold these meetings on Thursday 22nd January 2026 from 7.00pm.

In preparation of this report, Officers have recommended that a second evening is also held for any adjournment of the January 2026 Rates Estimate Finance Committee Meeting, it is proposed that Council shall hold Thursday 5th February 2026 at 7.00pm for any adjournment of the January Rates Estimate Finance Committee meeting.

It is proposed that Council shall hold its Rates Strike Meeting on Thursday 12th February 2026 at 7.00pm.

### **Planning Committee**

In accordance with Council's Standing Orders, Protocol for The Operation of the Planning Committee, Annex D, 4.1, "No meeting will take place in the month of July". Note there was no Planning Committee meeting scheduled in December 2025, therefore there is no Planning meeting proposed to be scheduled in December 2026.

### **Corporate Policy and Resources Committee / Land and Property Sub Committee**

Note Corporate, Policy and Resources Committee meetings are not scheduled during the month of December, therefore there is no Land and Property Sub Committee meeting proposed to be scheduled.

### **Commemoration and Celebration Sub-Committee**

At its meeting held Tuesday 22 October 2024 the Director of Corporate Services suggested holding the Commemoration and Celebration Sub-Committee meetings on the same night as the Land and Property Sub-Committee. Subsequently these meetings are scheduled by Council as and when required, commencing at 6.00pm.

### **Recommendation**

It is recommended that Corporate Policy and Resources Committee consider holding its Annual Meeting on Monday 1st June 2026 at 7.00pm; that Corporate Policy and Resources Committee consider holding its Rates Strike meeting on Thursday 12th February 2026 at 7.00pm; that Corporate Policy and Resources Committee consider holding its Council Meeting in April 2026 on Wednesday 8th April 2026 at 7.00pm; that Corporate Policy and Resources Committee further consider the Timetable of Meetings Schedule, January 2026-January 2027 attached as Appendix I (previously circulated).

Proposed by Alderman Knight Mc-Quillan  
Seconded by Councillor McCully and

**AGREED** – to recommend that Council approve holding its Annual Meeting on Monday 1st June 2026 at 7.00pm; that Council approve holding its Rates Strike meeting on Thursday 12th February 2026 at 7.00pm; that Council approve holding its Council Meeting in April 2026 on Wednesday 8th April 2026 at 7.00pm; that Council approve the Timetable of Meetings Schedule, January 2026-January 2027 attached as Appendix I.

### **13. CONFERENCES**

There were no conferences.

### **14. CORRESPONDENCE**

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

#### **14.1 Marie Ward, Chief Executive, Newry, Mourne and Down District Council, dated 14 August 2025 (copy previously circulated)**

Re: Notice of Motion – Second Homes and Short Term Holiday Rentals

*At a Meeting of Newry, Mourne and Down District Council held on 4 August 2025, Members considered your correspondence in relation to the position of Causeway Coast and Glens Borough Council regarding the impact of second homes and short term holiday rentals.*

*Newry, Mourne and Down District Council fully supported your Motion and shared concerns regarding second homes and short term holiday lets within this District particularly in coastal and major tourism areas.*

*Council have agreed to carry out a scoping exercise similar to the one you have agreed to carry out and I have been asked to write to you to get an understanding of the exercise being undertaken by your Council to establish if there was a similar approach Newry Mourne and Down District Council could use and if there were any learnings that would be beneficial.*

*I thank you for forwarding the correspondence from your Council regarding this very important matter and look forward to your response.*

The Director of Corporate Services advised that she is working across Council to establish what information Council holds in relation to this matter, in order to prepare a report for next month's Corporate Policy and Resources Committee meeting.

Committee NOTED the report.



## 15. MATTERS FOR REPORTING TO THE PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

Prior to discussion of the Notice of Motion, the Chair asked Councillor Storey, as Vice Chair, to Chair the meeting.

\* **Councillor Storey, as Vice Chair, assumed the position of Chair.**

## 16. NOTICE OF MOTION PROPOSED BY COUNCILLOR MCSHANE, SECONDED BY COUNCILLOR PEACOCK REFERRED FROM THE COUNCIL MEETING HELD TUESDAY 5 AUGUST 2025

*That this Council recognises that across our borough, pavement parking continues to create daily barriers, particularly for wheelchair users, blind and partially sighted people, older adults, and for pram and pushchair users.*

*Although enforcement powers currently lie with the Department for Infrastructure, we as a Council have the power and responsibility to lead a cultural change through education, visibility, leadership, and strong messaging.*

*This Council, therefore, resolves to endorse ~~#ShareThePath~~ **#Don'tBlockthePath – Footpaths are for People not Parking**, a social media-only campaign, led by the role of Council's Diversity Ambassador with support from the Chief Executive and all elected members, to:*

- *Highlight the real-life impact of pavement parking*
- *Empower drivers to make respectful choices*
- *Encourage civic pride and accessibility for all.*

Councillor McShane proposed the motion, in her capacity as Council's Diversity Champion. She advised that the Notice of Motion was amended as the campaign slogan has been changed to “#Don'tBlockthePath – Footpaths are for People not Parking”.

Councillor McShane advised that the campaign will be conducted primarily via social media, and will involve her as Diversity Champion, the Chief Executive, the Mayor, Deputy Mayor and all elected representatives, working with Council's Corporate Communications and Public Relations Manager and the Policy Officer. She stated that, following endorsement at Council, it is intended to carry out a social media campaign and include an article in the Citizens newsletter. She also suggested that this could be taken through the Diversity Forum to all 11 Councils. She encouraged elected Members to work with

Council's Corporate Communications and Public Relations Manager to highlight issues in their DEAs.

Councillor Peacock seconded the motion as amended, noting that she has a number of constituents who are blind or partially sighted, and pavement parking has been a particular issue for them as they use guide dogs and mobility aids to help them navigate through towns and villages.

Alderman Coyle wholeheartedly supported the motion. He noted that parents with prams are also affected by the issue, but they can also be responsible for parking on pavements at schools. He noted that it is a difficult issue as the infrastructure in some areas means that some roads would be blocked if people did not park on the pavement.

Councillor Storey noted that Council does not have statutory responsibility in respect of pavements and parking enforcement, as this lies with the Department for Infrastructure. He highlighted a number of parking initiatives underway in his local area.

Proposed by Councillor McShane  
Seconded by Councillor Peacock and

**AGREED** – to recommend that Council support the Notice of Motion, as amended.

- \* **Councillor Storey vacated the Chair.**
- \* **Councillor McShane assumed the position of Chair.**

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

Proposed by Councillor Storey  
Seconded by Alderman Knight-McQuillan and

**AGREED** – to recommend that Committee move 'In Committee'.

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

***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.***

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

**17. MINUTES OF THE LAND AND PROPERTY SUB-COMMITTEE MEETING  
HELD ON 3 SEPTEMBER 2025**

Copy, previously circulated, was presented by the Chair as read.

Proposed by Alderman Knight-McQuillan

Seconded by Councillor Wilson and

**AGREED** – to recommend that the Minutes of the Land and Property Sub Committee meeting held Wednesday 3 September 2025 are adopted and recommendations therein approved.

**18. POPULATION OF ORGANISATION STRUCTURE**

Copy, 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 population of the Organisation Structures within the Leisure and Development and Environmental Services Directorates.

**Recommendation**

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

Committee NOTED the report.

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

There were no items of Any Other Relevant Business.

**MOTION TO PROCEED ‘IN PUBLIC’**

Proposed by Councillor Wilson

Seconded by Alderman Knight-McQuillan and

**AGREED** – to recommend that Committee move ‘*In Public*’.

There being no further business, the Chair thanked everyone for their participation and attendance.

The meeting concluded at 7.37pm.

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Chair

UNCONFIRMED