

**CORPORATE POLICY AND RESOURCES COMMITTEE MEETING
TUESDAY 25 NOVEMBER 2025**

No	Item	Summary of Key Recommendations	Estimated Timescale for completion
1.	Apologies	<i>Councillor Storey</i>	<i>n/a</i>
2.	Declarations of Interest	<i>None</i>	<i>n/a</i>
3.	Minutes of the Corporate Policy and Resources Committee Meeting held Tuesday 28 October 2025	<i>Confirmed as a correct record</i>	
4.	Minutes of the Commemoration and Celebration Sub Committee Meeting held on 05 November 2025	<i>Confirmed as a correct record</i>	
5.	Notes of Women's Working Group meeting held on Monday 27 October 2025	<i>Noted</i>	
6.	Review of Terms of Reference for Corporate Policy and Resources Committee	<i>To recommend that Council approves the proposals as set out in the report, with the amendment that the Land and Property Sub Committee be renamed the "Land and Property and Strategic Assets Sub Committee" and that a biannual report on twinning arrangements is to be</i>	<i>9 December 2025</i>

		<i>brought to the Corporate Policy and Resources Committee, and that the Terms of Reference are updated accordingly.</i>	
7.	Corporate Services Management Accounts P6	<i>To recommend that the Management Accounts for Period 6 - Corporate Services and Planning - and the associated narrative contained within the report are accepted</i>	<i>n/a – monthly update</i>
8.	Mid-Year Update 2025/26 Performance Improvement Objectives	<i>To recommend that Council notes the content of this update report as detailed at Appendix 1 to the report.</i>	
9.	Business Plans		
9.1	Democratic and Central Services	<i>Noted</i>	
10.	Consultations	<i>None</i>	
11.	Conferences	<i>None</i>	
12.	Correspondence		
12.1	Letter from Gordon Lyons MLA, Minister for Communities regarding Future of the Local Government Staff Commission	<i>Noted</i>	
13.	Matters for Reporting to the Partnership Panel	<i>None</i>	
	<i>'In Committee' (Item 14 inclusive)</i>		
14.	Minutes of the Land and Property Sub-Committee	<i>To recommend that the Minutes of the Land and</i>	

	Meeting held on Wednesday 05 November 2025	<i>Property Sub Committee meeting held Wednesday 5 November 2025 are adopted and recommendations therein approved</i>	
15.	Any Other Relevant Business (notified in accordance with Standing Order 12(o))	<i>None</i>	

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
CORPORATE POLICY & RESOURCES COMMITTEE
HELD IN THE COUNCIL CHAMBER AND VIA VIDEO CONFERENCE
ON TUESDAY 25 NOVEMBER 2025
AT 7.03 PM**

In the Chair: Councillor McShane (C)

Present: Alderman Boyle (C), Coyle (C), Fielding (C), McKillop (R),
Knight-McQuillan (C)
Councillors C Archibald (R), Jonathan McAuley (C),
McCully (R), Nicholl (R), Peacock (C), Watson (R),
Watton (C), Wilson (R), Wisener (C)

Officers Present: M Quinn, Director of Corporate Services (C)
A Hamilton, Democratic and Central Services Manager
(R)
J McCarron, Performance Improvement Officer (R)
U Harper, Committee and Member Services Officer (C)

A Lennox, ICT Operations Officer (C)
L Boyd, ICT Operations Officer (C)

Press 3 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 for Councillor Storey.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

* **Councillor Watton joined the meeting in the Chamber at 7.05pm.**

3. MINUTES OF THE CORPORATE POLICY AND RESOURCES COMMITTEE MEETING HELD TUESDAY 28 OCTOBER 2025

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

AGREED – that the Minutes of the Corporate Policy and Resources Committee meeting held Tuesday 28 October 2025 are confirmed as a correct record.

4. MINUTES OF THE COMMEMORATION AND CELEBRATION SUB COMMITTEE MEETING HELD WEDNESDAY 05 NOVEMBER 2025

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

In response to a query from Councillor McCully, the Director of Corporate Services confirmed that the next stage for the two Freedom of the Borough nominations will be a Special Council Meeting to consider them, possibly in January 2026.

Proposed by Councillor McCully
Seconded by Alderman Knight-McQuillan and

AGREED – that the Minutes of the Commemoration and Celebration Sub Committee meeting held Wednesday 05 November 2025 are confirmed as a correct record.

5. NOTES OF WOMEN'S WORKING GROUP MEETING HELD ON MONDAY 27 OCTOBER 2025

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

The Chair encouraged all Elected Members to attend meetings of the Women's Working Group.

Committee NOTED the notes.

* **Alderman S McKillop joined the meeting remotely at 7.12pm.**

6. REVIEW OF TERMS OF REFERENCE FOR CORPORATE POLICY AND RESOURCES COMMITTEE

Purpose of Report

The purpose of the Report is to allow the opportunity to review the Terms of Reference for the Corporate Policy and Resources Committee (attached at Appendix A, previously circulated)

Background

The Corporate Policy and Resources Terms of Reference were reviewed on 21 March 2024.

Feedback from Members has since been received and in terms of availability and past attendance of Elected Members, alongside resourcing implications of administering same, the following suggestions are recommended for consideration:

Current	Proposed
Land and Property Sub-Committee	Rename to Strategic Assets Sub-Committee
Governance Working Group NI 2021 Centenary Working Group Asset Realisation Working Group – as this is include in the current L&P Sub-Committee Twinning Working Group Transformation Programme Implementation Panel	Formally close
Women’s Working Group Organisation Review Sub-Committee	Continue as is
Elected Member Steering Group	To become a quarterly standing item on CPR Agenda
Coronation Sub-Committee	Has been renamed – Commemoration and Celebration Sub-Committee

At the Council Meeting held on 26 March 2024, it was agreed that the following be added to the Terms of Reference: “The Terms of Reference are to be reviewed on an annual basis, prior to the Annual Meeting each year.”

Recommendation

It is recommended that Members consider the proposals as follows:

Current	Proposed
Land and Property Sub-Committee	Rename to Strategic Assets Sub-Committee
Governance Working Group NI 2021 Centenary Working Group Asset Realisation Working Group – as this is include in the current L&P Sub-Committee Twinning Working Group Transformation Programme Implementation Panel	Formally close
Women’s Working Group Organisation Review Sub-Committee	Continue as is
Elected Member Steering Group	To become a quarterly standing item on CPR Agenda
Coronation Sub-Committee	Has been renamed – Commemoration and Celebration Sub-Committee

and recommend to Council that the Terms of Reference are updated accordingly.

Alderman Boyle queried what had previously been agreed in respect of twinning arrangements. Alderman Knight-McQuillan proposed that a biannual report on twinning be brought to the Corporate Policy and Resources Committee. The Director of Corporate Services advised that she would bring the first of these reports to the January Corporate Policy and Resources Committee meeting, to include information on what was previously agreed in respect of twinning arrangements.

In response to queries from Members, the Director of Corporate Services advised that the name change for the Land and Property Sub Committee was proposed to better reflect its work, but that the membership would not

change. Alderman Knight-McQuillan proposed that it be renamed the “Land and Property and Strategic Assets Sub Committee”.

Proposed by Alderman Knight-McQuillan
Seconded by Councillor Peacock and

AGREED – to recommend that Council approves the proposals as set out in the report, with the amendment that the Land and Property Sub Committee be renamed the “Land and Property and Strategic Assets Sub Committee” and that a biannual report on twinning arrangements is to be brought to the Corporate Policy and Resources Committee, and that the Terms of Reference are updated accordingly.

7. CORPORATE SERVICES MANAGEMENT ACCOUNTS P6

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 6.

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 6 shows a **£304,066** positive variance, as a result of **£287k** under budget in expenditure and **£17k** over budget in income.

Table 1 Analysis of Expenditure – Corporate Services Months 1-6, previously circulated.

Democratic Services (DS)

£266k favourable due to various elements of expenditure being less than budget in Period 6 including the following: Members allowances £131k, PR Salaries £25k, PR Printing £15k, Corporate & Democratic salary Costs £32k, and Registration services £32k.

Land and Property

£26k favourable at Period 6, £25k favourable on salary costs, £7k favourable on Valuation costs and £3k adverse on Legal Costs.

Human Resources

£10K favourable in Period 6

£13k favourable in salary costs, £3k favourable on Job advertising costs, £9k Favourable on Employee relations and £19k adverse on Staff Training (Budget will be released to cover this).

ICT

£72k adverse overall in Period 6 due to adverse variances in Telephones £64k, Internet and Data Connections £23k, Photocopying Leases £16k and Computer Equipment £13k.

Contributions to other bodies

No variance at period 6, as budget has been released to cover costs to date.

Internal Audit.

£40k favourable as at Period 6, £36k favourable on salary Costs, £8k favourable on Internal Audit services and £5k adverse on Legal Costs.

Centrally Managed

Overall, £31K favourable position at the end of Period 6, due to underspends in Telephones £15k and £10k on other Professional costs.

Policy & Community Planning

Overall, £1k favourable variance at the end of Period 5, due to overspend on salary costs of £12k and underspends in Programme Management Costs of £19k.

Planning

£119k favourable at end of Period 6, largely due to improvement in income from planning applications and property certificates, £76k favourable and maintaining staff costs and wages within budget, £18k favourable.

Recommendation

It is recommended that the Management Accounts for Period 6 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.

In response to a query from Councillor Peacock, the Director of Corporate Services advised that the underspend in relation to salaries was, in general, due to staff moves.

Proposed by Councillor Watton
Seconded by Councillor Wisener and

AGREED – to recommend that the Management Accounts for Period 6 - Corporate Services and Planning - and the associated narrative contained within the report are accepted.

8. MID-YEAR UPDATE 2025/26 PERFORMANCE IMPROVEMENT OBJECTIVES

Report, previously circulated, was presented by the Performance Improvement Officer.

Purpose of Report

The purpose of this report is to present to Members, for information, an update on the performance against the 2025/26 Performance Improvement Objectives.

Background

These five Performance Improvement Objectives for 2025/26 were agreed by Council in June 2025 and form part of Council's Performance Improvement Plan for 2025/26.

Council is committed to regular reporting on Objectives such as these, and furthermore a year-end report will be provided for Council in June 2026.

Recommendation

It is recommended that the Corporate Policy and Resources Committee notes the content of this update report attached at Appendix 1 (previously circulated).

In response to a query from Councillor Peacock, the Performance Improvement Officer advised that work is ongoing to improve performance in respect of appraisals.

The Performance Improvement Officer advised Councillor Watton that he would contact him directly to discuss outcomes from the job fairs.

AGREED – to recommend that Council notes the content of this update report as detailed at Appendix 1 to the report.

9. BUSINESS PLANS

9.1 Democratic and Central Services

The Director of Corporate Services presented the Business Plan for information.

The Committee NOTED the report.

10. CONSULTATIONS

No consultations were listed.

11. CONFERENCES

No conferences were listed.

12. CORRESPONDENCE

12.1 Letter from Gordon Lyons MLA, Minister for Communities regarding Future of the Local Government Staff Commission

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

Purpose of Report

The purpose of the report is to present correspondence for Members' consideration.

Gordon Lyons, Minister for Communities, dated 10 November 2025 (copy attached)

Extract

Future of the Local Government Staff Commission

I am writing to advise you that I have made the decision to dissolve the Local Government Staff Commission (The Commission) with effect from 31 March 2027.

The future of the Commission has been a long-standing issue since the 2014 decision of the Executive that the Commission should be dissolved on 31 March 2017. As you will be aware, that decision was based on the outcomes of a consultation carried out by the Department. For various reasons the dissolution did not happen at that time. [...]

Given the passage of time since the original decision on this issue was made, I have therefore asked my officials to re-establish a Local Government Staff Commission Dissolution Board (originally formed in 2015) to consider and confirm the current position regarding the transfer, or otherwise, of the Commission's existing functions and any other issues arising in relation to the dissolution.

I am writing in similar terms to other interested parties including the National Association of Councillors, NILGA and NIPSA.

Recommendation

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

Committee NOTED the Correspondence.

13. MATTERS FOR REPORTING TO THE PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

MOTION TO PROCEED 'IN COMMITTEE'

Proposed by Alderman Knight-McQuillan

Seconded by Councillor McAuley and

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

* **Public and Press were disconnected from the meeting at 7.29pm.**

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.

14. MINUTES OF THE LAND AND PROPERTY SUB-COMMITTEE MEETING HELD ON WEDNESDAY 05 NOVEMBER 2025

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

The Director of Corporate Services advised Members that, in respect of the Coleraine, Abbey Street, NIE Wayleave agreement, the disabled parking space

will be relocated to the next available space. Alderman Fielding expressed his gratitude for this outcome.

Proposed by Alderman Knight-McQuillan
Seconded by Alderman Fielding and

AGREED – to recommend that the Minutes of the Land and Property Sub Committee meeting held Wednesday 05 November 2025 are adopted and recommendations therein approved.

15. 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 McAuley
Seconded by Councillor Watton 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 7.32pm.

Chair