

Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 9 November 2017 in the Council Offices, Burn Road, Cookstown

Members Present	Councillor Molloy, Chair Councillors Bateson, Buchanan, Cuddy, Elattar, Forde, Gildernew, Kearney, S McGuigan, McKinney, McLean, McPeake, Totten
Officers in Attendance	Mr A Tohill, Chief Executive Mrs Canavan, Director of Organisational Development Mr Cassells, Director of Environment and Property Mr Kelso, Director of Public Health and Infrastructure Mrs Kerr, Head of Finance Ms Mezza, Head of Marketing and Communications Mr Moffett, Head of Democratic Services Mr O'Hagan, Head of ICT Miss Thompson, Committee Services Officer
In Attendance	Mr McCrossan, Strategic Investment Board

The meeting commenced at 7.00 pm.

PR195/17 Apologies

Councillor Ashton, Doris and M Quinn.

PR196/17 Declaration of Interest

The Chair reminded members of their responsibility with regard to declarations of interest.

Councillor Elattar declared an interest in agenda item 13 – Proposed Land Acquisitions from PSNI and NIHE – as a member of the Housing Council.

PR197/17 Chair's Business

The Director of Organisational Development advised of road traffic accident earlier in the day involving a refuse collection vehicle in which the driver had to be cut from the vehicle and flown by air ambulance to hospital. It was advised the driver had sustained leg injuries.

The Chair, Councillor Molloy, on behalf of the committee wished the staff member a speedy recovery.

Matters for Decision

PR198/17 Public Notice Advertising Policy

The Head of Marketing and Communications presented previously circulated report which made suggested amendments to the Council's existing policy governing the placement of public notice advertising.

Councillor Gildernew stated that a lot of people still depended on newspapers and asked how the Council could pick one newspaper to advertise in over others.

Councillor Cuddy advised that a number of newspaper titles have closed or are struggling and that government and council advertisements help to keep the remaining titles going. The Councillor agreed that advertising needed to be reduced but felt that a phased approach over 2-3 years would be better. Councillor Cuddy advised he would abstain from any vote on this item as he was indirectly linked to it.

The Head of Marketing and Communications advised that a reduction in advertising would bring efficiency savings and referred to other advertising methods (website, facebook etc) which were proving successful and that there was a good level of public engagement.

Councillor Gildernew felt that parts of the district would be excluded from engaging with online advertising due to non availability of broadband.

Councillor McLean stated he understood the rationale for the proposal and that the younger generation were more internet orientated but advised there was still an older generation to be considered and that the matter needed to be dealt with cautiously. The Councillor also felt a phased approach would be better.

The Chair, Councillor Molloy suggested that the proposal be reviewed, taking on board the comments of Members and a further report be brought back to committee.

The Chief Executive advised that more detail could be provided on the advertisements being placed above what is legislatively required and that a decision could be taken on the affordability of continuing with the current level of advertising in conjunction with budget setting.

Resolved That it be recommended to Council that a report be brought back to committee on the level of public notice advertising currently taking place above what is legislatively required with consideration being given to a phased approach to reducing public notice advertising in newspapers.

PR199/17 Elected Member Development Steering Group

The Head of Democratic Services presented previously circulated report which considered a report of the Elected Member Development Steering Group held on 21 September 2017.

Councillor McKinney asked for a breakdown on spend for 2016/17 stating that £4,500 had been spent on one item which was not for Members.

The Head of Democratic Services advised he would provide confirmation of 2016/17 spend.

Proposed by Councillor Buchanan
Seconded by Councillor S McGuigan and

- Resolved** That it be recommended to Council to –
- (I) Approve the report of the Elected Member Development Steering Group meeting held on 21 September 2017.
 - (II) Approve the recommendation of the Elected Member Development Steering Group to make allowance for £7,500 in 2018/19. This is from the existing Democratic Services Budget.

PR200/17 Room Hire Policy – Proposed Amendment

The Head of Democratic Services presented previously circulated report which considered amendment to Council's Room Hire Policy.

Councillor McPeake asked if PCSP would be included within the exemption for use of civic buildings.

The Head of Democratic Services advised that PCSP are seen as being part of the Council and therefore treated the same as other council services for use.

Councillor S McGuigan referred to the wording of point 5.3.1 in the policy which he felt applied to political parties represented within Council and asked if the same would apply to political parties not represented on Council.

The Chair, Councillor Molloy also made the same query in respect of independent members.

The Head of Democratic Services advised that point 5.3.1 applies to those political parties who currently have representation on Council including independents.

The Chair, Councillor Molloy advised he had issue with political parties being excluded.

Councillor McLean asked if the wording would stand up to scrutiny.

The Chief Executive advised that it would if it was applied equally.

The Chair, Councillor Molloy asked Members if they were content to take the policy as presented and that wording of point 5.3.1 be reviewed.

The Chief Executive advised that those who are not represented on Council should not be treated more favourably than those who are represented.

Proposed by Councillor McPeake
Seconded by Councillor Bateson and

Resolved That it be recommended to Council to approve the proposed amendment to the Council Room Hire Policy as set out in appendix to report with wording of point 5.3.1 within policy to be reviewed.

PR201/17 Data Handling Policy (Access NI) on the Recruitment of Ex-Offenders

The Director of Organisational Development presented previously circulated report which sought approval for –

- (I) A Data Handling (Access NI) Policy for Mid Ulster District Council
- (II) A Policy on the Recruitment of Ex-Offenders for Mid Ulster District Council

Councillor Gildernew asked for a definition of the term “ex offenders”.

The Director of Organisational Development advised that the term would apply to anyone with a criminal conviction, she advised that any convictions would be looked at proportionately and in context of the job being applied for.

In response to Councillor Gildernew's question the Director of Organisational Development advised that terrorism convictions would also be looked at in context of the job being applied for and would be risk assessed. The Director advised that Council liaise with NIACRO on such cases.

Councillor Cuddy asked if any policies were in place before now.

The Director of Organisational Development advised that a mix of arrangements were in place beforehand but that it would be important to have good governance in place going forward.

In response to Councillor Kearney's question the Director of Organisational Development advised that it depended on the post being advertised whether an applicant would be required to make a declaration on their application.

Councillor McLean felt that Council would be leaving itself open if it did not have the policies in place and advised that they were now commonplace throughout workplaces.

In response to Councillor McKinney's question the Director of Organisational Development advised that employees who work with children are all subject to Access NI checks.

Proposed by Councillor McLean
Seconded by Councillor McKinney and

Resolved That it be recommended to Council to approve –

- (I) The Data Handling (Access NI) Policy for Mid Ulster District Council as circulated.
- (II) The Policy on the Recruitment of Ex-Offenders for Mid Ulster District Council as circulated.

Matters for Information

PR202/17 Minutes of Policy and Resources Committee held on Thursday 5 October 2017

Members noted minutes of Policy and Resources Committee held on Thursday 5 October 2017.

Councillor Cuddy referred to his comments made at meeting on 5 October in relation to car boot sales and asked if there was an update in relation to this matter.

The Chair, Councillor Molloy advised that a report would be brought to December meeting of committee.

PR203/17 Performance Improvement – Six Month Update

Members noted previously circulated report which provided monitoring information on the review of performance against the seven statutory and three corporate performance improvement indicators for the six month period, April to September 2017. The report also contained progress summary against Council's four corporate improvement projects.

PR204/17 Brand Implementation Update

Members noted previously circulated report which provided update on brand implementation to date and outlines work planning for the future.

Councillor S McGuigan referred to logo in Dungannon Chamber and that it was not the complete council branding. The Councillor advised that he had been approached in relation to this at a recent event held in Dungannon Chamber and that he had advised the person that this was only a temporary logo which would be replaced and asked when this would happen.

The Head of Marketing and Communications advised that the logo in Dungannon Chamber was not temporary but could be reviewed. Members were advised that only the logo was displayed in Dungannon due to the shape of the panel and for aesthetics.

Councillor S McGuigan stated he had assumed the current logo was only temporary and proposed that this be reviewed in order to have full branding in Dungannon Chamber.

Councillor Cuddy referred to financial implications and asked when these would be considered.

The Head of Marketing and Communications advised that costs were not applicable to this report as it was an update. It was advised that costs in relation to signage had been provided within report brought to October meeting of committee.

Councillor McPeake stated he was supportive of Councillor S McGuigan's comments and that the Council brand has not been used in the way approved. The Councillor advised he understood the rationale for logo only being used for litter bins however he expressed concern that short cuts were being taken and that this should not be the case for Council Chambers. Councillor McPeake seconded Councillor S McGuigan's proposal.

Councillor Cuddy stated there may be a time when the Executive provides direction on language signage meaning that whatever Council does now may have to be replaced again.

Councillor McLean advised it was his understanding that where there were sensitivities that the logo only would be displayed ie. On employee clothing.

Councillor McPeake stated this was not his understanding and that the reason why the logo only was on clothing was due to the size of stitching which would make the wording part of the brand unreadable.

Councillor McLean advised that some clarity was required from previous minutes on what had been agreed with regard to branding.

The Chief Executive advised that rollout of the branding had been agreed with parties and that minutes regarding same would be brought back to committee.

Councillor Cuddy advised that Dungannon and South Tyrone Borough Council had not been against the Irish Language however he stated that English is the main language and that any other language is a minority language. He stated there was a need to find a way forward to bring all people together as some communities currently felt excluded.

Councillor Gildernew advised that the introduction of D'Hondt and the Sinn Féin Party had been at the forefront of bringing equality to Dungannon and South Tyrone Borough Council.

Resolved That it be recommended to Council –
(I) To review branding in Council Chamber – Dungannon.
(II) To review minutes on rollout of Council branding.

PR205/17 Member Services

No issues.

Local Government (NI) Act 2014 - Confidential Business

Proposed by Councillor S McGuigan
Seconded by Councillor Kearney and

Resolved In accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst Members consider items PR206/17 to PR224/17.

Matters for Decision

PR206/17	Tender Award: Appointment of Newspaper/Newspaper Group to carry weekly planning advertisements
PR207/17	Proposed land acquisitions from PSNI and NIHE
PR208/17	Lands at Lime Kiln Lane, Cookstown
PR209/17	Contracts and DAC
PR210/17	Charges imposed by Council when credit or debit cards are used to make payment
PR211/17	Rates Estimates 2018/19
PR212/17	Assets Valuation Services
PR213/17	Notice Claims following outcome of Industrial Tribunal Cases 1375/15, 1379/15
PR214/17	Staffing Matters
PR215/17	Finance Staff Relocation to Cookstown Office
PR216/17	Mobile Network Choice

Matters for Information

PR217/17	Confidential Minutes of Policy and Resources Committee held on Thursday 5 October 2017
PR218/17	Financial Report for 6 months ended 30 September 2017
PR219/17	Council Insurances
PR220/17	General Data Protection Regulations (GDPR)
PR221/17	Summary of Council's Fair Employment Monitoring Returns for Year Ending 1 January 2016 and Year Ending January 2017
PR222/17	Transforming the delivery of Leisure Services in Mid Ulster District Council
PR223/17	Staffing Matters
PR224/17	Deputation – Asset Management Framework – Presentation from Strategic Investment Board

PR225/17 Duration of Meeting

The meeting was called for 7 pm and ended at 9.20 pm.

CHAIR _____

DATE _____