

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of Special Meeting of the Corporate Services Committee held in the Cherry Room, Island Civic Centre, The Island, Lisburn on Wednesday 29<sup>th</sup> January 2020 at 6.00 pm**

**PRESENT:**

Alderman S P Porter (Vice-Chairman)

The Right Worshipful The Mayor  
Councillor A Givan

Deputy Mayor  
Councillor J McCarthy

Alderman A G Ewart MBE and S Martin

Councillors S Carson, A P Ewing, J Gallen, M Guy,  
D Honeyford, S Hughes, J Lavery BEM, U Mackin,  
John Palmer, A Swan and N Trimble

**OTHER MEMBERS:**

Aldermen J Baird, A Grehan and J Tinsley

Councillors R T Beckett, S Eastwood, O Gawith, M Gregg,  
S Lee and C McCready

**IN ATTENDANCE:**

Chief Executive  
Director of Environmental Services  
Director of Leisure & Community Wellbeing  
Director of Service Transformation  
Acting Head of Finance  
Member Services Officer

**Commencement of Meeting**

The Vice-Chairman, Alderman S P Porter, extended a welcome to all present and advised that the Chairman, Councillor R Carlin, was unable to attend this evening's meeting. Members were advised that Councillor Carlin had earlier that day become the proud father of a baby son. Congratulations and best wishes were extended to Councillor Carlin and his partner on their new arrival.

The Vice-Chairman extended a particular welcome to the Chairs and Vice-Chairs of the various Standing Committees, and also a number of other non-Members of the Corporate Services Committee who were in attendance.

The Vice-Chairman proceeded to outline the evacuation procedures in the case of an emergency. He reminded everyone to ensure mobile phones were turned off or on silent mode for the duration of the meeting and also advised that unauthorized recording was not permitted as per 8.5 of the Council's Standing Orders. Finally the Vice-Chairman asked that any Member entering or leaving the meeting alert the Member Services Officer accordingly so that this might be accurately reflected in the minutes.

1. Apologies

An apology for non-attendance at the meeting was accepted and recorded on behalf of Councillor R Carlin (Chairman of the Committee).

2. Declarations of Interest

The Vice-Chairman invited Members to declare any interests they might have in relation to the business of the meeting and reminded them of the requirement that they complete Declaration of Interest forms which had been provided at the meeting. No declarations were made.

3. Purpose of Special Meeting

The Special Meeting of the Corporate Services Committee had been summoned to consider the Council's draft Estimates of Income & Expenditure for the Financial Year 2020/2021.

4. Confidential Report of Acting Head of Finance

The report of the Acting Head of Finance was confidential for reason of (i) information relating to the financial or business affairs of any particular person (including the Council holding that information) and (ii) information which reveals that the Council proposes to make an order or direction under any statutory provision.

It was proposed by Councillor S Carson, seconded by Alderman S Martin and agreed that the confidential report of the Acting Head of Finance be discussed "in Committee".

4.1 Draft Estimates of Income & Expenditure for 2020/2021

4.1.1 Discussion

A copy of the explanatory report and draft Estimates of Income & Expenditure for the Financial Year 2020/2021 had been made available prior to the meeting. The Chief Executive made a verbal report in respect of the effect on the District Rate of various levels of an Applied Balance.

4.1.1 Discussion (Continued)

A number of questions were raised by Members and responded to by the Chief Executive and other Officers present.

During discussion and prior to any decision being taken, Councillor C McCready entered the meeting at 6.20 pm.

4.1.2 Recommendations

It was proposed by Alderman A G Ewart, seconded by Councillor A Swan and agreed to recommend that the report of the Acting Head of Finance be noted and that the following recommendations in relation to the District Rates to be assessed for the year 2020/21 be made to the Special Meeting of Council to be held on the 6<sup>th</sup> February 2020:-

- (a) an increase of 3.98% on the Domestic District Rate, as compared with the Domestic District Rate determined for the current financial year;
- (b) a decrease of 0.03% on the Non-Domestic Rate, as compared with the Non-Domestic Rate determined for the current financial year.

In addition to the above, the Chief Executive:-

- noted a request that the method of publicity and communication with ratepayers be examined to maximise engagement with the public;
- confirmed that all remaining service reviews would be completed and reported to the Efficiency Review Steering Group within the next financial year;
- confirmed that - in the Estimates' process in future years, hard copies of Estimates' papers would be made available to Members if so requested.

Alderman A G Ewart conveyed his thanks to all officers, particularly the Chief Executive, Directors, Acting Head of Finance and Finance Team for their work on the Draft Estimates and his thanks was endorsed by other Members present.

It was agreed to come "out of Committee" and normal business was resumed.

5. Governance & Audit Self-Assessment Questionnaire

The Chief Executive referred to a Governance & Audit Self-Assessment Questionnaire which had been distributed at the meeting to Members of the Governance & Audit Committee for completion and return to Councillor J Gallen, Chairman of that Committee. Members of the Governance & Audit Committee present at the meeting were encouraged to complete this exercise.

6. Any Other Business

There was no other Business.

There being no further business, the meeting concluded at 6.35 pm.

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MAYOR/CHAIRMAN