

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of Meeting of the Corporate Services Committee held in the Cherry Room, Island Civic Centre, The Island, Lisburn on Tuesday 14th November 2017 at 7.00 pm.

PRESENT:

Councillor S Carson (Chairman)

The Right Worshipful The Mayor
Councillor T Morrow

Aldermen A G Ewart MBE, T Jeffers and S Martin

Councillors R B Bloomfield MBE, D J Craig, A P Ewing,
O Gawith, A Grehan, B Mallon, A McIntyre, C Quinn
and R Walker

OTHER MEMBERS:

Councillors A Givan and U Mackin

IN ATTENDANCE:

Chief Executive
Director of Service Support
Head of Central Support Services
Acting Head of Human Resources & Organisation Development
Interim Head of Finance & IT
IT Manager
Member Services' Officer

Commencement of Meeting

The Chairman, Councillor S Carson, extended a welcome to all present and proceeded to outline the evacuation procedures in the case of an emergency.

The Chairman asked that any Member entering or leaving the meeting alert him accordingly so that the Member Services' Officer might accurately reflect arrival and departure times in the minutes.

1. **Apologies**

Apologies for non-attendance at the meeting were accepted and recorded on behalf of the Deputy Mayor, Councillor H Legge; Councillors A Redpath and M H Tolerton; and the Head of Marketing & Communications (Ms A Goddard).

Councillor R Walker entered the meeting. (7.01 pm)

2. Declarations of Interest

The 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 in this regard which had been provided at the meeting.

During the course of the meeting, Councillor A P Ewing made declarations in relation to the undernoted items of business contained within the report of the Head of Central Support Services due to his membership of the South Eastern Local Commissioning Group:-

- Item 2.2 - NI Confederation for Health & Social Care conference - "A Healthy Brexit?" being held on the 25th January 2018 in Riddel Hall, QUB Belfast;
- Item 3 - Health & Social Care in Northern Ireland - Regional Consultation Documents with an extended closing date of the 30th November 2017;
- Item 4 - Health Working Group - Minutes of meeting held on the 2nd October 2017;
- Item 7 – Heath & Special Care Trusts' consultation documents re Efficiencies/"2017/2018 Financial Planning Savings Plans.

3. Minutes of Meeting

It was proposed by Councillor D J Craig, seconded by Councillor C Quinn and agreed that the minutes of the meeting of the Committee held on the 10th October 2017 as adopted by the Council at its meeting held on the 24th October 2017 be confirmed and signed.

4. Confidential Report of Director of Service Support

The Chairman advised that the reasons for confidentiality were as set out in the agenda, ie:-

- Next Generation Firewalls - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information)
- Armed Forces Day 2018 & 2019 (Regional Events) - Confidential for reason of information relating to the financial or business affairs of any particular person/organisation (including the Council holding that information)
- Efficiency Review Steering Group - Confidential for reason of information relating to individuals

4. Confidential Report of Director of Service Support (Contd)

- Mobile Phone & Sim Card Contract Financial Appraisal - Confidential for reason of information relating to the financial or business affairs of any particular person (including the Council holding that information)
- Bradford Court - Confidential for reason of information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
- HR & OD Workforce Data - Confidential for reason of information which is likely to reveal the identity of individuals
- Single Status Update: Appeals - Confidential for reason of information which is likely to reveal the identity of individuals
- Freedom of Information Requests - Confidential for reason of information relating to individuals.

It was proposed by Councillor A P Ewing, seconded by Councillor B Mallon and agreed that the confidential report of the Director of Service Support be considered "in Committee", in the absence of members of the press and public being present.

It was proposed by Councillor A McIntyre, seconded by Councillor C Quinn and agreed that the confidential report and recommendations of the Director of Service Support be adopted, subject to any decisions recorded below and other items noted:-

4.1 Next Generation Firewalls

It was proposed by Councillor D J Craig, seconded by Alderman S Martin and agreed to recommend that the Preliminary Expenditure and Financial Appraisal Report for replacement Next Generation Firewalls at Lagan Valley Island and Bradford Court be accepted and approved.

4.2 Armed Forces Day 2018 & 2019 (Regional Events)

It was proposed by Councillor B Mallon, seconded by Councillor R B Bloomfield and agreed to recommend that:-

- correspondence dated the 16th October 2017 from the Reserve Forces & Cadets Association for Northern Ireland advising that the Ministry of Defence had already agreed to work with another Council for the NI Armed Forces Day event in 2018 be noted;
- a letter of confirmation be sent to the Reserve Forces & Cadets Association for Northern Ireland.

4.3 Efficiency Review Steering Group

By way of information, Members were reminded that the Efficiency Review Steering Group was a cross-party Elected Member Steering Group comprising of 6 Members (2 DUP, 1 APNI, 1 UUP, 1 SDLP, 1 TUV). Its establishment had been agreed by the Governance & Audit Committee in March 2016 and its current membership was as follows:-

Alderman James Tinsley, DUP, Chair
Alderman Stephen Martin APNI
Councillor Andrew Girvin TUV
Councillor Brian Hanvey SDLP
Councillor Uel Mackin, DUP
Councillor Hon Nicholas Trimble UUP

Members had been provided with copy of a report of a meeting of the Efficiency Review Steering Group held on the 9th October 2017 to consider the implementation of Phase 2 of the Efficiency Review.

It was proposed by Councillor A Grehan, seconded by Councillor A McIntyre and agreed to recommend that:-

- the decisions of the Efficiency Review Steering Group at its meeting held on the 9th October 2017 as contained in the report thereof which had been circulated with the Director's report be approved;
- the Efficiency Review Steering Group continue to progress with Phase 2 of the Efficiency Review on the same arrangement as Phase 1 with it reporting to the Corporate Services Committee rather than the Governance and Audit Committee;
- delegated authority be sought for the Corporate Services Committee to approve and implement when required, the recommendations of the Efficiency Review Steering Group in respect of Phase 2 of the Efficiency Review.

The Chief Executive made Members aware that certain elements of the Efficiency Review had been put on hold due to the ongoing Estimates' process.

4.4 Mobile Phone & SIM Card Contract - Financial Appraisal

Further to the previous meeting of the Committee, it was proposed by Councillor A P Ewing, seconded by Councillor A Grehan and agreed to recommend that the Financial Appraisal for the Mobile Phone & Sim Card Contract be approved for a further 24 months.

4.5 Bradford Court

It was agreed to recommend that the revised security arrangements for Bradford Court effective from the 1st December 2017 be noted with a review thereof taking place after six months.

4.6 HR & OD Workforce Data

It was agreed to recommend that reports in respect of the following be noted, such reports being in accordance with the Council's Strategic Workforce Plan 2015-2017:-

- Workforce Profile – Headcount, Contract (permanent/fixed term/full-time/part-time) and Agency Workers. The report did not take account of the new structures and the transition of employees to these departments.
- Absence – Days lost per employee and percentage across the Council (includes “Total absence days per month”)
- Long Term Absence – Employees absent due to long term sickness (over 12 weeks)
- Recruitment – Internal trawls and open competition.

4.7 Single Status Update: Appeals

It was agreed to recommend that the progress report in respect of the number of job evaluation appeals outstanding from the former Councils' Single Status process and the percentages of appeals both successful and unsuccessful be noted.

It was noted that - with the exception of one final day of appeals which would be heard in the early year through a panel hosted by a local Council, this process had now concluded.

4.8 Voluntary Severance - Requests

The Director made a verbal report in respect of issues relating to Voluntary Severance, the content of which was noted. A report would be made to the Committee at its next meeting.

4.9 Freedom of Information - Requests

It was agreed to recommend that the summary of Freedom of Information requests received in October 2017 be noted.

It was proposed by Councillor A P Ewing, seconded by Alderman S Martin and agreed to come “out of Committee” and normal business was resumed.

5. Report of Director of Service Support

It was proposed by Councillor D J Craig, seconded by Councillor A P Ewing and agreed that the report and recommendations of the Director of Service Support be adopted, subject to any decisions recorded below and other items noted:-

5.1 Report of Interim Head of Finance & IT

Presented by the Interim Head of Finance & IT.

It was proposed by Councillor D J Craig, seconded by Councillor R B Bloomfield and agreed that the report and recommendations of the Interim Head of Finance & IT be adopted, subject to any decisions recorded below and other items noted:-

5.1.1 Financial Statement

It was agreed to recommend that the financial statement for the period ended the 30th September 2017 be noted, the net profiled expenditure being 5.11% below the approved estimates for the financial year 2017/2018.

5.1.2 Cyber Security – Malware Issues

The Interim Head of Finance & IT reported on a malware which the Council was currently facing and which had the potential to significantly escalate should the attack further change in nature.

The Interim Head reported extensively on this matter in terms of the nature, effects and measures taken to deal with the problem; the measures which the Council was implementing so as to improve network security; and a number of concerns that needed to be addressed as a matter of urgency.

The overall concern was that that the malware was gaining traction and could escalate out of control. Recent experience by other public bodies demonstrated that malware attacks were becoming more prevalent and sophisticated, targeting all types of organisations with the desire to extort money. A large element of staff resources within IT was being devoted to dealing with and attempting to prevent cyber-attacks.

It was agreed to recommend that the Interim Head of Finance & IT's report on Cyber Security/Malware attacks be noted and that a more detailed paper including options for the way forward be presented to the December meeting of the Committee.

5.1.3 General Data Protection Regulation (GDPR)

Members were aware that the General Data Protection Regulation (GDPR) would become effective on the 25th May 2018, its purpose being to harmonise data protection law across the EU.

5.1.3 General Data Protection Regulation (GDPR) (Contd)

The Interim Head of Finance & IT reported on key areas that had been progressed in the Council during the past year to prepare for the introduction of the GDPR. The Interim Head also outlined the responsibilities of the Council in its role as Data Controller and advised that options were being examined to ensure that resources were made available to enable the Council to meet its obligations under GDPR. Advice for Elected Members in this regard would be provided.

It was agreed to recommend that the Interim Head of Finance & IT's report on the General Data Protection Regulation be noted and that a detailed paper including options for resourcing to meet the requirements of the GDPR be presented to the December meeting of the Committee.

Councillor B Mallon and the Chief Executive left the meeting. (7.45 pm)

5.2 Report of Head of Central Support Services

Presented by Head of Central Support Services.

It was proposed by Alderman A G Ewart, seconded by Councillor A Grehan and agreed that the report and recommendations of the Head of Central Support Services be adopted, subject to any decisions recorded below and other items noted:-

5.2.1 Barnardos – Early Intervention Lisburn (EIL) Speech & Language Initiative
Nominations to Strategy Group

Further to the previous meeting of Committee, the Head of Service verbally reported that – earlier that day – the Party Group Leaders Forum had put forward the names of Councillors R B Bloomfield and R Walker to join the strategy group of the above Initiative.

It was proposed by Alderman A G Ewart, seconded by Councillor D J Craig and agreed to recommend that Councillors R B Bloomfield and R Walker be nominated to represent the Council on the strategy group of Barnardos Early Intervention Lisburn (EIL) Speech & Language Initiative for the duration of the current Council term.

Councillor B Mallon returned to the meeting. (7.47 pm)

5.2.2 Conferences

- (a) Contact NI
“Suicide Prevention – What Works?”
16th November 2017
Titanic Conference Centre, Belfast

Members were provided with details of the above conference, the cost of a Member’s attendance thereat having been estimated at £64.30.

All Members of Committee had been circulated with details of the conference on the 24th October 2017. To date no Member had requested that he/she be registered for the conference. It was therefore agreed that details of the above conference be noted.

- (b) NI Confederation for Health & Social Care
“A Healthy Brexit?”
25th January 2018
Riddel Hall, QUB Belfast

Members were provided with details of the above conference, the cost of a Member’s attendance thereat having been estimated at £70.40. Also provided was a copy of a briefing paper prepared by the NI Confederation for Health & Social Care in respect of Brexit issues.

It was agreed to recommend that details of the above conference be noted, no Member having been nominated for attendance.

It was further agreed to recommend that the briefing paper in respect of Brexit issues as prepared by the NI Confederation for Health & Social Care be noted.

5.2.3 Health & Social Care in Northern Ireland Regional Consultation Documents (Extended Closing Date: 30th November 2017)

The following draft documents and the local plans for each of the six health and social care trusts in Northern Ireland were available at

<https://consultations.nidirect.gov.uk/hscni-belfast-trust/equality-disability-plans:->

- Regional Equality Action Plan
- Regional Disability Action Plan

The Committee was reminded of its decision on the 12th September 2017 to note the documents. The Belfast Health & Social Care Trust which was co-ordinating the responses for the six health & social care trusts had been advised accordingly.

The Equality Officer had since considered the documents and a copy of his draft response was provided for comment. The Equality Officer had also obtained an extension to the closing date for the receipt of comments.

5.2.3 Health & Social Care in Northern Ireland
Regional Consultation Documents
(Extended Closing Date: 30th November 2017) (Contd)

It was proposed by Alderman T Jeffers, seconded by Councillor A McIntyre and agreed to recommend that the draft response of the Equality Officer to the Regional Equality Action Plan, the Regional Disability Action Plan and the respective local plans, ie those for the Belfast Health & Social Care Trust and for the South Eastern Health & Social Care Trust, be accepted as the Council's response thereto and be submitted to the Belfast Health & Social Care Trust which is co-ordinating the responses by the extended closing date of the 30th November 2017.

5.2.4 Health Working Group
Minutes of Meeting – 2nd October 2017

It was proposed by Councillor C Quinn, seconded by Alderman S Martin and agreed to recommend that the minutes of the meeting of the Health Working Group held on the 2nd October 2017 be approved.

5.2.5 World War I Remembrance 2018

The Committee was reminded of the decision of Council on the 26th September 2017 that a working group be set up through the Corporate Services Committee to work with the Royal British Legion (Lisburn Branch) to appropriately mark the centenary in 2018 of the signing of the Armistice.

It was proposed by Alderman A G Ewart, seconded by Councillor A Grehan and agreed that the following persons comprise the working group to work with the Royal British Legion (Lisburn Branch) to appropriately mark the centenary in 2018 of the signing of the Armistice:-

- Mayor of the Day
- Chairman of the Day of the Corporate Services Committee
- Vice-Chairman of the Day of the Corporate Services Committee
- Alderman J Tinsley (Council's representative on the Reserve Forces & Cadets Association for Northern Ireland)
- Appropriate officers as required.

5.2.6 Mood Lighting at Lagan Valley Island

The Head of Service reported that she had met with the Technical & Estates Unit which was progressing the design and implementation of the mood lighting at Lagan Valley Island. It was preferable that this work would be completed within the current financial year or by April 2018. Further update reports would be brought to Committee as necessary.

5.2.7 Health & Social Care Trust
Consultation Documents re Efficiencies
“2017/2018 Financial Planning Savings Plan”

The Council had previously submitted responses to the Belfast Health & Social Care Trust and the South Eastern Health & Social Care Trust in respect of their consultation documents on Efficiencies/2017-2018 Financial Planning Savings Plans.

Members were now provided with copies of the following responses/acknowledgements from the two Trusts:-

- e-mail dated the 4th October 2017 from the South Eastern Health & Social Care Trust by way of acknowledgement to the Council's response;
- e-mail dated the 19th October 2017 from the Belfast Health & Social Care Trust advising that – at its Public Board meeting held on the 13th October 2017 – the Trust had agreed to:-
 - Stand down the major and controversial proposals (Proposals 6-11a);
 - Approve the implementation of the No/Low impact efficiency proposals;
 - Approve the substitution of very expensive drug treatments for clinically suitable alternative drug treatments, subject to a number of caveats.

Details of the above decisions were provided with the Head of Service's report.

It was agreed to recommend that:-

- the items of correspondence referred to above be noted;
- an update be sought from the SE Trust in regard to their decisions associated with their Efficiencies/2017-2018 Financial Planning Savings Plan.

5.2.8 National Malaya & Borneo Veterans' Association (NI Branch)
Service at Pantridge Memorial, LVI – 30th September 2017

It was agreed to recommend that a letter of thanks dated the 2nd October 2017 which The Right Worshipful The Mayor, Councillor T Morrow, had received from the NI Branch of the National Malaya & Borneo Veterans' Association in regard to the Council's hosting of the above service and associated reception be noted.

5.2.9 Lisburn & Castlereagh Policing & Community Safety Partnership

(a) Schedule of Meetings

It was agreed to recommend that the schedule of forthcoming meetings of the Lisburn & Castlereagh PCSP be noted.

(b) Bike Marking Event at Halfords, Lisburn
11th November 2017

Councillor A P Ewing expressed appreciation to the PSNI and the Lisburn & Castlereagh PCSP in regard to the Bike Marking event which had taken place at Halfords, Lisburn on the 11th November 2017.

Councillor U Mackin, the Interim Head of Finance & IT and the IT Manager left the Meeting. (7.52 pm)

5.3 Report of Head of Marketing & Communications

Presented by the Director of Service Support in the absence of the Head of Marketing & Communications (Ms A Goddard).

It was proposed by Councillor R B Bloomfield, seconded by Councillor O Gawith and agreed that the report and recommendations of the Head of Marketing & Communications be adopted, subject to any decisions recorded below and other items noted:-

5.3.1 Christmas Card

Members had been provided with a number of Christmas card designs.

It was proposed by Councillor B Mallon, seconded by Councillor A Grehan and agreed to recommend that:-

- Option 3 (Civic Headquarters, LVI) be selected as the 2017 Christmas card;
- the greeting on the card be replaced with one which included a reference to Christmas such as "Merry Christmas" or "Happy Christmas".

Councillor A P Ewing asked that locations such as Castle Gardens and Wallace Park be included in options which would be put forward for the 2018 Christmas card.

5.3.2 Projects undertaken by Marketing & Communications

It was agreed to recommend that the work undertaken by Marketing & Communications to assist in a number of Council initiatives and events be noted.

5.3.3 Media Coverage

It was agreed to recommend that media coverage reports for the months of September and October 2017 be noted.

5.4 Report of Acting Head of Human Resources & Organisation Development

Presented by the Acting Head of Human Resources & Organisation Development.

It was proposed by Councillor A P Ewing, seconded by Councillor A McIntyre and agreed that the report and recommendations of the Acting Head of Human Resources & Organisation Development be adopted, subject to any decisions recorded below and other items noted:-

5.4.1 Suite of Policies

It was proposed by Councillor C Quinn, seconded by Councillor R B Bloomfield and agreed to recommend that the undernoted policies and procedures be accepted and that – prior to their implementation – they be progressed for consultation with Trade Unions through the next LCCC Joint Consultation and Negotiation Forum (JCNF) in December 2017:-

- Adverse Weather Policy (revised to take account of agency workers)
- Off-Payroll Working.

5.4.2 Application of Enhanced Disclosure Checks (AccessNI)

Further to the meeting of the Governance & Audit Committee held on the 13th June 2017, Members had been provided with a report (approved by the Corporate Management Team) in respect of the above matter which included the proposal for the frequency of carrying out AccessNI checks and the associated costs, together with posts within the Council which were currently deemed as ‘regulated’ posts and therefore requiring these checks to be completed.

It was proposed by Alderman A G Ewart, seconded by Councillor A McIntyre and agreed to recommend that:-

- the proposal that - in addition to the pre-employment checks for regulated posts - the Council carry out periodic checks every three years for employees in regulated posts with more than six months’ service be accepted, the costs thereof being as detailed in the Head of Service’s report;
- the above process be implemented as from the 1st January 2018.

The Right Worshipful The Mayor, Councillor T Morrow, and Councillor A Givan left the meeting. (8.00 pm)

5.4.3 Managing Attendance

The Head of Central Support Services left the meeting and re-entered it during discussion of this item of business. (8.10 pm and 8.12 pm respectively).

Members were aware of ongoing concerns regarding absence levels within the Council and the number of actions that had been taken to reduce those levels.

The Committee was recommended to consider the issue of letters to all staff in regard to the management of attendance/absence.

It was proposed by Councillor D J Craig, seconded by Alderman S Martin and agreed that:-

- the level of sickness absence within the Council continued to be one of concern and that staff needed to be aware that the Council was aware of such concerns and wished to have them addressed;
- the proposed letters to all staff in regard to sickness absence be not issued as – whilst their general concept was acknowledged as a positive, the issue of such a letter was not considered the most appropriate means of communicating the Council's concerns;
- as a further step in raising employees' awareness to the Council's concerns in regards to sickness absence and the need for it to be addressed, the Chief Executive be asked to refer to this matter at her forthcoming "roadshows" with staff;
- in the meantime, Human Resources be urged to continue to address those issues in relation to sickness absence which were of a frequent, regular and habitual pattern.

5.4.4 Local Government Staff Commission People & Organisation Development Conference "The HR Transformation Challenges", La Mon House Hotel & Country Club, Belfast 5th December 2017

Members had been provided with details of the above conference. There was no fee for the conference; the only expenses applicable would be those in relation to travel.

It was agreed to recommend that any Member of Committee who wished to attend the conference contact Member Services to arrange registration.

The Acting Head of Human Resources & Organisation Development left the meeting. (8.37 pm)

5.5 Race Against Multiple Sclerosis
Request for Assistance

Members had been provided with a copy of a letter dated the 18th October 2017 from Race Against Multiple Sclerosis (RAMS) advising of its activities and services. The writer of the letter had stated that RAMS was “in financial difficulty” and had asked that the Council “invest in its future”.

Details of financial and other assistance provided to RAMS by the Council were set out in the report.

It was proposed by Councillor D J Craig, seconded by Councillor B Mallon and agreed to recommend that a decision on the request from RAMS for the Council to “invest in its future” be deferred pending a presentation from RAMS to a future meeting of the Committee as to the nature of assistance being sought.

5.6 Department for Communities (NI)
Equality Impact Assessment for “Abolition of Class 2 National
Insurance Contributions – New Eligibility Tests for Contributory Benefits
& Maternity Allowance”
(Extended Closing Date: 30th November 2017)

Members had been provided with copy of a letter dated the 11th September 2017 from the Department for Communities (NI) in regard to the above consultation document which had a closing date of the 3rd November 2017. The Equality Officer had obtained an extension to the closing date for the receipt of comments.

The consultation document was available at <https://www.communities-ni.gov.uk/consultations/abolition-class-2-national-insurance-contributions-new-eligibility-tests-contributory-benefits-and>.

A copy of a draft response prepared by the Equality Officer had been provided with the Director’s report.

It was proposed by Councillor O Gawith, seconded by Councillor A P Ewing and agreed that the draft response of the Equality Officer to the EQIA for the “Abolition of Class 2 National Insurance Contributions – New Eligibility Tests for Contributory Benefits and Maternity Allowance” be accepted as the Council’s response thereto and be submitted to the Department for Communities by the extended closing date of the 30th November 2017.

5.7 Investors in People Silver Accreditation – Recognition of Achievement

It was proposed by Alderman A G Ewart, seconded by Councillor R B Bloomfield and agreed to recommend that - by way of reward for the achievement of the Investors in People Accreditation at Silver Standard and in appreciation of employees’ hard work and commitment during the year – employees receive an additional day’s leave on Friday 22nd December 2017

5.7 Investors in People Silver Accreditation – Recognition of Achievement (Contd)

with those staff scheduled to work on that day receiving a day in lieu, which would be required to be taken by the 31st March 2018. The Right Worshipful The Mayor, Councillor T Morrow, had been consulted on this matter.

5.8 Food Bank Collection Points

Members were advised of a recent request to the Director of Environmental Services that the Council support local food banks by way of becoming a collection point for the duration up to Christmas. In this regard, Members were provided with a report detailing the reasons as to why the Council might wish to support this request. The Director of Service Support verbally reported on the potential locations for the food bank collection points in Council's facilities.

It was proposed by Councillor B Mallon, seconded by Councillor O Gawith and agreed to recommend that the provision of food bank collection points in identified Council facilities for the duration of the period in the run up to Christmas 2017 be approved.

5.9 Community Plan Action Plan

The Director advised that the Community Plan action planning process had commenced with a series of facilitated thematic workshops attended by the statutory and support partners, the business community, local community representatives and other interest groups. The Director is a member of the Children & Young People thematic group.

Agreement had been reached on an early draft of the actions that may be included in the final Action Plan. The second round of facilitated thematic workshops would be held in early November.

The Action Plan and associated documentation was available for Members' information in the report for the meeting of the Development Committee on the 1st November 2017.

It was agreed to recommend that the information in regard to the Community Plan Action Plan be noted.

5.10 Estate Strategy incorporating the Lagan Valley Island Space Planning Needs – Update

The Director reported extensively on the above matter.

A draft Estate Strategy and a Space Planning Report had been completed and presented to the June 2017 meeting of the Corporate Services Committee and subsequently to the July 2017 meetings of the Party Group Leaders Forum and Full Council for noting.

5.10 Estate Strategy incorporating the Lagan Valley Island Space Planning Needs – Update (Contd)

Further to the above, Members had requested that consideration be given to the development of a more streamlined option that would take account of the basic requirements to enable the relocation of the staff from Bradford Court to the Island Civic Centre and to provide a reception hub on the ground floor without the need to replace plant and mechanical/electrical infrastructure ahead of its natural replacement frequency. To this end WD & RT Taggart had been retained to investigate this option and to provide the relative implementation cost plan. The updated cost information would be factored into the Estate Strategy cashflow assumptions and considered by the Head of Finance prior to being presented to the Members for further consideration.

In addition to the above, the Director confirmed that works in relation to the Council Chamber and the former public restaurant were being investigated and that approval for these projects would be reported back to the Committee in due course.

It was agreed to recommend that the update on the Estate Strategy incorporating the Lagan Valley Island space planning needs be noted.

6. Any Other Business

6.1 Citizens' Advice and Welfare Reform
Councillors D J Craig and A Grehan

Councillor D J Craig referred to substantial revisions to the Welfare Reform system and to the increased workload which this was placing on Citizens' Advice.

Councillor Craig asked that the Director contact Citizens' Advice to ascertain the problems which the additional workload was posing to them and to establish if the Council could provide any assistance in this regard, especially in the time of transition between the termination of the old Welfare Reform scheme and the introduction of the new one. This was agreed.

Councillor A Grehan referred to a presentation on this subject which Advice NI had made to the National Association of Councillors. Councillor Grehan asked that the Director contact the Head of Cultural & Community Services with a view to Citizens' Advice (Lisburn & Castlereagh) making a presentation to the Committee. This was agreed.

There being no further business, the meeting terminated at 8.55 pm.

MAYOR/CHAIRMAN