Belfast City Council

Report to:	Development Committee
Subject:	Committee Agenda Items and Departmental Briefing Document
Date:	14 October 2009
Reporting Officer:	Marie-Thérèse McGivern, Director of Development, ext. 3470
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Relevant Background Information

Members will be aware that the total number of items appearing on the Development Committee agenda has become quite large. For example, during 2009 the average number of items each month has been 17, with the longest agenda (26 items) appearing in September.

Many of the items appearing on the Committee's agenda are for update or notation purposes only and require no decision by Members. The large number of items on some agendas leaves less time for Members to discuss individual items that do require a decision.

Key Issues

Following discussion with Members' Services, it is proposed that items for notation, which require no decision by Members are not included on the Committee agenda. Instead these items would be collated in a Departmental briefing document which would be issued by the Director of Development to all Members of Council every two months, from December 2009.

In addition, Members of the Committee would have the option to request any individual item from these briefings be discussed at the following month's Committee. This change to the standing agenda would give Members the opportunity to keep up to date with all the developments and progress in the Department while at the same time allowing valuable additional time to be given over to issues that require decisions and actions.

Resource Implications
None.

Recommendations
It is recommended that Members: 1.   Agree to the proposal that items for notation are not included on the Committee agenda and retain only items that require a decision; 2.   Agree that these items for notation are collated into a bi-monthly Development briefing to be distributed to all Members of Council with the understanding that, on request, individual items can be added to the following month's Committee agenda.

Decision Tracking
Following agreement that a bi-monthly Development briefing update is prepared and distributed to all Members. Time frame: December 2009   Reporting Officer: Director of Development