

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Administration & Community Services Committee meeting held, in committee, in the Committee Room, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB on Tuesday, 15 February 2005, at 9.20 p.m.

PRESENT:- Councillor Ms B McBurney (in the chair)

Alderman C Hall
Councillor J Beattie
Councillor Miss J Bunting
Councillor Miss R Hughes MBE

IN ATTENDANCE:- Director of Administration & Community Services,
Community Services Manager and Members' Service Officer

APOLOGIES:- Apologies were recorded on behalf of Alderman Henderson, Councillors Ms Rice, Drysdale, M Robinson, Ms Duncan, Miss Ennis and Miss Stevenson, Community Services Manager and Community Relations Officer

A&CS/2005/10: MINUTES OF THE MEETING HELD ON MONDAY, 10 JANUARY 2005 - NEWTOWNBREDA

Further to minute A&CS/2005/04, the Director of Administration & Community Services confirmed that she had met with the Chief Executive and a representative of the Trust, who had confirmed that they would be willing to enter into a partnership with Castlereagh Borough Council to develop community facilities and other health services on the Forster Green site. While no capital monies would be required during 2005/06, the only way to ascertain what could be provided on site was to have feasibility drawings prepared. This could be done by the Trust's architect, with Council meeting the associated costs.

Councillor McBurney suggested that the development at Newtownbreda should be referred to Council for a final decision.

Following discussion, Members asked the Director of Administration & Community Services to ascertain the likely costs of commissioning the feasibility drawings and report back to the Committee.

RESOLVED: That the Director of Administration & Community Services investigate further regarding the cost of the preparation of feasibility drawings for the new community facilities at the Forster Green site and report back to the Committee.

REPORT FROM THE DIRECTOR OF ADMINISTRATION & CIVIC SERVICES

A&CS/2005/11: COMMUNITY SERVICES MINIBUS

The Director of Administration & Community Services informed Members that the Council's Insurers had advised that any driver with more than six penalty points on their licence would be liable to a £500 excess. Therefore it was the Director's view that drivers requesting to use the Council's minibuses, and who carry more than six penalty points, should not be permitted to drive the Community Services minibuses.

Members concurred, and it was

RESOLVED: That drivers requesting to use the Council's minibuses, and with more than six penalty points on their driving licence, should not be authorised to drive the Community Services minibuses, as they would be liable to an excess of £500 in the case of an accident.

A&CS/2005/12: SUMMER SCHEME RATES OF PAY

The Director of Administration & Community Services recommended that the rate of pay for Summer Scheme staff remain the same as in 2004, as set out below:

- | | | |
|--------------------|--------------|--------------|
| • Leader in Charge | £7.60 (2004) | £7.60 (2005) |
| • Leader | £6.65 (2004) | £6.65 (2005) |

The Director also recommended that existing Council staff/casuals under 18 years of age, who had been trained in the Council's operational procedures, be paid the casual rate, but that no new staff under 18 years of age be recruited.

Members agreed, and it was

RESOLVED:

- (a) That Council be recommended to approve the rate of pay for Summer Scheme staff at the same rate as in 2004;
- (b) That Council be recommended to approve that existing casual staff/employees under the age of 18 be paid the casual rate, but that all other newly recruited staff must be over 18 years of age.

A&CS/2005/13: STUDENT PLACEMENTS

The Director of Administration & Community Services informed Members that the Council currently had two students on placement:

- University of Ulster, BSC Honours Community Development student, one day per week working on consultations for the Bonfire Interagency Group;
- University of Ulster, Youth & Community Work student, 12 weeks working with Community Development Workers, Arts Officer and Community Relations Officer.

Noted.

A&CS/2005/14: BYTES PROJECT – BALLYBEEN ACTIVITY CENTRE

The Director of Administration & Community Services reported that the Bytes Project would be moving to Ballybeen Activity Centre, with effect from March 2005. After comparing the centre usage to similar projects, it was recommended that the rate for usage be set at £200 per month, subject to review of annual charges in April 2005.

The Director also gave a brief update on the Enler project, which was progressing well. Hopefully there would be an announcement in the near future regarding funding, and it was her intention to call a meeting of the Councillors from Castlereaugh East once further information had been obtained.

RESOLVED: That Council be recommended to set the rate for the usage of Ballybeen Activity Centre by Bytes at £200 per month, subject to review of annual charges in April 2005.

A&CS/2005/15: CLONDUFF COMMUNITY CENTRE

The Director of Administration & Community Services informed Members that it had been brought to her attention that Castlereaugh Community Association had arranged a boxing match to take place at Clonduff Community Centre on Saturday, 19 February 2005. However, the Director expressed some concerns regarding the event, as the Council had not been notified in advance, and as she personally was the named licence holder, she could be held liable in the event of an accident occurring, involving breeches in the Entertainments Licence. The Director also advised the Committee of the outstanding debt accumulated by the group in respect of the use of the centre on former occasions.

The Director further advised the Committee that the Chief Executive, the Borough Inspector and herself had contacted representatives of Castlereaugh Community Association to explain the Council's concerns over the various

issues. On this basis she recommended that the group be allowed to use the centre on 19 February, subject to the following conditions:

- The hire charges in respect of the use of the centre of £207.32 must be paid by 12 noon on Friday, 18 February 2005.
- A deposit will not be required. However, the group will be held responsible for any damage caused.
- The premises must be vacated by 12 midnight on Saturday, 19 February 2005.
- The Committee must ensure that the maximum of 142 persons is not exceeded under any circumstances.
- The seating and layout for the function must be as agreed in the plan provided by the Borough Inspector.
- The licenced bar should operate from the minor hall to ensure that young children, who are accompanying the Boxing Club, are not in the same room.
- The Association will appoint a number of responsible persons who will act as marshals and supervise emergency exits, seating arrangements etc.
- The Association must adhere to all of the terms and conditions outlined in the booking form for hire of community facilities, which the Association had already signed.
- The premises should be set up by 2.00 pm on Friday, 18 February 2005, in order that they can be inspected by Council staff.
- With regard to the remaining debt of £288.55 for previous events, this should be cleared on or before Thursday, 31 March 2005.

The Director also confirmed that Castlereagh Community Association had made an attempt earlier that day to pay some of the debt, which had resulted in £450 being paid.

RESOLVED: That Castlereagh Community Association be permitted to use the centre on Saturday, 19 February 2005, for a boxing match, subject to the conditions as outlined above by the Director of Administration & Community Services.

ARTS

A&CS/2005/16: TYRONE GUTHRIE BURSARY

The Director of Administration & Community Services asked Members to take note that the Ernest Anderson Memorial Bursary applications for residency at the Tyrone Guthrie Centre would open at the end of February, with a deadline of Friday, 1 April 2005, at 4.00 pm. This bursary would enable two artists from the Borough of Castlereagh to attend a two-week residency at the centre at a cost of £500 to the Council.

Noted.

REPORT FROM THE COMMUNITY RELATIONS OFFICER

A&CS/2005/17: CAPACITY BUILDING RESIDENTIAL TRAINING

The Director of Administration & Community Services stated that she had intended for the Community Relations Officer to accompany her at tonight's meeting, but unfortunately, she had gone home sick earlier that day.

The Director of Administration & Community Services then advised that a residential had been arranged for Saturday, 12 March – Sunday, 13 March 2005 for approximately 19 people from levels 1 and 2. The residential carried the theme Promoting Good Relations and Empowering the Community and would be taught by BIFHE. The cost would be covered from the Community Relations Training budget. This element was the Council's contribution, with the LSP paying for all other costs associated with the Capacity Building Training programme.

Quotations for accommodation were as follows:

- Slieve Donard Hotel £148.00 + VAT per person
- Rosspark Hotel £100.75 + VAT per person
- Clandeboye Lodge Hotel £101.50 + VAT per person

The Director of Administration & Community Services stated that, although the Rosspark Hotel was cheaper, the Clandeboye Lodge Hotel was more conveniently situated, meaning that travel costs would be reduced.

RESOLVED: That the residential for the Capacity Building Programme be held at the Clandeboye Lodge Hotel, at a cost of £101.50 per person.

A&CS/2005/18: ONE SMALL STEP CAMPAIGN

The Committee decided to defer this item to the Administration & Community Service meeting in March, due to the Community Relations Officer's absence due to illness.

A&CS/2005/19: NEWTOWNBREDA AND CARRYDUFF UNITED CHURCHES – COMMUNITY RELATIONS PROJECT

The Director of Administration & Community Services reported that the Community Development Worker and the Community Relations Officer, together with Newtownbreda and Carryduff United Churches, were working on a cross-

community project, which promoted good relations across the religious divide. The topics included in this project, among others, were as follows:

- Cultures
- Stereotypes
- Prejudices

The aim of this project would be to create a group of 24 potential leaders and agents of change in the community, and the Community Relations Officer and the Community Development Worker for the area would be involved in the programme development. The cost for the first stage of the project had been set at approximately £3,820.83, and the group had requested funding from Council.

Members enquired whether all Churches in the area had been invited to participate in this project, and the Director of Administration & Community Services agreed to investigate.

Following some discussion, it was

RESOLVED:

- (a) That the Council be recommended to contribute funding of £2,000.00 towards the cross-community project;
- (b) That the Director of Administration & Community Services investigate whether all Churches in the area had been invited to take part in the cross-community project.

A&CS/2005/20: CIVIC LEADERSHIP / COUNCILLOR TRAINING RESIDENTIAL 2005

The Director of Administration & Community Services informed Members that a training residential for Councillors on Civic Leadership and Good Relations was planned for Saturday, 12 March 2005, and Sunday, 13 March 2005.

The following quotations had been obtained:

- Slieve Donard Hotel £140.00 + VAT per person
- Templeton Hotel £130.85 + VAT per person
- Galgorm Manor £126.00 + VAT per person

To date nine Councillors had confirmed their attendance. However, the course would be cancelled if a minimum of ten persons could not be reached.

After some discussion, it was

RESOLVED: That the Galgorm Manor be chosen to hold a training residential for Councillors on Saturday, 12 March 2005, and Sunday, 13 March 2005.

A&CS/2005/21: FUNDING RECOMMENDATION FROM CASTLEREAGH BOROUGH COUNCIL COMMUNITY RELATIONS PROGRAMME

The Director of Administration & Community Services presented Members with a funding request towards the cost of hosting a cultural and presentation event, promoting the Ulster Scots culture through musical performance and drum majoring. The event would be open to the public, and the Community Relations Officer had confirmed that it met the set criteria.

Members entered into discussion regarding the venue of the event, and it was

RESOLVED: That the Council be recommended to defer the application until such times as the Director confirmed where the event would be held and how many members of the organisation were from Castlereagh Borough Council.

A&CS/2005/22: CASTLEREAGH INTER-GENERATIONAL CONFERENCE MARCH 2005

The Director of Administration & Community Services reported that the Community Relations Officer, together with the Engage With Age Development Worker, had arranged for a conference to take place in March 2005. The project was intended to educate teachers and youth workers in Castlereagh on the principles of inter-generational work, and future developments might include a programme for inter-generational work for young people from different schools in the Borough and senior citizen groups, as outlined in the Community Relations plan for 2004/05.

Concern was expressed that this project involved teachers and youth workers employed by the Education & Library Board, and as such their training should be provided by their employing agency.

A discussion followed, and it was

RESOLVED: That the Community Relations Officer ascertain if the course could be run for voluntary community leaders involved at community level.

A&CS/2005/23: 'CLASSIFIED CONFIDENTIAL' – DRAMA PRODUCTION FOR COMMUNITY RELATIONS WEEK

The Director of Administration & Community Services outlined a play hosted by Ards Borough Council, called 'Classified Confidential', which was based on true stories of the life experiences of women on both sides of the religious divide. The play was scheduled for Monday, 7 March 2005, and admission would be £2.00

per person. Castlereagh Borough Council had been asked to provide the following funding:

- Transport for Castlereagh Borough Centre attendees £200.00
- Advertising and refreshments £200.00
- **Total** **£400.00**

RESOLVED: That Council be recommended to provide funding of £400.00 towards the play 'Classified Confidential', to be hosted by Ards Borough Council on Monday, 7 March 2005, and attended by community representatives from Castlereagh.

A&CS/2005/24: EASTERN REGIONAL PROJECT – COMMUNITY RELATIONS WEEK

The Director of Administration & Community Services outlined a request for funding from the Eastern Regional Forum, to be held on Tuesday, 8 March 2005. Each participating Council had been asked to contribute towards the cost of hosting this event, which would include a drama by Water and Wolf Arts Company on conflict management and peace building. Lunch would be provided, and issues raised by the drama would be discussed. The venue for this event had been provisionally chosen, with the drama being performed in Belvoir Players Studio and lunch being served in Belvoir Activity Centre. Finance in the form of grant aid from the Community Relations Unit had been provided in the Community Relations budget.

It is hoped that each Council will send approximately 20 participants, making a total of 200. The Council had been asked to provide funding of £1,000 towards the cost of this project.

Following discussion, it was

RESOLVED: That Council be recommended to provide funding of £1,000.00 towards the cost of hosting the Eastern Regional Project during Community Relations Week.

SUPPLEMENTARY REPORT FROM THE COMMUNITY SERVICES MANAGER

A&CS/2005/25: CREGAGH ASTRO-TURF KICK BOARDS – LETTER FROM SEE&LB ARCHITECT

The Director of Administration & Community Services referred Members to the Community Services Manager's report, responding to a request made by the Committee that he investigate further into the potential risk of injury and security

to users of the fence surrounding the Astro-Turf pitch at Cregagh Youth & Community Centre and why this provision had not been included by the SEE&LB in the original specification. She informed Members that the Community Services Manager had written to SEE&LB, requesting confirmation regarding the original specification of the fence, and he had been informed that SEE&LB had written to the architect regarding clarification and that the fence had been erected according to the Council's specification at tender stage. The Manager also reminded Members that the cost of fitting the required kick boards would be £2,637.55 plus VAT.

Members discussed the matter, and it was

RESOLVED: That the Community Services Manager investigate whether there was provision in any underspent budgets for the fitting of kick boards around the Astro-Turf pitch at Cregagh Youth & Community Centre and report at a future meeting.

ANY OTHER BUSINESS

A&CS/2005/26: ANTI-SOCIAL BEHAVIOUR

The Director of Administration & Community Services reported that the DPP and District Commander had expressed a wish to make a presentation to Councillors on actions which were needed to curb anti-social behaviour in some parts of the Borough.

Councillors Beattie and Hughes were of the view that this matter should be the responsibility of the Government and that ratepayers should not be made to pay. Members stated that Alderman Henderson had suggested organising a Special Council meeting to discuss ASBOS, and the presentation from the DPP and District Commander could also be included at this meeting.

The Director of Administration & Community Services further suggested that the Community Safety Unit might have resources to assist the appointment of an Enforcement Officer and should be explored further.

Members continued with the discussion, and it was

RESOLVED: That the Director of Administration & Community Services ascertain when the Special Council meeting was to be called to discuss Anti-Social Behavioural Orders and have the presentation from the District Commander included in the agenda.

As there was no further business, the meeting concluded at 10.10 p.m.

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of
_____ 2005 with the exception of
Minute Nos. _____

MAYOR

CHIEF EXECUTIVE