

## **CASTLEREAGH BOROUGH COUNCIL**

Minutes of the proceedings of the Central Services Committee meeting held, in committee, in the Committee Room, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Monday, 12 June 2006, at 7.30 pm.

**PRESENT:** Councillor Mrs M Chambers  
(in the chair)

**COUNCILLORS:** Councillor Ms J Bunting  
Councillor C Hall  
Councillor Ms R Hughes MBE  
Councillor M Long (from 8.20pm)  
Councillor J Norris MBE  
Councillor G Robinson  
Councillor J Spratt

**APOLOGIES:** Apologies were recorded on behalf of Alderman Mrs Rice and Councillors Beattie, Mrs Cochrane and Jeffers

**IN ATTENDANCE:** Director of Administration & Community Services,  
Administration Manager and Assistant Members'  
Services Officer

### **CS/2006/151: MINUTES**

Tabled:- Minutes of the Central Services Committee meeting of 8 May 2006.

## **MATTERS ARISING**

### **CS/2006/152: COMMUNITY SUPPORT PLAN (CS/2006/149 refers)**

The Director of Administration & Community Services sought permission to arrange a special Committee meeting once the Plan had been completed. She also sought permission to arrange to have the Community Directory printed.

**RESOLVED:**

- (a) That a special Committee meeting be arranged following the completion of the Community Support Plan.
- (b) That arrangements be made for the printing of the Community Directory.

At this point, the meeting went into 'Staff in Committee'.

## STAFF IN COMMITTEE

### **CS/2006/154: WORK PROGRAMME REPORTS FROM COMMUNITY RELATIONS OFFICER, COMMUNITY SPORTS DEVELOPMENT OFFICER, COMMUNITY ARTS OFFICER, COMMUNITY DEVELOPMENT WORKERS AND CAPACITY BUILDING OFFICER**

Reports were tabled from the following Officers: Joanne McCombe, Community Relations Officer, Clare Bell, Community Sports Development Officer, Chrissie Williamson, Community Arts Officer, Joanna Wright, Community Development Worker, Mark Kent, Community Development Worker, Lisa Wilson, Capacity Building Officer.

During the ensuing discussion, Members raised the following points:

- Members congratulated staff who were involved in the arrangements for the unveiling of the George Best mural. It was also felt that there had been good liaison between Council staff and members of Cregagh Forum during the preparations for the unveiling.
- Members were of the view that the Officers should include their names as well as their job titles on their monthly reports.
- Members asked that jargon or abbreviations be avoided in Officers' reports and that Members be forwarded a list of acronyms.
- Members requested that Officers investigate whether funding could be made available for the expansion of Midnight Soccer in Belvoir, possibly through the DPP.

### **CS/2006/155: WORK PROGRAMME REPORTS FROM COMMUNITY RELATIONS OFFICER, COMMUNITY SPORTS DEVELOPMENT OFFICER, COMMUNITY ARTS OFFICER, COMMUNITY DEVELOPMENT WORKERS AND CAPACITY BUILDING OFFICER**

Reports were tabled from the following Officers: Joanne McCombe, Community Relations Officer, Clare Bell, Community Sports Development Officer, Chrissie Williamson, Community Arts Officer, Joanna Wright, Community Development Worker, Mark Kent, Community Development Worker, Lisa Wilson, Capacity Building Officer.

During the ensuing discussion, Members raised the following points:

- Members congratulated staff who were involved in the arrangements for the unveiling of the George Best mural. It was also felt that there had been good liaison between Council staff and members of Cregagh Forum during the preparations for the unveiling.
- Members were of the view that the Officers should include their names as well as their job titles on their monthly reports.
- Members asked that jargon or abbreviations be avoided in Officers' reports and that Members be forwarded a list of acronyms.

- Members requested that Officers investigate whether funding could be made available for the expansion of Midnight Soccer in Belvoir, possibly through the DPP.

## **SECTION 1: ADMINISTRATION**

### **REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES**

#### **CS/2006/156: MONEYREAGH COMMUNITY CENTRE**

The Director of Administration & Community Services informed Members that steps for the removal of the restrictive covenant had now commenced. She also sought Members' approval for payment of legal costs for the Crawford family, the former owners of the site.

Following some discussion, it was

RESOLVED: That the Council be recommended to approve the payment of legal costs for the Crawford family, the former owners of the site.

#### **CS/2006/157: BRANIEL CREDIT UNION**

The Director of Administration & Community Services stated that the lease for the usage of the Branial portacabin was due for review, and she sought approval for a 3% inflationary increase to be applied, resulting in a total amount of £16.25 pro rata per week.

Following some discussion, it was

RESOLVED: That the Council be recommended to approve that a 3% inflationary increase be applied to the lease for usage of the portacabin by Branial Credit Union, resulting in a total amount of £16.25 pro rata per week.

#### **CS/2006/158: FORMER CREGAGH YOUTH & COMMUNITY CENTRE – SALE OF LAND**

The Director of Administration & Community Services informed Members that the Council owned all of the land proposed for sale and development by Oaklee Housing Association. She added that one portion of the land carried a restrictive covenant which would require removal, subject to prior approval from the Northern Ireland Housing Executive. The Council's solicitor had therefore advised that any proportionate share of land sale costs should adequately reflect that both portions of ground are owned by the Council, the only reduction being the cost of the removal of the covenant. The Director sought Members' approval to arrange a special meeting in order to agree how to progress this matter.

Following some discussion, it was

RESOLVED: That a special meeting of Officers be convened to agree the progression of the sale of land owned by the Council for development by Oaklee Housing Association and the removal of a covenant on one portion of the land, subject to prior approval from the Northern Ireland Housing Executive.

#### **ANY OTHER BUSINESS – ADMINISTRATION MATTERS**

##### **CS/2006/159: APPOINTMENT OF LEGAL ADVISORS FOR THE ENLER/FORSTER GREEN PROJECT**

The Director of Administration & Community Services sought Members' approval to appoint legal advisors to progress the community project at Enler and Forster Green.

Following some discussion, it was

RESOLVED: That the Council appoint legal advisors to progress the community project at Enler and Forster Green.

#### **REPORT FROM THE ADMINISTRATION MANAGER**

##### **CS/2006/160: PAINTING OF CIVIC OFFICES**

The Administration Manager advised that several areas in the Civic Offices were now in need of repainting. Quotations had been sought, and the Manager stated that the lowest quotation of £1,850 had been received from C & I Painting and Decorating, therefore she sought Members' approval to employ the company. The Manager added that C & I Painting and Decorating had previously been employed by the Council. The Manager further confirmed that funding could be provided in the appropriate budget.

Following some discussion, it was

RESOLVED: That the Council be recommended to approve that C & I Painting and Decorating be employed to paint several identified areas in the Civic Offices at a cost of £1,850.

##### **CS/2006/161: DEPARTMENTAL BUSINESS PLAN**

The Administration Manager recalled for Members' benefit that the Departmental Business Plan for the Administration, Civic and Members' Services Departments had previously been circulated. She now asked for approval to include the Plan in the Council's Corporate Plan.

RESOLVED: That the Council be recommended to approve that the Departmental Business Plan for the Administration, Civic and Members' Services Departments be included in the Council's Corporate Plan.

## **CS/2006/162: STAFF UNIFORMS – WINTER 2006-2007**

The Administration Manager presented samples of preferred winter uniforms together with details of quotations received. She continued to say that companies had been asked to give a presentation about the uniforms provided. Representatives from each department had also been present.

The Director of Administration & Community Services was of the view that a reminder should be sent to all staff who were required to wear the Council's uniform regarding dates when summer or winter uniforms should be worn.

Members examined the uniforms in detail, and following some discussion, it was

RESOLVED: That the Council be recommended to approve that uniforms for Council staff for winter 2006-2007 be provided by Classic Career Clothing as per sample provided.

## **SECTION 2: CIVIC MATTERS**

### **REPORT FROM THE ADMINISTRATION MANAGER**

#### **CS/2006/163: COUNCIL'S CENOTAPH AT THIEPVAL**

The Administration Manager reported that the lettering on the cenotaph at Thiepval had become worn, and names were now hard to read, therefore it would be necessary to repair the lettering before the Armistice Day Service in November 2006. The Manager further stated that a quotation had been obtained from Kirkwood's Monumental Sculptors of £250 plus VAT, and the Manager sought Members' approval to employ the company.

The Director of Administration & Community Services also reminded Members that the Mayor normally laid a wreath at the cenotaph every year on 1 July. As it was likely that the Mayor would be at the Somme this year, the Deputy Mayor would be asked to perform the task.

Members entered into a discussion, and it was

RESOLVED:

- (a) That the Council be recommended to approve that Kirkwood's Monumental Sculptors be employed to repair the lettering on the cenotaph at Thiepval at a cost of £250 plus VAT.
- (b) That the Deputy Mayor be asked to lay a wreath at the cenotaph at Thiepval on 1 July 2006, as the Mayor will be attending the Somme celebrations in France.

**CS/2006/164: GEORGE BEST MEDALLIONS (Minutes CS/2006/67 and CS/2006/99 refer)**

The Administration Manager recalled, for Members' benefit, that it had previously been agreed to make 100 medallions available for staff at cost price. The remaining medallions were to be either sold on E-Bay or given to Professor Williams to dispose of as he saw best in order to raise funds for liver research. Following discussion at the April Council meeting, this matter had been referred back to the Committee.

The Manager advised that 23 medallions had been set aside for Councillors, 12 medallions were left from the staff quota and 266 had been stored in the Council's strong room. The Administration Manager sought Members' advice regarding progression of this matter.

During the ensuing discussion, Members raised concerns regarding the resale value of the medallions. Members also took the view that the Trust should receive 50 medallions for the foundation, but that the Council should request that the Chief Executive's approval was necessary to any decisions regarding their sale.

Councillor Bunting enquired whether it would be possible for leftovers in the staff quota to be transferred to the Councillor quota.

Following some further discussion, it was

RESOLVED:

- (a) That 50 medallions be given to the Foundation to raise funds for liver research, with the Chief Executive, in his capacity as trustee, being asked to monitor the position to ensure he was satisfied with how the sale was progressing.
- (b) That any unsold medallions in the staff quota be transferred to the Councillor quota.

**ANY OTHER BUSINESS – CIVIC MATTERS**

**CS/2006/165: LUNCH AT CASTLEREAGH HILLS GOLF CLUB WITH NIO STAFF**

The Administration Manager outlined details of a lunch held in Castlereagh Hills Golf Club to express the Council's gratitude to staff from the Northern Ireland Office for their support at Dr George Best's funeral in December 2005. She added that the invoice for the lunch had arrived late, therefore she sought permission to fund the amount of £374.55 for the lunch out of the previous year's budget.

RESOLVED: That the cost of £374.55 for a lunch held with representatives from the Northern Ireland Office at Castlereagh Hills Golf Club be funded out of the appropriate 2005-2006 budget.

#### **CS/2006/166: WATERLOO BALL PLATINUM RECEPTION**

The Administration Manager sought approval to fund additional expenditure incurred during the Waterloo Ball out of the 2006-2007 Civic budget. She advised that the amount would not exceed £200.

Councillor Chambers extended her congratulations for the excellent voluntary service provided by Council staff at the pre-ball reception in aid of the Mayor's charity.

RESOLVED: That Council be recommended to approve that additional expenditure of approximately £200, incurred during the Waterloo Ball, be funded out of the 2006-2007 Civic budget.

#### **CS/2006/167: UPDATE ON GEORGE BEST MEMORIAL**

The Director of Administration & Community Services gave an update on the erection of a permanent memorial in honour of George Best. The Director advised that there had been several Committee meetings as well as a smaller Officer meeting with the Best family, and that both she and the Chairman had been asked to represent the Council.

As a consequence, it had been agreed that a permanent memorial would be erected in Belfast, and a portrait would be commissioned and hung in Castlereagh Borough Council Civic Buildings, which would also travel throughout the Province for viewing. Funding for the portrait would be obtained through public sponsorship. The Director also reported that a specification with regard to the size of the portrait and other details would be prepared in due course.

Alderman Norris stated that photos of George Best at the presentation of the Freedom of the Borough were stored in the Council's Archives. He suggested that these be retrieved for Members' perusal.

Following some further discussion, it was

RESOLVED: That Officers contact the Council's Marketing Section regarding the retrieval of photos of Dr George Best for Members' perusal.

### **SECTION 3: COMMUNITY SERVICES MATTERS**

#### **REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES**

**CS/2006/168: LETTER FROM SOUTH EASTERN EDUCATION & LIBRARY BOARD REGARDING USAGE OF MONEY REAGH COMMUNITY FACILITY**

The Director of Administration & Community Services tabled a letter received from the South Eastern Education & Library Board regarding potential usage of the new Moneyreagh Community Centre for youth work activity. The booking would be for Monday and Thursday evening, 6.30 pm – 10.00 pm, approximately 40 weeks per year between September and June.

The Director advised that the Council was not yet able to provide a timetable of bookings, but she recommended that this booking be accepted in principle.

RESOLVED: That a booking be accepted in principle from the South Eastern Education & Library Board for the new Moneyreagh Community Centre on Monday and Thursday evening, 6.30 pm – 10.00 pm, approximately 40 weeks per year between September and June, subject to the relevant rates of hire being accepted.

**CS/2006/169: CREGAGH YOUTH & COMMUNITY CENTRE**

The Director of Administration & Community Services outlined details of the response received from the South Eastern Education & Library Board in respect of proposals for of apportionment of costs for the use of Cregagh Youth & Community Centre. The Council had as yet been unable to reach an agreement with the Board regarding outstanding sums for electricity and gas. The Board had, therefore, suggested that an independent arbitrator be appointed. The Director further stated that the Council had previously agreed to make an interim payment of £15,000 in respect of these outstanding sums.

Members were disappointed that, despite extensive efforts by Council Officers, no agreement had been reached in this matter. Councillor Spratt raised concerns that this had happened in the first place, and he was of the view that the Council should take steps to prevent this type of thing from happening in the future and ensure that there was independent metering from the outset.

Following some discussion, it was

RESOLVED:

- (a) That the Council be recommended to agree to the proposal from the South Eastern Education & Library Board that an independent arbitrator be appointed to assist in the apportionment of costs incurred in Cregagh Youth & Community Centre in respect of gas and electricity.
- (b) That Officers be authorised to release the £15,000 interim payment.

**CS/2006/170: LETTER FROM THE ARTS & DISABILITY FORUM**

The Director of Administration & Community Services circulated a letter received from the Arts & Disability Forum, inviting the Council to provide sponsorship for a project which assists disabled artists. However, the Director added that she was not aware of the Arts & Disability Forum being involved in any projects in Castlereagh, and no provision had been made in the Council's budgets to cover requests of this nature.

During the ensuing discussion, Members were of the view that, as the Forum was not situated in the area and did not support any projects in Castlereagh, the Council would not be in a position to offer sponsorship. However, should the Forum make a proposal for a project directly within the Borough, then this would be considered under the Council's Arts Grant programme.

RESOLVED: That the Council be recommended to decline the invitation for sponsorship from the Arts & Disability Forum, as the Forum was situated outside of Castlereagh and did not properly support any projects in the Castlereagh area.

#### **CS/2006/171: LANDMARK EAST ENLER PROJECT -**

The Director of Administration & Community Services reported that she had attended a meeting with Officers from Landmark East, and it had been agreed to arrange a meeting with Members to discuss key management details, including the following:

##### **Funding**

- What do SEBT, who are part purchasing and part renting, get for their £500,000.
- How is this accounted for and funding released within the spend profile.
- Rental agreed for additional space not covered by capital.
- Ground rent agreed for space owned by SEBT.
- Legal documentation needs to be prepared to cover certain eventualities, for example, what would happen if SEBT no longer required the premises in the centre.
- CBC has agreed, in principle, to rent and manage space for community use, but details of a proposed lease, including rent level and duration, need to be agreed.

##### **Retail tenants**

- Rent levels – these will be set by Landmark East, with advice from commercial agent and VLA.
- Mace store will remain 'anchor tenant'. They currently have a restrictive lease, which, for example, does not allow them to sell newspapers. They would like these restrictions lifted, but this may have an effect on other traders, such as a newsagent.
- Alliance Pharmacy – if we can not get a response from Alliance, we will probably build what we think they might want, as it is highly likely that they will relocate.

- Newsagency – the potential sale of this business raises the matter of whether our ‘understanding’ is transferred to the new owner.

#### **Centre management**

- Landmark East manage directly, including insurance, maintenance, security, caretaking, cleaning etc, and pass on these costs in full to tenants by way of service charge. A tenants’ committee could act in an advisory capacity in this option.
- A management company could be formed, involving all the tenants, who would be responsible for managing the centre, meeting all the requirements within the lease, and billing individual tenants.
- A mixture of the above.

Members agreed that negotiations should take place as soon as possible, and it was

RESOLVED: That a meeting be arranged, to take place in June 2006, with Officers from Landmark East to discuss the above points.

#### **CS/2006/172: UPDATE ON BOWLING CLUB WORKING GROUP**

The Director of Administration & Community Services presented a summary report from the Operational Services Manager, outlining resolutions that had been reached at the four meetings of the Bowling Club Working Group as follows:

##### **21 November 2005**

- Officers clarify that all existing users of Council facilities sign the Council’s booking forms.
- A representative from the Council’s insurance brokers and the Council’s solicitor be invited to attend the next meeting of the Working Group to address queries from Members.
- Following clarification of outstanding queries, representatives from the various bowling clubs to be invited to attend an individual meeting with the Working Group, in an attempt to resolve all outstanding issues, prior to the commencement of the 2006-2007 bowling season.
- A single bowling fee be applied for the 2006-2007 year, with a 10% increase to be applied to the 2005-2006 Bowling Green fee to accommodate the combined charges for the 2006-2007 year.

##### **7 February 2006**

- Ms McLaverty from Marsh Ltd to clarify in writing her advice regarding the issues in respect of the usage of community facilities by group and the insurance implications.
- Mr S Gowdy from King & Gowdy Solicitors to clarify in writing the outstanding issues in respect of the Council’s legal requirements.
- Once the aforementioned correspondence/advice had been received, that Officers proceed to set up an individual meeting with each of the bowling clubs to progress the matter as soon as possible.

### **31 March 2006**

- That the Council agree, in principle, to meet the costs of public liability insurance cover for user groups within community facilities and the bowling clubs at Tullycarnet and Moat Park, subject to compliance with the Council's terms and conditions of hire and the conditions as outlined by the insurance company. This arrangement to be on a trial basis of one year, and should there be an increase in insurance claims, the matter would be reviewed.
- A meeting with bowling club representatives be convened on 5 April 2006, at 7.00 pm, in order to put the above proposals.
- The Director of Administration & Community Services obtain confirmation in writing from the Council's insurers the terms of which public liability cover would be provided to groups for Members' perusal prior to the above meeting.
- The Operational Services manager report back to the Working Group on the security alarm systems at the Moat Park and Tullycarnet centres.
- The Council consider allocating some of the savings made on the insurance premium to the Civic budget.

### **5 April 2006**

- That the Director of Administration & Community Services contact the Council's insurers to make arrangements to put in place a cover note of indemnity for one week to enable the bowlers to report back to their respective members.
- That a special meeting of the Bowling Club Working Group and members of bowling clubs in the Borough be arranged to take place on Thursday, 13 April 2006, at 7.30 pm, to discuss any outstanding issues if the agreement was not signed by that date.
- That, following agreement of the proposals, the Council be recommended to give approval.

The Director of Administration & Community Services also provided Members with a summary of actions that had been undertaken in respect of bowling clubs using Council premises as follows:

#### **Keys**

- Key log books have been issued to ensure strict control of Council keys.
- New security locks have been fitted to the pavilions, ensuring that Council authority must be given before duplicate keys are made.

#### **Alarms**

- A new alarm is currently being fitted in Tullycarnet Pavilion.
- Moat Park is a relatively new building with a modern alarm system in place.

### **Key holders**

- Each club has nominated key holders.

### **Training**

- All key holders have been trained in the Council's health & safety policy and fire warden duties.

### **Indemnity cover**

- Council has extended its insurance cover to include the bowling clubs for indemnity cover.

### **Council terms & conditions of hire**

- All clubs have now signed the Council's terms & conditions of hire.

The Director of Administration & Community Services stated that all relevant training had now been undertaken.

Alderman Norris congratulated the Director of Administration & Community Services and other Council staff for achieving such good results regarding insurance cover and other favourable outcomes in respect of the bowling clubs' usage of the Council facilities.

RESOLVED: That the Council be recommended to action the recommendations undertaken by Officers to date.

### **CS/2006/173: LOCAL COMMUNITY FUND 2006-2008**

The Director of Administration & Community Services outlined details of correspondence received from the Voluntary & Community Unit, informing the Council that funding of £4 million over the next two years had been awarded for the 11%-20% most disadvantaged communities. The Director advised that it was anticipated that Tullycarnet would qualify for this funding, therefore the Council had been asked to act as an intermediate funding body for the administration and management of this funding.

Also attached for Members' information was a report prepared by the Council's Community Development Worker for Tullycarnet, which outlined some issues relating to the administration of the fund.

Before reaching a decision, the Director sought Members' views in respect of this request. She stated that she was concerned regarding some aspects of Council involvement in the management of the Local Community Fund during the previous period, which, she felt, needed to be addressed before entering into any further agreement.

The Director of Administration & Community Services reported that the main area of concern was the administration, monitoring and recording of the programme. Previously, this had taken up much more staff time than allowed, at the expense of other Community Development projects and work progress, eg Ballybeen/Moneyreagh.

Another concern was that the Council was accountable for the funding but did not assess applications or make decisions regarding the allocation of the funding. The Director was of the view that the Council should have more control over the distribution of funding, if it was to be accountable under audit.

Councillor Robinson agreed with the Director that the Council should be consulted before decisions regarding the allocation of funding were reached. He further asked that the Neighbourhood Renewal Programme be consulted in this regard. Councillor Chambers suggested that the Council should contact the Voluntary & Community Unit in this respect, and following some further discussion, it was

RESOLVED: That the Director of Administration & Community Services contact the Voluntary & Community Unit, outlining the Council's concerns in this regard.

**CS/2006/174: CAPACITY BUILDING RESIDENTIAL (Minute CS/2006/148 refers)**

The Director of Administration & Community Services advised Members that the above Minute had been taken back from Council to enable Members to discuss some further details that had come to light. She further reported that Community Services staff had contacted the Killyhevin Hotel and had been advised that the cancellation of the residential would result in a cancellation fee of £1,500, and that the LSP had indicated that the Council would be held liable for this amount, as it was the Council and not the partnership who were cancelling the event.

The Director of Administration & Community Services clarified that, following the last Committee meeting, the Community Services Manager had made her aware that there should have been a second page tabled last month, which outlined the Sunday conference programme. Members expressed the view that, even if this were the case, the Manager was in attendance last month at the meeting and should have provided Members with this detail when the subject was under discussion.

Discussion then ensued on the programme content, and it was generally felt by Members that they could not stand over the existing programme, as it did not represent an effective use of European monies or warrant Council staff time input.

Councillor Bunting expressed concern at the high cancellation fee and suggested that Officers should make further contact with the hotel to ascertain if the residential could be put back to a later date. The Director of Administration & Community Services confirmed that, due to the holiday period, summer scheme workload and staff shortages, this might not be able to take place until late September / early October. The Director of Administration & Community Services also drew attention to letters of complaint received from two participants regarding the proposed cancellation.

Following some further discussion, it was

RESOLVED:

- (a) Community Services staff contact the hotel to see if the event could be put back to October without any cancellation fee being incurred.
- (b) Officers notify the LSP of the Council's views and ask if the residential could be deferred to October, with Officers preparing a revised programme, and notify the two complainants that the Council could not stand over the present programme content, and that it was hoped to postpone the event to October, to enable more time to develop a more cost-effective format.

**CS/2006/175: BRANIEL COMMUNITY CENTRE – REPLACEMENT HEATING SYSTEM**

The Director of Administration & Community Services stated that a grant of £6,000 had been awarded following an Energy Management Grant application, therefore, together with £1,500 from the EM budget, the Director proposed that the heating system at Braniel Community Centre be replaced. The total cost of the replacement amounted to £9,000, and the shortfall of £1,500 could be funded from the budget allocation for maintenance work in Braniel. The Director estimated that savings of approximately £750 per annum could be achieved once the heating had been replaced.

The Director stated that the present budget allocation for maintenance work in Braniel was £3,000 and would therefore cover the shortfall. However, it might leave a slight overspend at the end of the financial year.

Following some discussion, it was

RESOLVED: That Council be recommended to approve the replacement of the heating system in Braniel Community Centre, with the cost of £9,000 be divided up as follows: £6,000 Energy Management grant, £1,500 from the EM budget and the remainder of £1,500 from the current budget allocation for maintenance work in Braniel.

**CS/2006/176: CROSS-COMMUNITY SUMMER SCHEME**

The Director of Administration & Community Services reported that the above scheme would be renamed Central Scheme from June 2006 onwards.

The Director further confirmed that the transport arrangements via minibus from Leadhill Primary School to St Bernard's Primary School would not be used, as this would require two leaders to be present, which would mean a considerable increase in the cost. She further noted that in most instances parents were waiting in cars at Leadhill to collect the children, and no other summer schemes had been provided with transportation of this nature. It was

agreed that the situation would be monitored, and should there be a considerable number of children requiring transportation, it would be reinstated.

RESOLVED: That the Director of Administration & Community Services monitor the situation, and should there be a substantial number of children requiring this transport or having to cross the busy dual carriageway, then the minibus be reinstated.

## **SUPPLEMENTARY REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES**

### **CS/2006/177: CR MONIES FOR BONFIRE PROJECTS**

The Director of Administration & Community Services sought approval for the release of £1,000, as allocated in the CR strategy and subject to CRU approval, to the Bonfire Working Group, as well as any additional funding if approved by CRU.

RESOLVED: That Council be recommended to approve the release of £1,000, as allocated in the CR strategy and subject to CRU approval, to the Bonfire Working Group, as well as additional funding approved by CRU.

### **CS/2006/178: LETTER FROM CITIZENS' ADVICE BUREAU**

The Director of Administration & Community Services tabled a letter received from Mr Mick McAtavey, Director at CAB. The letter expressed disappointment that the Council had decided to reduce its contribution to CAB, with a request to reconsider.

During the ensuing discussion, Councillor Bunting cited an example of a constituent who had approached her for help with difficulties. Following Councillor Bunting's advice, she contacted CAB. However, the constituent alleged that the CAB staff had been very unhelpful. Councillor Bunting, therefore, was of the view that the Council should monitor CAB performance in this regard.

Members were concerned and agreed that some form of monitoring should be introduced, for example, in the form of questionnaires to be completed by visitors and forwarded to the Council. This could be used for future assessment of funding for CAB.

The Director of Administration & Community Services stated that, as the budgets had already been set and approved, the Council was not in a position to increase its contribution to CAB at this time of the year. She suggested that CAB be asked to produce some form of evidence of the quality of service.

Members agreed, and it was

RESOLVED: That Officers contact CAB to request some form of evidence of the quality of service provided, and explain that it would not be possible to increase the 2006-2007 contribution, as the Estimates had already been approved.

**CS/2006/179: TACTICAL CRIME UNIT**

The Director of Administration & Community Services appraised Members of a request from the PSNI to use the Council's community facilities.

Following discussion, Members expressed considerable concerns, as they were of the view that community facilities should not be used for this purpose, and the PSNI should be informed accordingly.

RESOLVED: That Council be recommended to decline the request from the PSNI to use the Council's community facilities and that they be informed accordingly.

**CS/2006/180: ENLER UPDATE**

The Director referred to her update, given earlier in the meeting, stating that a public consultation exercise would take place before the end of June.

Noted.

**REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES REGARDING COMMUNITY SERVICES MATTERS**

**CS/2006/181: APPLICATION FOR SEEDING GRANT – CREGAGH RETIRED ACTIVE GENTLEMEN**

An application for a seeding grant of £100 had been received from Cregagh Retired Active Gentlemen to cover start-up costs for the programme and transport costs.

RESOLVED: That the Council be recommended to approve a seeding grant of £100 to Cregagh Retired Active Gentlemen to cover start-up costs of the programme and transport costs.

**CS/2006/182: BROMLEY-BY-BOW VISIT**

The Director of Administration & Community Services advised that a letter had been sent to Poplar HARCA, thanking them for their hospitality and the programme for the study visit.

Noted.

**CS/2006/183: COMMUNITY RELATIONS – CULTURAL ACTIVITIES**

The Director of Administration & Community Services stated that Community Relations strategy had an allocation of £4,000 for the promotion of cultural heritage through single-identity work, with a project heading 'Educate and discuss the history and relevance of the 11<sup>th</sup> and 12<sup>th</sup> of July through a series of workshops', and £2,000 had been allocated to the Bonfire Working Group under the Hard Issues heading. The Community Relations Officer had asked that the heading be changed to 'Educate and discuss the history and relevance of Castlereagh culture through a series of Ulster Scots events'.

The Director advised that under Hard Issues interface work were promoted, and that bonfires came under this heading, as the Council was trying to remove the negative aspects associated with them.

Following some discussion, it was

RESOLVED: That the Cultural Activities project 'Educate and discuss the history and relevance of the 11<sup>th</sup> and 12<sup>th</sup> of July through a series of workshops' be changed to 'Educate and discuss the history and relevance of Castlereagh culture through a series of Ulster Scots events'.

#### **CS/2006/184: COMMUNITY RELATIONS – APPLICATION FROM THE ASSOCIATION OF BELVOIR CHURCHES**

An application had been received from the Association of Belvoir Churches for a grant of £500 for the 'Belvoir 5-Aside Cross-Community Football Project', to take place from 4-7 July 2006 in the Belvoir Estate. The project's aim was to improve relations among the young people from the various estates as well as to provide an activity for them during a time of heightened tensions. The costs applied for are as follows:

Prizes	£110.00
Hire of BB pitches	£100.00
Food/Catering costs	£120.00
Printing/Publicity	£170.00
Total	£500.00

RESOLVED: That the Council be recommended to approve a grant of £500 to the Association of Belvoir Churches for the 'Belvoir 5-Aside Cross-Community Football Project', as the project meets with the aims and objectives of the Castlereagh Borough Council Community Relations programme.

#### **CS/2006/185: COMMUNITY RELATIONS – APPLICATION FROM THURSDAY CLUB**

An application had been received from the Thursday Club for a grant of £250 to attend a discussion on community relations in Carrowdore. The costs applied for are as follows:

Buses	£80.00
-------	--------

Tea @ £3 per head x 40	£120.00
Transport for disabled to meeting point	£50.00
<b>Total</b>	<b>£250.00</b>

RESOLVED: That the Council be recommended to approve a grant of £250 to the Thursday Club to attend a discussion on community relations in Carrowdore, as the project meets with the aims and objectives of the Castlereagh Borough Council Community Relations programme.

**CS/2006/186: MUSIC EVENT AT HYDEBANK YOUNG OFFENDERS CENTRE**

The Director of Administration & Community Services reported that the above event had been a success. Approximately 90 young offenders had attended in the presence of the Mayor and Lady Mayor of Castlereagh.

Noted.

**REPORT FROM THE ARTS OFFICER**

**CS/2006/187: ARTS DEVELOPMENT GRANT APPLICATIONS – APPLICATION FROM THE BYTES PROJECT**

An application has been received from the Bytes Project for a grant of £220 to produce a large-scale art work to be displayed on a wall in the Bytes Centre by young people with the assistance of an artist. The costs applied for are as follows:

Paint	£100.00
Brushes/rollers	£20.00
Spray cans/dust sheets	£50.00
Food for celebration	£50.00
<b>Total</b>	<b>£220.00</b>

The Arts Officer recommended that the application be approved, except the amount requested for food for a celebration.

RESOLVED: That the Council be recommended to approve an application from the Bytes Project for a grant of £150 towards the purchase of materials for the production of an art work to be hung on a wall in the Bytes Centre, as the Arts Officer had confirmed that the application met with the Council's Arts Development Grant criteria.

**CS/2006/188: ARTS DEVELOPMENT GRANT APPLICATIONS – APPLICATION FROM DUNDONALD VILLAGE REGENERATION GROUP**

An application for retrospective approval had been received from Dundonald Village Regeneration Group for a grant of £225 towards an Ulster Scots Ceilidh to be held in St Elizabeth's Church Hall, due to the paperwork being inadvertently omitted from the previous meeting's paperwork.. The costs applied for are as follows:

Ulster Scots Xperience artistic fees	£150.00
Lucy Mulholland artistic fees	£75.00
Total	£225.00

The Arts Officer recommended that a grant of £200 be awarded towards the Ulster Scots Ceilidh.

RESOLVED: That the Council be recommended to grant retrospective approval to an application from Dundonald Village Regeneration Group for a grant of £200 towards the costs of holding an Ulster Scots Ceilidh, as the Arts Officer had confirmed that the application met with the Council's Arts Development Grant criteria.

#### **CS/2006/189: ARTS DEVELOPMENT GRANT APPLICATIONS – APPLICATION FROM THE THURSDAY CLUB**

An application has been received from the Thursday Club for a grant of £209.41 towards the costs of a Card-Making and Knitting Squares project. The finished blankets will be sent to Romania. The costs applied for are as follows:

Peel-off card decorations x 70	£69.30
Card paper x 70	£7.00
Foam pads and tape x6	£15.00
Glue	£1.99
Vellum printed words	£4.99
Glitter x 2	£2.50
Packs of greetings labels x 2	£5.98
Bales of wool and needles x 35	£62.65
Tutor fees	£40.00
Total	£209.41

The Arts Officer recommended that a grant of £200 be awarded.

RESOLVED: That the Council be recommended to approve an application from the Thursday Club for a grant of £200 towards the costs of a Card-Making and Knitting Squares project, as the Arts Officer had confirmed that the application met with the Council's Arts Development Grant criteria.

#### **CS/2006/190: ARTS DEVELOPMENT GRANT APPLICATIONS – APPLICATION FROM CLONDUFF PARENT AND TODDLERS GROUP**

An application had been received from Clonduff Parent and Toddlers Group for a grant of £198 towards the cost of the Make a Bear project. The costs applied for are as follows:

13-inch make-a-bear kits x22	£220.00
10% discount allowed by supplier	-£22.00
Total	£198.00

The Arts Officer recommended that a grant of £200 be awarded towards the cost of the Make a Bear project.

RESOLVED: That the Council be recommended to approve an application from Clonduff Parent and Toddlers Group for a grant of £200 towards the Make a Bear project, as the Arts Officer had confirmed that the application met with the Council's Arts Development Grant criteria.

### **CS/2006/191: CASTLEREAGH DANCE AND MUSIC FESTIVAL JUNE/JULY 2006**

The Director of Administration & Community Services provided Members with the Arts Officer's details of the programme for this year's festival as shown below.

#### **Willie Drennan and the Ulster Scots Folk Orchestra**

Monday 19<sup>th</sup> June at 7.30 pm  
Belvoir Players Studio  
Tickets: £5/ Concession £3.

Area: Borough wide

Cost: £1,250 (£950.00 Willie Drennan, £50 Bright Lights, £150 Belvoir Players, £100 Catering)

Income: Tickets are priced at £5 and £3

Strategic Aim: 1

Benefit to Ratepayers: Opportunity to engage in Ulster Scots traditions

An evening of Ulster Scots tradition with music from Willie Drennan and the Ulster Scots Folk Orchestra, dance by Kerry Jordan of Royal Tara Dance and Castlereagh's own 'Bright Light's' dancers.

The Ulster Scots Folk Orchestra was formed in 2000 to promote Ulster Scots culture through the performing arts. It developed from a collective of Ulster Scots musicians known as Fowkgates, formed earlier in 1999. Since then nine CDs have been produced- the most recent being 'Somme' to commemorate the 90<sup>th</sup> anniversary of that battle. The Folk Orchestra's performance in Castlereagh will incorporate a wide range of musical instruments and songs giving an in-depth insight into Ulster Scots culture and history.

#### **Recommendation**

That the Council approve the expenditure of £1,250 from the Arts Projects budget on Willie Drennan and the Ulster Scots Folk Orchestra.

**Trim The Velvet Irish Folk Dance Festival**

Tuesday 20<sup>th</sup> - Saturday 24<sup>th</sup> June

Belvoir Player's Studio

Daily competitions with morning, afternoon and evening sessions, everyone welcome.

Area: Borough wide

Cost: £250

Strategic Aim:1

Benefit to ratepayers: Opportunity to participate and engage in Irish dance. 280 children from the Borough are involved in the festival.

Trim the Velvet is an innovative dance company set up in 1995 incorporating the traditional art of Irish Festival Dancing with the multi cultural influences reflecting the diversity of the group. Under the tuition of Kathy O'Connor, the group has grown from strength to strength and now involves over 250 children from as young as 4 years old.

Having spent 10 years appearing at events across Scotland, England and Ireland the group is now proud to be involved in Castlereagh's Dance and Music Festival for the 2<sup>nd</sup> year running.

**Recommendation**

That the Council approve the expenditure of £250 from the Arts Projects budget on Trim the Velvet Irish Folk Dance Festival.

**Trim the Velvet Gold Medal Night**

Saturday 24<sup>th</sup> June, from 7.30pm

Belvoir Player's Studio, Tickets £2, contact 90401709

Evening presentation by the Trim the Velvet festival winners.

**The Scott Flanigan Quartet**

Thursday 22<sup>nd</sup> June at 8pm – FREE

Tullycarnet Library

Area: Borough wide

Cost: £350 (Artists fees £250, hire of PA System £100)

Strategic Aim: 1

Benefit to ratepayers: Opportunity to engage in the arts

An energetic evening of quality jazz with some of Northern Ireland's most exciting young musicians. Scott Flanigan is one of the province's most promising young jazz pianists. Having displayed exceptional talent with the Ulster Youth Jazz Orchestra, Scott has performed in venues such as

London's Royal Albert Hall, Belfast's Waterfront Hall, and in various venues around Europe.

At this concert the Scott Flanigan Quartet will be joined by vocalist Katie Richardson and will be performing a wide range of jazz and soul repertoire from old show tunes to modern original compositions.

### **Recommendation**

That the Council approve the expenditure of £350 from the Arts Projects budget on The Scott Flanigan Quartet.

### **Dance Demo and Taster Sessions**

Forestside Shopping Centre  
Saturday 1st July 2-4pm, Free

Area: Borough wide

Cost: £350 (Artists fees £250, hire of PA System £100)

Strategic Aim: 1

Benefit to ratepayers: Opportunity for local dance and music groups to showcase their talent and for the public to view their performance.

An exciting display of dancing by the cream of local talent in Castlereagh. Demos will include Diamantes Dance & Drama, Kaleidoscope Danz Work and The Belvoir Player's Junior Drama group.

### **Recommendation**

That the Council approve the expenditure of £350 from the Arts Projects budget on Dance Demo and Taster Sessions.

### **Beat 'N' Track & MTV Dance Workshops**

Carryduff Youth Club and Braniel Youth Club Tuesday 27<sup>th</sup> and Friday 30<sup>th</sup> June

Area: Carryduff and Braniel

Cost: £600 (artists fees)

Strategic Aim: 1

Benefit to Ratepayer: Involving young people in arts activities that they normally would not have the chance to participate in.

Two lucky Youth Clubs in Carryduff and Braniel will experience an exciting evening of Workshops as part of the outreach programme for the Festival. *Beat 'N' Track* DJ Tessa Greer will be working with young people, giving them a chance to experience the work of a DJ, develop some music technology skills & create cultural awareness in music.

Hip-Hop dance guru Tura Artura will be running 'MTV' dance Workshops alongside Tessa for those wishing to hone their modern dance & hip-hop skills.

## **Recommendation**

That the Council approve the expenditure of £600 from the Arts Projects budget on Beat 'N' Track & MTV Dance Workshops.

### **Rock & Pop Summer School 2006**

Monday 3<sup>rd</sup> -Friday 7<sup>th</sup> July 2006, 10am-4.30pm daily  
Belvoir Primary School

Area: Borough wide

Cost: £1,800 artists fees. This amount represents half of the cost for the project, the other half is contributed by the SEELB.

Income: £100 from pupils fees

Strategic Aim: 1

Benefit to Ratepayer: Opportunity for young people to get together with and learn and perform new musical skills under the tutelage of expert tutors.

The school is open to 20 young people aged 12-18yrs with an interest in music, specifically drums, guitars, vocals, keyboards flute or bodhran. Each pupil is required to pay £25 to cover music, £20 to cover music log books which are mandatory and £5 to pay for admin costs.

The summer scheme will run in Belvoir Primary School where students will learn song writing and performance skills with 7 music industry professionals, they will also record their own tracks and put on a live show for friends and family at the Belvoir players studio.

## **Recommendation**

That the Council approve the expenditure of £1,800 from the Arts Projects budget on Rock & Pop Summer School 2006.

### **Music and Dance Festival Press and Promotions**

White Arc Design is designing and producing the Festival Programme. Cost £550. The programmes will be distributed around the Borough, venues in Ards and Belfast and mailed out to the extensive Arts mailing list. A quarter page advert will be placed in the South Belfast News.

RESOLVED: That the Council be recommended to approve the above projects and funding as outlined.

## **CS/2006/192: ENLER PROJECT UPDATE**

The Director of Administration & Community Services reported that, following shortlisting and interviews at South and East Belfast Trust, Kennedy & Fitzgerald had been chosen to devise plans and costings for the new building. The Director advised that Members would receive regular updates.

Noted.

### **CS/2006/193: DOWNSHIRE HALL**

The Director of Administration & Community Services advised that the costs for the general tidying up of the hall following water leakages were estimated as follows:

Replacement of heating system and plumbing	£3,480.00
Replacement of broken windows	£150.00
General tidy up and grass cutting (staff time only)	£100.00

The Director added that there was no provision in the current budgets for the replacement of the heating system. She proposed that the Council make an application in this respect to the Arts Lottery. She further stated that the Technical & Environmental Services Department should only carry out urgent emergency work at the moment, due to budget constraints.

Following some discussion, it was

#### **RESOLVED:**

- (a) That the Council be recommended to make a funding application to the Arts Lottery regarding the development of the centre as a community Arts venue, which would also include the replacement heating system.
- (b) That the Technical & Environmental Services Department be asked to carry out emergency work only to the building, together with the replacement windows and tidying up of the outside area.

### **CS/2006/194: COMMUNITY PROJECTS TERRITORIAL ARMY**

The Director of Administration & Community Services outlined that the 152 Regiment, a TA transport regiment, had offered to undertake some community projects free of charge. The cost of materials could be covered from additional monies received from the Department for Social Development. The regiment would have their own insurance indemnity cover.

Most of the work would involve general tidying up, painting and decorating of a number of community facilities. It had been suggested that site visits be arranged to assess areas that could benefit from this work, and the buildings that might benefit are:

Downshire Hall  
Branial  
Dungoyne  
Castlereagh

Councillor Robinson enquired whether Tullycarnet might be added to the list.

Following some discussion, it was

RESOLVED: That the Community Services Manager investigate in respect of the possibility of working in partnership with the TA to develop a suitable community project and that additional funding received from the Department for Social Development be used to provide any necessary materials.

**CS/2006/195: DENISE WHEATLEY CONSULTANTS**

The Director of Administration & Community Services advised that Denise Wheatley had accepted a formal proposal to update the new three-year Community Support Plan at a cost of £750 plus VAT.

Noted.

**CS/2006/196: THANKS FROM THE CHAIRMAN**

As this was the last Committee meeting before the Council's summer recess, the Chairman thanked all Committee members and staff for their support throughout the year.

Councillor Spratt thanked the Chairman in return for all her work.

Noted.

They being no further business the meeting ended at 10.15pm.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CHIEF EXECUTIVE

Adopted by the Council this \_\_\_\_\_ day of  
\_\_\_\_\_2006 with the exception of  
Minute Nos. \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF EXECUTIVE