

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Central Services Committee meeting held, in committee, in the Function Suite, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Monday 13th November 2006 at 7.30 p.m.

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

Alderman J Norris MBE
Councillor J. Beattie
Councillor J. Cochrane

Councillor D. Drysdale (from 7.50 pm)
Councillor B. Hanvey
Councillor Miss R Hughes MBE
Councillor T. Jeffers
Councillor G Robinson
Councillor J Spratt

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

APOLOGIES:- Apologies were recorded on behalf of Councillors
Long and Bunting

CS/2006/287 : PRESENTATION BY REPRESENTATIVES FROM THE SOUTH & EAST BELFAST HEALTH & SOCIAL SERVICES TRUST RE HEALTH SERVICE DEVELOPMENTS AT FORSTER GREEN

The Chair welcomed the following representatives of South & East Belfast Health & Social Services Trust: Patricia Gordon, Chief Executive; Jennifer Thompson, Director of Planning & Performance; Dr Gillian Rankin, Director of Service Development; Dr Niall Falls, Consultant Child & Adolescent Psychiatrist; and Dr Stephen Kane, Consultant Adolescent Psychiatrist.

Patricia Gordon outlined for Members the proposed developments on the Forster Green site which included a community treatment and care centre, an adolescent mental health unit and a child psychiatry unit.

Dr Rankin explained that Castlereagh Community Treatment and Care Centre would bring together a wide range of services for the population of Castlereagh including, for example, district nursing services, occupational therapy, intensive home care, children's services, health visiting, early years team, etc. She indicated that the objective was to take services out of hospitals and bring them closer to communities. People would also be able to access health and well being information at the centre. It would be networked/linked so that people could access information when they were ready to do so and there would be a Citizens Advice Bureau within the Centre to provide advice and information.

In the presentation she gave Members a virtual tour of two recently built health centres providing similar services. These were The Arches Centre and The Bradbury Centre, one stop shops for East and South Belfast respectively. She indicated that these were very open modern buildings and a particular feature was artworks throughout the buildings. The two buildings had won national awards for design.

Dr Rankin presented plans for the new Castlereagh Community Treatment and Care Centre and also gave Members a virtual tour. She explained that pedestrian access would be available from the dual carriageway and vehicular access would be from Glencregagh Road. In response to a comment by the Chair that the building was very prominent, Dr Rankin stated that several versions had been presented to the Planning Service who had wanted a landmark building on the site. In response to a query by Councillor Hanvey regarding public transport links, Dr Rankin stated that the position of the building at the crossroads meant good accessibility. She indicated that during the period of construction, about 18-20 months, she would be very happy to work with the Council to influence and improve the bus service.

In response to a query by the Chair, Dr Rankin indicated that the area to one side of the main entrance to the Centre had been retained for the Council's proposed development of a Community Centre.

Ms Thompson informed Members about two further developments on the site, a children's psychiatric unit and an adolescent psychiatric unit. She indicated that the children's unit was currently located on the Forster Green site and the adolescent unit was located in temporary accommodation at Knockbracken. There would also be a learning and support centre on the site to meet the educational needs of the children. While funding had been obtained for the children's unit, Ms Thompson indicated that funding still had to be secured for the adolescent unit and the learning and support centre.

In response to a query by Councillor Spratt, Ms Thompson explained that the Lindsay School building would be demolished to make way for the children's unit. She stated that interim accommodation had been arranged for the school at a former nursing home at Shaws Bridge. She advised that the learning and

support unit on the site would be providing service for a lot more children and that the Trust was working on a sub group with the Education & Library Board to describe and cost a service model. Dr Falls indicated that the aim would be to draw up individualised educational plans for the children.

Dr Rankin stated that, as part of the planning process, they had commissioned a landscape architect's report and were very conscious of the need to retain as much of the natural environment including mature trees and shrubbery as possible. Dr Falls emphasised the importance to the well being of the children and young people of providing them with a state of the art facility in natural surroundings.

Dr Falls and Dr Kane both stated that the children and adolescent units were not secure units. They would be treating children with mental health problems such as depression, schizophrenia and anorexia. Both Consultants stated that, as the units were not secure, they would not be dealing with young people with extreme behavioural, learning or substance misuse problems. The units would provide 24 hour care 7 days a week on both an inpatient and day patient basis. As well as the learning centre, the units would include a gym, garden area and sports pitch so that the health, social and educational needs of the young people could be met on the site. Dr Kane stated that their vision was to provide an integrated and seamless service. In time he hoped that outpatient services for children and adolescents could be brought to the site although this was not currently included in the budgets. He stated that the long-term plan would be to create a very dynamic and large children and adolescents mental health service that could become a centre of excellence.

The Chair and Councillor Hughes referred to local residents' concerns about proposals for the adolescent unit in particular. Dr Kane emphasised that the children and young people who attended the unit did not require to be locked up and would not cause problems for their neighbours. Councillor Spratt suggested that there was a need to reassure residents and to get the right message across. Ms Gordon indicated she would welcome Members' help in promoting the services to local residents.

The Chair then thanked the representatives of the South & East Belfast Health & Social Services Trust for their detailed and informative presentation.

CS/2006/288 : MINUTES

TABLED: Minutes of the Central Services Committee of 9th October 2006, the Special Central Services Committee of 4th October 2006 and the Special Central Services Committee of 24th October 2006 (copies previously circulated).

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES – SECTION ONE – ADMINISTRATION MATTERS

CS/2006/289 : MOBILE PHONE POLICY (copy previously circulated)

Members considered a draft Mobile Phone Policy in respect of employee usage of mobile phones and the associated criteria for issue. The Director reported that this had been agreed by the Management Team and was being tabled for Members' consideration and approval.

The Chair indicated that she felt that part of the mobile phone package for Members should include a hands free kit. Councillor Spratt however said that the provision by the Council of a hands free kit might suggest that it was acceptable to use the phone in the car. The Director confirmed that the draft policy included advice to staff that they must not use the phone while driving and the policy provided specific instructions in this regard.

Councillor Robinson stated that mobile phone request forms completed by staff should be brought to this Committee for approval. The Director advised that the procedure was that each employee completed a form which then went through an assessment process. In the first instance she felt that mobile phone request forms would go to the management team to ensure consistency of provision.

Councillor Cochrane expressed concern about the use of phones by staff for private calls and enquired as to what checks were in place to ensure that the Council was reimbursed for these calls. The Director advised that checks were in place. However, if Members so wished, anyone who delayed or avoided payment could have the facility for private usage withdrawn.

The Director referred to the section in the policy whereby staff would be allowed to upgrade the standard phone issued by the Council and reimburse the Council for the difference in price. Councillor Robinson said that the same arrangement offered to Members should also be available for staff.

Councillor Spratt queried whether the Council should be covering the cost of mobile phones for Eastern Environmental Health Group staff.

The Director advised that copies of all the Council's employment policies were being posted on the intranet and could be accessed by Members as well as by Members of staff.

After discussion, it was RESOLVED:

- (a) that the Council be recommended to accept the draft mobile phone policy as outlined and that it be implemented with immediate effect
- (b) that the new forms and criteria for issue in the policy be implemented prior to the next tender being awarded.
- (c) that the facility for staff to upgrade their phones be included in the policy
- (d) that officers confirm that the Council is receiving reimbursement for the cost of supplying mobile phones for the Eastern Environmental Health Group.
- (e) that officers report back on procedures for checking that staff reimburse the Council for private usage.
- (f) that the specification for mobile phones should come before Council before it is put out to tender in 2007.
- (g) that mobile phone request forms completed by staff be brought to this Committee for approval.

REPORT FROM ADMINISTRATION MANAGER – SECTION TWO

CS/2006/290 : ARMISTICE DAY SERVICE

The Administration Manager updated Members on arrangements for the Armistice Day Service held on Sunday 12th November 2006.

On the proposal of Councillor Spratt, seconded by Councillor Drysdale, it was

RESOLVED: that staff be thanked for their work in organising the Remembrance Day Service and that a letter of congratulations be sent to Ravenhill Temperance Flute Band.

CS/2006/291 : AN EVENING OF ULSTER/SCOTS

The Administration Manager reported that this was the third year for this event to be included in the civic events calendar and it was proving very popular. She advised that it would be taking place at La Mon House on Friday 19 January 2007. She indicated that all funds raised were donated to the Mayor's charity. She also advised that the civic committee had previously made a contribution to cover promotional costs and this had been matched by Community Relations funding.

It was proposed by Councillor Drysdale, seconded by Councillor Spratt and

RESOLVED: That the Council contribute £600 to the event from the civic budget.

CS/2006/292 : 204 (NORTH IRISH) FIELD HOSPITAL RAMC (V)

The Administration Manager circulated for Members' information a letter from the CO of 204 (North Irish) Field Hospital (V) requesting permission for the unit to exercise its right to parade in the Borough as Freeman in May 2007. The Administration Manager reminded Members that the request had been approved in principle at the Committee's meeting in September. She advised that costs involved in providing a marquee, a public address system, a dais and staffing would come to approximately £3,000.

After discussion it was

RESOLVED to accede to the request from 204 (North Irish) Field Hospital (v) for permission to parade in the Borough as Freeman and to ring fence the monies for the event out of this year's civic budget and that this be carried over to 2007/2008.

CS/2006/293 : RUC WIDOWS' ASSOCIATION

The Chair asked the Committee whether it would consider doing something for the RUC Widows' Association. Councillor Spratt stated that there were 30-40 families in the Borough in this category, many of whom had received relatively small sums of compensation and were living on small pensions.

After discussion, it was proposed by Councillor Spratt, seconded by Councillor Robinson and

RESOLVED: that the Council be recommended to host a Civic Dinner for RUC Widows with proposed costings being brought to the next meeting of the Committee.

CS/2006/294 : GEORGE BEST WORKING GROUP

The Director of Administration & Community Services reported that the Council had nominated the Chair of the Committee to sit on the George Best Working Group. The plan was that a statue would be erected in Belfast City Council area and a portrait would be commissioned and based in Castlereagh Borough Council offices and would tour the province and that both would be paid for by public sponsorship. She stated that at a recent Council meeting, the Council had nominated Councillor Chambers to sit on the Trust. However, the family had since advised that they did not want a political representative on the group.

Noted.

CS/2006/295 : CHRISTMAS TREE/DECORATIONS

The Administration Manager tabled for Members' information minutes of the Christmas Tree Working Group meeting of 24th October 2006 (copy previously circulated).

The Chair asked Members to ensure that the date of the Christmas tree lighting ceremony, i.e. Wednesday 29th November 2006, was entered in their diaries.

Councillor Robinson queried why the Council was seeking quotes for hospitality from outside bodies. The Administration Manager advised that quotes had been sought because the in-house catering quote had been so high. She stated, however, that further investigation had revealed that the in house quote had included the VAT element. A new in-house quote had now been submitted and was much more competitive.

Noted.

REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES – SECTION THREE – COMMUNITY SERVICES MATTERS

CS/2006/296 : UPDATE ON THE NEW ENLER CENTRE – BALLYBEEN

The Director of Administration & Community Services reported that the Minister had not yet approved a date for the meeting requested by Alderman Mrs. Iris Robinson MP to discuss the planning issues relating to the new centre. However the Director further reported that she was aware that the scheme had been

included in the November Planning Schedule with a recommendation for approval. Members welcomed this development.

Noted.

CS/2006/297 : MONEYREAGH COMMUNITY FACILITIES – BIG LOTTERY TERMS & CONDITIONS

The Director reported that she had written to the various parties concerned outlining the Council's proposals. The various elements were as follows:

- The new Moneyreagh Community facility would be made available to Moneyreagh Primary School at no cost during term time for a maximum of 8 hours per week. These hours would be determined annually on a fixed term basis and in advance of the new school year commencing.
- If Council Community Services staff were not on the premises during the stipulated hours required by the school, designated staff from the school would assume responsibility for the opening and closing of the premises, supervision of their own children and setting of alarms, etc. This arrangement would be subject to the Council's Insurers being in agreement to such an arrangement. At this stage no problems were foreseen in this regard.
- The School should note that it might not always be possible to guarantee the exclusive use of the premises during times when they were using the facility. The school representatives should therefore satisfy themselves that any child protection obligations had been met. The Council would of course be sensitive to the requirements of the teaching staff and any child protection issues before permitting additional bookings during times when the school was using the building.
- In accordance with planning requirements, the School/Board would agree to provide access over school grounds to enable the Council to provide an entrance into its new community facility. In return the School would be granted use of a designated car parking area within Council grounds, adjacent to the rear of the School. A locked access gate would be provided in order that the designated car parking area could be used by the Council during evenings and weekends as an overflow parking area.
- The above conditions would be applicable to Moneyreagh Primary School exclusively and would not be open to other schools within the area including Ballycloghan.

The Director reported that the Big Lottery had originally been unwilling to accept three of the above terms and the Council had subsequently approved a number of amendments. She stated that she had since written to the Big Lottery confirming that the Council would be willing to increase the free usage offered to Moneyreagh Primary School by a further 6 hours to include after school activities. She reported that she had received a verbal indication that the Big Lottery was willing to accept this and was awaiting formal confirmation in writing.

Noted.

CS/2006/298 : INFORMATION LEAFLET ON MONEYREAGH COMMUNITY FACILITY

The Director sought Members' views on the distribution of an information leaflet within the Moneyreagh community to outline details of the new centre and update residents on progress to date. She suggested that the leaflet should include a foreword from the Mayor and the MP of the area. She indicated that the costs would be approximately £300 to cover printing and distribution. The Director advised that it was intended that the builders would move on site in late December/early January and she suggested that the leaflet be ready for distribution in January 2007.

RESOLVED:

- (a) that, in January 2007, an information leaflet be prepared and distributed within the Moneyreagh community outlining details of the new centre and updating residents on progress to date
- (b) that content of the leaflet be approved by the Mayor and Chair of the Committee in advance of circulation.

CS/2006/299 : SOD CUTTING CEREMONY

The Director sought Members' view on when they would wish to have a sod cutting ceremony. After discussion it was

RESOLVED that the sod cutting ceremony would take place in early February 2007.

CS/2006/300 : UPDATE ON NEWTOWNBREDA COMMUNITY FACILITIES AT FORSTER GREEN

The Director of Administration & Community Services reported that she had now received a further letter from Dr Gillian Rankin dated 31st October 2006 detailing that the VLA's valuation for the land was approximately £20k per annum (copy previously circulated). She advised that this value would require to be reviewed at agreed intervals and did not include any value against required car parking. She indicated that the capital costs of the project (at March 06 building costs) would be £427,146. She stated that these costs had already been to committee and had been approved in principle.

Although the Chair and Councillor Hanvey both expressed concern about the location of the Community Centre at the edge of the Newtownbreda area, it was noted that the Council had agreed to proceed with the project at Forster Green in the absence of an alternative and more centrally located site.

The Director requested that officers be authorised to proceed with the new community facility at Forster Green as approved by Council and proceed to the next stage which would involve initial heads of agreement and exchange of legal contracts.

RESOLVED

- (a) That the Council approve the VLA land valuation of £20,000 per annum
- (b) that officers be authorised to proceed to the next stage to include initial heads of agreement and the exchange of legal contracts in advance of the project proceeding.

CS/2006/301 : ADVISORY COMMITTEE MEETINGS

The Director of Administration & Community Services reported that attendance at Advisory Committee meetings by group representatives was extremely poor and that, at Balloran, no one attended other than Elected Members and Council staff. Minutes of the meetings at Cregagh, Balloran and Clonduff were tabled for Members' information (copies previously circulated).

The Director stated that the purpose of the Advisory Committee was to provide users with a forum whereby they could meet with Elected Representatives and Council staff and discuss issues relating to the usage of the centre and its operation. She also stated that low attendance could suggest that no current problems were being experienced.

Councillor Robinson suggested that officers look at extending the remit of the advisory committees to include all community groups in the area attending an open forum in order to meet with their elected representatives and council staff on a regular basis.

After discussion, it was

RESOLVED: that the Director would come back to the Committee with proposals for extending the remit of the advisory committees to include all community groups in the area attending an open forum in order to meet with their elected representatives and council staff on a regular basis.

**CS/2006/302 : CREGAGH RECYCLED TEENAGERS – TEA DANCE
(CHRISTMAS DINNER)**

The Director of Administration & Community Services reported that in previous years a Christmas lunch, organised by Gretta Fallon, had been provided for the Recycled Teenagers with assistance from the PSNI and other bodies. She advised that staff at the Cregagh Centre were currently investigating if further funding would be made available for this year's event. Alderman Norris pointed out that, although this group met in Cregagh Youth and Community Centre, it was attended by senior citizens from across the Borough. After discussion, it was

RESOLVED: that the Council refer this matter to the District Policing Partnership with a request that they consider making a financial contribution to the event.

CS/2006/303 : ENGAGE WITH AGE PROJECT

The Director of Administration & Community Services reported that the three year funding agreement between the Council and Engage with Age (i.e. £15,000 per annum towards the cost of the worker's salary) was due to expire in March 2007. She advised that Engage with Age had recently approached the Council asking that this arrangement be extended for a further three years. A report from the Project Manager outlining details of the activities that had taken place over the last six months and the Annual Report were tabled (copies previously circulated).

The Director confirmed that she had made initial provision in the 2007/2008 estimates for a further contribution of £15,000 towards the project and this would be taken to the Estimates Working Group in due course.

After discussion and on the proposal of Councillor Robinson, it was

RESOLVED: that it be recommended:

- (a) that the Council consider funding for the Engage with Age group on an annual basis in view of the RPA changes proposed for 2009

- (b) that the Council approve funding of £15,000 for Engage with Age for the incoming year
- (c) that the Council indicate to Engage with Age that it would give favourable consideration to funding applications for the following two years.

(Councillor Hanvey left the meeting at 10.00 pm)

CS/2006/304 : PROPOSAL FROM BELVOIR PLAYERS

The Director of Administration & Community Services reported that Mr Richard Mills from Belvoir Players had written to advise that they had engaged a Consultant to develop a strategic plan for the Players' Studio that would include a recommendation to appoint a Development Officer through a number of funding schemes. She advised that the strategy also detailed a number of community initiatives, which they hoped to develop through a partnership with Council staff.

The Director reported that representatives of the players had asked to be given an opportunity to attend a future meeting of the Central Services Committee in order to outline their strategy and seek the Council's support in this regard.

RESOLVED: that representatives of Belvoir Players be invited to attend the Central Services Committee meeting in January 2007.

CS/2006/305 : ASTRO TURF PITCH AT CREGAGH YOUTH & COMMUNITY CENTRE

The Director of Administration & Community Services reported that, due to diary clashes, the planned meeting with Mrs Irene Knox, Chief Executive of SEELB, to discuss the problems with the astro turf pitch would not be taking place until 1 December 2006.

She advised that the sub-contractor had been contacted on several occasions and had eventually visited the Centre over three weeks ago. She stated that initially he had agreed for the repairs to be undertaken within one week but had not kept to this arrangement. She advised that he had now sent a further letter indicating that he considered that the problem was not faulty workmanship but was due to normal wear and tear and therefore was not covered by the guarantee. The Director indicated that, while the pitch was currently in use, it might be coming to a stage where it would have to be closed.

Members expressed concern at the failure of SEELB, being the lead organisation who had awarded the contract for the community centre and pitch, to deal with this matter and to take appropriate action against the contractor concerned.

Councillor Spratt indicated that he would be meeting with the Chief Executive of SEELB the following day and would raise this issue with her as an example of urgent issues not being progressed by the Board.

After discussion and on the proposal of Councillor Robinson, it was

RESOLVED: that, if there were no progress on the matter within the next week, the Council should issue a press release indicating that it was being forced to consider closure of the astro turf pitch at Cregagh Youth & Community Centre due to the failure of the Board to take appropriate legal action against the contractor concerned in terms of faulty workmanship

(Councillors Cochrane and Drysdale left the meeting at 10.10 pm)

CS/2006/306 : FORMER CREGAGH COMMUNITY CENTRE, CAPPAGH GARDENS

The Director of Administration & Finance reminded Members that the above land sale was due to proceed in the near future and would result in the demolition of the former Cregagh Community Centre. She advised that one of the rooms in the Centre had been dedicated in the memory of Mr. John Snodden, the former Chairman of the Community Association. She sought Members' approval for the plaque in the minor hall to be presented to the surviving family members at a small event organised in the new Cregagh Youth & Community Centre.

RESOLVED: that the plaque commemorating Mr John Snodden be presented to his surviving family members at a small informal event to be organised in the new Cregagh Youth & Community Centre.

CS/2006/307 : JAMES BOND CHILDREN'S COURSE ON SELF PROTECTION

The Director of Administration & Community Services reported that the Facilities Co-ordinator at Cregagh Youth & Community Centre had received an offer from the local Ju Jitsu Club to provide training for local children on the James Bond 'Danger of a Stranger' course. She advised that this was a unique course developed to create awareness without fear and that the content included a number of fun elements interspersed with some of the techniques used by highly trained bodyguards. She stated that the course also provided children with the opportunity to develop skills for their own personal protection.

The Director reported that the cost of the course was in the region of £15 per child but that the Club was willing to offer it free of charge to the Cregagh Centre if the Council would make a room available for this purpose.

RESOLVED: that the Council make a room in the Cregagh Centre available free of charge for an approximate two hours duration to enable the Ju Jitsu Club to provide the one off training event as detailed above.

CS/2006/308 : COMMUNITY SERVICES VACANT POSTS

The Director of Administration & Community Services reported that the specification for the vacant Community Services Manager posts was being reviewed due to the low number of applicants received. She advised, that, in the meantime, the HR section were endeavouring to source a temporary Manager from a number of recruitment agencies and that, in the interim, she would continue to manage the department direct.

The Director also reported that interviews for the “job share” position in Community Relations to partner Cathy Clarke were due to be held next week along with interviews for the vacant Community Development post to cover the Newtownbreda, Belvoir and Cregagh areas. The Director indicated that she would keep Members advised of progress.

Noted.

CS/2006/309 : SEEDING GRANT APPLICATION – MONDAY MORNING MEN’S GROUP – NEWTOWNBRED A BAPTIST CHURCH

The Director of Administration & Community Services reported that a seeding grant application had been received from the above group. She advised that the group had been in existence for nine years with a Membership of 30-35 men from the Castlereaugh area.

The Director advised that, as the purpose of a seeding grant was to assist groups with their initial start up and to support community, rather than Church, based activities, she felt that the request was not in keeping with the seeding grant criteria.

RESOLVED: that the seeding grant application from the Monday Morning Men’s Group, Newtownbreda, be refused on the basis that it does not meet the seeding grant criteria but that the Community Sports Officer be asked to meet with the Group to ascertain if there were any community sports programmes which they could avail of.

COMMUNITY RELATIONS

CS/2006/310 : COMMUNITY RELATIONS GRANT APPLICATION – GILNAHIRK PRESBYTERIAN CHURCH

The Director of Administration & Community Services reported that the Gilnahirk Presbyterian Church had requested a financial contribution to the overall costs of a cross community residential between Gilnahirk Presbyterian Church and St Colmcille Church to take place from 1st - 3rd December 2006 in the Corrymeela Centre, Ballycastle. She advised that, during the residential, the two groups would participate in arts and crafts, joint worship and would explore issues of traditions, conflict issues and various family and community issues in a cross community setting. She stated that the aim of this project was to bring families together from a Protestant Church and Catholic Church away from the pressures of everyday life where open discussion, sharing of experiences and friendships could be built.

The Director reported that details of the application were:

Costs applied for: - for the Gilnahirk group only	
Youth worker	£100.00
Adult session worker	£100.00
Craft materials	£150.00
Crèche worker x3	£150.00
TOTAL	£500.00

RESOLVED: that Gilnahirk Presbyterian Church receive £500.00 as a contribution to the overall costs of the Gilnahirk/St Colmcille Family Project as the project met with the aims and objectives of Castlereagh Borough Council's Community Relations Programme.

CS/2006/311 : ULSTER SCOTS NIGHT – HAMILTON AND MONTGOMERY EVENT – THURSDAY 30TH NOVEMBER 2006

The Director of Administration & Community Services reported that the Community Relations Officer was planning to host an Ulster Scots themed evening and to invite local senior citizens groups along to a presentation on the Hamilton and Montgomery settlement. The Director stated that the event would be organised in partnership with the Ulster Scots Agency and would coincide with St Andrew's Day, the Patron Saint of Scotland, on 30th November 2006. She advised that the event would be held in the Civic Centre and would take the following format:-

Presentation of Hamilton and Montgomery – Ulster Scots Agency
Question and Answer session
Ulster Scots Music by the Lyttle Family

Bright Lights highland dance demonstration
Tea / coffee and supper

Music and entertainment	£400.00 approx
Refreshments etc	£200.00
Security	£80.00 approx

The Director asked Members to note that, due to the short time frame, it had not been possible to hold a meeting of the Ulster Scots Sub-Group but that group members had been contacted and were happy that the evening should proceed.

RESOLVED: THAT The Council be recommended to give retrospective approval to the Hamilton and Montgomery event, the costs of which would be covered by the Community Relations' cultural activities budget.

CS/2006/312 : COMMUNITY RELATIONS STRATEGY 2007 – CONSULTATION PROPOSAL

The Director reported that, further to the matters discussed at the Special Central Services meeting, the Council was now required by the Community Relations Unit to submit a CR/Good Relations Strategy by January 2007. She advised that, if the strategy objectives were approved and met with the framework provided in the Shared Future Document, it would result in funding being made available for various programmes. The Director stated that, as part of the process, it was proposed that a Consultant be approached to facilitate the strategy development and undertake a consultation process during November and December 2006.

The Director advised that, in order to seek Council approval and submit the final plan to the Community Relations Unit by January 2007, the deadline for completion of this draft document had been set for 30th December 2006.

The Director advised that quotations from suitably experienced Consultants had been provided as follows:-

Vision Management consultants	– ex VAT - £3,600.00
Rubicon Consultants	- ex VAT - £3,250.00
Derrick Mathews Associates	- ex VAT - £3,011.25

Members were asked to note that, due to the short time frame involved, permission was sought to begin the consultation process during November in order to meet the Community Relations deadline for submission.

On the recommendation of the Director of Administration & Community Services, it was

RESOLVED: that it be recommended that the Council give retrospective approval to the appointment of Derrick Mathews Associates to act as the Consultant to draft the Community Relations Strategy and that this be funded from the Community Relations budget and commence with immediate effect

CS/2006/313 : COMMUNITY RELATIONS BUDGET

As requested by Committee last month, the Director tabled a copy of the budget grant variances (copy previously circulated).

Noted.

ARTS

CS/2006/314 : ARTS GRANT APPLICATION – BELVOIR PLAYERS

The Director of Administration & Community Services outlined the background to the Belvoir Players. She stated the Belvoir Players were a highly successful and respected amateur drama society that had been established in 1968 and comprised 55 senior Members and over 100 junior Members. She said that the Players produced and performed plays throughout the UK and regularly performed at their purpose built studio in Belvoir.

The Director stated that Belvoir Players were currently Northern Ireland Full-Length Play Champions, winning Best Play, Best Actor and Best Set for their 2006 production of 'Someone Who'll Watch Over Me'.

The Director reported that Belvoir Players had been invited to perform at the National Drama Festival Association's 'British All-Winners Festival' in Woking, Surrey, on 29th July 2006. She reminded Members that Richard Mills, Director of Belvoir Players, had written to the Mayor and the Chief Executive in July seeking a donation towards the cost of attending the festival, which amounted to £2,400.00. The Director reported that Belvoir Players had had great success at the Festival winning 'Best Play', 'Best Stage Direction' and the audience's award for favourite play. She stated that the funding request had been referred to the Central Services Committee in August who had considered that it was a matter for the Arts Forum.

The Director reminded Members that the Council had held a civic reception in October to acknowledge Belvoir Players' contribution to cultural life in the Borough.

The Director reported that Richard Mills of Belvoir Players had submitted an arts development grant application to the Arts Forum in September and the Forum was now recommending the application for approval by Members. Details of the application were as follows:

Costs Applied for:	
Transport of Cast and Crew:	£1,200
Accommodation:	£1,200
Total:	£2,400

RESOLVED: that a grant of £200 (the maximum arts grant available) be awarded to the Belvoir Players from the Arts Development Grant Fund as a contribution to their festival attendance costs.

CS/2006/315 : FORUM FOR LOCAL GOVERNMENT AND THE ARTS

The Director of Administration & Community Services tabled a letter dated 13th October 2006 from the Forum for Local Government and the Arts asking the Council to confirm its nominees on the above body (copy previously circulated).

RESOLVED: that the Council reaffirm its appointees to the Forum as Councillor J. Bunting, Mr Richard Mills and the Council's Arts Officer.

CS/2006/316 : CASTLEREAGH ONE ACT DRAMA FESTIVAL – BELVOIR PLAYERS STUDIO

The Director of Administration & Community Services reported that Belvoir Players Studio had presented the 'Castlereagh One Act Drama Festival' for the last 15 years. She stated that the festival showcased the best of amateur drama from Northern Ireland over three nights in November with invited theatre groups from the province presenting a variety of plays. She advised that this year the festival was running on 16th, 17th and 18th November and featured performances by Ballymoney L & D Society, Strathearn Theatre Company, Belvoir Players, Theatre 3 Newtownabbey and Clarence Players. She reminded Members that, through its Arts Programme, the Council had supported the festival for the last 15 years with an annual contribution of £500 to cover adjudication fees.

RESOLVED: that, on the recommendation of the Arts Officer, the Council approve a contribution of £500 from the Arts Projects budget to be used to cover the event, continuing the tradition of Castlereagh Arts' support for the Castlereagh One Act Drama Festival.

CAPACITY BUILDING OFFICER'S REPORT

CS/2006/317 : CASTLEREAGH COMMUNITY RESOURCE CENTRE

The Director of Administration & Community Services reported that the Castlereagh Community Resource Centre was an initiative to centralise community resources in the Castlereagh Borough. She stated that the rationale behind the project was that the Council could purchase equipment that the community could otherwise not afford and that this equipment would be held centrally in the archives and audit procedures would be adhered to. She advised that a booking system would be put in place and the community groups would be asked for a deposit before borrowing any equipment. The Director said that this project was one of the main aims and objectives of the Capacity Building Project and all spend had been approved by the DSD.

The Director reported that the items the Capacity Building Officer wished to purchase were as follows:

- Digital camera
- Camcorder
- Dictaphone and cassette tapes
- Portable digital projector
- Overhead projector
- Portable flip chart stand
- Portable welcome foyer board
- 3 panel display board

She advised that the total cost of all the items was £2,189.40 and that individual quotations had not been sought as the costings were from Banner, who had been awarded the annual stationery tender by the Council on the basis of a % of book price discount being offered for each order. The Director further advised that the total cost of all the equipment would be covered 100% by the Department of Social Development.

RESOLVED: that approval be given for purchase of equipment as listed above in the sum of £2,189.40.

CS/2006/318 : PROPOSAL FOR COMMUNITY TRAINING

The Director of Administration & Community Services reported that, in line with this financial year's programme approved by DSD, the Capacity Building Officer was seeking to provide training for all community groups within the Castlereagh Borough area. She said that it was envisaged that such support would enable the group representatives to become more efficient, knowledgeable and capable of working effectively in their local communities.

The Director advised that the training costs would be covered via the Capacity Building Officer's training budget. She stated that the programme had been approved by the DSD and would be of no cost to the Council as DSD would cover 100% of the cost. The Director provided details of the training, as follows:

Capacity Building Officer's Community Training
December 2006 – 31st March 2007

Training	Organisation	Date	Venue	Cost	Numbers
Community leadership level 1.	Ulster Peoples College.	January 2007.	Cregagh	£2000	15.
How to be an effective community organisation. Level 2.	Ulster Peoples College.	January 2007.	Hanwood	£2000.	15
Castlereagh Capacity building project with emphasis on Community safety.	BIFFE	January 2007	Borough wide	£1800	12

The Director reported that all courses would be advertised borough-wide and initial places would be allocated to those who were unemployed or in receipt of benefits. A copy of the training schedules was tabled for Members' information.

RESOLVED: that approval be given to the Capacity Building Officer to proceed with the proposed training

COMMUNITY SPORTS PROGRAMMES

CS/2006/319 : CARRYDUFF ARMCHAIRS AEROBICS PROJECT

The Director of Administration & Community Services reported that he Community Sports Development Officer had links with several groups in Carryduff and was seeking Members' feedback in relation to providing an Armchair Aerobics course in Carryduff. She advised that the cost of the course would be fully covered by the Community Sports Officer's budget funded by the Sports Council of Northern Ireland. She further advised that the budget breakdown would be as follows

:

Armchair Aerobics Instruction: £25 per hour x 6 Weeks = £150

The Director stated that the purpose of the course was to provide elderly inactive people, many with disabilities, with an opportunity to take part in physical activity into later life, helping to alleviate and improve some medical conditions such as chronic asthma and arthritis, back pain, high blood pressure and more. She indicated that the area of benefit was Carryduff and the target number of participants would be 20.

RESOLVED: that approval be given to the Community Sports Development Officer to develop the project as detailed above.

CS/2006/320 : YOUNG WOMEN MIDNIGHT STREET SOCCER DANCE PROJECT

The Director of Administration & Community Services reported that the Community Sports Officer had been working on Midnight Street Soccer since last March and, since then, had created links with detached young women in the surrounding area. She stated that, while it had been identified that young women often watched the football, currently there were only 3 girls registered with the Cregagh Facility to take part.

The Director reported that the Community Safety Partnership and the District Policing Partnership had agreed to fund hip hop dancing for the young women in order to engage them in an anti-social behaviour programme with elements of health promotion entwined. She stated that the cost of the course would be fully covered by Community Safety and the DPP.

The Director indicated that the budget breakdown was as follows:

DPP= £400

CSP= £500

The Director stated that the purpose of the course was to engage with detached young women in a bid to provide workshops on health issues and discourage anti-social behaviour. She reported that the areas of benefit would be Cregagh and Downshire and the target number of participants was 30. A copy of a report from the Facilities Co-ordinator on the meeting with the Downshire representatives to develop this project was tabled for Members' information (copy previously circulated). Members welcomed this initiative and were happy to support the request.

RESOLVED: that approval be given to the Community Sports Officer to develop the project as detailed above.

CS/2006/321 : DISABILITY WATERSPORTS

The Director of Administration & Community Services reported that the Community Sports Officer had been working in partnership with Lagan Watersports, a charity based foundation, in a bid to run a water sports programme for people with disabilities. She advised that Lagan Watersports had acquired £15,000 of funding for the project, which was due to start in April 2007.

The Director advised that the cost of the course would mostly be covered via the acquired funding except for transportation costs and that the transportation costs would be covered via the Community Sports Officer's budget. She detailed the budget breakdown as follows:

Wheel chair Transport (Disability Action when possible and/or taxi buses)
= £100 a day x for 6 weeks = £600.

The Director advised that the purpose of the course was to encourage people with disabilities to take part in a sport that was not usually accessible to them. She stated that the area of benefit was Castlereagh wide and that the target number for participants was 18.

RESOLVED:

- (a) that approval be given to the Community Sports Officer to develop the project as detailed above
- (b) that officers be requested to report back to the Committee on the outcome of the event.

CS/2006/322 : CARRYDUFF RETIREMENT ASSOCIATION – CONCERT EVENT 24TH OCTOBER 2006

The Director of Administration & Community Services tabled a letter from the above group seeking further funding for temporary adaptations to the Council's staging to accommodate disabled persons. She advised Members that the group had already received a £500 community relation's grant towards the concert along with a seeding grant of £100 and that Council staff had also provided assistance with the setting up of the event.

RESOLVED:

- (a) that, in view of the financial assistance already provided by the Council, the request for further funding to undertake temporary repairs to the staging be refused
- (b) That officers look at what needs to be done to the Council staging in order to accommodate disabled persons.

ANY OTHER BUSINESS

CS/2006/323 : DOWNSHIRE COMMUNITY CENTRE HALL

The Director of Administration & Community Services reported that the Downshire Community Centre Hall was coming to a stage where it required considerable capital investment to meet the various standards and requirements set down by Council. She stated that it was proposed to make an application for Big Lottery funding and that, in order to support the application, a Quantity Surveyor's report was required at a cost of £400-500. She indicated that, if the application did not succeed, this expenditure would not be refunded.

RESOLVED: that approval be given for the Capital Projects Officer to obtain a Quantity Surveyor's report in respect of Downshire Community Centre Hall at a cost of £400-£500 and that this be charged to the capital budget.

CS/2006/324 : NEW COMMUNITY ASSOCIATION AT BELVOIR

The Director of Administration & Community Services reported that the new Community Association had contacted Council staff to complain about room hire costs at Belvoir Community Centre. She stated that, although there was a Community Services 'top-up' scheme whereby the Council could pay the difference between the charges levied by Leisure Services and those of Community Services, the group would have to be properly constituted and meet the relevant criteria.

RESOLVED: that the new Community Association be advised that the Council was unable to assist in this instance due to the fact that it did not meet the criterion of being a formally constituted body.

CS/2006/325 : MEETINGS OF COMMUNITY CENTRE ADVISORY GROUPS

Councillor Robinson referred to the minutes of the meeting of Castlereagh Community Centre Advisory Committee held on 10th October 2006 and expressed concern that issues raised at the meeting had not been brought to the

attention of the Council. He enquired whether a Member was allowed to attend a meeting of an advisory group if they had not been nominated formally at the Annual General Meeting as he would be keen to attend future meetings. Alderman Norris indicated that he was a member of the group but had not received notification of the meeting. The Chair pointed out that the issues discussed at the meeting were under matters arising from previous meetings and felt that it would be appropriate to see previous minutes before reaching any conclusion.

After discussion, it was RESOLVED:

- (a) That officers would provide the Committee with details of the membership of the various advisory groups
- (b) that previous minutes of the Castlereagh Community Centre Advisory Committee dating back to the AGM be emailed to Members as soon as possible.

As there was no further business, the meeting concluded at 10.45 pm

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of

_____ 2006 with the exception of

Minute Nos. _____

MAYOR

CHIEF EXECUTIVE