

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 10 December 2007 at 4.00 p.m.

PRESENT:- Councillor Mrs AM Beattie (in the chair)

Councillor J Beattie
Councillor M Chambers (Mayor)
Councillor R Hughes MBE
Councillor T Jeffers (in at 4.25 pm)
Councillor G Robinson (in at 4.35 pm)
Councillor L Walker

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

APOLOGIES:- Apologies were recorded on behalf of Alderman Rice
and Councillors Bunting, Drysdale and Hanvey.

CS/2007/280 : MINUTES OF THE CENTRAL SERVICES COMMITTEE MEETING HELD ON 12 NOVEMBER 2007 (copy previously circulated)

Noted.

MATTERS ARISING FROM THE MINUTES

CS/2007/281 : CIVIC BUILDING – REPAIR OF DEFECTS (Minute no CS/2007/242 refers)

The Director of Administration & Community Services referred to problems with the rear gates and advised that it was considered that the repair was a matter of urgency. She advised that there were still sufficient funds in the buildings budget carried over from 2006/07 to cover the repair costs. The Director indicated that negotiations were still ongoing with the builder and architect as to who had responsibility for the repair work and further legal advice would be obtained. She requested that, in the interim, the Committee agree to proceed with the repair work without further delay.

The Director also reported that the issue of the lightning conductor was also still being pursued with the architects and the Council's legal advisers and a report would be made to the Committee in due course.

RESOLVED: That the Council agree to proceed with repair work to the rear gates without further delay and that officers continue to pursue recoupment of any associated costs through the design team.

(Councillor Jeffers entered the meeting at 4.25 pm)

CS/2007/282 : COLBY PARK COMMUNITY CENTRE (Minute no CS/2007/244 refers)

The Director of Administration & Community Services reported that Community Development Officers were liaising with local community representatives, local shopkeepers and the police to seek support for the community facility at Colby. She indicated that it was hoped to lodge the planning application in January 2008.

Noted.

CS/2007/283 : MOBILE PHONES (Minute no CS/2007/245 refers)

The Director of Administration & Community Services reported that the Finance & General Purposes Committee had received presentations from the 3 main mobile phone providers and the Finance Manager would be making a recommendation to the next Finance & General Purposes Committee. She also advised that a member of staff was going around the Council facilities throughout the Borough to check the network coverage.

Noted.

CS/2007/284 : ARTS COUNCIL UPDATE (Minute no CS/2007/

The Director of Administration & Community Services advised Members that the Arts Officer was attending a rally at Stormont Buildings to lobby for continued central government funding for the arts. She advised however that Dr Lyle of the Arts Council for Northern Ireland had confirmed that funding would cease with effect from April 2008.

The Director advised that she had asked the Director of Finance to include an additional sum of £10,000 in the 2008/09 estimates to enable the Council to continue to support its arts programme. Councillor Chambers expressed concern that responsibility for arts and sports was being shifted from central to local government without any corresponding transfer of funds.

Noted.

(Councillor Robinson entered the meeting at 4.35 pm)

REPORT FROM ADMINISTRATION MANAGER – SECTION 1 - CIVIC MATTERS

CS/2007/285 : COMMONWEALTH CHAMPIONSHIPS

The Administration Manager reported that the Ten Pin Bowling Commonwealth Championships would be held at Dundonald International Ice Bowl during November 2008 and that the Northern Ireland Ten Pin Bowling Federation had asked the Council to consider hosting the Opening Ceremony and Welcome Reception.

The Manager advised that it was anticipated that 18 plus countries would participate and, along with officials and guests, the reception would cater for around 150 people. It was suggested that the event could be held in the function suite and mezzanine area at DIIB.

Members were advised that Belfast City Council was the major sponsor of the event and had agreed to host the Victory Banquet and other events throughout the week. Other sponsors included the Sports Council, NITB and the Northern Ireland Events Company. The Administration Manager indicated that the Federation had asked the Council to give consideration to this request at this stage in order that it could finalise the programme of events

The Administration Manager indicated that the ceremony and reception would cost approximately £2,000.00 and that she had included this amount in the 2008/09 estimates.

After discussion it was

RESOLVED that the Committee recommend that the Council hold an Opening Ceremony and Welcome Reception to mark the Ten Pin Bowling Commonwealth Championships in November 2008.

CS/2007/286 : ARMISTICE SERVICE 2007

The Administration Manager reminded Members that the Ravenhill Temperance Band, which had been engaged to play at this year's Armistice Day Service, had had to withdraw due to unforeseen circumstances and that The Parkinson Memorial Accordion Band had agreed to stand in at short notice.

The Manager reported that it had previously been agreed to pay Ravenhill Temperance Band £200 for the provision of music and now sought retrospective approval to pay the same amount to the Parkinson Memorial Accordion Band.

RESOLVED that the Committee approve retrospectively the payment of £200 to Parkinson Memorial Accordion Band in respect of its attendance at the Armistice Day Service.

CS/2007/287 : COUNCIL PLAQUES

The Administration Manager circulated a sample of the hand carved Council plaque and reminded Members that approval had been given at the Committee meeting in September to the purchase of 100 of these plaques. Members felt that the new design was much better than the former one and approved that it should be used.

RESOLVED: that the Committee authorise officers to proceed with the purchase of 100 Council plaques, as previously agreed.

CS/2007/288 : OFFICIAL OPENING OF BELVOIR PITCH

The Administration Manager asked Members to consider an appropriate date in January 2008 to hold the official opening of Belvoir Pitch. After discussion it was

RESOLVED: that the Committee recommend that a provisional date of 17 January 2007 be selected for the official opening of the Belvoir pitch.

**REPORT FROM ADMINISTRATION MANAGER – SECTION 2 -
ADMINISTRATION MATTERS**

CS/2007/289 : WASHER/DRYER AT CIVIC OFFICES

The Administration Manager reported that the washer/dryer located at the civic offices has ceased working and on investigation it would appear that the stabilising block had split and bolts had sheared leaving it unsuitable for repair.

She advised that quotations had been sought from three companies for the supply of a Zanussi 1200 spin washer/dryer, details as follows: -

S & R Electrics	£379.00
Laser.....	£354.00
Currys.....	£379.00

The Manager therefore recommended that an order be placed with Laser at a cost of £354.00 and sought approval to proceed accordingly. She also asked Members to note, that although monies were available at present to cover the

cost of this purchase, an amount had not been included for this item when setting the financial estimates and therefore an overspend might occur.

RESOLVED: that approval be given to the purchase from Laser of a Zanussi 1200 spin washer/dryer at a cost of £354.00.

CS/2007/290 : MAINTENANCE OF WINDOWS IN CIVIC OFFICES

The Administration Manager reported that, over recent months, staff had experienced problems with the opening handles and hinges on some windows within the civic offices and that, on one occasion, this had resulted in a handle coming off and a security officer being injured.

She stated that it would therefore be necessary to engage contractors to carry out an internal survey of the opening vents to the windows in order to avoid this happening again. She advised that she had contacted McMullen Systems, the company who originally installed the windows, and had sought a quotation to carry out this work

The Manager reported that McMullen Systems had advised that work would take approximately 10 man hours to complete at a cost of £200 and she sought Members' approval to proceed with this work on Health & Safety grounds. She also advised that there were sufficient funds within the budget to cover this expenditure.

RESOLVED: that the Committee agree that approval be given to McMullen Systems to proceed with maintenance work on opening handles and hinges of windows in the civic offices at a cost of £200.

REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES – SECTION 3 – COMMUNITY SERVICE MATTERS

CS/2007/ 291 : MONEYREAGH COMMUNITY FACILITY – PROFESSIONAL FEES (Minute No CS/2007/60 refers)

The Director of Administration & Community Services reminded Members that there had been a substantial under estimate by the Architects as to the original cost of this development, which was subsequently retendered. As a result the Council had agreed that the calculation of the Consultant's professional fees should be based on a percentage of the original estimate up to tender stage with the higher figure being used from that stage onwards.

The Consultant had now approached the Director to advise that subcontractors on the site were insisting that they be paid on the basis of the higher revised

figure for all the work and contractually the Consultant was having to pay this. He therefore asked the Committee to reconsider its earlier decision.

Members asked a number of questions and the Director confirmed that she would need to check with the Capital Projects Officer to see if the figures were available.

After discussion it was

RESOLVED: that the Capital Projects Officer be asked to bring to the next meeting of the Committee comparative figures relating to the professional fees payable to the Consultants at the original estimate level and at the revised estimate level.

CS/2007/292 : ENLER PROJECT, BALLYBEEN

Councillor Robinson advised that the issue regarding withdrawal of funding by the Health Minister for the Elderly Day-Care Centre was still being pursued in the Northern Ireland Assembly and he undertook to keep Members advised of progress.

The Director of Administration & Community Services advised that, if the Enler project were not to go ahead, this could have an impact on estimates as provision had not been included in the estimates for repairs and maintenance of the existing Ballybeen Activity Centre, on the basis that it was going to be replaced. Councillor Robinson indicated that he would expect that there would be a final decision on the Elderly Day Care Centre before the end of the financial year.

The Director advised Members that she had asked Technical Service to carry out a property survey of the Ballybeen Activity Centre so that information would be to hand as to the scale of any repair or maintenance work required if replacement of the facility was cancelled or delayed

Noted.

CS/2007/293 : BONFIRE SITE AT PICARDY AVENUE/BAPAUME

Members were reminded that, at a previous Committee meeting, officers had been asked to write to the Road Service regarding the location of a bonfire close to the Council's Cenotaph. The Director of Administration & Community Services reported that a response had been received from the Roads Service (copy previously circulated) who had indicated that its preferred way to deal with bonfire issues was through an inter-agency forum.

Councillor Jeffers referred to a bonfire site in Dunmurry and advised that, in that case, the Roads Service had protected the road surface prior to the bonfire being built by covering it with stone and sands.

After discussion it was

RESOLVED: That the issue of the bonfire site at Picardy Avenue/Bapaume close to the Council's Cenotaph be referred to the Interagency Bonfire Committee and that the Committee also be advised to explore the Dunmurry example with the Roads Service.

CS/2007/294 : PEACE III – PRIORITY 1

The Director of Administration & Community Services reported that, following the preliminary meeting in September 2007, the Community Services Manager had made further contact with Mr Rose from Lisburn City Council regarding the proposed cluster group with Castlereagh. She advised that it was understood that Lisburn had agreed in principle to partner this Council but that she had not yet received formal confirmation. The Director advised that she hoped to table at a future meeting a draft paper detailing how the cluster might work.

Noted.

Arts Matters

**CS/2007/295 : CASTLEREAGH VERBAL ARTS FESTIVAL, 12 – 26
FEBRUARY 2008**

The Director of Administration & Community Services reported that the Arts Officer was currently planning Castlereagh's annual Verbal Arts Festival, which would present opportunities for local people to engage in a variety of regional and international verbal art forms including poetry, storytelling, literature, song writing, and drama delivered at venues all over the Borough. She advised that the artistic programming elements of the Verbal Arts Festival were funded by the Arts Council NI and the other costs (marketing, venue hire etc) came from the Council's arts development budget.

The Director asked Members to particularly note the Ulster Scots events as requested by the Committee. She presented detailed draft plans for Members' approval as follows:

Festival Launch: Ulster- Scots Evening of Language and Literature.

Tuesday 12th February, 7:30pm, Civic Centre. The following speakers have been approached through the Ulster-Scots Heritage Council: Nelson McCausland, James Fenton and Phillip Robinson and the Arts Officer awaits confirmation of their availability.

Ulster- Scots Poetry and Tales. Wednesday 27th February, 8pm, Dundonald Library. Poetry, characters and a bit of Ulster-Scots local history with the 'Twa Willies' otherwise known as Willie Cromie and Willie McAvoy.

Ulster-Scots storytelling for children. Saturday 23rd February 2pm, venue and time tbc. Storytelling session hosted by Willie Drennan/ or Liz Weir. There will also be a weekday session for invited schools.

Steel Magnolias by Belvoir Players. Thursday 14th, Friday 15th and Saturday 16th February, 8pm. Belvoir Players Studio. The Belvoir Players will present their interpretation of the stage play by Robert Harling, which became the Oscar winning film.

'Anyone Can Write a Play'. Sat 16th February, 10am to 4pm, Civic Centre. Play writing workshop facilitated by award winning writer and actor Martin Lynch.

Chaplin. Fri 22nd February, 8pm, Belvoir Players Studio. Pip Utton brings his acclaimed one-man show that tells the real story of Charlie Chaplin direct from the Edinburgh Fringe Festival to Northern Ireland.

Creative Writing Workshop. Date and venue to be confirmed. A workshop that explores and develops creative writing skills with Anne Harris, from Queen's University's Creative Writers Group.

Poetry Reading- Frank Ormsby (to be confirmed). 26th or 28th February, Tullycarnet Library.

Author Reading and Talk – Jennifer Johnston (to be confirmed). Date and venue to be confirmed depending on availability of author.

Nashville Song Writers Concert and lyric writing workshops. Dates and venues to be confirmed.

In a popular link up with the Belfast/ Nashville songwriters festival international country songwriters will perform a concert in the Civic Centre and facilitate a lyric writing workshop for the general public and an outreach session for a local school.

Drama Workshop for Young People – Replay Theatre Company. Date and Location to be confirmed. Outreach event for a local youth group.

Castlereagh Drama Festival. 22nd, 23rd, 24th November. Belvoir Players Studio. Performances by the best amateur dramatic companies in Northern Ireland. This mini festival has been associated with the Verbal Arts Festival for the last 9 years, receiving a contribution of £500 annually and the Arts Officer asks that Council maintain this commitment.

The Director advised that the artistic programming costs of the festival were £5,000 and would be funded by the Arts Council and drawn down at the end of the 2007/08 financial year. She reported that other costs amounted to £2,150, as follows:

<u>Festival Marketing Costs:</u>	
Design & print of programme	£700
Distribution of programme	£150
Advertising	<u>£750</u>
Total	£1,600

<u>Festival Equipment Hire Costs:</u>	
Hire of amps and soundman for Nashville concert	£300

<u>Festival Catering Costs:</u>	
Refreshments and catering for launch and other events	£150

Members welcomed the programme and particularly noted the Ulster Scots content, commending the Arts Officer for her efforts.

RESOLVED: that approval be given to the funding of the Verbal Arts Festival in the sum of £7,150 as detailed above, £5,000 of which would be funded by the Arts Council NI grant to be drawn down at the end of the 2007/08 financial year.

CS/2007/296 : SEASONAL SOUNDS SPRING & SUMMER PROGRAMME 2008

The Director of Administration & Community Services reported that the Arts Officer ran two series of Seasonal Sounds concerts each year and would like to present the Spring/Summer draft programme for Member's approval, as follows:

Eduardo Nieble. 1pm Friday 1st February 2008. Castlereagh Civic Centre "*world class virtuoso*" (Time Out) flamenco guitarist and composer Eduardo Niebla, is touring Ireland in January / February 2008 with his acclaimed guitar duo.

The Broken String Band. 7:30pm Friday 4th April 2008 Castlereagh Civic Centre - The Broken String Band play traditional, raw acoustic Appalachian mountain music

Belfast Jazz Orchestra/ Ulster Youth Jazz Orchestra Friday 2nd May 7:30pm Castlereagh Civic Centre.

The Director advised that the total cost of the Seasonal Sounds Programme would be £3,350 to include artistic costs of £1,750, marketing costs of £1,150 and equipment hire of £450. The Director sought Member's approval for the above outlined draft programme of Seasonal Sounds concerts and the associated expenditure of £3,350 from the arts development budget.

RESOLVED: that the Committee approve the draft programme of the Seasonal Sounds concerts and approve funding in the sum of £3,360 to be paid from the arts development budget.

COMMUNITY SPORTS MATTERS

CS/2007/297 : COMMUNITY AEROBICS SESSIONS

The Director of Administration & Community Services reported that this project would be targeting long term unemployed and, particularly, women to provide opportunities for them to take part in physical activity. She indicated that this was a work area detailed in the Community Sports Development Strategy.

She advised that the project would provide a 4 week programme in Cregagh, Tullycarnet and Ballybeen and surrounding areas. It would be a weekly programme providing opportunities for participating in physical activity, including aerobics and healthy living talks, at a local community facility.

The Director advised that the cost would be 100% funded through the Community Sports Development Budget grant from the Sports Council of Northern Ireland and would be at no direct cost to the Council. Costs were as follows:

Facility Hire - £13.20 per hour x 3 centres	£39.60
Total costs for 3 centres x 4 weeks	£158.40

RESOLVED: that the Committee approve the Community Aerobics Sessions programme as detailed above.

CS/2007/298 WORK PROGRAMME REPORTS

Copies of the November work programme reports for the various Community Services staff had been previously circulated for Member's information.

Councillor Robinson expressed some concern that the Dundonald Fair Trade Group might be taking up more of the Community Development Officer's time

than had been originally agreed and referred to the need to prioritise development of the programme at Moneyreagh Community Centre. The Director of Administration & Community Services confirmed that the officer's work commitments would be kept under review.

Noted.

ANY OTHER BUSINESS

CS/2007/299 : PROPOSED TRANSFER OF COMMUNITY FESTIVALS FUNDS TO LOCAL GOVERNMENT

The Director of Administration & Community Services tabled a letter dated 29 November 2007 from The Department of Culture, Arts & Leisure advising about the proposed transfer of community festival funds to local government. Members noted that the proposed allocation for Castlereagh Borough Council was £15,800. They were however concerned that a condition of the grant award would be that each Council should provide match funding to support community festivals.

The Director of Administration & Community Services advised that the Chief Executive had confirmed that NILGA were concerned that the match funding proposal might be establishing a precedent for other transfers of functions under RPA.

Councillor Beattie and the Mayor referred to other centrally funded services that had been transferred to local government with a subsequent withdrawal or reduction of central funding, e.g. summer schemes, community arts, community relations and community services staff costs. Members expressed concern about the requirement for match funding and also about the possibility that the centrally funded element would be gradually reduced in the future.

Councillor Robinson suggested that it would be useful to know how many groups in Castlereagh had applied for and received funding for festivals from the Northern Ireland Events Company in previous years.

After discussion it was

RESOLVED:

- (a) that officers be asked to write to the Department of Culture, Arts and Leisure requesting details of community festival funding that had been applied for and provided for groups based in Castlereagh in previous years.

- (b) that officers report back to Committee on any further details regarding the proposed transfer

There being no further business, the meeting ended at 5.10 pm

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of
_____ 2006 with the exception of
Minute Nos. _____

MAYOR

CHIEF EXECUTIVE