

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Central Services Committee meeting held, in committee, in the Members' Corridor, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Monday 10 March 2008 at 7.30 p.m.

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

Councillor J Beattie
Councillor J Bunting
Councillor M Chambers
Councillor D Drysdale
Councillor C Hall
Councillor R Hughes MBE
Councillor T Jeffers
Councillor G Robinson
Councillor L Walker

IN ATTENDANCE:- Director of Administration & Community Services,
Administration Manager, Capital Projects Officer,
Parity Management Graduate, Assistant Members'
Services Officer

APOLOGIES:- Apologies were recorded on behalf of Alderman Rice
and Councillor Hanvey

CS/2008/75 : PARITY GRADUATE MANAGEMENT PLACEMENT

The Chairperson welcomed the Parity management graduate to the meeting. The Director of Administration & Community Services advised that the management graduate was on a 6 month placement with the Council organised through the Parity Graduate Placement scheme and would be undertaking a project to produce an operational manual for the Community Services facilities.

Noted.

**TABLED : MINUTES OF THE CENTRAL SERVICES COMMITTEE MEETING
HELD ON 11 FEBRUARY 2008 (copy previously circulated)**

MATTERS ARISING FROM THE MINUTES

CS/2008/76 : PROCUREMENT ISSUES (Minute No CS/2008/29 refers)

The Administration Manager advised that she and the Director of Administration & Community Services would be visiting Armagh District Council the next day to discuss their procurement procedures, and were also in the process of arranging a visit to Antrim Borough Council. The Mayor advised that she had been speaking to the Director of Corporate Services in Antrim Borough Council who had invited the Mayor, the Chairperson of the IT Subcommittee, the Director of Administration & Community Services and the Administration Manager to a meeting to discuss Antrim Borough Council's procurement system.

The Mayor advised that Antrim Borough Council functioned differently in that it had three directorates compared to Castlereagh's four. The Administration Manager also indicated that the procurement system operating in Antrim was different to that being proposed in Castlereagh in that they continued to use existing buyers and budgets remained with the departments.

Noted.

CS/2008/77 : CIVIC BUILDING – REPAIRS AND DEFECTS (Minute No CS/2008/28 refers)

The Administration Manager reminded Members that the company that originally installed the lightening conductor had agreed to bring it up to British Standards. She reported that this work had been completed and the system was now fully operational. She indicated that planned maintenance would be required for the apparatus and she had asked the M & E Engineer to seek quotations and to include the lightening conductor in the tenders for fixed plant maintenance.

The Manager reported that, as a result of a lack of planned maintenance over the past 8 years, there had been a build up of damage to the tape network around the building. The installation company had quoted a figure of £600 to repair this damage and the Manager sought the Committee's approval to proceed with the work. After discussion, it was

RESOLVED: that the Committee give approval to repair work to the tape network at a cost of £600.

CS/2008/78 : DOWNSHIRE HALL ARTS CENTRE

The Capital Projects Officer tabled a report detailing the work required for the Downshire Hall Arts Centre to repair and refurbish the building, make it DDA compliant and remove asbestos. He indicated that an estimate of costs amounting to £248,595.00 excluding VAT had been prepared by a quantity surveyor in May 2007.

The officer advised that, although an application to the Big Lottery Fund for grant aid had been unsuccessful in 2007, another funding application was being made

to the Art's Council's capital programme and the possibility of funding from the Heritage Lottery Fund or Awards for All was being investigated.

The Capital Projects Officer recommended that the works as detailed in his report be added to the Council's capital programme for the financial year 2008/09 and that a design team be appointed to take the project initially to RIBA Stage D (detailed design).

In response to Members' queries regarding usage of the hall, the Director of Administration & Community Services reported that it was being used by the original pensioners' group as well as by a number of community, dance and church groups and as a practice hall by local bands. Members discussed the possibility of the refurbished hall being developed as an arts venue but Councillor Jeffers stated that, to make it an effective venue, additional space would be required for dressing and changing facilities and proper lighting would have to be installed.

In view of the high costs of refurbishing the existing buildings, Councillor Robinson suggested that it would be advisable to investigate the full range of options available for development of the building and site while ensuring that it remained as a community facility for the senior citizens and other users. After discussion it was

RESOLVED: that the Capital Projects Officer consult with the Planning Service to investigate all options for development of the Downshire Hall and site and bring a report back to the Committee.

CS/2008/79 : MONEYREAGH COMMUNITY CENTRE

The Capital Projects Officer reported that, while some additional items had been added, the project was still running to budget with the final projected total being £677,000.

Members were reminded that an additional sum of £15,000 was required for fitting out and equipping the centre. The Director of Administration & Community Services advised that Community Services officers would be bringing a report to the next meeting of the Committee in this regard.

Noted.

REPORT FROM ADMINISTRATION MANAGER – SECTION 1 - ADMINISTRATION MATTERS

CS/2008/80 : EASTER HOLIDAYS 2008 – OPENING TIMES FOR REGISTRATION SERVICE

A copy of the opening hours over the Easter holiday period for the Registration Service had been previously circulated for Members' information.

The Director of Administration & Community Services reported that, since two local hotels had been licensed as wedding venues, there was increased demand for the Registrar to officiate at weddings particularly on a Saturday. As the Council's registration office was understaffed due to long-term sickness, it had been arranged that the Registrar's office would provide Deputy Relief Registrars to help with Saturday weddings, and the costs would be covered by the bridal couple and the hotel.

The Director updated Members on charges for weddings as follows:

| | Notice | Ceremony | Extra Fee (Staff Funding) | Room Hire | Total |
|---|--------|----------|------------------------------|--------------|---------|
| Committee Room (only available Mon-Fri) | £30.00 | £25.00 | £20.00 | £25.00 | £100.00 |
| Function Suite (Mon-Fri) | £30.00 | £25.00 | £45.00 | £100.00 | £200.00 |
| Function Suite (Sat) | £30.00 | £112.00 | £58.00 | £125.00 | £325.00 |
| Outside Venue (Mon-Fri) | £30.00 | £50.00 | £75.00 | | £155.00 |
| Outside Venue (Sat) | £30.00 | £112.00 | £133.00 | | £275.00 |
| Religious | £30.00 | | | | £30.00 |

RESOLVED: that the Council approve arrangements for the provision of Deputy Relief Registrars and also approve charges for weddings as detailed above.

CS/2008/81 : REPORT OF OVERSPEND

The Administration Manager advised Members that an overspend was forecast in both the stationery and photocopiers budget for the current financial year. She reported that this was due to unexpected expenditure within the Finance & Salaries and Wages Section for stationery purchases and an increased usage in photocopiers. Members were asked to note however that the overall budgets for the Administration Department remained in underspend.

Noted

REPORT FROM ADMINISTRATION MANAGER – SECTION 2 - CIVIC MATTERS

CS/2008/82 : BLIND WORLD GOLF CHAMPIONSHIPS

Members were reminded that, at its October meeting, the Committee had considered correspondence received from Alderman Mrs Iris Robinson requesting a civic reception on behalf of Mr Alan Money penny, Belvoir Park Golf Club, who was hosting the above event in August 2008 and that it had been agreed in principle that a civic reception would be provided.

The Administration Manager reported that dates had now been confirmed as 10 – 12 August 2008 and that, for logistical reasons, it might be necessary to relocate the presentation dinner from the Club House to a local hotel. If this were the case, Mr Money penny was requesting that the Council's Civic Reception also be held at this venue.

The Manager advised that the Mayor would be guest of honour at the event and would be invited to make a presentation of a trophy to winners. She reported that the organisers had also requested the use of Castlereagh Hills Golf Course for practice and this request had been forwarded to the relevant committee for consideration.

RESOLVED: that the Committee's note the change of venue for the proposed civic reception for the Blind World Golf Champion.

CS/2008/83 : MONEYREAGH COMMUNITY CENTRE – OFFICIAL OPENING

Members were reminded that officers had been requested to suggest suitable dates for the official opening ceremony of the Moneyreagh Community Centre. As the event would need to be held during the school term, the Administration Manager suggested either the first week in June or third or fourth week in September.

The Manager referred to the Director of Administration & Community Services' report to be tabled later in the meeting advising that, due to recent break-ins and reported 'wet days', the contractor was reporting a delay that would mean that the handover would not take place until mid May.

Councillor Robinson asked officers to confirm that the most recent break-in had been reported to police and to detail the interior damage to electrical work.

After discussion it was

RESOLVED:

- (a) that a final decision about the date of the official opening be deferred pending confirmation that the handover would proceed in mid May
- (b) that officers confirm that the most recent break-in had been reported to police and report back on the interior damage to electrical work.
- (d) that the Council write to local residents explaining about the problems and asking them to be vigilant.

CS/2008/84 : KENT – SISTER CITY

Copy correspondence received from Kent Sister Cities Committee requesting the Council to consider renewing its Sister City relationship had been previously circulated.

The Administration Manager sought the Committee's advice as to how to respond and advised that no provision had been made in the financial estimates for the coming year for this function.

RESOLVED: that the Kent Sister Cities Committee be advised that the Council had put the present relationship on hold due to RPA proposals.

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

CS/2008/85 : UPDATE ON MONEYREAGH COMMUNITY FACILITY

As previously indicated, the Director of Administration & Community Services advised that a further break-in at the centre would result in a delay in the installation of the electrical works and that, in addition, the Contractor was reporting 30 'wet days', which would mean that the handover of the building would not take place until May 2008.

Members were reminded that the Director had previously provided an update on the estimated budget for the new facility, highlighting concerns that the amount provided for wages and salaries might be too low, although this had not been recorded in last month's minutes. For Members' information, the Director confirmed that the amount agreed in the estimates was £15,913. However, upon reviewing this figure, the Director was of the view that, whilst this amount would cover the appointment of one full time recreation assistant, no provision had been made for cleaning or casual staff to cover any additional hours. The Director considered that a more conservative estimate for wages and salaries would be £39,000. Members were therefore asked to note that there might be a potential overspend at year-end in this budgetary heading.

Noted.

CS/2008/86 : CREGAGH YOUTH & COMMUNITY CENTRE

A copy of a letter received from the Council's Solicitor, enclosing paperwork from the SEE&LB regarding the outstanding legal matters pertaining to the above centre had been previously circulated. Members were asked to note that the Board had now agreed to a 999-year lease, which should allow the transfer of legal title to proceed, on the terms requested by the Council's Solicitor.

The Director of Administration & Community Services reported that a further issue had been identified relating to the Board's latest request that, should the Council no longer require the facility for youth & community purposes, then ownership would revert back to them. The Council's legal advisers had advised that this appeared to be an unreasonable request on the basis that the Council was investing £480k (approximately) in the facility. Also of concern was the Board's request for usage of the premises on a without charge basis, save for the cost of electricity and other services. The Director reminded Members that the original agreement was to apportion 19% of the centre running costs, on the basis of floor space occupied by the SEE&LB Youth Services. It would now appear that they were endeavouring to re-negotiate these terms.

The Director recommended that the Council's solicitor be instructed to advise the SEE&LB that the terms proposed by them relating to usage of the Centre and to ownership were not acceptable to the Council.

RESOLVED: that the Council's solicitor be instructed to advise SEELB that the terms proposed by them relating to usage of the Centre and to ownership were not acceptable to the Council

CS/2008/87 : LETTER FROM EXTERN RE: FREE USAGE OF COMMUNITY FACILITIES

The Director of Administration & Community Services referred to correspondence from Extern requesting free usage of the Council's community facilities for an outreach programme involving young people at risk (copy previously circulated). She was of that view that, as the Council's Community Services rates of hire were already heavily subsidised, offering free use might be establishing a precedent for other similar requests to be made.

RESOLVED: that the Council indicate that it was unable to accede to Extern's request for free usage of community facilities on the basis that hire rates were already heavily subsidised.

CS/2008/88 : CITIZENS ADVICE BUREAU

The Committee considered the most recent report from the Citizens Advice Bureau outlining statistical information on the various outreach centres within the Borough (copy previously circulated). Members were advised that the Citizens Advice Bureau had also contacted Council officers regarding the development of a 'hub' outreach centre at the new Forster Green complex.

The Director of Administration & Community Services reported that CAB's proposal was to be submitted in writing and, once available, she would table this at a future meeting of the Committee.

Noted

CS/2008/89 : UPDATE ON ENLER PROJECT

The Committee was advised that, as reported last month, the Enler Project was now back on track with an anticipated start date for the contractor going onto site in May/June 2008.

Noted

CS/2008/90 : RECOMMENDED CHARGES FOR COMMUNITY CENTRES, MINIBUS AND ASTRO TURF FOR 2008/2009

The Director of Administration & Community Services referred to a report detailing recommended charges for the various community facilities, minibus and astro-turf, for the financial year 2008/2009 (copy previously circulated). The Director read out three omissions/amendments to the report.

The Director indicated that charges had been increased by 3% to reflect increase in inflation with the exception of the minibus hire, which had been maintained at current levels due to complaints from some users that the hire costs were too high. Some Members expressed the view that a small 3% increase in minibus hire would be reasonable.

The Director referred to the Council's unmanned centres at Clonduff, Braniel and Dungoyne and suggested that the Committee should consider at some stage future options for the centres including possible leasing to bona fide community groups. The Director advised that, while the centres were not staffed, officers did carry out random checks.

The Director indicated that the hire rates of unmanned centres were lower than other staffed facilities and the costs of providing staff cover at the centre might put them beyond the reach of the community groups currently using the facilities.

The Director also referred to the Bytes project and to the fact that at times the Council had had to staff Centres when the Bytes project was the only user group,

meaning that the Bytes project was costing the Council money to open and close the facilities .

After discussion it was

RESOLVED:

- (a) that the Committee accept the recommended charges as outlined for community facilities and astro-turf for 2008/2009
- (b) that the hire costs of the minibus be increased in line with other charges, i.e. 72p per km
- (c) that, at a later stage, officers be asked to review usage of Council facility by the Bytes projects.

CS/2008/91 : COMMUNITY FESTIVAL FUNDING

The Director of Administration & Community Services confirmed that a letter of offer had been received from the Department of Culture, Arts & Leisure, granting Castlereagh Borough Council an amount of £15,800 for the Community Festival Fund for the period April 2008 – March 2009.

The Director reported that, as agreed at the February Council meeting, a public advert was to be placed in the local papers inviting applications for funding. It was also intended that a draft proposal outlining the recommended criteria, and application process would be tabled at the April meeting of Committee for Members consideration and approval.

The Director advised that festival grant monies were being offered on a match-funding basis, which had been already been provided for in the Council's estimates 2008/09.

RESOLVED: that officers be authorised to sign the letter of offer received from the Department of Culture, Arts and Leisure relating to a grant of £15,800 to the Council for the Community Festival Fund and that they bring back a further report on the administration of the scheme to the April meeting of the Committee.

CS/2008/92 : PEACE III UPDATE

The Director of Administration & Community Services confirmed that, as reported at February Council, the joint working group was progressing the development of an action plan and strategy, which had to be submitted to SEUPB by 31st March 2008. Given this time frame, she sought the Committee's approval to table the draft action plan at the Council meeting of Thursday 27th March 2008, in order that it could be approved in time for the submission deadline.

Members were also asked to note that part of the process involved a consultation exercise with the voluntary and community sector, which had been held in the Council Offices on Friday 7th March 2008. This process was to facilitate the strategy development in line with local community needs.

RESOLVED: that the Committee agree that the draft action plan be tabled at the Council meeting in March in order that it could be approved in time for the submission deadline.

CS/2008/93 : UPDATE ON COLBY PARK, NEWTOWNBREDA

The Director of Administration & Community Services reported that the Community Development Officer was working to complete a concept statement, which would support the planning application for a community facility in Colby Park, Newtownbreda. She had met with a number of community groups in the area to complete a questionnaire and had arranged additional appointments with other bodies. The Director indicated that it was hoped that the consultation process would be complete by end March, after which an analysis of service provision in the area could be carried out and an application made to the Planning Department.

Noted.

CS/2008/94 : YOUTH PARTNERSHIP PROGRAMME WITH BALLYBEEN YOUTH CLUB

Members were advised that the Community Development Officer, in conjunction with the Ballybeen Youth Clubs, had helped to plan a programme for the period from mid April 2008-May 2008, which would hopefully increase the falling numbers in both clubs. It was hoped that the new programme would attract more young people offering them an opportunity to participate in new challenges and develop new skills.

The Director of Administration & Community Services reported that the proposed programme was as follows (subject to confirmation):

| | |
|---------------------------------------|-------------------------|
| Weds 16 th April 2008- | St John Ambulance |
| Thursday 17 th April 2008 | St John Ambulance |
| Weds 23 rd April 2008 | Police visit |
| Thursday 24 th April 2008- | Deaf Awareness training |
| Wednesday 30 th April 2008 | St John Ambulance |
| Thursday 1 st May 2008 | St John Ambulance |
| Wednesday 7 th May 2008 | Deaf Awareness training |
| Thursday 8 th May 2008 | Deaf awareness training |

The Director reported that the Community Development Officer sought Members' approval to part fund this project by awarding £300. Members were advised that there were sufficient funds in the special projects budget to cover this amount.

RESOLVED: that the Committee approve part funding of £300 for the youth partnership programme with Ballybeen Youth Club and note that this funding would be covered by the special projects budget.

CS/2008/95 : TULLYCARNET NEIGHBOURHOOD RENEWAL

Members were advised that the Community Development Officer for the Tullycarnet area sought their approval to represent Community Services on the Tullycarnet Neighbourhood Renewal Partnership. The Director of Administration & Community Services reported that this would be beneficial to the community of Tullycarnet as the officer would be able to advocate on their behalf. She stated that staff time would be the only contribution requested from the Council. In response to a query, the Director clarified that the Community Development Officer would not have voting rights.

RESOLVED: that the Committee approve the attendance of the Community Development Worker at meetings of Tullycarnet Neighbourhood Renewal Partnership.

CS/2008/96 : EAST BELFAST AND CASTLEREAGH COMMUNITY WORKERS NETWORK

The Director of Administration & Community Services reported that, in line with the community support plan and the community appraisal, the Community Development Officers had been tasked with the implementation, organisation and facilitation of the Castlereagh Community Workers Network. Members were advised that the network was a support group for people who either worked or volunteered with a community group in Castlereagh. The aims of the network were to:

- Network and meet other people working or volunteering in the community sector
- Raise and discuss problems/issues they were facing
- Highlight projects/ events that they were working on
- Find out about funding and training information
- Hear and meet relevant guest speakers
- Keep up-to-date with what's going on in the community sector

Members were advised that it had been suggested that the Castlereagh Community Network and the East Belfast Community Workers Forum should now amalgamate due to numerous community groups from Castlereagh,

attending the East Belfast Network, which also covered Tullycarnet, Ballybeen, Cregagh and Braniel as ‘outer east.’ Another reason for amalgamation would be to avoid duplication of each other’s work.

After discussion, it was

RESOLVED: That officers provide further details on the proposal to amalgamate Castlereagh Community Workers Network with the East Belfast Community Workers Forum including information as to who had made the request for amalgamation.

COMMUNITY RELATIONS

CS/2008/97: CARRYDUFF PLAYCARE GRANT APPLICATION

The Director of Administration & Community Services advised that Carryduff Playcare was a cross community pre-school playgroup and out of school care managed by a voluntary committee of parents. She stated that it was a registered charity and aimed to provide a high quality, low cost childcare facility for working parents on a totally inclusive basis

Members were advised that the funding application was for a ‘Community Fun-Day’ in the Carryduff area on 19th April 2008. The event would include fancy dress competition, penalty kick competition, sideshows, bouncy castle, climbing tower, music and games. The Road Safety Unit and the Fire Brigade would also be in attendance.

The Director reported that the project’s aim was to bring together all parts of the Carryduff community regardless of religion, to promote cross community contact, to generate mutual respect and to encourage understanding through music and dance.

She reported that costs applied for were:

| | |
|-------------------------|----------------|
| D.J | £60.00 |
| Climbing Tower | £220.00 |
| Bouncy Castle and Slide | £220.00 |
| TOTAL | £500.00 |

RESOLVED: that Carryduff Play Care receive £500.00 towards the overall costs of the ‘Community Fun Day ‘project as it met the aims and objectives of the Council’s Community Relation’s Programme.

CS/2008/98 : UPDATE – BRANIEL AND BELVOIR MURAL PROJECTS WITH DREAMSCHEME (Minute No CS/2008/59 refers)

Members were reminded that, at last month's meeting, they had requested further details on the professional artists. The Director of Administration & Community Services confirmed that the company engaged was Nozzle Design Company and the breakdown of costs to be paid to them was as follows:

| | |
|---------------------------|---------|
| £200/day x 2 days | £400.00 |
| £100/evening x 2 evenings | £200.00 |
| Total per artist | £600.00 |

As 2 artists would be working on each project, the total for artistic fees would be £600 x 2 = £1,200.00

The Director also confirmed that no other funding from any source was being received towards these two projects and that they were projects directly run by the Council's Good Relations Officer.

Noted

CS/2008/99 : COMMUNITY RELATIONS CULTURAL DIVERSITY EVENT

Members were advised that the cultural diversity event would be held in Belvoir Activity Centre on 1 May 2008 from 7.00 – 9.30 pm. The Director of Administration & Community Services reported that Belvoir Thursday Night Club and Joanmount Friendship Club would meet together for the first time in Belvoir Activity Centre to experience different cultures through dance, music and discussions. The aim of the event was to build relations between the two senior citizens groups, encourage sharing best practice and acceptance of cultural diversity. The event would include Ulster Scots, Chinese, American line dancing and Latin American Salsa. The Director advised that the event coincided with Community Relations week and would be advertised under this banner.

Members were advised that costs would be as follows:

| | |
|----------------------|---------|
| Dancers: | |
| Bright Lights | £100.00 |
| Salsa | £150.00 |
| Chinese Dragon Dance | £150.00 |
| Line Dancing | £100.00 |
| Transport | £90.00 |
| Food: | |
| £8.12 per head x 65 | £527.80 |

Total £1,117.78

It was noted that catering would be provided by Castlereagh Hills Golf Club.

RESOLVED: that the Committee approve £1,117.78 towards the cultural diversity event in Belvoir to be covered from the cultural activities budget.

CS/2008/100 : EASTERN REGIONAL CRO GROUP – CHURCHES CONFERENCE

The Director of Administration & Community Services reported that Castlereagh Good Relations Programme was a member of the Eastern Regional CRO Forum, which was a condition by CRU in the financial contract provided. She advised that the forum was proposing a joint event to take place on 29 April 2008 during community relation's week.

The Director indicated that the conference would take place in the Comfort Hotel, Antrim, and would be open to all community groups and clergy in all the Council areas and it was expected that 100 people would participate from all of the areas involved.

Members were provided with details of the conference programme. The Director reported that each Council area was to contribute £500.00 to cover costs of venue hire, lunch, tea and coffee and facilitators. She indicated that an additional £250 was required to cover costs of a coach for the Castlereagh Groups to attend. Total costs involved were therefore £750.00

RESOLVED: that the Committee approve £750 towards the conference being organised by the Eastern Regional CRO Group in Antrim on 29 April 2008 and note that the costs would be covered from the Community Relations budget.

CS/2008/101: DIVERSITY AND EDUCATION PROJECT

Members were advised that, in partnership with Ballybeen Improvement Group, the Good Relations Officer proposed to develop a diversity and education project which would take place during April 2008:

The project involved a visit to Ballybeen by 8 members from the Glenree Centre for Peace and Reconciliation in County Wicklow, who were from various countries throughout the world including Afghanistan, Palestine, Gaza Strip, Bosnia, Haiti and USA. The group would join 16 local community group representatives from Ballybeen, Cregagh, Clonduff and Tullycarnet and together they would explore the history of the 1798 Rebellion and the role that Presbyterians in County Down played. The day would end with the groups coming together in the Ballyoran Centre for a discussion workshop following a tour of key sites.

The Director of Administration & Community Services advised that the aim of the project would be to encourage participants to find out more about their own history, develop friendships and hear ideas from people from different cultures and backgrounds. She reported that costs would be as follows:

Tour guide - registered blue badge tour guide - £250
Coach - £190
Tea and coffee and scones
Morning 24 people x £2.45/head – (Castlereagh Hills catering)
Afternoon 24 people x £2.45/head – (Castlereagh Hills catering)
Cost of coach boarding the Portaferry Ferry - £19.80
Lunch 24 people x £5.50
Total £709.40

RESOLVED: that the Committee approve £709.40 towards the Education and Diversity project as it met with the aims of the Good Relations Programme and it was noted that the costs would be covered from the Cultural Activities Budget.

COMMUNITY SPORTS MATTERS

CS/2008/102 : DANCE LESSONS IN TULLYCARNET COMMUNITY CENTRE

The Director of Administration & Community Services reported that the Community Sports Development Officer was organising a project involving dance lessons for local children and teenagers aged 7-16 years from Tullycarnet. The project would last for 6-8 weeks in April/May 2008. She advised that the Council would fund the hall hire and the dance teacher would charge participants a fee, for example £2 per night.

The Director advised that the aim of the project is to combat rising obesity levels and increase the amount of physical activity done by children and young teens.

RESOLVED: That the Committee agree in principle to support the above programme with associated facility hire and noted that costs would be 100% funded by Sport Northern Ireland and would involve no cost to the Council. It was further resolved that the Director of Administration & Community Services would bring back further information on dance teacher's payment arrangements.

CS/2008/103 : PROPOSAL FOR COSTS FOR FIT TEENS SESSIONS

The Director of Administration & Community Services reported that the Community Sports Development Officer in partnership with SEELB was organising a project involving free physical activity sessions for 25-30 local teenagers aged 11-14 years in Ballybeen. She advised that the project was an 8-week programme taking place in April-June 2008. SEELB would be paying for

bus and facility hire and the Council would pay for 2 coaches at £10 per hour for the first hour and £7 per hour thereafter. The Director indicated that the total cost to the Council would be £384, i.e. £48 per week for 8 weeks.

The Director advised that the aim of this project was to combat rising obesity levels and to increase the amount of physical activity done by young teens. She indicated that there would also be some disability sports, such as wheelchair basketball, in order to provide the young people with a better understanding of people with disabilities. The project would be run on a Thursday night in Ballybeen Activity Centre and Ards Arena.

RESOLVED: that the Committee agree in principle to run the above programme with associated coaching hire at a cost of £384 and noted that the costs were 100% funded by Sport Northern Ireland and would involve no cost to the Council. It was further resolved that officers clarify why Ards Arena was being used instead of facilities within the borough.

CS/2008/104 : FULL COST RECOVERY

Members were asked to note that the previously agreed Aqua Aerobics Course (Minute No CS/2008/49 refers) was not running and the Sports Officer had therefore sourced another course, Full Cost Recovery, in order to ensure that the training budget from the Sports Council was utilised before May 2008.

The Director of Administration & Community Services reported that the course was aimed at front-line staff in grant-funding roles and would focus on providing practical advice and developing knowledge and skills that would be of real value in the workplace. She indicated that, by the end of the course, participants would have a greater understanding of:

- Different types of costs (direct and indirect)
- How to calculate the full costs of a project
- Different full cost recovery models used by funders
- The advantages and disadvantages of adopting full-cost recovery

The Director advised that the cost for this course was also £150 plus VAT.

RESOLVED: That the Council agree to run the Full Cost Recovery course at a cost of £150 plus VAT and it was noted that this was 100% funded by the Sports Council and would involve no cost to the Council.

ARTS MATTERS

CS/2008/105 : ARTS GRANT – EDGAR BOYD TENANTS ASSOCIATION

The Director of Administration & Community Services reported that the Edgar Boyd Tenants Association in Carryduff aimed to relieve isolation, advance community relations and mutual support amongst the residents living in sheltered accommodation in Edgar Court. She advised that, over the past 5 years, the Association had run a variety of programmes and projects for residents including craft and computer classes, outings and evening entertainment.

The Director advised that the Edgar Boyd Tenants Association had been awarded an arts development grant in May 2007 to run a series of craft classes (Minute No CS/2007/135 refers) but, unfortunately due to sickness among their members, they were unable to proceed with the project. She reported that the group would now like to use the grant they were awarded for a dance project, which they feel, would better suit their member's needs. The tenants would engage in four weekly dance workshops during March 2008 run by professional teachers 'Dance Unlimited' in the common room at Edgar Boyd Court. Participants would learn line, sequence and old time dancing encouraging artistic expression and physical activity.

The Director advised that the project met the following criteria of the Arts Development Grant Programme:

- 1: The project promotes and encourages artistic development and dance skills among the members of the group.
- 2: The project encourages the participants to actively participate in the art form of dance.
- 3: The project provides a measurable outcome through the participants learning new dance skills and benefiting from increased confidence and physical abilities.

Members were advised that the artists/ facilitator fees for four weekly dance sessions would be £200

RESOLVED: that the Council approve the above outlined change to Edgar Boyd Tenants Association's arts development project and award the group a grant of £200 from the 2007/08 arts development budget.

CHANGE YOUR FUTURE PROJECT COORDINATOR'S MATTERS

CS/2008/106 : PROPOSAL FOR COSTS FOR COURSES FOR CHANGE YOUR FUTURE PARTICIPANTS

The Director of Administration & Community Services reported that the Change Your Future Project Coordinator was proposing the following courses to be run for Change Your Future Participants:

Level 1 Football

| | |
|--|-----------|
| Facility Hire : £26.20 per hour x 21 Hours | £550.20 |
| Course Costs : £200 per person x 10 | £2,000.00 |
| Total | £2,550.20 |

The Director advised that this was a Governing Body course delivered by the IFA, which was exclusive to them so there were no other quotes.

OCR Level 2 Aqua Instruction

| | |
|----------------------------------|---------|
| Facility Hire: | N/A |
| Course Costs £250 per person x 2 | £500.00 |
| Total | £500.00 |

The Director advised that FEAT training was the only organization delivering this course at present and so there were no other quotes.

OCR Level 2 Exercise to Music

| | |
|----------------------------------|---------|
| Facility Hire: | N/A |
| Course Costs: £300 per person x2 | £600.00 |
| Total | £600.00 |

Train direct cost £346 per person.

Weight Management

| | |
|---------------------------------|---------|
| Facility Hire: | N/A |
| Course Cost: £250 per person x2 | £500.00 |
| Total | £500.00 |

The Director advised that FEAT training was the only organization delivering this course at present and so there were no other quotes.

First Aid

| | |
|------------------------------------|---------|
| Facility Hire | £79.20 |
| Course Costs = £40 per person x 20 | £800.00 |
| Total | £879.20 |

British Red Cross First Aid Training costs £79.80 excl VAT and St Johns Ambulance costs £70 excl VAT

Child Protection

Facility Hire: NA

| | |
|------------------------------------|---------|
| Course Costs = £10 per person x 10 | £100.00 |
| Total | £100.00 |

With Sport NI

Coaching Essentials Courses

| | |
|---|---------|
| Facility Hire: | £163.20 |
| Course Hire = £200 per course x 4 courses | £800.00 |
| Total | £963.20 |

As the Sports Council was the only organization delivering these courses at present, there were no other quotes.

Communication and Interpersonal Skills Courses

| | |
|------------------------|-----------|
| Facility Hire: | £118.80 |
| Course Fee (excl VAT): | £1,050.00 |
| Total: | £1,374.00 |

Compared to C&D Learning at £1700 excl VAT and Sure Skills at £1295 excl VAT.

RESOLVED: That the Council authorise the Project Coordinator to run the above courses for the Change Your Future project with associated facility hire and course costs and that it be noted that the project was 100% funded by the Big Lottery Fund and there would be no cost to the council.

CS/2008/107 : OFFICERS' INFORMATION REPORTS

Information Reports for the Arts Officer, the Community Development Officers, Change Your Future Project Coordinator, Good Relations Officer and Community Sports Development Officer had been previously circulated for Members' information.

Noted

ANY OTHER BUSINESS

CS/2008/108 : THANKS TO OFFICERS

Councillor Bunting referred to recent Ulster Scots events organised by the Arts Officer that had been very successful and asked that the officer be thanked for her contribution. The Chairperson referred to the International Women's Day event organised by Community Services officers and asked that the officers involved be congratulated.

RESOLVED: that the above-mentioned officers be thanked for organising recent successful events within the Borough.

CS/2008/109 : DUNGOYNE COMMUNITY CENTRE

Councillor Drysdale advised that the chairs in Dungoyne Community Centre were in a poor condition and had not been renewed or refurbished for some time. It was noted that the only users of the upstairs room were the bowlers and their visitors and this group made payments to Technical Services rather than to Community Services. Councillor Drysdale however felt that the poor state of the chairs reflected badly on the Council.

RESOLVED: That officers be asked to investigate the conditions of the chairs in Dungoyne Community Centre and report back to a future meeting.

There being no further business, the meeting ended at 9.00 pm

CHAIRMAN

CHIEF EXECUTIVE

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

MAYOR

CHIEF EXECUTIVE