

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Central Services Committee held, in committee, in the Members' Committee Room, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB on Monday, 12th May 2008 at 7.30 p.m.

PRESENT:- Councillor Mrs A M Beattie
Councillor J Beattie
Councillor Mrs M Chambers
Councillor C Hall
Councillor B Hanvey
Councillor T Jeffers
Councillor G Robinson
Councillor L Walker

IN ATTENDANCE:- Director of Administration & Community Services,
Administration Manager, Community Services
Manager, Community Development Officer, Acting
Facilities Co-ordinator, Administrative Support
Officer/Director's Secretary, Assistant Members'
Services Officer

APOLOGIES:- Apologies were recorded on behalf of Alderman Rice
and Councillors Drysdale and Hughes MBE

**CS/2008/152 : MINUTES OF THE CENTRAL SERVICES COMMITTEE
MEETING HELD ON 14 APRIL 2008 (copy previously circulated)**

Noted.

REPORT FROM THE ADMINISTRATION MANAGER

CIVIC MATTERS

CS/2008/153 : VETERANS DAY

The Administration Manager reported that the third Veterans Day would take place on Friday, 27th June 2008. She reminded Members that last year the

Mayor and Chief Executive laid a wreath at the Council's cenotaph to mark the event and asked Members if they wished for the same arrangements to be made this year. .

Following discussion, it was

RESOLVED:- That, Officers be authorised to make the necessary arrangements for the Council's laying of a wreath at the cenotaph on Veterans Day.

CS/2008/154 : SOMME - 1 JULY 2008

The Director of Administration & Community Service advised Members that the Mayor would be out of the country, attending the Council's Somme Pilgrimage, during the date of the wreath laying at the Cenotaph for the Somme on the 1st July 2008.

Following agreement, it was

RESOLVED:- That, Officers would make arrangements for the Deputy Mayor to lay the wreath at the Cenotaph on 1st July 2008, as the Mayor would be attending the Council's Somme Pilgrimage at that time.

CS/2008/155 : COMMUNITY ACTION PROJECT

The Administration Manager referred Members to a request received from the Development Manager of Castlereagh Enterprises Ltd seeking support from the Council for a celebration event to mark the end of Community Action Project Castlereagh in June 2008.

The proposal was for a BBQ style celebration to be held at Castlereagh Hills Golf Club preceded by a drinks reception in the Civic Function Suite.

The request for support related specifically to the hosting of a drinks reception in the Civic Function Suite and she sought Members' views in this respect in order to respond to the correspondence accordingly.

Councillor Jeffers informed Members that the LSP were already sponsoring this event.

The Administration Manager added that the organisers had indicated that they would be proceeding with the event irrespective of whether the Council agreed to support the event or otherwise.

RESOLVED:- that, the Council be recommended not to support the request from Castlereagh Enterprises Ltd for a celebration event to mark the end of the Community Action Project Castlereagh in June 2008, on the basis that it was already being sponsored by the LSP.

CS/2008/156 : OFFICIAL OPENING – MONEYREAGH COMMUNITY CENTRE

The Administration Manager advised Members that Officers had been informed that the handover date for the Moneyreagh Community Centre had now been rescheduled to 6th June 2008, therefore an official opening during the current school term would be virtually impossible to organise within the timeframe.

Following discussion, it was

RESOLVED:- That, the official opening of Moneyreagh Community Centre would take place in early September 2008.

CS/2008/157 : WATERLOO BALL

The Administration Manager reported that the Council had agreed to take a table of 10 at this event on 24th May 2008 but to date only six Members had indicated that they would be attending.

Councillor Hall stated that he would attend, and following a proposal from Councillor Robinson, which was seconded by Councillor Jeffers, it was

RESOLVED:- That, Councillor Hall will attend the Waterloo Ball and that the remaining three seats be chosen at random from members of staff who have expressed an interest in being put forward for selection.

ADMINISTRATION MATTERS

CS/2008/158 : PROVISION OF PHOTOCOPIERS

The Administration Manager informed Members that seven quotations were received following the annual tender for the supply of photocopiers. However, following evaluation by the Administration Manager, Senior IT Systems Administrator and IT Officer, the quotations were short listed to the two lowest priced tenderers, namely: Calvert Morgan and IBS.

Calvert Morgan

The Administration Manager outlined that Calvert Morgan had demonstrated a full range of photocopiers in action. The Kyocera copiers had an enhanced drum life, all major parts were recyclable and they also offered a single pass duplex, which is less likely to have paper jams. In addition, they had offered a desktop publishing package and training incentive as part of their quotation. She informed Members that Calvert Morgan had been the Council's supplier for the past three years and had offered good service support during this time.

IBS

The Administration Manager commented that IBS had only been able to show one photocopier in operation and no other models had been available on display. Furthermore, the colour photocopier did not have a quality control feature, the model was, in the opinion of the IT Administrator, significantly slower to print than the model offered by Calvert Morgan, and there were no software incentives for the Council.

She went on to state that priced against usage, Calvert Morgan were £20.00 more expensive per month to operate than the model supplied by IBS. However, taking into account the overall package offered, the three Officers evaluating the specifications were recommending that Calvert Morgan be awarded the contract.

Following lengthy discussion, it was

RESOLVED:- That, the Council's photocopying tender be awarded to Calvert Morgan on the basis that they were the most economically advantageous to meet the criteria detailed in the specification, staff were already trained in their operation and that they had offered excellent service during the past three years that they had been the Council's service supplier.

CS/2008/159 : SERVER

The Administration Manager reported that the IT Systems Administrator had highlighted that the current printer system was doubling up as a domain controller, which was not recommended by Microsoft, thus creating slower printing times and a greater potential to cause paper jamming.

She advised that Calvert Morgan could provide a designated server at a cost of £96.00 per month which would alleviate these problems; however, this amount had not been budgeted for within the current financial estimates.

Following discussion, it was

RESOLVED:- That, this matter be deferred to the next IT Working Group meeting for further consideration.

CS/2008/160 : GEORGE BEST PLAQUE

The Director of Administration & Community Services informed Members that she had received a request from Barbara and Norman McNarry asking the Council to revisit their earlier offer to erect a blue plaque at the former home of George Best, which had been originally declined by George Best Senior.

Members referred to previous discussion with the late Dickie Best, but he had responded that he did not want a plaque of this nature displayed at his home, and felt that they should therefore honour his wishes.

Following consideration, it was

RESOLVED:- That, Officers respond to Mr & Mrs McNarry's request indicating that, in light of the recent bereavement of Mr Dickie Best, Members had referred to previous discussions with Mr Best on this issue and felt that his wishes should be respected, however the situation would be reviewed in six months time.

CS/2008/161 : STAFF UNIFORMS

The Administration Manager commented that £9,000 had been allocated in the current financial estimates for the purchase of staff uniforms for designated staff, scale 6 and under. She demonstrated a sample of the proposed uniform for Members' attention and indicated that staff would be entitled to:

- Male Staff : 1 navy pinstriped Jacket, 2 pairs of navy pinstriped trousers, 3 white shirts
- Female Staff : 1 navy pinstriped Jacket, 2 items of navy pinstriped skirts or trousers, 3 white blouses

She informed Members that 45 female and 7 male members of staff would be entitled to this uniform; however the Council would receive reimbursement from Eastern Group and Registration staff, subsequently the Council would only have to pay for approximately 34 uniforms.

The Administration Manager went on to state that she was recommending that the two cheapest quotations be accepted, namely £144.50 per uniform from Corporate Wardrobe for male staff and £153.00 per uniform from JBS for female staff. She reiterated that both companies were supplying uniforms of similar standard.

The Director of Administration & Community Services advised that the under spend from the uniform budget was usually required to purchase uniforms for new members of staff, but she assured Members that the expenditure would not be spent if it was not needed.

RESOLVED:- That, the Council be recommended to approve the tender from Corporate Wardrobe for male uniforms at a cost of £144.50 per uniform, and from JBS for female uniforms at a cost of £153.00 per uniform

REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES

COMMUNITY SERVICES MATTER

CS/2008/162 : COMMUNITY & PLAY PROVISION AT COLBY PARK

The Director of Administration & Community Services referred Members to a copy of a letter from local resident requesting information on the above project, under the Freedom of Information Act.

She went on to state that, following receipt of this correspondence, the issue of the play area had been referred to the Technical & Environmental Services Committee and the matters relating to community provision were being tabled at this meeting.

Members queried the content of the letter and felt that the resident, and her associates, were not representative of the Colby area.

The Director also responded that she had also written to the resident asking her for further details of the research that she claimed had been carried out by them.

Councillor Hanvey asked if Officers could clarify who the Council had consulted in the first instance, in relation to this project.

The Director responded that the Council had carried out a survey last year and had received an excellent response from the local community. Furthermore, the PSNI were very supportive of the proposal in light of the level of anti-social

activity in the area. In addition, Newtownbreda United Churches had also conducted their own survey and their results were also positive.

Councillor Chambers referred to the content of the letter and queried why they were seeking a MUGA which could only be used during the summer months, when the Council were offering local residents a community centre with all-weather indoor provision and a new play area.

Councillor Mrs Beattie commented that when this letter had been tabled at the Technical & Environmental Services Committee, Members had resolved that Officers respond informing that copies of Committee/Council minutes were kept in the local library and therefore this information was available for perusal by the general public. Councillor Robinson suggested that the Central Services Committee should take the same stance and Members agreed that the Director should respond in this way.

The Director informed Members that she had met with the Council's Planning Officer and Community Development Officer for the area, who had been developing a Community Concept Plan and dealing with planning considerations in terms of submitting the planning application for the new community facilities. This was now nearing completion. At this point, she wished to pay tribute to both Officers for their hard work in preparing the Community Concept Plan.

She referred to the covenant on the land regarding open space provision stating that this would need to be removed before any centre could be built on the site. She reported that a legal opinion had been sought and the Council's Solicitor had recommended that the Council should issue a "courtesy letter" to the original land-owner informing them that a planning application was being submitted.

Following discussion, it was

RESOLVED:- That, the Council be recommended to authorise that

- (a) The Director of Administration & Community Services write in response to the letter indicating that copies of Council/Committee minutes were available in the local library, therefore the information they require could be perused by the general public.
- (b) The Council's legal advisers be instructed to write a "courtesy letter" to the original land-owner, informing him that the Council will be submitting a planning application to build a new Community Centre on the site.

CS/2008/163 : CITIZENS ADVICE BUREAU

The Director referred Members to the quarterly statistical report from the CAB outlining the figures and attendances for the last quarter within the Castlereagh Bureau.

She confirmed that at the time of agreeing the estimates for 2007/2008, an amount of £128,226 was estimated in terms of the VCU annual grant for Community Services.

This body, has now been in contact with the Council to confirm that the grant will be increased to £155,821, to take account of additional resources drawn from Central Government, and provided to District Council's, to be used solely for the purpose of promoting advice services.

Following discussion, it was

RESOLVED:- That, the Council be recommended to approve to release the funds allocated in the Council's estimates of £28,500 along with the additional VCU grant of £27,595 making a total of £56,095 Grant allocation for 2007/2008.

CS/2008/164 : LEGIONELLA RISK ASSESSMENTS WITHIN COMMUNITY SERVICES

The Director reported that Legionella Risk Assessments had been carried out at various Council buildings from October – December 2007 and a number of high risk areas had been identified in several facilities.

She outlined that £50,000 had been set aside at the time of the striking of the 2008/2009 estimates to enable urgent work of this nature to be undertaken and this had been reported and discussed at the last Technical & Environmental Services Committee meeting. She therefore sought approval to have those identified high risk areas attended to with immediate effect and charged to the allocated budget.

She stated that detailed quotations were presently being sought, however it was estimated that this should not exceed £9,000.00.

RESOLVED:- that, the Council be recommended to approve that all urgent items identified during the recent Legionella Risk Assessments be attended to with immediate effect, and charged to the maintenance budget within Technical Services control.

CS/2008/165 : BRANIEL BOWLING CLUB

The Director referred to a number of problems that had arisen with regard to the usage of the Community facilities by the Braniel Bowling Club which had subsequently led to a meeting which she had attended, along with key Council Staff, and representatives of the Bowling Club on 2nd May 2008. Following this meeting, the Bowling Club members agreed to adhere to the Council's Terms and Conditions and to report back to their membership on the outcomes of the meeting. She reiterated that Council staff would continue to monitor the situation to ensure that no further breaches would occur.

The Community services Manager confirmed that, following this meeting, the Bowling Club members had subsequently co-operated with the Council's Terms and Conditions.

The Director then referred to discussions with the Club regarding potential activities during the annual summer scheme, whereby children would use the various bowling greens and would be coached by the club representatives.

In response to a query from Councillor Walker in relation to smoke detectors at the facility, the Director responded that fire inspections were carried out by the Council every year and the M&E Engineer ensured that the building complied with all fire regulations.

Noted.

CS/2008/166 : MONEYREAGH COMMUNITY FACILITIES – FURNITURE & FITTINGS

THE Director referred Members to a report which had been collated and prepared by the Community Development staff detailing quotations received in respect of the various items of furniture and fittings required for the new community facility.

The Director stated that, in most instances, Officers were recommended that the Council accept the lowest priced quotation, and she reiterated that the Council had not breached its procurement policy. She went on to state that £15,000 had been budgeted for furniture and fittings and to date £13,000 had been allocated as per the items outlined in her report.

She further reported that slippage money of approximately 13% of the total budget amounting to £1,913.88 was being set aside for contingency purposes to allow for a snagging list or any overlooked items.

The Director referred to her report and the list of Suppliers and associated costs whom the Council were proposing to utilise to furnish the Moneyreagh Centre and outlined a summary of the total cost to each supplier, namely:-

- Furniture - Galgorm £4,150.32
Balmoral £1,140.00
- IT - Computer & printer from the IT Department
£750.00
- Sports Equipment Newitt £ 795.65
Podium £2,504.80
- First Aid Nisbets £ 30.64
- Kitchen Equipment Nisbets £ 81.16
AJ Stuart £ 82.95
Ikea £ 257.37
Cater Quip £ 46.45
- Cleaning Equipment Omak £1,407.85
- Sanitary Provision Initial £ 583.20
- Office Provision Slingsby £ 509.20
SOS £ 604.74
- Baby Changing Equipment Nisbets £ 141.79

Following discussion, it was

RESOLVED:- That, the Council be recommended to authorise the Community Development Workers to order the items as reported, with immediate effect, with the remaining £1,913.88 being held in reserve for contingency purposes.

SUPPLEMENTARY REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES

**CS/2008/167 : COMMUNITY FESTIVAL FUNDING
(Minute Ref No:- CS/2008/132 refers)**

The Director of Administration & Community Services reported that the first meeting of the Sub Committee, which had been set up to deal with the award of Community Festival funding, had taken place on 7th May.

She referred Members to her supplementary report and the detail contained therein. She commented that as some clarification had been required on 11 out of the 13 application forms, a letter had been sent out to each group seeking further information. In addition, the Community Development Workers for each of the areas were also asked to assist with the application process.

She stated that a second meeting had been subsequently held earlier tonight and she went through the recommendations in detail, commenting that several of the proposed funding amounts did not represent the full amount that the community groups had requested.

Members then perused the recommendations for grant aid as outlined in the Director's report.

Councillor Robinson referred to the applications from Gems NI Ltd and Tullycarnet Healthy Neighbourhood Partnership and was extremely disappointed to note that they had not been allocated funding, despite being in areas of deprivation. He indicated that he had worked with both groups and paid tribute to the work they carried out and asked if Officers could look favourably again on their applications, as they may not have completed the form properly to meet the requisite criteria.

Councillor Hanvey expressed concern that to revisit the evaluation process would set a precedent and would turn the consideration process on its head. Whilst he appreciated Councillor Robinson's comments, he stated that the Sub-Committee had had to base the criteria for funding on the information and accounts that each Community Group had submitted.

Councillor Robinson asked that, as Chairman of the Partnership Renewal Group, he would be obliged if the Sub-Committee would take this matter back to the two groups, as it was the Council's duty to offer support for areas of deprivation and dire need.

Councillor Mrs Beattie reiterated that these groups had originally submitted insufficient information and had been asked for further clarification, she advised that the information requested was also to prevent duplication of funding from other sources.

The Director of Administration & Community Services concurred that there had been merit in both these projects, and suggested that she would speak with Gems NI Ltd to identify which areas of their application did not apply for funding.

The Director of Administration & Community Services further informed Members that, as Alderman Mrs Rice was unable to fulfil her position on the Sub-Committee, Councillor Long had agreed to take her place, and she sought Committee approval.

It was therefore

RESOLVED:- That,

- (a) The recommendations for Grant Aid from the Community Festive Fund, as agreed at the Sub-Committee meetings held on 7th May and 12th May 2008 be approved, namely:-

1	Belfast Primary Schools Football Association	£1200
2	St Andrews Outreach Team	Did not meet Criteria
3	Carryduff Pre-School Playgroup & After Schools Club	£750
4	Gems Northern Ireland Limited	Insufficient Detail
5	Cregagh Community Association	£2000
6	Braniel Community Association	£2000
7	Community Association for Belvoir, Milltown & Newtownbreda	£2640
8	Blue Ribbon Accordion Band	Did not meet criteria
9	Carryduff Elim Church	£2000
10	Clonduff Community Association	Information not received
11	Newtownbreda United Churches	£1000
12	Tullycarnet Healthy Neighbourhood Partnership	Insufficient detail Application now withdrawn
13	Dundonald Filipino Community	£1500

- (b) that officers be asked to:

- Reopen the 2nd tranche of Community Festival Funding with immediate effect
 - Publicise in the Belfast Telegraph
 - Forward application details to all community groups, churches and sports groups in the area
 - Offer advice/assistance from the Community Development Workers with regard to completing the forms
 - Organise an open day in the Function Suite to assist groups before the closing date of 20 June 2008.
 - Arrange a Special meeting of Central Services to be held at 6.30 pm on 26 June 2008 to ratify Sub-committee recommendations
 - Report on recommendations to Council at its meeting on 26 June 2008”
- (c) Officers prepare a short report on each of the festivals in their area, so that this can be monitored and assessed in terms of future years and the criteria.
- (d) 50% of the funding to be paid up front, following which 50% of receipts is received in the Community Services Department. Following this, a further 50% of either invoices/unpaid bills be submitted from the groups and the final 50% of payment made.
- (e) Members authorise that, although the agreed criteria had recommended that the assessment panel be members of the Central Services Committee, this was not feasible in terms of cross-party Alliance representation and on this basis, Councillor Long be given approval to participate on the panel, as Alderman Mrs Rice was unable to fulfil her position on the Sub-Committee.
- (f) Officers to be approved to organise a training session in the interim period prior to the second tranche of funding in September 2008 to enable all interested community groups to benefit from guidance and advice from Council Officers in relation to the completion of grant application forms

CS/2008/168 : UPDATE ON BALLYORAN CENTRE

The Director of Administration & Community Services advised Members that none of the tenants within the Centre had been in further contact with the Council, or had honoured the verbal arrangements discussed with them regarding debt recovery.

Following agreement, it was

RESOLVED:- That, the Council be recommended to authorise the Director of Administration & Community Services to proceed with the winding up the Ballyoran Centre.

REPORT FROM THE COMMUNITY SERVICES MANAGER

CS/2008/169 : CLARIFICATION ON THE USAGE OF THE COMMUNITY CENTRE BY MONEYREAGH PRIMARY SCHOOL

The Community Services Manager referred Members to the proposed timetabled usage of the Community Centre by Moneyreagh Primary School, contained in her report.

She stated that the Big Lottery had stipulated that the Primary School should be allocated with a minimum of 14 hours per week, however this stipulation referred to term-time use only.

She outlined that the Council needed to work with the school timetable constraints and allow time for setting up and clearing away between sessions.

Councillor Mrs Beattie asked if there were other rooms in the facility which could be used for other purposes, during school use.

The Community Services Manager responded that in some instances the booking only referred to the dance studio, and other rooms were free in the facility which could be utilised by other groups or organisations. Likewise, the minor hall would be available when the School were using the main hall and she stated that she did not envisage that the schools allocated times would interfere with other day-time bookings.

Noted.

CS/2008/170 : SUMMER SCHEME TRANSPORT

The Community Services Manager reported that the Summer Scheme Co-ordinator had sought quotations for transport for the summer scheme, however Translink had been the only company who could provide the quantity of buses and capacity required to cover the 10 summer schemes over the 3-week period. She had therefore provisionally negotiated a verbal contract and outlined the costs involved:-

- 7 Large buses (64/66 Seater) at £163 Per day = £1141 per day
Therefore £1141 per day x 13 days = £14,833

Total Cost for transport = £14,833

She also stated that Translink had also guaranteed seatbelts throughout all the buses used and the Council would be receiving a written quote within the next 2 weeks which was similar to previous years, and she further indicated that last years total cost was £13,840.00.

The Director stated that the costs for the summer scheme transport would be made payable from the Summer Scheme budget.

RESOLVED:- That the Council be recommended to proceed with Translink as the sole transport provider for the 2008 Summer Scheme at a cost of £14,833 and any ad hoc buses which were required, at a further cost of £163 per bus/per day.

GOOD RELATIONS MATTERS

CS/2008/171 : GRANT AID APPLICATION – BALLYBEEN BYTES PROJECT

The Community Services Manager outlined that The Bytes Project (registered Charity) was formed in 1993 to target unemployed young people between the ages of 16-25. There are 9 offices in Northern Ireland one of which is in Ballybeen Estate, Castlereagh. The Charities main focus is one of personal development, progression to employment or Further and Higher education and they utilise the medium of ICT as the main tool of engagement for both personal and social development.

Project Information

The Officer reported that Ballybeen Bytes wished to run the following project:-

Participants: 14 young people from the Ballybeen aged of 16- 25.

Timeframe: 10 weeks from 23rd July – 10th September 2008.

Concept: Each week the group will address different issues surrounding cultural identity and they will also be exploring their own culture and compare and contrast it with other cultures and examine their similarities and differences.

Project Aim: The project aim is to increase awareness, understanding and in turn, acceptance of difference cultures by the young people involved.

Structure: The program will include meetings, facilitated sessions, discussions and conclude with an educational visit to the Ulster American Folk Museum.

Demonstrated Outcomes: All the statements and artwork and photographs from the course will then be displayed on a project board for all users of the centre to see and hopefully encourage others to take part in such work.

Project Costs:

2 Facilitators £60 x2 =	£120.00
entrance to folk museum – 14x£5=	£70.00
transport To and from Transport Museum	£100.00
refreshments 14x£5=	£70.00
project board (for display of work)	£20.00
Prize for cultural diversity quiz	£10.00
 Total	 £390.00

The Community Development Manager sought Members' approval to accept the grant request for Ballybeen Bytes to the amount of £390.00 and reported that their associated Good Relations Programme currently meets with the Council's Good Relations criteria of;

(1) To promote respect for diversity in own, other and shared cultural traditions.

The Officer further advised that the Bytes Project would be asked to submit their enrolment records and confirmation of numbers prior to payment of the grant.

Following discussion, it was

RESOLVED:- That, the Council be recommended to approve the payment of a grant request from Ballybeen Bytes to the amount of £390.00 as their associated Goods Relations Programme currently meets with the Council's Good Relations Criteria, namely to promote respect for diversity in own, other and shared cultural traditions.

However, payment of this grant would be subject to confirmation of numbers and details of enrolment records.

CS/2008/172 : CULTURAL DIVERSITY WORKSHOPS – SUMMER SCHEME 2008

Background to Project:

The Community Services Manager reported that Castlereagh Borough Council Summer Scheme had always been a diverse and varied programme of activity.

Over recent years, the Council had included elements and messages of Good Relations and this year, it was proposing that this takes the form of Cultural Diversity Workshops.

Project Information:

The Good Relations Officer hoped to work in partnership with Artsetka to deliver workshops to each of the 10 summer scheme venues within the Borough. Each workshop will be interactive involving all the participants and engaging them to play various different cultural instruments and drums. They will learn about different cultures through the medium of music and play.

Project Costs:

Cost	
1 hour workshop includes travel and 2 musicians	£200.00
£200x10 summer scheme venues	=£2000
Total	£2000.00

Strategic Relevance:

The project meets with the Good Relations criteria:-

- (1) To promote respect for diversity in own, other and shared cultural traditions.

The Community Services Manager sought Members' approval to grant the expenditure of £2000.00 to cover costs of cultural diversity workshops throughout the Castlereagh Borough Council summer schemes.

Furthermore, she reported that the funding for this programme would be charged solely to the Good Relations budget.

Following discussion, it was

RESOLVED:- that, the Council be recommended to approve a grant of £2,000 to cover the costs of cultural diversity workshops through the 10 Council summer schemes, as the project meets with the Good Relations criteria to promote respect for diversity in own, other and shared cultural traditions.

COMMUNITY SPORTS MATTERS

CS/2008/173 : ULSTER SCOTS AGENCY FOOTBALL FUN DAY

The Community Services Manager informed Members that the Council had been invited to attend the Ulster Scots Agency Football Fun Day in Cookstown on Saturday, 14th June 2008.

Background to Project

This is a free one-day football skills course for 1,800 youngsters on behalf of the Ulster-Scots Agency. Along with David Healy, over 100 local football coaches will give the youngsters (boys and girls including over 100 kids with disabilities, aged between 6 – 16) a brilliant day of sport to remember.

The Community Services Manager informed Members that players would be participating from Cregagh, Tullycarnet and Ballybeen Football teams.

Project Costs

This is a free event and therefore the only associated cost is transportation to and from the Mid Ulster Arena on 14 June 08.

The Transportation Cost is = £320.

The Community Sports Development Officer sought Member's approval to fund the transportation costs associated with the above project to the amount of £320. This is 100% funded by Sport NI and will be at no cost to the council, with the exception of transport costs of £320 for travel to and from the Mid Ulster Arena.

RESOLVED:- that, the Council be recommended to fund the transportation costs associated with the Ulster Scots Agency Football Fun Day on Saturday, 14th June 2008 to the amount of £320.

CS/2008/174 : CASTLEREAGH OLDER AND ACTIVE PROGRAMME

Background

The Community Services Manager informed Members that Older and Active had been running in Castlereagh for 2 years. In brief, the project aims to combat social exclusion faced by Older People in Castlereagh using physical activity as a medium to do so. The programme of physical activity will be used to bring about

health and well being benefits, mixed with other relevant concepts to older people, such as Community Safety and other prevalent issues.

Project Costs

The following amount of expenditure is predicted to enable the project to run as previous years.

Older and Active

Day	Time	Venue	Activity	Facilitator	Cost
Thursday 5th June	11am- 1pm	Tullycarnet CC	Intro day Boccia/NAK Possibly Home Safety	Kelly D Charlene M	Venue Hire £7.10 Refreshments £5.00 TOTAL £12.10
Thursday 12th June	11am- 1pm	Tullycarnet CC	Joint Health Day with LORAG, GVRT & H2H	Kelly D	Total £50
Thursday 19th June	11am- 1pm	Tullycarnet CC	Therapist Body Massage	Heather Pollock	Venue Hire £7.10 Therapist £40 PAID Refreshments £5.00 TOTAL £52.10
Thursday 26th June	11am- 1pm	Tullycarnet CC	Armchair aerobics	Ros Espey	Venue Hire £7.10 Fitness Instructor £30 Refreshments £5.00

					TOTAL £42.10
Thursday 3rd July	11am- 1pm	Tullycarnet CC	Therapist Reflexology	Heather Pollock	Venue Hire £7.10 Therapist £40 PAID Refreshments £5.00 TOTAL £52.10
Thursday 10th July	11am- 1pm	Tullycarnet CC	Recycling arts and crafts Boccia/NAK & Lunch	Alison Curtis	Venue Hire £7.10 Lunch £50 TOTAL £57.10
Total Cost					£265.50

Strategic Relevance

This project meets 2 main strategic aims of the Community Sports Development Officer's post, namely:-

- (1) To combat social exclusion through the medium of physical activity and sport
- (2) To combat Health inequalities through the promotion of a more active lifestyles.

The Community Sports Development Officer sought Member's approval to run the above programme with associated programme costs. The costs are 100% funded by the Turkington Fund Northern Ireland and this will be run at no cost to the Council.

RESOLVED:- That, the Council be recommended to authorise the Community Sports Development Officer to run the Castlereagh Older and Active Programme with associated programme costs, and that no expenditure would be incurred by the Council.

ARTS MATTERS

CS/2008/175 : JOHN HEWITT SUMMER SCHOOL BURSARY 2008

The Community Services Manager reported that the John Hewitt International Summer School is an internationally renowned festival of literature and the arts, held in honour of Northern Irish poet John Hewitt. The School takes place annually in the Marketplace Theatre, Armagh. Each year the school attracts up to 400 people from all over Ireland, Britain, Europe and the United States, to experience a wide range of cultural events, including creative writing workshops, poetry study, discussion and readings, open debate, music, drama, film and visual arts.

Castlereagh Borough Council has been invited to sponsor a bursary valued at £300 for a resident of Castlereagh to attend the Summer school. The Council has participated in this scheme on several occasions over the last few years.

The benefits of becoming a bursary partner for the 2008 Summer School include:

- Demonstrated support of a local writer, poet or community artist
- Representation from Castlereagh Borough Council at the school
- Acknowledgements in publicity material and on the website and at the school itself

Castlereagh Arts will offer the Bursary to all those with a keen interest in literature who live or work in the Castlereagh Borough. Enthusiasts of all ages, disciplines and abilities will be invited to apply. The Bursary would be advertised in the local press, in the Arts Programme, and on posters and flyers displayed in local centres, venues and libraries. Applications will be considered by the Arts Officer and a panel formed from Castlereagh Arts Forum

The Officer commented that the Arts Officer was recommending that Members accept the invitation to become Bursary Partners in the John Hewitt International Summer School and that £300 be allocated from the Arts Direct Project Expenditure budget to cover the school fees for the bursary recipient

The Director suggested that the bursary could be awarded in memory of one of the Council's former Members, e.g. Gilmore Andrews or Billy Clulow.

Members stated that because the bursary was already named after John Hewitt, the Council would be unable to award it in the name of someone else; however they appreciated the Director's kind gesture.

RESOLVED:- that, the Council be recommended to accept the invitation to become Bursary Partners in the John Hewitt International Summer School and

that £300 be allocated from the Arts Direct Project Expenditure budget to cover the school fees for the bursary recipient.

CS/2008/176 : ARTS DEVELOPMENT GRANT RECOMMENDATION – BALLYBEEN BYTES PROJECT

Project Background

The Community Services Manager reported that Ballybeen Bytes was based in Ballybeen Activity Centre and targets unemployed 16-25 year olds. The organisation aims to provide opportunities informally for young people to accelerate their personal development through technology, and assists young people to achieve their full potential through progression to employment, purposeful training or the world of work.

Project Information

The group was seeking funding to run a project entitled, 'A Celebration of Diversity' for twelve 16 to 25 year olds from the 4th June to 13th August 2008. The group will work with a professional artist and undertake a series of workshops exploring a variety of cultures and their identities. Through a process of learning and discussion the group will design and create an artwork reflecting their experiences and celebrating cultural diversity.

The Community Services Manager reported that the project meets the following criteria of the Arts Development Grant Programme:-

- (1) The project promotes and encourages artistic development of group members through their design and creation of an artwork.
- (2) The project promotes the respect and awareness of cultural diversity through the visual arts.
- (3) It provides a measurable outcome of the existence of the project through the creation of an artwork.

Project Costs

Artist fees – 8 sessions at £25 each	£200
Materials (received as a donation)	£0
Total	£200

The Director of Administration & Community Services commented that although the Bytes Projects were not usually oversubscribed in the past, they now had appointed a new leader who was extremely proactive in promoting their project.

Following discussion, it was

RESOLVED:- That, the Council be recommended to approve an award of £200 from the Arts Development Grant programme to Ballybeen Bytes for their “A Celebration of Cultural Diversity” project, subject to confirmation of numbers and enrolment records.

CS/2008/177 : SUMMER ARTS PROGRAMME

The Community Services Officer stated that at the previous meeting of the Central Services Committee on the 14th April 2008, the Arts Officer had detailed the first set of plans for the new summer arts programme (minute references CS/2008/ 144,145 and 146 apply). The Arts Officer now sought approval for the remainder of the programme and associated costs as detailed below.

Artistic Costs

Date	Event	Location & Time	Admission Price	Cost
Sat 7 Jun e	Family Story time with Kate Murphy. Folk and traditional tales from Scotland and Ulster for all ages	Tullycarnet Library, 11am	Free	£120
Wed 11 Jun e	Dundonald Community Concert Band. Big band performance by local musicians aged 6 to 86	Belvoir Players Studio, 7:30pm	£3.00/ £1:50	£250
Thur s 12 Jun e	Devon Sproule and Rachel Austin in Concert. Jazz, folk, and bluegrass music from 2 young singer-songwriters from Virginia USA	Civic Centre 7:30pm	£3.00/ £1.50	£500
Thur s 19 Jun e	The Ulster Scots eXperience. Concert exploring and promoting Ulster-Scots culture through song, verse and music	Civic Centre 7:30pm	£5.00/ £3.00	£650
Sat 28 Jun e	Dance Extravaganza. Performances by local dance groups including Bright Lights, Kaleidoscope, Trim the Velvet and Fresh 'n' Fly	Cregagh Community Centre 2- 5pm	Free	£490
Total			Estimated Income: £550	£2,010

Other Costs

Description	Cost
Graphic design and printing x 3,500 A5 colour programmes by Thunk Creative	£770
Programme distribution by BV Services	£175
Advertising (South Belfast News/ Community Telegraph)	£500
Venue Hire (Cregagh Community Centre & Belvoir Players)	£250
Equipment Hire (sound & lighting hire), various suppliers	£150
Catering – wine wholesalers, supermarkets, Ice Bowl	£200
Total	£2,045

Cost of Summer Arts Programme Delivery: £4,055

Following agreement, it was

RESOLVED:- that, the Council be recommended to approve the implementation of the above programme and its associated expenditure of £4,055 from the Arts Direct Projects and the Advertising and Promotions budgets. Furthermore, that expenditure has been included in the Arts Officers estimates for 2008/09 and is not an additional cost.

CS/2008/178 : CASTLEREAGH ROCK & POP SUMMER SCHOOL – 30 JUNE – 11 JULY 2008 - BELVOIR PRIMARY SCHOOL

The Community Services Manager advised Members that this annual 2-week school for up to 40 young people was a joint project between CBC and the SEELB Belvoir Youth Service. 2008 will be the 4th year of this extremely successful project that gives talented young people from Castlereagh and the SEELB areas the chance work with music industry professionals. Participants gain valuable skills and experience to further their musical careers and allow them to achieve their ambitions.

The Rock and Pop School will be split into an advanced class and a beginners group so that students can get the most of the experience and form groups with similarly skilled individuals. The advanced group will receive song-writing and performance tuition, write their own songs and record their tracks with a professional sound engineer in a custom made studio. The beginners group will work on their performance skills, learning to play and perform a number of cover versions of their choice. Both the advanced and the beginners groups will put on an amazing live show for friends and family on the last day of the scheme

showing off their creative flair and musical ability. All students will receive a CD of their recorded songs and a DVD of their performance.

The Rock and Pop School will be advertised in the new arts programme, the local press, libraries, community and leisure centres, and directly in local schools and youth clubs. As the project is run jointly between Castlereagh Borough Council and the SEELB, costs are split equally and she referred to the breakdown of costs. An application to 'Awards For All' has been made for the entire project costs, however they will not be making a decision until late June and they have advised the Council that the fund is extremely oversubscribed.

Rock and Pop School 2008

Description	Cost	Cost to CBC (50% of Total)
10 days tuition by 3 x Making Music Workshops tutors	£5,100	£2,550
Sound Engineer and Use of Studio (2 days)	£300	£150
Editing, Mixing and Mastering of 7 tracks	£280	£140
CD Cover Design and Print	£60	£30
Making Music Workshops Running and administration Costs	£707.30	£353.65
Venue Hire (school and Belvoir Players)	£300	£150
Concert Catering	£150	£75
Promotional posters, displays, tickets and advertising	£500	£250
Total	£7,397.30	£3,698.65

Following agreement, it was

RESOLVED:- That, the Council be recommended to approve the Castlereagh Rock & Pop Summer School project and the associated expenditure of £3,698.65 from the Arts Direct projects and the Advertising and Promotions budget. Furthermore, that this expenditure has been included in the Arts Officers estimates for 2008/09 and is not an additional cost.

CS/2008/179 : PROPOSED INCREASE TO CASUAL ARTS ASSISTANT HOURS DURING JUNE & JULY 2008

The Community Services Manager reported that she was seeking approval to increase the Casual Arts Assistant's hours during the months of June and July 2008. She stated that the Arts Officer was commencing maternity leave on the 25th July and this was also a busy period for the Arts Officer with the administration, promotion and the actual running of the following projects: -

the Summer Arts programme, the Rock and Pop Summer School and the arts and crafts elements of the summer scheme. Therefore the Arts Officer would like to request that the Casual Arts Assistant be engaged for 5 weeks of full-time hours during this period

Associated Costs

187.5 hours at £7.18 per hour =£1,346.25

She went on to state that the financial costs of delivering the new year-round arts programme were less than that of the three festivals and concert series' and as such there are sufficient funds in the budget to allow for this transfer.

Following agreement, it was

RESOLVED:- That, the Council be recommended to approve the transfer of an amount of £1,346.25 from the Arts Direct Project budget to the Arts Wages budget to meet the increase in Casual Arts Assistant Hours equating to 5 weeks full-time employment during the months of June and July 2008.

WORK PROGRAMME REPORTS FROM
COMMUNITY SERVICES OFFICERS

CS/2008/180 : COMMUNITY SERVICES MONTHLY INFORMATION REPORT FOR THE REPORTING PERIOD: 1ST -30TH APRIL 2008

Tabled:- Reports from the Community Sports Development Officer, Change Your Future Project Co-ordinator, Community Development Officers, Good Relations Officer (copies previously circulated)

Noted.

ANY OTHER BUSINESS

CS/2008/181 : REQUEST FOR FREE USE OF THE BRANIEL COMMUNITY CENTRE

The Director of Administration & Community Services referred to a request from a ratepayer seeking free use of the Branial Community Centre to hold a charity sale or event in aid of Action Cancer.

Members considered the request, but stated that the Council had resolved previously that only the Mayor's designated charity would receive support of this nature.

RESOLVED:- That, the Council be recommended to authorise the Director of Administration & Community Services to respond to the request stating that the Council had previously resolved that support could only be given to the Mayor's designated charity.

CS/2008/182 : BALLYBEEN BYTES PROJECT - ENLER CENTRE

The Director of Administration & Community Services reported that Ballybeen Bytes Project had approached the Council stating that they were unhappy with their designated unit and asked if the Council would negotiate with Landmark East, as the Agent, to change their unit layout to have a link with the Council premises.

Noted.

CS/2008/183 : VISIT TO MILLTOWN ORANGE HALL

Councillor Hall referred to a previous Committee resolution in which it had been agreed that the Chairman of the Committee and the Community Development Officer for the area would visit Milltown Orange Hall and he asked if this had taken place.

The Chairman responded that a date and time had still to be arranged.

Noted.

CS/2008/184 : LINE DANCING – BELVOIR PENSIONERS

The Chairman and Members of the Committee referred to a recent event in which several members of Council staff performed a line dancing routine for Belvoir Pensioners. During the event, the Belvoir Pensioners group held a collection, and a donation was presented to the Mayor's Charity.

Members wished to record their thanks to those members of staff who participated in the event and for their ongoing support.

RESOLVED:- That, Managers thank those staff, on behalf of the Chairman and Members of the Central Services Committee, for their participation and support at the recent line dancing event for Belvoir Pensioners.

As there was no further business, the meeting concluded at 9.20 p.m.

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of
_____ 2008 with the exception of
Minutes Nos: _____

MAYOR