

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the meeting of the Central Services Committee held, in committee, in the Members' Corridor, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Monday 10 November 2008 at 7.00 p.m.

PRESENT:

Alderman: G Rice MBE
J. White

Councillors: AM Beattie
J Beattie
C Hall
R Hughes MBE (in the chair)
T Jeffers
M Long
L Walker

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

Apologies: Councillors Chambers & Spratt

CS/2008/288 : MINUTES OF THE CENTRAL SERVICES COMMITTEE MEETING HELD ON 13 OCTOBER 2008 (copy previously circulated)

Noted.

REPORT FROM THE ADMINISTRATION MANAGER – SECTION 1 – ADMINISTRATION MATTERS

CS/2008/289 : POSITION OF CIVIC EVENTS OFFICER

The Administration Manager advised that this position had operated on a part-time (20 hours) at a Scale 5 on a 'personal to holder' basis and that the previous postholder had now taken up a full-time position within the Council.

The Manager reported that an amount to cover the part-time hours was accounted for within the current financial estimates and that substantial savings had been made in this year's budget due to staff changes within the section. She advised that she would like this position to cover leave periods, etc for the Mayoral Support Officer and now sought Members' approval to change the post to a more administrative nature and increase the position to full-time hours at Scale 3 with an increased salaries allowance being included in next year's financial estimates.

While Members were not opposed to making the post full-time, they felt that a decision to do so should be deferred until consideration of next year's financial estimates. After discussion it was

RESOLVED: that the position of Civic Events Officer be increased to full-time hours at Scale 3 for a contracted period of 6 months which would be subject to review and possible extension and that an amount to cover the additional hours required be included in the draft financial estimates for consideration by the Estimates Working Group.

CS/2008/290 : MOBILE PHONES

Members were reminded that, at their meeting in October 2008, they had asked officers to examine the current mobile phone policy with regard to calling in the phones when staff were on long term sick leave.

The Director of Administration & Community Services reported on the implications of changing the policy so that staff were not allowed personal use of the phones or were required to return their phones during period of sick or other leave. Councillor Long suggested that it was not advisable to change the policy on the basis of one incident of misuse by a staff member. The Director pointed out that monitoring of the use of mobile phones was ongoing by both the mobile phone company and Council staff. After discussion it was

RESOLVED: that the mobile phone policy remain unchanged and that monitoring of mobile phone usage continue.

CS/2008/291 : BETTING, GAMING & LOTTERIES – ST IGNATIUS CHURCH

The Administration Manager referred to an application received from St Ignatius Church, Carryduff, for registration as a society for the purpose of conducting a public lottery (copy previously circulated). She recommended that Members agree to the registration for the purpose set out.

RESOLVED: that the Council agree to the registration of St Ignatius Church as a society for the purpose of conducting a public lottery.

CS/2008/292 : RISK ASSESSMENTS FOR ADMINISTRATION SECTION

At the request of the Audit Sub-Committee, Risk Assessments in respect of the Administration Department had been previously circulated for Members' information.

At the request of Alderman Rice, the Administration Manager undertook to forward to her details of the risk scoring system.

Noted.

REPORT FROM THE ADMINISTRATION MANAGER – SECTION 2 – CIVIC MATTERS

CS/2008/293 : HOMECOMING PARADE

The Administration Manager reminded Members that this event would be taking place on Saturday 15 November 2008 and reported that invitations had been issued by 204 Field Hospital and that RSVPs should be directed to them.

She advised that proceedings would begin with a Church ceremony at St Anne's Cathedral at 11.00 am with everyone to be seated by 10.50 am. She stated that the Church ceremony would be followed by a medal ceremony, parade and drinks reception at the Civic Offices and would conclude with luncheon being served at Hydebank TA Centre.

The Manager advised that it was now proposed to organise a bus to take Members from the Council offices to St Anne's Cathedral and back again. She advised that anyone wishing to travel on the bus would need to be at the Council offices by 9.45 am at the latest and that the bus would be leaving at 10.00 am sharp. She indicated that information about the Homecoming Parade arrangements would be sent out to Members.

Noted.

CS/2008/294 : ULSTER SCOTS EVENT

The Administration Manager reminded Members that, at the last meeting of the Committee, she had reported that an application had been sent to CRU to appeal their decision not to award funding for this event. She advised that a decision was still pending and sought Members' views as to whether they would wish officers to proceed to make arrangements for the event with overheads being met from the civic budget. She advised that the amount involved from CRU was £500.

After discussion it was proposed by Councillor Jeffers, seconded by Councillor Walker and

RESOLVED: that staff be authorised to proceed with arrangements for the Ulster Scots event and, in the event that the application for funding from CRU was turned down, that costs be met from the Council's civic budget.

REPORT FROM THE DIRECTOR OF ADMINISTRATION & COMMUNITY SERVICES

CS/2008/295 : ENGAGE WITH AGE (Minute No CS/2008/252 refers)

The Director of Administration & Community Services referred to the presentation made to the Committee last month and asked Members to consider the appointment of a Board Member to Engage With Age.

It was proposed by Councillor AM Beattie, seconded by Alderman White and

RESOLVED: that Councillor Hall be nominated as the Council's representative on the Engage with Age Board.

CS/2008/296 : ENLER PROJECT UPDATE

The Director of Administration & Community Services advised that, as Members were aware, the builder was now on site and the project was progressing steadily. The Director stated that it was envisaged that the handover of the new building would be in January 2010 and on this basis she had made provision for three months of the lease in the 2009/2010 financial estimates.

The Director asked Members to note that there would be a requirement to negotiate a Service Level Agreement with Landmark East and The Trust regarding the running of the facility. She indicated that a meeting was due to be set up in the near future, after which she would apprise Members of the outcome.

Noted.

CS/2008/297 : UPDATE ON MONEYREAGH COMMUNITY FACILITY

The Director of Administration & Community Services reported that the tender for the completion of the project had gone out to publication with a closing date of Friday 7 November 2008. She stated that a special Council meeting had been called for Thursday 13 November 2008 at 7.00pm, in order for panel Members to make their recommendations regarding the appointment of the recommended Contractor.

The Director also advised Members that she had received correspondence from the Big Lottery confirming that the grant aid deadline would be extended to February 2009.

Noted.

CS/2008/298 : CLOSURE OF MOUNT ORIEL HEALTH CLINIC

The Director of Administration & Community Services reported that the Citizens Advice Bureau had advised that Mount Oriel Clinic was now closed and they were therefore unable to provide their outreach service from this venue.

She indicated that, as an alternative, CAB were proposing that they run the Belvoir session weekly rather than every fortnight.

RESOLVED: that the Council agree to the proposal by CAB to run the Belvoir session on a weekly rather than fortnightly basis due to the closure of Mount Oriel Clinic.

CS/2008/299 : PEACE III

The Director of Administration & Community Services advised that the funding allocation for the Lisburn/Castlereagh partnership was £2.4 million over a 3 year period. She advised that Lisburn City Council was the lead Council and would be signing the funding agreement very shortly.

The Director expressed some concern that there would be a shortfall in the proposed administrative budget within the programme that would have financial implications for both Councils. She indicated that officers were of the view that the allocated amount approved by SEUPB was not sufficient to cover all the administrative costs involved, including additional staffing costs, legal costs and possibly the costs of obtaining economic appraisals. She advised that she had included provision of £20k per annum in the estimates to cover the possibility of a shortfall. Members shared the Director's concerns about the problems involved in the Peace III funding initiative but, despite these, they felt that the Council should proceed with its involvement. It was

RESOLVED: that the Council note the signing of the funding offer by Lisburn City Council and authorise the Mayor to sign the partnership agreement on behalf of Castlereagh Borough Council.

CS/2008/300 : WEEKLY RATE FOR SENIOR CITIZENS USING BRANIEL ACTIVITY CENTRE

The Director of Administration & Community Services advised Members that Branial Centre was an unmanned Centre and was being used by a senior

citizens group for 3 days every week at a daily rate of £7.10. She indicated that most senior citizens groups run 1 day session per week and the Braniel Club were finding it difficult to meet the costs as their numbers had dropped substantially. She suggested that the senior citizens in Braniel should be changed to a specially negotiated weekly rate and she pointed out that, as the centre was unmanned, there were no staffing costs involved.

After discussion it was proposed by Councillor Long, seconded by Councillor Walker and

RESOLVED: that senior citizens in Braniel be allowed the use of the Centre for 3 days per week at a specially negotiated weekly rate of £15.00

REPORT FROM THE COMMUNITY SERVICES MANAGER

CS/2008/301 : CAB GRANT AID CLARIFICATION (Minutes No CS/2008/211 refers)

The Director of Administration & Community Services reminded Members that, in June 2008, they had been asked to increase their contribution to CAB by a further £7,000 to enable the Council to access an additional funding increase from the VCU for advice services. She advised that, after discussion with VCU, the actual figure was £8,379. She indicated that the additional monies could be found from savings elsewhere in the budget.

The Director advised that the Community Services Manager was writing to VCU seeking full details on the services they require the Council to fund for the 2009/2010 estimates.

RESOLVED: that the Council approve an additional amount of £8,379 towards advice services to enable Council to draw down the full grant for advice services from VCU for payment to CAB.

CS/2008/302 : COMMUNITY SERVICES DEPARTMENTAL RISK REGISTER

The Community Services Manager sought Members' approval to adopt the community services departmental risk registers. At the request of Alderman Rice, she undertook to provide her with information on the risk scoring system.

Noted.

CS/2008/303 : SEEDING GRANT APPLICATION – OVER 50s BRIDGE CLUB, TULLYCARNET

The Community Services Manager reported that the Over 50's Bridge Club had been meeting in Tullycarnet Community Resource Centre on a Monday evening

for approximately one year although the group was only formally constituted on 20 October 2008. She advised that the membership of the group currently consisted of 13 women who were all over the age of 50. The main aim of the group was to provide activities in the interests of social welfare for recreation with the object of improving the conditions of life for older people in the Tullycarnet area.

The Manager sought Members' approval to award the Over 50's Bridge Club a £100 seeding grant to assist them with facilities hire that would enable them to facilitate sessions for the Tullycarnet area. She advised that the Over 50's Bridge Club met with the Council's seeding grant criteria.

RESOLVED: that the Council approve a seeding grant of £100 for the Over 50s Bridge Club, Tullycarnet.

GOOD RELATIONS MATTERS

CS/2008/304 : GRANT AID APPLICATION – 1 GILNAHIRK PRESBYTERIAN CHURCH

The Community Services Manager reported that Gilnahirk Presbyterian Church, established since 1760, had been working on a cross community basis with Saint Colmcille Church's Family Group for over 10 years. She advised that the aims of the groups were to forge links between the two churches by establishing and maintaining friendships through cultural and faith exploratory projects. She stated that the partnership had received funding in the past for similar educational and cultural cross community projects.

The Manager reported that Gilnahirk and St. Colmcille's inter-church project planned their annual residential weekend to be held 28- 30 November 2008 at the Corrymeela in Ballycastle. The weekend would be attended by families from both churches and would involve discussions, outdoor walks, art and drama performances focused on understanding the different faith traditions represented and explore issues upon which the group conflicts in a non-threatening environment.

The Manager advised that the inter-church group had received a portion of their funding from the Community Relations Council and was asking for a Good Relations grant of £500 from the Council as follows:

Youth Worker/Trainer	£150.00
Creche Facility	£150.00
Craft resources	£100.00
Facilitator for adult discussion groups	£100.00
Total	£500.00

The Community Services Manager sought Members' approval to award £500 to fund the above project and its associated costs of the inter-church residential as it met all of the good relations funding criteria. She reported that, through the residential weekend of activities and discussions addressing faith and cultural issues and conflicts, the group would be;

- creating structures which would permit a greater degree of meaningful cross-community contact.
- implementing effective ways of addressing community conflict issues through discussion and art.
- promoting respect for diversity in own, other and shared cultural traditions and increasing understanding between the communities.

RESOLVED: that the Council agree to award £500 to 1st Gilnahirk Presbyterian Church for its inter-church project.

**CS/2008/305 : ELECTED MEMBERS' ANNUAL TRAINING EVENT –
CURRENT GOOD RELATIONS ISSUES**

The Community Services Manager reported that an evening training course was planned for January 2009 on current Good Relations issues for Council Members, details of which were as follows:

Location:	Function suite Council offices	
Time:	7:00 pm until 10:00 pm	
Catering Arrangements:	Dinner from 6pm	
Topics:	Peace and reconciliation, anti-racism, sectarianism and how to positively promote the Good Relations agenda throughout the Borough.	
Audience:	training will also include invitations to key community leaders for a maximum session of 40 participants. The training will allow councillors and community leaders to address good relations issues of local importance and plan a strategy to tackle such issues.	
Course Costs:	Trainer	£750.00
	Hot Fork Buffet	
	40 ppl X £8.95	£358.00
	Soft drinks X 40	£44.00
	Tea/Coffee and traybakes X 40	£60.00
	Total	£1,212.00

The Manager sought Members' approval to fund £1,212 from the Good Relations training budget towards training for Council Members and associated costs. She advised that the project met the Good Relations criteria as set out in the 2008-2009 strategy by encouraging elected members to;

- enhance their understanding of good relations issues in order to better address such issues as they arise in the Borough.

She advised that the training was also designed to engage the Councillors with community leaders and the good relations programme.

RESOLVED: that the Council approve funding of £1,212 from the good relations training budget towards training for Elected Members and associated costs.

CS/2008/306 : GOOD RELATIONS TRAINING TO YOUNG PEOPLE

The Community Services Manager reported that training in good relations and anti-racism was planned for January 2009 for 40 young people in the Borough. She advised that these young people were engaged in sports coaching programmes and the training would involve sport activity and discussions about how to deal with racism in the work place. She stated that transportation and lunch would be provided and costs were as follows:

Trainer x 2 (due to large group size)	£1000.00
Room Hire- 8 hours x £27.50	£220.00
Lunch: £10.00 x 42	£420.00
Tea/Coffee and traybakes x 40	£60.00
Sport Activity: Bowling x 20 people x £3.20	£64.00
Ice Skating x 20 people x £4.50	£90.00
Transportation costs	£350.00
Total	£2,204.00

The Community Services Manager sought Members' approval to fund the above project and its associated costs of £2,204.00. She stated that this training met the good relations criteria as set out in the 2008-2009 strategy as it highlighted the issues of racism in the sporting world and enhanced coaches' knowledge and capacity to deal with difficult issues. By training the coaches the information would also be disseminated to the younger people the coaches would be working with in the sporting world and would thus have a greater positive community impact.

RESOLVED: that the Council approve funding of £2,204 from the good relations training budget for training for young people and associated costs.

COMMUNITY DEVELOPMENT MATTERS

CS/2008/307 : MIDNIGHT STREET SOCCER – COMMUNITY SAFETY PARTNERSHIP FUNDING

Members were advised that the Community Services Manager had received a letter of offer from Castlereagh Community Safety Partnership for the amount of £14,900 towards funding a further 2 midnight street soccer leagues within this financial year 2008-2009. The Manager reported that a form of acceptance had to be submitted to the Partnership within 14 days of the date of the letter of offer. She advised that she had submitted the letter of acceptance before the deadline and was therefore seeking retrospective approval from the Committee to accept this letter of offer.

RESOLVED: that the Council give retrospective approval to accept Castlereagh Community Safety Partnership's letter of offer for the amount of £14,900.

COMMUNITY ARTS MATTERS

CS/2008/308 : "SPRING ARTS PROGRAMME – CLASSICS BROUGHT TO LIFE

The Community Services Manager reported that the Arts Officer sought Committee's approval to book the following;

Details:

- Who:** 2 theatre artists- Replay Theatre Company and Billy Telly theatre Company
- What:** Perform excerpts of classical literature (from books such as *Pride and Prejudice*)
- Venue:** Tullycarnet Library
- When:** February 2009.

The Manager advised that this project would bring classical literature to life with humour, drama and great costumes for an audience outside traditional theatre venues and it would help Castlereagh Arts tie in with the libraries' reading groups to help explore literature and encourage reading. She indicated that, if the project was successful, it could become a regular feature of the Castlereagh Arts season.

The Manger reported that project expenditure would be £250 for 1 hour performance of short pieces and associated costs. She advised that there were sufficient monies within the Arts Programme direct expenditure budget.

RESOLVED: that the Council approve expenditure of £250 from the arts budget for the “Classics Brought to Life” project.

CS/2008/309 : SPRING ARTS PROGRAMME – NASHVILLE CONCERT IN THE ROUND

The Community Services Manager reported that, as part of the Spring Arts Programme, the Arts Officer would like to continue the close relationship Castlereagh had with the Belfast Nashville Festival and once again book the annual “In-the-Round Concert” for Thursday February 19th 2009 at the Castlereagh Civic Centre. She advised that this concert would feature international Country and Western stars Buddy Mondlock (writer of hits by Garth Brooks, Nanci Griffiths), Dana Cooper (Nashville Music Award winner) and Tift Merritt (Grammy Award winner for Country Music of the Year 2004, 2005). She reported that this concert had always been a sell-out event at Castlereagh and brought excellent publicity to the Council. She stated that the promoters counted it as a highlight of the year’s events.

Details:

Who: Belfast Nashville Festival
What: International Country and Western stars concert
Venue: Castlereagh Civic Centre
When: 19th February 2009.

The Manager advised that project expenditure would be £1,350, which included a contribution towards air fares, accommodation and sound hire. She advised that there were sufficient monies within the Arts Programme direct expenditure budget.

RESOLVED: that the Council approve funding of £1,350 for the Nashville Concert in the Round with costs being met from the arts budget.

CS/2008/310 : SPRING ARTS PROGRAMME – COMMUNITY CIRCUS PROJECT

The Community Services Manager reported that, as part of the Spring Arts Programme, the Arts Officer would like to book the Belfast Community Circus for a 2 hour workshop for 8-18 year old young people at the Clonduff Community Centre on 5 April 2009 (date to be confirmed). She advised that the Belfast Community Circus acted not only as a vehicle for teaching children and young people in some of the most needy communities in Northern Ireland, but also as a training school for professional teachers and performers of circus arts. She reported that the Circus also boasted a cross community Youth Circus which had been run continuously throughout the troubled times of the past twenty three years, providing training and performance opportunities for young people aged 8-18 irrespective of their backgrounds. She stated that the workshop would be a

taster session in a range of circus skills and could lead to a longer community development project in 2009 if the community continued to show interest.

The Manager reported that project expenditure would be £300 for 2 hour workshop and associated costs for 25 people to be met from the arts budget, subject to 2009 budgetary approval.

RESOLVED: that, subject to 2009 budgetary approval, the Council provisionally agree to funding of £300 for the Community Circus project with costs being met from the arts budget

CS/2008/311 : SPRING ARTS PROGRAMME – TONY MacMAHON, ALLAN MacDONALD & ANGELINA CARBERRY IN CONCERT

The Community Services Manager reported that the Arts Officer would like to book a Scottish/Irish traditional concert with Tony MacMahon, Allan Macdonald & Angelina Carberry at the Council's Civic Centre on 22 May 2009. She advised that Tony Mac Mahon (accordion), Allan MacDonald (voice, pipes) and Angelina Carberry (banjo) represented some of the best in Scots-Irish music on offer in Europe today and were very prestigious performers who had won major awards for their work, including the Inverness Clasp, and had recorded music for numerous BBC productions. She advised that Tony MacDonald also lectured on the Scottish traditional music degree course in Glasgow and on gaelic in Edinburgh University.

The Manager reported that project expenditure would be £1,000 and this would include extensive promotion through the agency's own publicity network. She advised that project income (tickets £5/£3) would be £360.

RESOLVED: that, subject to 2009 budgetary approval, the Council provisionally agree the implementation of "the MacMahon, MacDonald and Carberry concert" project with the associated expenditure from the arts budget.

ANY OTHER BUSINESS

CS/2008/312 : COMMUNITY FESTIVAL FUNDING UPDATE (Minute No CS/2008/264 refers)

Councillor Long referred to the resolution passed at last month's meeting and wished to clarify that he was not opposed to St Andrews Outreach Team being awarded funding. He stated that his objection was in respect of the procedures used for dealing with the appeal.

The Community Services Manager circulated a detailed update on Community Festival funding applications. Members noted that, in a small number of cases, groups had not responded to the Council's requests for

further information. They felt that, if a group had not provided required paperwork or responded to Council's queries, then that group should receive no further funding from the Council.

After discussion it was

RESOLVED:

- (a) that officers write to all funding applicants advising them that further funding would not be available until all matters relating to their funding application were satisfactorily resolved.
- (b) that a deadline be placed on return of information so that funding not allocated could be redirected to other worthwhile groups or activities before the end of the financial year.

CS/2008/313 : WORK PROGRAMME REPORTS

Work Programme Reports for the Community Development Officers, the Arts Officer and the Good Relations Officer had been previously circulated for Members' information.

Noted

There being no further business, the meeting ended at 8.10 pm

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of

_____ 2008 with the exception of

Minute Nos. _____

MAYOR

CHIEF EXECUTIVE