

Ballymoney Borough Council
Corporate & Central Services Meeting No 388 – 27th September 2010

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FOR INFORMATION 388.8 – 388.12

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CENTRAL SERVICES

388.13	Accounts for Payment	<i>Accounts to value of £595,478.04 from Revenue Account and £934.38 from Capital Account for Period 6 be approved</i>
388.14	Rates Estimates 2011/2012 – Dates for Meetings	<i>Recommend to meet on stated dates and additional Special Meeting to be held on 18th October at 7.00 pm</i>
388.15	Staff Success – Tourist Information Centre Receptionist	<i>Information</i>

**BALLYMONEY BOROUGH COUNCIL
CORPORATE & CENTRAL SERVICES COMMITTEE**

Minutes of Corporate & Central Services Committee Meeting No. 388 held in the McKinley Room, Riada House, Ballymoney on Monday 27th September 2010 at 6.30pm.

IN THE CHAIR Alderman J Simpson

PRESENT

Aldermen
F Campbell
H Connolly
C Cousley, MBE, Deputy Mayor

Councillors
J Finlay
R Halliday
B Kennedy, Mayor
M McCamphill
A Patterson
E Robinson
I Stevenson
M Storey, MLA

APOLOGIES Councillor A Cavlan

IN ATTENDANCE

Chief Executive **(Items 1-12)**
Head of Corporate & Development Services **(Items 1-12)**
Director of Central & Leisure Services **(Items 13-15)**

P Weir - MLA, NI Executive **(Item 1)**
N Winder - Acting Chief Executive & Director of Policy & Strategy – NILGA **(Item 1)**
T Cunningham – Director of Communications & Engagement - NILGA **(Item 1)**

388.1 PRESENTATION – NILGA ANNUAL PLAN AND COUNCIL ENGAGEMENT

The Chair welcomed representatives from NILGA to present to committee. Mr Weir thanked Ballymoney Borough Council for the contribution they make to NILGA, members' contribution active to meetings including Councillor Evelyne Robinson, the newly appointed President of the Local Government Association.

Ms Winder gave the PowerPoint presentation (Attached as Appendix A and circulated at the meeting) and invited questions from members.

- * **Councillor Finlay arrived at the meeting at 6.40pm.**

The NILGA representatives responded to issues on which NILGA had lobbied, on behalf of Local Government, value of membership, possible transfer of functions by the Department and poor attendance at meetings.

- * **Councillor Storey, MLA arrived at 6.50pm.**
- * **Councillor Kennedy arrived at 6.55pm.**
- * **Head of Corporate and Development Services arrived at the meeting at 7.02pm.**

Other issues which engaged member's attention included:

- Cost of NILGA Annual Conference
- NILGA management costs
- Method of representation by D'Hondt or other proportionality

- * **Councillor Stevenson arrived at the meeting at 7.08pm.**

Members also discussed communications from NILGA and were advised feedback was welcome. Members were reminded of the free EU Conference "Maximising the Impact of EU Finds – Energising Growth" to be held on Wednesday 27th October at the Hilton Hotel, Templepatrick.

- * **NILGA Representatives left the meeting at 7.25pm having been thanked by the Chair.**

388.2 MINUTES MEETING NO. 387 – 28TH JUNE 2010

It was proposed by Alderman Connolly, seconded by Alderman Cousley and **AGREED:**

to recommend that the Minutes of Meeting No 387 – 28th June 2010, as circulated, be confirmed as a correct record.

CORPORATE SERVICES

388.3 MEMORIAL GARDENS

Committee is invited to consider a request for link path at the Council's memorial gardens to Joey and Robert Dunlop at Castle Street, Ballymoney. A report by the Chief Executive on consultation with families on the request was circulated together with correspondence from family members. After lengthy discussion on options and taking account of the issues raised in the correspondence, when

several members expressed regret that so far the families have been unable to reach an agreed position on this request, Committee agreed that the Chief Executive write to Mrs L Dunlop to offer her the opportunity to put comments in writing to the Committee, by 19th October, to allow Committee to give further consideration to the matter and reach a decision.

* **Councillor Storey, MLA, left the meeting at 8.10pm.**

388.4 NATIONAL ASSOCIATION OF COUNCILS – MEMBERSHIP

Request from the Association for renewal of 2010-2011 membership of NI Region, fee £960, deferred from previous meeting, is presented for consideration. The NAC has confirmed that this is a set fee for membership of the Association and the fee cannot be reduced by individual members opting out as was the case previously. A copy of the most recent audited accounts was requested and has not yet been received; however a copy was provided by a Member and circulated at the meeting (attached as Appendix 2).

Councillor Finlay voiced his disagreement that individual members could not opt out of the NAC membership, a body with a similar representative role as a trade union, while Councillor Robinson spoke of the value of the work undertaken by the body alluding to the issues addressed at a recent meeting with the Minister, including severance, RPA and remuneration panel. On the issue of the level of honorarium paid to various office bearers, Councillor Robinson reported that the level of payment to the Secretary was to reduce and Organizer was to be dispensed with in favour of a new post of Administrative Officer.

It was proposed by Councillor McCamphill, seconded by Councillor Stevenson and **AGREED**, 6 members voting for, 3 members voting against and with 2 abstentions;

to recommend that Council renew its membership of NI National Association of Councils for 2010/2011, with the fee of £960.

388.5 LOCAL DEMOCRACY WEEK

Local Democracy Week 2010 has been launched. This year's campaign runs from 11- 17th October. This is the 7th year that local authorities and schools across Northern Ireland have been taking part in the now European wide campaign. Supported by NILGA the campaign aims to encourage young people to get more involved in local government while creating an awareness of their local council.

IT IS RECOMMENDED that Council again participate in this event through the promotion on 14th October of a quiz and debate, staged in Ballymoney Town Hall, involving local secondary level schools in the borough. Funding to cover the cost

of the event, which will be co-ordinated by the Office of the Chief Executive, has been secured from Good Relations Unit and Community Safety Partnership.

It was proposed by Councillor Robinson, seconded by Councillor Stevenson and **AGREED:**

to recommend that Council participate in the Local Democracy Week 2010 Campaign through the promotion of a quiz and debate, staged in Ballymoney Town Hall on 14th October 2010, involving local secondary level schools in the borough.

* Councillor Kennedy left the meeting at 8.26pm.

388.6 SALTING AND GRITTING OF FOOTWAYS

Following a meeting between representatives from DRD Roads Service and local government, DRD Roads Service have responded to the request that they establish whether a third party, (e.g. Chamber of Commerce) could act as the council's sub-contractor or agent in respect of the Roads Service agreement.

It was agreed that NILGA should consult with Councils in order to establish if the agreement proposed by DRD will enable councils to make arrangements with private sector organisations to salt footways; and whether councils view the option of private sector organisations salting footways as a positive contribution to addressing the salting of footways locally. (Copy of draft agreement was circulated).

Committee is invited to consider the matter and respond to NILGA by 5th October.

A discussion ensued on the benefits and disbenefits of the terms of the proposed agreement.

It was proposed by Councillor Stevenson, seconded by Councillor Finlay and **AGREED:**

to recommend that Council respond to NILGA stating that they view the option of private sector organisations salting footways as a positive move to addressing the issue of the salting of footways locally but that DRD Roads Service should contact directly with the private sector organization, with full indemnity provided by Roads Service and supervision where Councils were unable to do this.

In discussing this matter, members pointed to the precedent created through the contractual arrangement with local farmers to assist with road gritting.

388.7 SOMME ASSOCIATION – ANNUAL PILGRIMAGE 2011

An invitation has been received from the Association to be represented at the 95th Anniversary of the Battle of the Somme.

The event will take place 28th June – 2nd July 2011. Estimated cost is £595 per person, with single room supplement of £100.

Committee is invited to consider the invitation.

It was proposed by Councillor Finlay, seconded by Councillor Stevenson and **AGREED:**

to recommend that Council reserve 2 places on the Somme Association Annual Pilgrimage 2011 which will take place on 28th June – 2nd July 2011, at an estimated cost of £595 per person, with a single room supplement of £100.

388.8 CASUAL VACANCY – DISTRICT ELECTORAL AREA OF BANN VALLEY

Following on the resignation of Councillor McKay advice was received from the Electoral Office for NI on 21st September that on 20th September the Chief Electoral Officer declared Mr Cathal McLaughlin, 1 Mounthill Park, Cloughmills, Ballymena, returned to fill the vacancy for the Bann Valley District Electoral Area. Public notice has been given of that fact by publishing it on www.eoni.org.uk

388.9 EQUAL PAY CLAIM

The Chief Executive reported on Notice received from the Office of the Industrial Tribunals in respect of equal pay claims from seven female employees, case ref 02276/10IT. Response on Council's behalf is required by 22nd October 2010.

It is **RECOMMENDED** that legal advice to assist Council in its response to the claims be secured.

Committee **AGREED:**

to recommend that legal advice be secured to assist the Council in its defence to the claims.

388.10 LAND & PROPERTY SERVICES

Following a recent meeting with the Local Authority/LPS Strategic Steering Group, NILGA published a communication relating to the items discussed and some of the actions to be addressed at the next meeting, circulated with a table outlining the process for recovering funds from those who have withheld payment.

Committee noted that LPS is offering to include information from each Council on two pages of their rating booklet, free of charge. Interest has been registered in taking up this offer.

388.11 GOVERNANCE FRAMEWORK FOR THE IMPROVEMENT COLLABORATION AND EFFICIENCY (ICE) PROGRAMME

Following submission of Council's response to the NILGA consultation which included a query about shared funding we have been advised that this matter has not yet been finalised but NILGA will raise it with the governance working group. It is however anticipated that this will be something for the Regional governance group to agree once it is established.

388.12 LONDON 2012 OLYMPIC AND PARALYMPIC GAMES – KIT OF PARTS

A questionnaire has been completed on Council's behalf in response to a request on types of street dressing for the games which might be utilized in the borough to celebrate the communities' involvement in London 2012. The questionnaire was completed on the basis that it was not an order and the level of interest in merchandise will largely depend on torch relay and other activities in the area and on the understanding that there will be no cost to Council.

- * **Chief Executive left the meeting at 8.46pm.**
- * **Director of Central and Leisure Services arrived at the meeting at 8.47pm.**

CENTRAL SERVICES

388.13 ACCOUNTS FOR PAYMENT

The Director advised that Treasury advice schedules detailing payments for Period 6, 2010/11 drawn on the Council's Revenue and Capital Bank Accounts were circulated at the meeting. **IT IS RECOMMENDED** that the payments are made.

For members' information the value of payments made in July and August are as follows:

Period 4:	Revenue Account:	£1,173,225.99
	Capital Account:	£83,430.23
Period 5:	Revenue Account:	£666,442.27
	Capital Account:	£21,847.17

The Director answered members' questions.

It was proposed by Councillor Robinson, seconded by Alderman Connolly and
AGREED:

to recommend that accounts to the value of £595,478.04 from the Revenue Account and £934.38 from the Capital Account for Period 6, 2010/11 be approved for payment.

388.14 RATES ESTIMATES 2011 / 2012 – DATES FOR MEETINGS

The following dates are suggested for Council to meet to consider the estimates of income and expenditure for 2011/2012.

Monday 8th November 2010 at 2.00pm
Monday 13th December 2010 at 2.00pm
Monday 10th January 2011 at 2.00pm
Tuesday 8th February 2011 at 7.00pm to strike the District rates for 2011 / 2012

Councillor Finlay expressed concerns about the number of meetings prior to the deadline last year and suggested that a meeting should be held in October. At the request of Councillor Halliday, the Director agreed to provide details of the number and cost of employees per service.

It was proposed by Councillor Finlay, seconded by Councillor Stevenson and
AGREED:

to recommend that Council meet on the following dates to consider the estimates of income and expenditure for 2011/2012: Monday 18th October at 7.00pm, Monday 8th November 2010 at 2.00pm; Monday 13th December 2010 at 2.00pm; Monday 10th January 2011 at 2.00pm; Tuesday 8th February 2011 at 7.00pm to strike the District rates for 2011 / 2012.

388.15 STAFF SUCCESS – TOURIST INFORMATION CENTRE RECEPTIONIST

The Director was pleased to advise that the Tourist Information Centre Receptionist (post ref 50147) has successfully completed Level 2 National Vocational Qualification in Travel and Tourism Services (Tourism Information Services).

Council jointly funded the course with the Northern Ireland Tourist Board. The postholder thanked Council for its support.

This being all the business the meeting closed at 9.45pm.

Appendices listed:

Appendix A: NILGA Powerpoint Presentation

Appendix B: NAC NI Statement of Accounts

APPENDIX A


NILGA ANNUAL PLAN POWERPOINT PRESENTATION



**NORTHERN IRELAND
LOCAL GOVERNMENT
ASSOCIATION**

**Overview
Representing your interests
The Future**

the voice of local government



the voice of local government

NILGA's Objectives

"To be the voice of strong, democratic local government and the champion of improved services to citizens"

"To work with councils and other stakeholders to champion and support the development of a world class local government system in Northern Ireland which works in partnership with others to serve citizens".

6 Core, 11 DoE Funded, 2 NIJC, 4 Project Officers



the voice of local government

OVERVIEW Your Local Government Association


- **Policy Development**
 - Legislation Development & Consultation Responses
 - Lobbying Central Government
- **Establish & Service Partnerships**
 - Central Government e.g. DOE (LGR), DOE (Waste), DCAL (2012)
 - SOLACE / NAC
 - Land and Property Services (LPS)
 - FLGA, European Union – CEMR, UK Exec Office Brussels, UKREP
 - Ulster in Bloom, 134 entries (highest number of entries)
 - Local Government Awards in Northern Ireland
- **NIJC, JNC, CEEP & Skills Plus**
- **Sharing Best Practice - NILGA Annual Conference**
- **Communications & Engagement**
- **Service Improvement**



the voice of local government

Representing your interests

- EU Committee of the Regions
- Rural White Paper
- Local Government Reform Transferring Functions
- Voluntary Regional Transition Committee (VRTC)
- Change to Business Services Organisation (BSO)
- Local Government Awards
- Influencing Policy Development at an early stage: Local Government Reform; High Hedges; Clean Neighbourhoods; Rural White Paper;
- Local Government partnership with: Planning Reform; Local Partnership Working - Community Safety; Public Transport Reform; Draft Tourism Strategy for NI 2020; Salting Footpaths and Ways.



All work carried out by NILGA representatives is drawn from Councils
Every project is Member lead and Officer supported.....
NILGA is effectively the conduit

NILGA ensures that the

- Right People, are in the
- Right Place, at the
- Right Time, with the
- Right Information, talking to the
- Right Representative.




Anti-poverty Social Inclusion

REUSE

Planning Policy

Information Systems Strategy

Comité des Régions
Comité Val de Région
EU



Strategic Objectives


1. **Building Strong Relationships with...**
 - Councils
 - NAC, SOLACE, DOE, Central Government Departments
 - Government, Assembly, Committees
 - Engagement Events with Councils and Transition Committees
2. **Effective and Innovative Communication & Engagement**
 - Two way communication with our stakeholders
 - Website development for enhanced interaction
 - Conference and sharing best practice
 - Enhancing local governments role in the media
 - Timely relevant information – newsletters / bulletins / E-Zines



3. Developing Local Government Policy

- Cllr Bell DUP – EU Issues (Committee of the Regions – 2 Places)
- Cllr Gallagher SDLP – Waste Strategy
- Cllr Beattie DUP – Planning Policy and Reform
- Cllr Kerr SF – IS Strategy and E-Govt Projects
- Cllr Wilson UUP – Agriculture and Rural Issues
- Cllr Rodway DUP – Economic Development
- Cllr Palmer DUP – Health and Environment
- Cllr Robinson DUP – Strategic Policy

All work drawn from Councils



4. Supporting Local Government Modernisation

- Previous SLB, PDPs, Working Groups
- Newly developed working groups – Update on the:
 - Governance Working Group
 - Improvement, Collaboration & Efficiency Working Group
 - Transfer of Services Working Group

5. Effective and Efficient Services to Local Government

- c £800k Additionality – 190%

6. Effective Internal Systems and Process

- Systems Development



Years 2012


Northern Ireland Local Government Awards

Ulster in Bloom

Waste

NILGA Conference

Transport



Local Government Reform Update

UPDATE


- Recent Decision by Assembly Executive
- Progress over last 2 years – SLB & PDPs – Policy Development
 - Governance, Community Planning, Best Value, Service Improvement, Finance, HR and Transferring Functions
 - Work nearing completion
- Future for Transition Committees (VTC's) and Voluntary Regional Transition Committee (VRTC)
- Genuine Political Engagement / Leadership
 - Strong Engagement
 - Good foundation for new Central/Local relationship
- **Greater Awareness of Opportunities and Capacity Building**



Local Government Reform Update

Next Steps


- What's Next?
- Minister to take proposals to NI Executive in September 2010
- Reorganisation Bill
- Further work
 - Improvement, Collaboration & Efficiency (ICE) Programme
 - Regional Governance Working Group
 - Transferring Functions Working Group
- Consultation of Governance with Councils - mechanism and commitment to collaborate
- Revised Structures to Support Implementation
- Continue Engagement Events and Increase Two Way Communication



THE FUTURE FOR NILGA

Key Issues and Challenges

- Future Planning
- Funding
 - 09/10 Waive the annual increase of 2.5% in light of the financial pressure facing councils - Projected deficit £40k
 - 10/11 Proposal - Increase of 2.5% - c £350 per council - Projected deficit of £24k
- Developing Role of NILGA – 2010/2011
- Consideration of new LGA?
 - Current - Commissioned Scoping Exercise



Future Focus


- Political Leadership – Governance Structure / Strategic Waste Board (SWB) / Committee of the Regions (CoR)
- Local Government Reform Policy Proposals
- More Strategic Approach to Policy Making - Consultations
- Enhanced Local Government Profile

Increase Communication & Engagement with...

- Councillors
- Groups working in Collaboration
- Council Officers


Through... Forums; Engagement Events; and Individual Meetings

- Web / Email



PRIORITIES FOR 2010/2011

- Negotiating on, and supporting the effective delivery of the Local Government Reform / Improvement, Collaboration & Efficiency implementation process in the interest of Councils
- Developing Central Government and Local Government Relations
- Influencing the development of policy and legislation which has an impact on Local Government e.g. NI Assembly, Westminster and EU.



To enhance engagement with councils and to provide reports to council meetings, **Your Members of NILGA are...**

- Cllr Evelyne Robinson is the NILGA President and a NILGA Executive and Full Member. Cllr Robinson also sits on the Strategic Policy Committee and on the Waste Working Group.
- Cllr Anita Cavlan is a NILGA Full Member.
- Ald Cecil Cousley MBE is a NILGA Full Member and a member of the Agriculture and Rural Development working group.
- Cllr Ian Stevenson is a NILGA Full Member.



APPENDIX B

NAC NORTHERN IRELAND STATEMENT OF ACCOUNTS



NAC Northern Ireland
Statement of Accounts

For the Years Ending [Sept 13th, 2010]

REVENUES		2010	2009
	Membership fees BF	£1,800.00	£960.00
	Membership fees 2000/10	£33,250.00	£32,580.00
	AGM	£11,025.00	£11,670.00
Total Revenues		£46,075.00	£48,210.00
EXPENSES			
AGM LA Mon			
	Jim Kelly NAC Treasurer	£120.00	£269.00
	Hotel	£2,218.25	£5,204.95
	Present Gifts	£214.95	£19.00
	Cash Float		£200.00
	Secretarial Ass.	£220.00	£200.00
	Printing		£167.00
Sub-Total		£2,773.20	£6,079.95
Officers Honorarium's			
	Secretary	£8,000.00	£8,000.00
	Mileage & Subsistence	£613.00	£701.16
	Organiser	£3,000.00	£3,000.00
	Mileage & Subsistence	£150.00	£0.00
	Treasurer	£2,000.00	£2,000.00
	Mileage & Subsistence	£209.04	£0.00
	Chairman	£1,500.00	£1,500.00
	Mileage & Subsistence	£182.90	£0.00
Sub-Total		£15,654.94	£15,201.16
Clandeboyne Seminar			
	Secretarial	£0.00	£50.00
	Consultants	£0.00	£5,333.33
	Hotel	£0.00	£1,900.00
	Proctors Merchandise	£0.00	£1,985.93
NILGA AGM			
	Secretarial cover	£0.00	£200.00
Sub-Total		£0.00	£9,469.26
General Expenses			
	Bereavement Fund	£2,000.00	£0.00
	Swallow Hotels	£0.00	£220.00
	Kadanza	£0.00	£145.00
	Kadanza	£0.00	£195.00
	Treasurer B&B	£0.00	£60.00
	London delays	£0.00	£156.55
	Chairman's Flights	£0.00	£95.88
	Seminar Castle Bellingham	£0.00	£113.00
	NAC Fees	£0.00	£10,708.80
	Orange	£0.00	£844.19
	Christmas Gifts	£100.00	£100.00
	NILGA Awards	£1,000.00	£0.00
	Proctors NAC Gifts & Branding	£657.06	£0.00
	Phones Postage and Stationary	£1,196.24	£0.00
	Bank Charges	£21.56	£0.00
Sub-Total		£4,974.86	£12,638.42
Total Expenses		£23,403.00	£43,388.79
Income over Expenses		£22,672.00	£1,821.21
Net Income		£22,672.00	£1,821.21
Bank Balance	Sep-09	£26,973.06	
Bank Balance	Sep-10	£49,645.06	
Current Assets	30 day Business Account Inc £125.00 interest	£41,325.50	£41,200.14
	Business Current Account	£49,645.06	£26,973.16
Total Assets		£90,970.56	£68,173.30
Current Liabilities			
	NAC GB	£10,970.56	