

**Ballymoney Borough Council**  
**Corporate & Central Services Meeting No 388 – 27<sup>th</sup> September 2010**

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**CENTRAL SERVICES**

<b>388.13</b>	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>
<b>388.14</b>	Rates Estimates 2011/2012 – Dates for Meetings	<i>Recommend to meet on stated dates and additional Special Meeting to be held on 18<sup>th</sup> October at 7.00 pm</i>
<b>388.15</b>	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 27<sup>th</sup> 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 27<sup>th</sup> 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 – 28<sup>TH</sup> JUNE 2010**

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

*to recommend that the Minutes of Meeting No 387 – 28<sup>th</sup> 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 19<sup>th</sup> 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- 17<sup>th</sup> October. This is the 7<sup>th</sup> 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 14<sup>th</sup> 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 14<sup>th</sup> 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 5<sup>th</sup> 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 95<sup>th</sup> Anniversary of the Battle of the Somme.

The event will take place 28<sup>th</sup> June – 2<sup>nd</sup> 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 28<sup>th</sup> June – 2<sup>nd</sup> 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 21<sup>st</sup> September that on 20<sup>th</sup> 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](http://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 22<sup>nd</sup> 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 8<sup>th</sup> November 2010 at 2.00pm  
Monday 13<sup>th</sup> December 2010 at 2.00pm  
Monday 10<sup>th</sup> January 2011 at 2.00pm  
Tuesday 8<sup>th</sup> 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 18<sup>th</sup> October at 7.00pm, Monday 8<sup>th</sup> November 2010 at 2.00pm; Monday 13<sup>th</sup> December 2010 at 2.00pm; Monday 10<sup>th</sup> January 2011 at 2.00pm; Tuesday 8<sup>th</sup> 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
<b>Total Revenues</b>		<b>£46,075.00</b>	<b>£45,210.00</b>
EXPENSES			
<b>AGM LA Mon</b>			
	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
<b>Sub-Total</b>		<b>£2,773.20</b>	<b>£6,079.95</b>
<b>Officers Honorarium's</b>			
	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
<b>Sub-Total</b>		<b>£15,654.94</b>	<b>£15,201.16</b>
<b>Clandeboyne Seminar</b>			
	Secretarial	£0.00	£50.00
	Consultants	£0.00	£5,333.33
	Hotel	£0.00	£1,900.00
	Proctors Merchandise	£0.00	£1,985.93
<b>NILGA AGM</b>			
	Secretarial cover	£0.00	£200.00
<b>Sub-Total</b>		<b>£0.00</b>	<b>£9,469.26</b>
<b>General Expenses</b>			
	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
<b>Sub-Total</b>		<b>£4,974.86</b>	<b>£12,638.42</b>
<b>Total Expenses</b>		<b>£23,403.00</b>	<b>£43,388.79</b>
<b>Income over Expenses</b>		<b>£22,672.00</b>	<b>£1,821.21</b>
<b>Net Income</b>		<b>£22,672.00</b>	<b>£1,821.21</b>
<b>Bank Balance</b>	Sep-09	£26,973.06	
<b>Bank Balance</b>	Sep-10	£49,645.06	
<b>Current Assets</b>	30 day Business Account Inc £125.00 interest	£41,325.50	£41,200.14
	Business Current Account	£49,645.06	£26,973.16
<b>Total Assets</b>		<b>£90,970.56</b>	<b>£68,173.30</b>
<b>Current Liabilities</b>			
	NAC GB	£10,970.56	