

**BALLYMONEY BOROUGH COUNCIL****Corporate & Central Services Meeting**

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**BALLYMONEY BOROUGH COUNCIL**

Minutes of Corporate & Central Services Committee Meeting No 395 held in the McKinley Room, Riada House, on Wednesday 25<sup>th</sup> May 2011 at 7.00pm.

**IN THE CHAIR:** Councillor Stevenson [Item 1]  
Alderman Cousley, MBE, [Item 2-17]

**PRESENT:** **Aldermen**  
F Campbell

**Councillors**  
J Atkinson  
A Cavlan  
J Finlay  
B Kennedy  
P McGuigan  
T McKeown  
C McLaughlin  
E Robinson

**IN ATTENDANCE:** Chief Executive [Items 1-11]  
Director of Central & Leisure Services [Items 1-17]  
Head of Corporate and Development Services [Items 1-11]  
Committee Clerk

**APOLOGIES:** Alderman H Connolly  
Councillor M Storey, MLA

**395.1 ELECTION OF CHAIR**

Chief Executive invited nominations to Chair proceedings.

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

***that Councillor Stevenson be elected to Chair proceedings.***

Councillor Stevenson took the Chair, thanked members and invited nominations for Chair of Corporate and Central Services Committee 2011/12.

It was proposed by Councillor Robinson, seconded by Alderman Campbell:

***that Alderman Cousley, be elected Chair of Corporate and Central Services Committee 2011/12.***

It was proposed by Councillor McGuigan, seconded by Councillor McLaughlin:

***that Councillor Cavlan be elected as Chair of Corporate and Central Services Committee 2011/12.***

The Mayor invited members to vote for the 2 nominations in alphabetical order. 3 members voted for Councillor Cavlan while 6 members voted for Alderman Cousley.

There being no other nominations, Alderman Cousley, was declared elected.

Alderman Cousley, assumed the Chair and thanked members for his election.

### **395.2 ELECTION OF VICE CHAIR**

Chair invited nominations for Vice-Chair of Corporate and Central Services Committee 2011/12.

It was proposed by Councillor Kennedy, seconded by Councillor McGuigan and **AGREED:**

***that Councillor McKeown be elected as Vice-Chair of Corporate and Central Services Committee 2011/12.***

### **395.3 MINUTES MEETING NO 394 – 28<sup>TH</sup> March 2011**

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

***that the Minutes of Meeting No 394 – 28<sup>th</sup> March 2011, as circulated, be confirmed as a correct record.***

#### **Matters Arising**

##### **3.1 Appointment of members to the NI Local Government Officers' Superannuation Committee (394.11).**

Councillor Robinson queried whether there were any submissions to be considered for appointment. Chief Executive advised that there were none.

## **CORPORATE SERVICES**

### **395.4 MARKETING SUB-COMMITTEE**

The Sub-Committee, comprises Chair and Vice-Chair of Committee, Mayor and a representative from parties. Its role is to consider proposals for major civic events and projects.

Councillor Finlay queried the decision making powers of the proposed committee and party proportionality. Chief Executive advised that sub-committee recommendations would come before the Corporate and Central Services Committee prior to a Council meeting.

It was proposed by Councillor Robinson, seconded by Councillor Finlay:

***to recommend that Council constitute the Marketing Sub-Committee.***

Chair put the motion to the vote, 7 voted for the proposal and 0 voted against.

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

***to recommend that Council constitute the Marketing Sub-Committee to be filled proportionally according to the strength of the Council, ie: 3 DUP, 2SF and 1 UUP, plus Chair and Vice-Chair and Mayor.***

Parties are invited to submit their nominees to the Office of the Chief Executive.

### **395.5 COUNCIL DECISION MAKING STRUCTURES**

Committee is asked to note that Council decided (at its meeting on 18<sup>th</sup> May 2011) that no change be made in the committee structure, which remains as:

- Consultation Committee
- Corporate & Central Services Committee
- Development Committee
- Health & Environmental Services Committee
- Leisure & Amenities Committee

It was also agreed that in future the Consultation Committee will meet at 7.00pm with the Development Committee to review the timing of its meeting.

### **395.6 COMMITTEE MEETINGS – JULY & AUGUST 2011**

**IT IS RECOMMENDED:** that no meetings of standing committees be held during July and only in August where the Officer, in consultation with the Chair, agree that there is essential business.

While the consultation committee will not meet in July, the July planning schedule will be circulated to members and treated in the same way as streamlined applications, ie, members who want any application removed should notify the Office of the Chief Executive and it will be deferred; the committee will meet in August in order to ensure that deferred applications are not unduly delayed.

It was proposed by Councillor McGuigan, seconded by Councillor Cavlan and **AGREED:**

***to recommend that no meetings of standing committees be held during July and only in August where the Officer, in consultation with the Chair, agree that there is essential business.***

### **395.7 STAFF MATTERS**

#### **7.1 Equal Pay Claims**

The Industrial Tribunals Office has given notice that case ref 2282/10IT in respect of equal pay claim has been dismissed following withdrawal.

### **395.8 CONTRIBUTION - CAUSEWAY HOSPITAL ARTCARE PROJECT**

Contribution towards this project (min ref. 394.9) has been settled at £250.00.

### **395.9 ROYAL BRITISH LEGION – 90<sup>TH</sup> ANNIVERSARY CELEBRATION EVENT**

Council agreed to consider budget provision for this event on receipt of further information. The Royal British Legion has now advised that a decision has been taken to cancel the celebration event on 4<sup>th</sup> June, based on real concerns as to the commercial risk involved, following various difficulties encountered in the planning process.

### **395.10 MEMBER TRAINING**

- (1) Arrangements are in hand to deliver an in-house induction programme on a range of topics, aimed at new members, but open to all.
- (2) The Local Government Training Group (LGTG) is supporting Councils with a suite of courses for elected member inductions selected from the LGTG open course programme. All courses will be delivered as short sessions (up to 2 hours), half-day or whole day and can be scheduled in the evening (before or after a Council meeting for example). Courses can be run in-house or shared with neighbouring councils. The LGTG will pay a contribution of £150 towards each council running each course once. An interest has been expressed on

Council's behalf in buying in service jointly and the Change Manager is doing some work on a framework. We will have to consider budget allocation. While a limited budget is available under member services members could consider agreeing to utilisation of member conferences budget.

- (3) Chartered Institute of Public Finance & Accountancy (CIPFA) are also offering courses to support local government, eg introduction to local government finance, finance for elected members, introduction to internal audit, spending public funds – holding public bodies to account, best practice in audit committees and elected members induction workshops. Any member interested should contact the Office of the Chief Executive for further information. These courses could be funded through the budget available for member conferences.

In respect of (2) and (3) an administrative procedure for processing application via committee is in place.

Councillor Robinson stressed the importance of having a training budget that was to appropriate to cover Member training.

Councillor McGuigan queried the costs involved for the proposed Member Training.

The Chief Executive suggested that the item be brought back to committee when he may be in a better position to advise of such costs.

### **395.11 SEMINAR ON THE LOCAL GOVERNMENT PENSION SCHEME (NI) FOR COUNCILLORS**

Chief Executive referred to details on NI Local Government Officers Superannuation Committee (NILGOSC) seminars arranged to explain the pension scheme to councillors, details circulated in OCE memo 24<sup>th</sup> May 2011.

Councillors should register their interest by contacting The Office of the Chief Executive.

- \* **Councillor Kennedy left the meeting at 7.36pm during consideration of the above item.**
- \* **Councillor McKeown left the meeting at 7.36pm during consideration of the above item.**
- \* **Director of Central and Leisure Services arrived at the meeting at 7.38pm during consideration of the above item.**
- \* **Head of Corporate and Development Services left the meeting at 7.41pm**
- \* **Chief Executive left the meeting at 7.41pm.**

## CENTRAL SERVICES

### 395.12 ACCOUNTS FOR PAYMENT

The Director circulated Treasury advice schedules detailing payments for Period 2, 2011/12 drawn on the Councils Capital & Revenue Bank Accounts at the meeting.

**IT IS RECOMMENDED** that payments are made.

The Director answered a number of member queries.

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

*to recommend to Council that accounts to the value of £471,020.69 from the Revenue Account and £ 12,890.67 from the Capital Account for Period 2, 2011/12 be approved for payment.*

### 395.13 ANNUAL ACCOUNTS 2010/11

The Director advised that under the Local Government (Accounts & Audit) Regulations (N.I) 2006 the Annual Accounts of the Council for the year 2010/11 are to be signed off by the Council before submission to the Department of the Environment.

The Legislation requires the accounts to be submitted by 30<sup>th</sup> June 2011

**IT IS RECOMMENDED** that the council delegates authority to the Corporate & Central Services Committee to sign off the 2010/11 Annual Accounts at its meeting on the 27<sup>th</sup> June 2011.

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

*to recommend that the Council delegates authority to the Corporate & Central Services Committee to sign off the 2010/11 Annual Accounts at its meeting on the 27<sup>th</sup> June 2011.*



**395.14 LOAN SANCTIONS**

**IT IS RECOMMENDED** that application is made to the Department of the Environment for the undernoted Loan Sanction Approvals.

- i. Joey Dunlop Leisure Centre Swimming Pool Filtration Upgrade.  
Estimated cost £60,000  
Loan to be repaid over 20 years.
- ii. Synthetic Pitch Carpet Replacement  
Estimated Cost £150,000  
Loan to be repaid over 20 years
- iii. Joey Dunlop Leisure Centre Car Park Resurface  
Estimated Cost £25,000  
Loan to be repaid over 20 years
- iv. IT Equipment Upgrade  
Estimated Cost £30,000  
Loan to be repaid over 4 years
- v. Replacement Refuse Collection Vehicle  
Estimated Cost £130,000  
Loan to be repaid over 10 years

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

***to recommend that application is made to the Department of the Environment for Loan Sanction Approvals for the 5 projects detailed above.***

**395.15 LOCAL GOVERNMENT PENSION SCHEME FOR COUNCILLORS**

The Director advised that Regulations were made on 18<sup>th</sup> March 2011 enabling Councillors to participate in the Local Government Pension Scheme from 9<sup>th</sup> May 2011.

The main purpose of the Councillors Scheme is to provide a pension in retirement for Councillors. The benefits paid under the Scheme are based on the length of a Councillors Membership and their career average pensionable pay. The pensionable pay of a Councillor consists of the Basic Allowance and the Special Responsibility Allowance Payments.

All Councillors have been issued with a booklet entitled a "Councillor's Guide to the Local Government Pension Scheme" together with a Councillors Membership

Form and a Councillors Option Not to Join the Scheme Form. The Director requested that Councillors complete the appropriate form and return to the Finance Department.

### **395.16 SPECIAL RESPONSIBILITY ALLOWANCE**

The Director circulated a schedule detailing the Special Responsibility Allowances payable in 2010/11. The Director advised members that the maximum payable by the Council (with a population of up to 50,000) is £20,000 and the maximum payable to any one member is 1/5 of that which is £4,000.

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

*to recommend that the Special Responsibility Allowance Rates for the current year remain the same as 2010/11.*

- \* **Councillor McGuigan left the meeting at 8.15pm during consideration of the above item.**

### **395.17 WASTE MANAGEMENT CONFERENCE**

Councillor Robinson tabled her interest in applying to attend the Waste Management Conference (CIWM) and advised that she would have further detailed information prior to the Council meeting.

The Director advised Councillor Robinson to submit the details to The Office of the Chief Executive.

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

*to recommend that Councillor Robinson attend the Waste Management Conference.*

**This being all the business the meeting closed at 8.30pm.**

