

BALLYMONEY BOROUGH COUNCIL**Table of Contents**

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CORPORATE SERVICES

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RECONVENED MEETING 26.6.12

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| 406.13 | Signing Off the 2011/2012 Annual Accounts | <i>Approve</i> |
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BALLYMONEY BOROUGH COUNCIL

Minutes of Corporate & Central Services Committee Meeting No 406 held in the McKinley Room, Riada House, on Monday 25th June 2012 at 7.00pm.

IN THE CHAIR: Councillor Robinson, Mayor (Item 1)
Councillor Stevenson (Item 2)

PRESENT: **Aldermen**
F Campbell
H Connolly
C Cousley, MBE, Deputy Mayor

Councillors
J Atkinson
W Blair
J Finlay
R Halliday
T McKeown
C McLaughlin
E Robinson
I Stevenson

IN ATTENDANCE: Chief Executive [Items 1-8]
Director of Central and Leisure Services [Items 9-12]
Head of Corporate and Development Services
Committee Clerk

APOLOGIES: B Kennedy
P McGuigan
M Storey, MLA

406.1 ELECTION OF CHAIR

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

that the Mayor take the Chair to facilitate the election of Chair and Vice Chair.

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

that Councillor Stevenson be elected as committee Chair for the ensuing year.

406.2 ELECTION OF VICE CHAIR

Councillor Stevenson assumed the Chair and invited nominations for election for Vice Chair of Committee.

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

that Councillor McKeown be elected as committee Vice Chair for the ensuing year.

406.3 MINUTES OF MEETING NO 405 – 28TH MAY 2012

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

that the Minutes of Meeting No 405 – 28th May 2012, as circulated be approved.

Matters Arising

3.1 Councillor Training Programme (405.9)

The Chief Executive advised that none of other Councils in the cluster are participating in training programmes. Other options are being pursued.

3.2 Civic Events (405.10)

Ballybogey Community Centre was officially opened on Saturday 23rd May 2012. The official opening for Stranocum is planned for Saturday 21st July and Balnamore on Saturday 18th August.

3.3 Somme Annual Pilgrimage – 30th June – 3rd July (405.10)

Alderman Kennedy due to illness is not able to attend. Committee is invited to nominate a substitute and authorize ticket change.

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

that Councillor Stevenson attend the event.

3.4 Somme Service Knockagh (405.10)

Notice has been received of the Annual Service on 1st July. Members are invited to attend and to lay a wreath.

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

that all members be appointed to attend and the Mayor lay a wreath.

Members wishing to attend to advise the Office of the Chief Executive.

CORPORATE SERVICES

406.4 LOCAL GOVERNMENT BOUNDARIES

The Draft Local Government (Boundaries) Order was approved by the Assembly on 12th June. This sets in law the boundaries of the 11 new local government districts as well as the number, boundaries and names of the wards into which each district council will be divided. This is an important milestone in the reform of local government. The Chief Executive answered questions from members.

406.5 REGIONAL TRANSITION COMMITTEE

To support the Regional Transition Committee (RTC) in the work of implementing RPA within local government, a Regional Transition Operational Board (RTOB) has been established, comprising Chief Executives from the 11 new council groupings along with senior officers from DoE and other Departments due to transfer functions to local government.

The RTOB has agreed the formation of a number of Task and Finish Working Groups and the Chief Executive of Ballymoney has been allocated to two groups: the Transfer of Functions Working Group, chaired by Peter McNaney, Chief Executive of Belfast City Council; and the Legislation Working Group chaired by Angus Kerr of Department of the Environment. Groups have been asked to develop a proposed work plan by September 2012. **IT IS RECOMMENDED** that Committee notes this report.

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

- 1. that Committee note the Chief Executive's report.***
- 2. that the Chief Executive write to the Causeway Transition Committee and the Minister concerned expressing concern that elected members had not been appointed to these working groups and hence did not have any influence in shaping structures.***

406.6 PARTICIPATION POLICY STATEMENT OF INTENT – CHILDREN AND YOUNG PEOPLE

A policy statement from the NI Commissioner for Children and Young People is attached for consideration. The Children & Young People's Commissioner requests Council to embrace and endorse the Participation Policy Statement of Intent and embark on a journey to become a model of good practice with regard to the participation of children and young people.

Committee is invited to consider the matter. During consideration members were in favour of supporting this initiative, and noted activity currently undertaken in seeking views of young people.

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

that the matter be deferred to September meeting and that the Chief Executive prepare a paper on existing activities and cost and resource input for adopting and implementing policy.

406.7 COMMITTEE MEETINGS – JULY & AUGUST 2011

As has been the custom in recent years **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 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 Finlay, seconded by Councillor Atkinson and **AGREED**:

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.

406.8 WORK RELATED ROAD SAFETY POLICY

The Road Safety Committee has produced a Business Plan 2012-13 entitled “Developing a Local Road Safety Agenda”. A copy was circulated.

Committee is invited to introduce a Work Related Safety Policy following the partnership event the committee organised with Council for the Business Community in 2012. This seminar highlighted that health and safety law applies to on-the-road work activities as well as to all other work activities and risks should be effectively managed within a risk assessment.

Some preliminary consideration has been given to this following receive of the committees suggestion. Road Traffic legislation imposes specific requirements on employers in respect of vehicle use and maintenance. Employers also have responsibility under Health & Safety Legislation to ensure so far as reasonably practicable the health and safety of their employees and others who may be affected by their work activities. This includes the activity of driving on public roads. There is a strong business case for managing work-related road safety.

Following a recent Road Safety Council members with NILGA Chief Executive it has emerged that NILGA has pledged its support to the voluntary sector for Road Safety and has

indicated that it will lobby on behalf of the sector at various levels in NI, including DOE Minister.

A number of Council's in Great Britain have work related road safety policies on travelling to work and workplace travel planning.

IT IS RECOMMENDED that this initiative is worthy of consideration and that a draft policy be developed for consideration by Causeway Cluster Councils.

Councillor McKeown spoke in support of a policy initiative and urged Council to lead the way by developing a draft policy.

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

that this policy be developed for consideration by Causeway Cluster Councils.

- * Chief Executive and Head of Corporate & Development Services left the meeting at 7.35 pm
- * Director of Central & Leisure Services joined the meeting at 7.40 pm
- * Councillor Robinson left the meeting at 7.45pm

CENTRAL SERVICES

406.9 ACCOUNTS FOR PAYMENT

Treasury advice schedules detailing payments for Period 3, 2012/2013 drawn on the Councils Revenue and Capital Bank Accounts were circulated at the meeting.

IT IS RECOMMENDED that the payments are approved.

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

that payments of £616,786.01 from Revenue Account and £1194.00 from Capital Account are approved.

406.10 ACCOUNTS FOR PAYMENT JULY & AUGUST 2012

As it is not planned to have committee meetings in July & August, except for urgent business, **IT IS RECOMMENDED** that authority be delegated to the Director of Central & Leisure Services to approve the payment of the Accounts for Periods 4 and 5 2012/13.

The Director will report details of the payments made for Period 4 & 5 2012/13 to the September meeting.

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

that authority be delegated to the Director of Central & Leisure Services to approve the payments for Periods 4 & 5, 2012/13.

406.11 APPROVAL OF PLACE FOR CIVIL MARRIAGES/PARTNERSHIPS

The Director advised that an application for premises to be approved as a venue for civil marriages/partnerships had been received from Drumadoon Hall, 236 Frossess Road, Cloughmills, Ballymena BT44 9PX.

The relevant documents were enclosed with the application and the fee of £400 has been paid. A full inspection of the premises has been carried out by the Registrar and an "Approved Place" checklist completed.

It is recommended that Drumadoon Hall is approved as a venue for civil marriages/partnerships under the provisions of the Marriage (NI) Order 2003 for a period of 3 years commencing on 1st August 2012.

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

to recommend that Council approve Drumadoon Hall as a venue for civil marriages/partnerships under the provisions of the Marriage (NI) Order 2003 for a period of 3 years commencing on 1st August 2012.

406.12 SIGNING OFF THE 2011/2012 ANNUAL ACCOUNTS

The Accounts Direction for 2011/12 stipulates that the Annual Accounts of the Council should be signed off by Council before being submitted to the Department by 30th June 2012. The Council, at its meeting on 8th May 2012 delegated authority to the committee to sign off the Annual Accounts for 2011/2012.

The Director advised that the accounts were not yet complete and hence were not available for the committee. She advised that they would be available by Tuesday evening and requested an adjournment to Tuesday 26th June.

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

that the meeting be adjourned until 6.30 pm on Tuesday 26th June to sign off the 2011/12 Annual Accounts.

The meeting adjourned at 8.00 pm to reconvene 6.30 pm on Tuesday 26th June 2012.

The meeting reconvened at 6.30pm on Tuesday 26th June 2012.

IN THE CHAIR: Councillor I Stevenson

PRESENT: Aldermen
F Campbell

H Connolly
C Cousley, MBE, Deputy Mayor

Councillors

J Atkinson
W Blair
J Finlay
R Halliday
R McAfee
T McKeown, Vice Chair
C McLaughlin

APOLOGIES: Alderman B Kennedy
Councillor A Cavlan
Councillor E Robinson
Councillor M Storey, MLA

IN ATTENDANCE: Director of Central and Leisure Services
Head of Finance & IT
Committee Clerk

406.13 SIGNING OFF THE 2011/2012 ANNUAL ACCOUNTS

The Director advised that the reconvened meeting was to consider the Annual Accounts for the year ended 31st March 2012. The Head of Finance & IT thanked members for the additional time to finalise the accounts.

The Financial Statements for the year ended 31st March 2012 were circulated. The Director took members through the accounts explaining in detail long term assets, the landfill provision, loans outstanding, District Fund balance, surplus for the years, savings on loan charges and additional rates and general grant received.

Councillor McAfee and Alderman Connolly joined the meeting at 6.35 pm.

She advised that the surplus for the year was £542,738, resulting in a District Fund Reserve at 31st March 2012 of £916,327. She also advised that the current known landfill liability was fully provided for at 31st March 2012.

A discussion ensued on the surplus for the year during which the Director and Head of Finance & IT responded to members' questions.

The Director explained some of the accounting policies and various notes to the accounts.

Councillor McKeown and Councillor McLaughlin joined the meeting at 6.55 pm.

Councillor Finlay commented on the sound financial position of the Council and the healthy reserves at 31st March 2012. He thanked the officers for their hard work.

The Director reminded members that committee had full Council powers for this business.

It was proposed by Alderman Campbell, seconded by Councillor Finlay and

AGREED:-

that committee sign off the Annual Accounts for the year ended 31st March 2012.

This being all the business the meeting concluded at 7.00 pm.