

**Ballymoney Borough Council**  
**Corporate & Central Services Meeting No 381 – 22<sup>nd</sup> December 2009**

**Table of Contents****CORPORATE SERVICES (PART 1)**

<b>381.1</b>	Minutes	<i>Confirmed</i>
<b>381.2</b>	Robert Dunlop Memorial Garden Project – Select List of Contractors	<i>Accept select list</i>

**CENTRAL SERVICES**

<b>381.3</b>	Accounts for Payment	<i>Approved</i>
<b>381.4</b>	Loan Sanctions	<i>Approved</i>
<b>381.5</b>	Consultation on the Departments Proposal to make the Local Government (General Grant) (Amendments) Regulations (NI) 2020	<i>Deferred</i>
<b>381.6</b>	Guidance on Financing of Council Expenditure	<i>For information</i>

**CORPORATE SERVICES (PART 2)**

<b>381.7</b>	Consultation Paper on Filling Council Vacancies	<i>Comments agreed</i>
<b>381.8</b>	Consultation Document – Local Government (Contracts) Regulations	<i>No comments offered</i>
<b>381.9</b>	Police (NI) Act 2000	<i>Deferred to Council meeting</i>
<b>381.10</b>	Staff Matters 10.1 Job Evaluation: Directors 10.2 Single Status 10.3 Redundancy Policy	<i>Deferred to January meeting of Council Update Update</i>
<b>381.11</b>	Application for Financial Assistance – Coleraine & District Samaritans – Annual Irish Region Conference	<i>£350.00 agreed.</i>
<b>381.12</b>	Somme Association 12.1 2010 Gallipoli Pilgrimage 12.2 2010 Somme Pilgrimage for 94 <sup>th</sup> Anniversary	<i>Noted Seek further information</i>
<b>381.13</b>	Transition Committee Minutes	<i>Tabled – Research status</i>

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

Minutes of Corporate & Central Services Committee Meeting No. 381 held in the McKinley Room, Riada House, Ballymoney on Tuesday 22<sup>nd</sup> December at 10.00 am.

**IN THE CHAIR**

Alderman J Simpson

**PRESENT**

**Aldermen**

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

**Councillors**

A Cavlan  
R Halliday  
M McCamphill  
E Robinson  
I Stevenson

**APOLOGIES**

Councillor J Finlay  
Director of Central & Leisure Services

**IN ATTENDANCE**

Chief Executive [Items 2 & 6-13]  
Head of Corporate & Development Services (Items 2 & 6-13)  
Head of Finance & IT [Items 1-6]  
Committee Clerk

**R Robinson & Sons Limited (Item 2)**

Ms M Bloomfield  
Mr R Ross

**CORPORATE SERVICES (PART 1)**

**381.1 MINUTES - MEETING NO 381 – 23<sup>RD</sup> NOVEMBER 2009**

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

*that the minutes of meeting no 380 – 23<sup>rd</sup> November 2009 be confirmed as a correct record.*

- \* **Councillor Halliday joined the meeting at 10.08 am.**

### **381.2 ROBERT DUNLOP MEMORIAL GARDEN PROJECT – SELECT LIST OF CONTRACTORS**

With the agreement of the Chair, item 10 of Corporate Services report was dealt with at 381.2 to facilitate a report presented by R Robinson & Sons on the evaluation of applications for inclusion on select list of contractors for the Robert Dunlop Memorial Garden Project.

Applications were invited, through public advertisement, from suitably experienced and qualified contractors who wish to be included on the select list from which tenders for the project will be invited. 10 No applications were received by the closing date of 17<sup>th</sup> December 2009 (12 noon). These were opened by the Mayor and the Head of Corporate & Development Services and referred to Council's Architect for evaluation and report.

The Chair welcomed representatives from R Robinson & Sons Limited. The Architect advised that 23 requests for a select list questionnaire had been requested from which 10 no applications had been received. Two further applications had been received late and not opened.

Having assessed the applications against the set criteria, it was **RECOMMENDED** by the Architects that the following six contractors be placed on the select list:

1. FP McCann Limited, Magherafelt
2. JPM Contracts, Dungiven
3. P Bradley Limited, Kilrea
4. Lagan Construction Limited, Belfast
5. Earney Contracts Limited, Lisburn
6. McAvoy Construction, Banbridge

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

***to recommend that Council accept the six above named Contractors recommended by R Robinson & Sons Limited as its select list of contractors to be invited to tender for the Robert Dunlop Memorial Garden Project.***

- \* **Representatives from R Robinson & Sons Limited left the meeting at 10.12 am.**
- \* **The Chief Executive and the Head of Corporate & Development Services left the meeting at 10.12 am.**

## CENTRAL SERVICES

### 381.3 ACCOUNTS FOR PAYMENT

Treasury advice schedules detailing payments for period 9, 2009/10 drawn on the Councils Capital & Revenue Bank Accounts were circulated. The Head of Finance & IT responded to questions from members.

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

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

***to recommend that accounts to the value of £580,433.15 from the Revenue Account and £58.00 from the Capital Account for period 9 - 2009/2010 be approved for payment.***

\* **Councillor McCamphill joined the meeting at 10.22 am.**

### 381.4 LOAN SANCTIONS

The following Loan Sanction applications were considered.

- I. Provision of a Robert Dunlop Memorial Garden.  
Estimated cost £250,000.  
Loan to be repaid over 30 years.
- II. Replacement IT Equipment  
Estimated cost £36,996  
Loan to be repaid over 3 years
- III. Replacement Plant and Vehicles  
Estimated cost £42,095  
Loan to be repaid over 7 years
- IV. Replacement Litter Bins  
Estimated cost £28,994  
Loan to be repaid over 10 years
- V. Upgrade of Facilities at Joey Dunlop Leisure Centre and Riada Stadium  
Estimated cost £49,236  
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- IX. Provision of Crosstagherty Civic Amenity Site Bunkers  
Estimated cost £15,765  
Loan to be repaid over 20 years
- X. Refurbishment of Town Hall  
Estimated cost £9,357  
Loan to be repaid over 20 years
- XI. Refurbishment of Killyrammer Community Centre  
Estimated cost £75,000  
Loan to be repaid over 20 years

Loans (II) to (XI) relate to the re financing of capital expenditure so that funds are available to match the landfill site closure and aftercare costs provision rather than putting the cost directly on the rates.

The Head of Finance & IT clarified the terms and conditions applicable to the loan applications and the drawing down of funds. He responded to questions from members on the impact of loan sanctions on rates and advised that an annual total repayment amounted to 1% (approximately £40,000). Officers will report back to committee prior to draw down of loans regarding other potential options.

**IT IS RECOMMENDED** that an application is made to the Department for Loan Sanction approval for the following projects –

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

***to recommend that an application is made to the Department for Loan Sanction approvals as detailed in items 1 – X1 above.***

- \* **The Head of Corporate & Development Services joined the meeting at 11.01 am during the discussion.**

### **381.5 CONSULTATION ON THE DEPARTMENTS PROPOSAL TO MAKE THE LOCAL GOVERNMENT (GENERAL GRANT) (AMENDMENT) REGULATIONS (NORTHERN IRELAND) 2020**

The Department has written to the Council seeking comments on its proposals to amend the above Regulations. A copy of the consultation paper was circulated.

The changes are required due to changes in Local Authority accounting practices, and are detailed in paragraph 8 and 9 of the consultation paper.

These changes relate to the capturing of expenditure under key services, the costs of which are used in the general grant formula, and will mean that all appropriate costs are included in determining the Councils needs,

Comments are invited by 19<sup>th</sup> February 2010.

It was **AGREED:**

*to recommend deferral of this item for consideration at the meeting of Committee in January 2010*

### **381.6 GUIDANCE ON FINANCING OF COUNCIL EXPENDITURE**

The Department has issued Guidance on Financing of Council Expenditure. This guidance relates to best financial practice and has been issued as a reminder to Councils of their responsibilities in the run up to the reorganisation of Local Government. As 2010/11 is the last full financial year of the present Council structure, Councils are asked to consider the following three areas when setting the estimates for 2010/11, -

- I. use of the District Fund Balance
- II. estimated liabilities and provisions
- III. financing of capital expenditure

Full guidance issued by the Department was circulated.

- \* **The Chief Executive joined the meeting at 11.15 am.**
- \* **The Head of Finance & IT left the meeting at 11.15 am.**

## **CORPORATE SERVICES (PART 2)**

### **381.7 CONSULTATION PAPER ON FILLING COUNCIL VACANCIES**

The Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

**Consultation with Party leaders/Independent member**

At request of committee the Chief Executive consulted with party leaders and the independent member on the DUP proposal to seek agreement on filling any vacancies arising up to May 2011 by co-option, nominated by the party (or independent member) which held the vacant seat and report to committee. All other parties (SDLP, UUP, TUV, SF) and the independent member agree with the proposal.

During the ensuing discussion, the Chief Executive responded to queries from members on the consultation document and the above proposal for filling vacancies to May 2011.

**Options for Reform**

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

***to recommend to Council that option 3 (Replacement by party nomination) be supported and conveyed to The Northern Ireland Office in response to their consultation paper on filling council vacancies.***

**Short Term Legislative Reform**

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

***to recommend to Council that option A (allow the current co-option rules to apply but carry vacancies until the next election in May 2011 if any co-option fails) be conveyed to The Northern Ireland Office in response to their consultation paper on short term legislative reform.***

**Council's Local Arrangements**

It was **AGREED:**

***that the DUP Council group proposal to seek agreement on filling any Council vacancies arising up to May 2011 be deferred to the Committee's next meeting.***

**381.8 CONSULTATION DOCUMENT - LOCAL GOVERNMENT (CONTRACTS) REGULATIONS**

Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

The consultation has been referred to corporate management team and no specific comments are offered by the Chief Executive or Directors.

It was **AGREED:**

***to recommend that no comments be offered on the consultation document.***

### **381.9 POLICE (NI) ACT 2000**

Committee gave further consideration to the NI Office public consultation on the temporary 50:50 recruitment provisions currently in place in NI, applying to the appointment of police officers and police support staff, to expire on 28 March 2010, unless the Secretary of State decided to renew them, deferred from the Committee's last meeting (minute 380.9 refers).

The deadline for comments is 22<sup>nd</sup> January 2010.

It was **AGREED:**

***that the matter be deferred to Council meeting on 4.1.09***

### **381.10 STAFF MATTERS –**

#### **10.1 Job Evaluation: Directors**

Council agreed that this matter, presented in February 2009, be deferred until the 2010/11 rate round. The matter is now tabled for committee's consideration. For members' convenience the minute extracts from Committee meeting No. 373 on 23/2/09 and Council meeting No. 900 on 2/3/09 were circulated.

**IT IS RECOMMENDED** that committee considers the matter and makes a recommendation to Council.

At the request of Councillor Robinson, the Chief Executive agreed to provide information on full cost to Council of Director posts and their current terms and conditions of employment.

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

***to recommend that consideration of the matter be deferred to the January 2010 Council meeting.***



## 10.2 Single Status Update

Updating committee on this matter, the Chief Executive advised that there are outstanding job evaluation appeals still to be determined (approximately 20) and work is still ongoing on equal pay audit. Management was not in a position to quantify cost at this stage.

## 10.3 Redundancy Policy

Management is currently examining financial aspects of cluster policies and also taking account of pension scheme policy discretions approved by this Council. A report is to be available for January CMT and it is anticipated that a report will be presented to January Committee, with some sample costings based on average salary for an employee with 5, 10, & 20 years service.

### 381.11 APPLICATION FOR FINANCIAL ASSISTANCE – COLERAINE & DISTRICT SAMARITANS – ANNUAL IRISH REGION CONFERENCE

This year the Coleraine and District branch celebrates 40 years service, serving a catchment area covering a 30 mile radius of Coleraine. The branch is hosting the annual all-Ireland Regional conference “Something to Live For” in Portrush 26<sup>th</sup> March – 28<sup>th</sup> March and are seeking financial support from Council towards the net cost of £5,125.

**Committee is invited to consider the application for a contribution towards the event.**

In 2008 the branch volunteers dealt with in excess of 20000 calls, emails and visits to the branch; provided ongoing training to all volunteers; delivered outreach work in the community through talks with local businesses, churches, ethnic groups, schools and the elderly.

The branch, which is self-funding and receives no financial assistance from government, has some 90 volunteers, with some 20 from Ballymoney Borough.

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

***to recommend that a contribution of £350.00 be made to the Samaritans for assistance towards their Annual Irish Region Conference from within existing OCE Contributions/Official Visits budget.***

### 381.12 SOMME ASSOCIATION

Committee is invited to consider the following invitations for which notice from the Association has been received.

#### 12.1 2010 Gallipoli Pilgrimage

2010 Gallipoli Pilgrimage in March 2010 (19<sup>th</sup> – 25<sup>th</sup>). During the Pilgrimage a foundation stone will be laid for the new Memorial to the 10<sup>th</sup> (Irish) Division at Chocolate Hill. The estimated cost is £1200 per person.

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

***to recommend that Council note the details of the Pilgrimage.***

#### 12.2 2010 Somme Pilgrimage for 94<sup>th</sup> Anniversary

94<sup>th</sup> Anniversary of the Battle of the Somme, 28<sup>th</sup> June – 2<sup>nd</sup> July 2010. Estimated cost per person £550.

At the request of members, the Head of Corporate & Development Services agreed to source alternative travel methods and costings for consideration.

### 381.13 TRANSITION COMMITTEE MINUTES/REPORTS

The Chief Executive advised members that minutes of the Transition Committee meeting on 29<sup>th</sup> October have been placed in the members' room together with its response to the PWC report.

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

***to recommend that the Head of Corporate & Development Services ascertain via NILGA, information on the procedure adopted by other Councils in considering/circulating Transition Committee minutes.***

The meeting closed at 11.29 am.

**Ballymoney Borough Council**  
**Corporate & Central Services Meeting No 381 – 22<sup>nd</sup> December 2009**

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**CENTRAL SERVICES**

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<b>381.4</b>	Loan Sanctions	<i>Approved</i>
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<b>381.7</b>	Consultation Paper on Filling Council Vacancies	<i>Comments agreed</i>
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Alderman J Simpson

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C Cousley, MBE, Deputy Mayor  
H Connolly

**Councillors**

A Cavlan  
R Halliday  
M McCamphill  
E Robinson  
I Stevenson

**APOLOGIES**

Councillor J Finlay  
Director of Central & Leisure Services

**IN ATTENDANCE**

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Head of Corporate & Development Services (Items 2 & 6-13)  
Head of Finance & IT [Items 1-6]  
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**CORPORATE SERVICES (PART 1)**

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## CENTRAL SERVICES

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Comments are invited by 19<sup>th</sup> February 2010.

It was **AGREED:**

*to recommend deferral of this item for consideration at the meeting of Committee in January 2010*

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\* **The Chief Executive joined the meeting at 11.15 am.**

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## **CORPORATE SERVICES (PART 2)**

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### **Consultation with Party leaders/Independent member**

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During the ensuing discussion, the Chief Executive responded to queries from members on the consultation document and the above proposal for filling vacancies to May 2011.

### **Options for Reform**

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

*to recommend to Council that option 3 (Replacement by party nomination) be supported and conveyed to The Northern Ireland Office in response to their consultation paper on filling council vacancies.*

### **Short Term Legislative Reform**

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

*to recommend to Council that option A (allow the current co-option rules to apply but carry vacancies until the next election in May 2011 if any co-option fails) be conveyed to The Northern Ireland Office in response to their consultation paper on short term legislative reform.*

### **Council's Local Arrangements**

It was **AGREED:**

*that the DUP Council group proposal to seek agreement on filling any Council vacancies arising up to May 2011 be deferred to the Committee's next meeting.*

## **381.8 CONSULTATION DOCUMENT - LOCAL GOVERNMENT (CONTRACTS) REGULATIONS**

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The consultation has been referred to corporate management team and no specific comments are offered by the Chief Executive or Directors.

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Committee gave further consideration to the NI Office public consultation on the temporary 50:50 recruitment provisions currently in place in NI, applying to the appointment of police officers and police support staff, to expire on 28 March 2010, unless the Secretary of State decided to renew them, deferred from the Committee's last meeting (minute 380.9 refers).

The deadline for comments is 22<sup>nd</sup> January 2010.

It was **AGREED:**

***that the matter be deferred to Council meeting on 4.1.09***

### **381.10 STAFF MATTERS –**

#### **10.1 Job Evaluation: Directors**

Council agreed that this matter, presented in February 2009, be deferred until the 2010/11 rate round. The matter is now tabled for committee's consideration. For members' convenience the minute extracts from Committee meeting No. 373 on 23/2/09 and Council meeting No. 900 on 2/3/09 were circulated.

**IT IS RECOMMENDED** that committee considers the matter and makes a recommendation to Council.

At the request of Councillor Robinson, the Chief Executive agreed to provide information on full cost to Council of Director posts and their current terms and conditions of employment.

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

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## 10.2 Single Status Update

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Committee is invited to consider the following invitations for which notice from the Association has been received.

#### **12.1 2010 Gallipoli Pilgrimage**

2010 Gallipoli Pilgrimage in March 2010 (19<sup>th</sup> – 25<sup>th</sup>). During the Pilgrimage a foundation stone will be laid for the new Memorial to the 10<sup>th</sup> (Irish) Division at Chocolate Hill. The estimated cost is £1200 per person.

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

***to recommend that Council note the details of the Pilgrimage.***

#### **12.2 2010 Somme Pilgrimage for 94<sup>th</sup> Anniversary**

94<sup>th</sup> Anniversary of the Battle of the Somme, 28<sup>th</sup> June – 2<sup>nd</sup> July 2010. Estimated cost per person £550.

At the request of members, the Head of Corporate & Development Services agreed to source alternative travel methods and costings for consideration.

### **381.13 TRANSITION COMMITTEE MINUTES/REPORTS**

The Chief Executive advised members that minutes of the Transition Committee meeting on 29<sup>th</sup> October have been placed in the members' room together with its response to the PWC report.

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

***to recommend that the Head of Corporate & Development Services ascertain via NILGA, information on the procedure adopted by other Councils in considering/circulating Transition Committee minutes.***

**The meeting closed at 11.29 am.**

**Ballymoney Borough Council**  
**Corporate & Central Services Meeting No 381 – 22<sup>nd</sup> December 2009**

**Table of Contents****CORPORATE SERVICES (PART 1)**

<b>381.1</b>	Minutes	<i>Confirmed</i>
<b>381.2</b>	Robert Dunlop Memorial Garden Project – Select List of Contractors	<i>Accept select list</i>

**CENTRAL SERVICES**

<b>381.3</b>	Accounts for Payment	<i>Approved</i>
<b>381.4</b>	Loan Sanctions	<i>Approved</i>
<b>381.5</b>	Consultation on the Departments Proposal to make the Local Government (General Grant) (Amendments) Regulations (NI) 2020	<i>Deferred</i>
<b>381.6</b>	Guidance on Financing of Council Expenditure	<i>For information</i>

**CORPORATE SERVICES (PART 2)**

<b>381.7</b>	Consultation Paper on Filling Council Vacancies	<i>Comments agreed</i>
<b>381.8</b>	Consultation Document – Local Government (Contracts) Regulations	<i>No comments offered</i>
<b>381.9</b>	Police (NI) Act 2000	<i>Deferred to Council meeting</i>
<b>381.10</b>	Staff Matters 10.1 Job Evaluation: Directors 10.2 Single Status 10.3 Redundancy Policy	<i>Deferred to January meeting of Council Update Update</i>
<b>381.11</b>	Application for Financial Assistance – Coleraine & District Samaritans – Annual Irish Region Conference	<i>£350.00 agreed.</i>
<b>381.12</b>	Somme Association 12.1 2010 Gallipoli Pilgrimage 12.2 2010 Somme Pilgrimage for 94 <sup>th</sup> Anniversary	<i>Noted Seek further information</i>
<b>381.13</b>	Transition Committee Minutes	<i>Tabled – Research status</i>

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

Minutes of Corporate & Central Services Committee Meeting No. 381 held in the McKinley Room, Riada House, Ballymoney on Tuesday 22<sup>nd</sup> December at 10.00 am.

**IN THE CHAIR**

Alderman J Simpson

**PRESENT**

**Aldermen**

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

**Councillors**

A Cavlan  
R Halliday  
M McCamphill  
E Robinson  
I Stevenson

**APOLOGIES**

Councillor J Finlay  
Director of Central & Leisure Services

**IN ATTENDANCE**

Chief Executive [Items 2 & 6-13]  
Head of Corporate & Development Services (Items 2 & 6-13)  
Head of Finance & IT [Items 1-6]  
Committee Clerk

**R Robinson & Sons Limited (Item 2)**

Ms M Bloomfield  
Mr R Ross

**CORPORATE SERVICES (PART 1)**

**381.1 MINUTES - MEETING NO 381 – 23<sup>RD</sup> NOVEMBER 2009**

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

*that the minutes of meeting no 380 – 23<sup>rd</sup> November 2009 be confirmed as a correct record.*

- \* **Councillor Halliday joined the meeting at 10.08 am.**

### **381.2 ROBERT DUNLOP MEMORIAL GARDEN PROJECT – SELECT LIST OF CONTRACTORS**

With the agreement of the Chair, item 10 of Corporate Services report was dealt with at 381.2 to facilitate a report presented by R Robinson & Sons on the evaluation of applications for inclusion on select list of contractors for the Robert Dunlop Memorial Garden Project.

Applications were invited, through public advertisement, from suitably experienced and qualified contractors who wish to be included on the select list from which tenders for the project will be invited. 10 No applications were received by the closing date of 17<sup>th</sup> December 2009 (12 noon). These were opened by the Mayor and the Head of Corporate & Development Services and referred to Council's Architect for evaluation and report.

The Chair welcomed representatives from R Robinson & Sons Limited. The Architect advised that 23 requests for a select list questionnaire had been requested from which 10 no applications had been received. Two further applications had been received late and not opened.

Having assessed the applications against the set criteria, it was **RECOMMENDED** by the Architects that the following six contractors be placed on the select list:

1. FP McCann Limited, Magherafelt
2. JPM Contracts, Dungiven
3. P Bradley Limited, Kilrea
4. Lagan Construction Limited, Belfast
5. Earney Contracts Limited, Lisburn
6. McAvoy Construction, Banbridge

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

***to recommend that Council accept the six above named Contractors recommended by R Robinson & Sons Limited as its select list of contractors to be invited to tender for the Robert Dunlop Memorial Garden Project.***

- \* **Representatives from R Robinson & Sons Limited left the meeting at 10.12 am.**
- \* **The Chief Executive and the Head of Corporate & Development Services left the meeting at 10.12 am.**

## CENTRAL SERVICES

### 381.3 ACCOUNTS FOR PAYMENT

Treasury advice schedules detailing payments for period 9, 2009/10 drawn on the Councils Capital & Revenue Bank Accounts were circulated. The Head of Finance & IT responded to questions from members.

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

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

***to recommend that accounts to the value of £580,433.15 from the Revenue Account and £58.00 from the Capital Account for period 9 - 2009/2010 be approved for payment.***

\* **Councillor McCamphill joined the meeting at 10.22 am.**

### 381.4 LOAN SANCTIONS

The following Loan Sanction applications were considered.

- I. Provision of a Robert Dunlop Memorial Garden.  
Estimated cost £250,000.  
Loan to be repaid over 30 years.
- II. Replacement IT Equipment  
Estimated cost £36,996  
Loan to be repaid over 3 years
- III. Replacement Plant and Vehicles  
Estimated cost £42,095  
Loan to be repaid over 7 years
- IV. Replacement Litter Bins  
Estimated cost £28,994  
Loan to be repaid over 10 years
- V. Upgrade of Facilities at Joey Dunlop Leisure Centre and Riada Stadium  
Estimated cost £49,236  
Loan to be repaid over 10 years
- VI. Riada Stadium  
Estimated cost £39,749  
Loan to be repaid over 20 years



- VII. Replacement Roof at Knock Road Depot  
Estimated cost £28,724  
Loan to be repaid over 20 years
- VIII. Provision of Carpark at Rasharkin Cemetery  
Estimated cost £12,660  
Loan to be repaid over 20 years
- IX. Provision of Crosstagherty Civic Amenity Site Bunkers  
Estimated cost £15,765  
Loan to be repaid over 20 years
- X. Refurbishment of Town Hall  
Estimated cost £9,357  
Loan to be repaid over 20 years
- XI. Refurbishment of Killyrammer Community Centre  
Estimated cost £75,000  
Loan to be repaid over 20 years

Loans (II) to (XI) relate to the re financing of capital expenditure so that funds are available to match the landfill site closure and aftercare costs provision rather than putting the cost directly on the rates.

The Head of Finance & IT clarified the terms and conditions applicable to the loan applications and the drawing down of funds. He responded to questions from members on the impact of loan sanctions on rates and advised that an annual total repayment amounted to 1% (approximately £40,000). Officers will report back to committee prior to draw down of loans regarding other potential options.

**IT IS RECOMMENDED** that an application is made to the Department for Loan Sanction approval for the following projects –

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

***to recommend that an application is made to the Department for Loan Sanction approvals as detailed in items 1 – X1 above.***

- \* **The Head of Corporate & Development Services joined the meeting at 11.01 am during the discussion.**

### **381.5 CONSULTATION ON THE DEPARTMENTS PROPOSAL TO MAKE THE LOCAL GOVERNMENT (GENERAL GRANT) (AMENDMENT) REGULATIONS (NORTHERN IRELAND) 2020**

The Department has written to the Council seeking comments on its proposals to amend the above Regulations. A copy of the consultation paper was circulated.

The changes are required due to changes in Local Authority accounting practices, and are detailed in paragraph 8 and 9 of the consultation paper.

These changes relate to the capturing of expenditure under key services, the costs of which are used in the general grant formula, and will mean that all appropriate costs are included in determining the Councils needs,

Comments are invited by 19<sup>th</sup> February 2010.

It was **AGREED:**

*to recommend deferral of this item for consideration at the meeting of Committee in January 2010*

### **381.6 GUIDANCE ON FINANCING OF COUNCIL EXPENDITURE**

The Department has issued Guidance on Financing of Council Expenditure. This guidance relates to best financial practice and has been issued as a reminder to Councils of their responsibilities in the run up to the reorganisation of Local Government. As 2010/11 is the last full financial year of the present Council structure, Councils are asked to consider the following three areas when setting the estimates for 2010/11, -

- I. use of the District Fund Balance
- II. estimated liabilities and provisions
- III. financing of capital expenditure

Full guidance issued by the Department was circulated.

- \* **The Chief Executive joined the meeting at 11.15 am.**
- \* **The Head of Finance & IT left the meeting at 11.15 am.**

## **CORPORATE SERVICES (PART 2)**

### **381.7 CONSULTATION PAPER ON FILLING COUNCIL VACANCIES**

The Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

**Consultation with Party leaders/Independent member**

At request of committee the Chief Executive consulted with party leaders and the independent member on the DUP proposal to seek agreement on filling any vacancies arising up to May 2011 by co-option, nominated by the party (or independent member) which held the vacant seat and report to committee. All other parties (SDLP, UUP, TUV, SF) and the independent member agree with the proposal.

During the ensuing discussion, the Chief Executive responded to queries from members on the consultation document and the above proposal for filling vacancies to May 2011.

**Options for Reform**

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

***to recommend to Council that option 3 (Replacement by party nomination) be supported and conveyed to The Northern Ireland Office in response to their consultation paper on filling council vacancies.***

**Short Term Legislative Reform**

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

***to recommend to Council that option A (allow the current co-option rules to apply but carry vacancies until the next election in May 2011 if any co-option fails) be conveyed to The Northern Ireland Office in response to their consultation paper on short term legislative reform.***

**Council's Local Arrangements**

It was **AGREED:**

***that the DUP Council group proposal to seek agreement on filling any Council vacancies arising up to May 2011 be deferred to the Committee's next meeting.***

**381.8 CONSULTATION DOCUMENT - LOCAL GOVERNMENT (CONTRACTS) REGULATIONS**

Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

The consultation has been referred to corporate management team and no specific comments are offered by the Chief Executive or Directors.

It was **AGREED:**

***to recommend that no comments be offered on the consultation document.***

### **381.9 POLICE (NI) ACT 2000**

Committee gave further consideration to the NI Office public consultation on the temporary 50:50 recruitment provisions currently in place in NI, applying to the appointment of police officers and police support staff, to expire on 28 March 2010, unless the Secretary of State decided to renew them, deferred from the Committee's last meeting (minute 380.9 refers).

The deadline for comments is 22<sup>nd</sup> January 2010.

It was **AGREED:**

***that the matter be deferred to Council meeting on 4.1.09***

### **381.10 STAFF MATTERS –**

#### **10.1 Job Evaluation: Directors**

Council agreed that this matter, presented in February 2009, be deferred until the 2010/11 rate round. The matter is now tabled for committee's consideration. For members' convenience the minute extracts from Committee meeting No. 373 on 23/2/09 and Council meeting No. 900 on 2/3/09 were circulated.

**IT IS RECOMMENDED** that committee considers the matter and makes a recommendation to Council.

At the request of Councillor Robinson, the Chief Executive agreed to provide information on full cost to Council of Director posts and their current terms and conditions of employment.

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

***to recommend that consideration of the matter be deferred to the January 2010 Council meeting.***

## 10.2 Single Status Update

Updating committee on this matter, the Chief Executive advised that there are outstanding job evaluation appeals still to be determined (approximately 20) and work is still ongoing on equal pay audit. Management was not in a position to quantify cost at this stage.

## 10.3 Redundancy Policy

Management is currently examining financial aspects of cluster policies and also taking account of pension scheme policy discretions approved by this Council. A report is to be available for January CMT and it is anticipated that a report will be presented to January Committee, with some sample costings based on average salary for an employee with 5, 10, & 20 years service.

### 381.11 APPLICATION FOR FINANCIAL ASSISTANCE – COLERAINE & DISTRICT SAMARITANS – ANNUAL IRISH REGION CONFERENCE

This year the Coleraine and District branch celebrates 40 years service, serving a catchment area covering a 30 mile radius of Coleraine. The branch is hosting the annual all-Ireland Regional conference “Something to Live For” in Portrush 26<sup>th</sup> March – 28<sup>th</sup> March and are seeking financial support from Council towards the net cost of £5,125.

**Committee is invited to consider the application for a contribution towards the event.**

In 2008 the branch volunteers dealt with in excess of 20000 calls, emails and visits to the branch; provided ongoing training to all volunteers; delivered outreach work in the community through talks with local businesses, churches, ethnic groups, schools and the elderly.

The branch, which is self-funding and receives no financial assistance from government, has some 90 volunteers, with some 20 from Ballymoney Borough.

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

***to recommend that a contribution of £350.00 be made to the Samaritans for assistance towards their Annual Irish Region Conference from within existing OCE Contributions/Official Visits budget.***

### **381.12 SOMME ASSOCIATION**

Committee is invited to consider the following invitations for which notice from the Association has been received.

#### **12.1 2010 Gallipoli Pilgrimage**

2010 Gallipoli Pilgrimage in March 2010 (19<sup>th</sup> – 25<sup>th</sup>). During the Pilgrimage a foundation stone will be laid for the new Memorial to the 10<sup>th</sup> (Irish) Division at Chocolate Hill. The estimated cost is £1200 per person.

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

***to recommend that Council note the details of the Pilgrimage.***

#### **12.2 2010 Somme Pilgrimage for 94<sup>th</sup> Anniversary**

94<sup>th</sup> Anniversary of the Battle of the Somme, 28<sup>th</sup> June – 2<sup>nd</sup> July 2010. Estimated cost per person £550.

At the request of members, the Head of Corporate & Development Services agreed to source alternative travel methods and costings for consideration.

### **381.13 TRANSITION COMMITTEE MINUTES/REPORTS**

The Chief Executive advised members that minutes of the Transition Committee meeting on 29<sup>th</sup> October have been placed in the members' room together with its response to the PWC report.

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

***to recommend that the Head of Corporate & Development Services ascertain via NILGA, information on the procedure adopted by other Councils in considering/circulating Transition Committee minutes.***

**The meeting closed at 11.29 am.**

**Ballymoney Borough Council**  
**Corporate & Central Services Meeting No 381 – 22<sup>nd</sup> December 2009**

**Table of Contents****CORPORATE SERVICES (PART 1)**

<b>381.1</b>	Minutes	<i>Confirmed</i>
<b>381.2</b>	Robert Dunlop Memorial Garden Project – Select List of Contractors	<i>Accept select list</i>

**CENTRAL SERVICES**

<b>381.3</b>	Accounts for Payment	<i>Approved</i>
<b>381.4</b>	Loan Sanctions	<i>Approved</i>
<b>381.5</b>	Consultation on the Departments Proposal to make the Local Government (General Grant) (Amendments) Regulations (NI) 2020	<i>Deferred</i>
<b>381.6</b>	Guidance on Financing of Council Expenditure	<i>For information</i>

**CORPORATE SERVICES (PART 2)**

<b>381.7</b>	Consultation Paper on Filling Council Vacancies	<i>Comments agreed</i>
<b>381.8</b>	Consultation Document – Local Government (Contracts) Regulations	<i>No comments offered</i>
<b>381.9</b>	Police (NI) Act 2000	<i>Deferred to Council meeting</i>
<b>381.10</b>	Staff Matters 10.1 Job Evaluation: Directors 10.2 Single Status 10.3 Redundancy Policy	<i>Deferred to January meeting of Council Update Update</i>
<b>381.11</b>	Application for Financial Assistance – Coleraine & District Samaritans – Annual Irish Region Conference	<i>£350.00 agreed.</i>
<b>381.12</b>	Somme Association 12.1 2010 Gallipoli Pilgrimage 12.2 2010 Somme Pilgrimage for 94 <sup>th</sup> Anniversary	<i>Noted Seek further information</i>
<b>381.13</b>	Transition Committee Minutes	<i>Tabled – Research status</i>

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

Minutes of Corporate & Central Services Committee Meeting No. 381 held in the McKinley Room, Riada House, Ballymoney on Tuesday 22<sup>nd</sup> December at 10.00 am.

**IN THE CHAIR**

Alderman J Simpson

**PRESENT**

**Aldermen**

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

**Councillors**

A Cavlan  
R Halliday  
M McCamphill  
E Robinson  
I Stevenson

**APOLOGIES**

Councillor J Finlay  
Director of Central & Leisure Services

**IN ATTENDANCE**

Chief Executive [Items 2 & 6-13]  
Head of Corporate & Development Services (Items 2 & 6-13)  
Head of Finance & IT [Items 1-6]  
Committee Clerk

**R Robinson & Sons Limited (Item 2)**

Ms M Bloomfield  
Mr R Ross

**CORPORATE SERVICES (PART 1)**

**381.1 MINUTES - MEETING NO 381 – 23<sup>RD</sup> NOVEMBER 2009**

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

*that the minutes of meeting no 380 – 23<sup>rd</sup> November 2009 be confirmed as a correct record.*



- \* **Councillor Halliday joined the meeting at 10.08 am.**

### **381.2 ROBERT DUNLOP MEMORIAL GARDEN PROJECT – SELECT LIST OF CONTRACTORS**

With the agreement of the Chair, item 10 of Corporate Services report was dealt with at 381.2 to facilitate a report presented by R Robinson & Sons on the evaluation of applications for inclusion on select list of contractors for the Robert Dunlop Memorial Garden Project.

Applications were invited, through public advertisement, from suitably experienced and qualified contractors who wish to be included on the select list from which tenders for the project will be invited. 10 No applications were received by the closing date of 17<sup>th</sup> December 2009 (12 noon). These were opened by the Mayor and the Head of Corporate & Development Services and referred to Council's Architect for evaluation and report.

The Chair welcomed representatives from R Robinson & Sons Limited. The Architect advised that 23 requests for a select list questionnaire had been requested from which 10 no applications had been received. Two further applications had been received late and not opened.

Having assessed the applications against the set criteria, it was **RECOMMENDED** by the Architects that the following six contractors be placed on the select list:

1. FP McCann Limited, Magherafelt
2. JPM Contracts, Dungiven
3. P Bradley Limited, Kilrea
4. Lagan Construction Limited, Belfast
5. Earney Contracts Limited, Lisburn
6. McAvoy Construction, Banbridge

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

***to recommend that Council accept the six above named Contractors recommended by R Robinson & Sons Limited as its select list of contractors to be invited to tender for the Robert Dunlop Memorial Garden Project.***

- \* **Representatives from R Robinson & Sons Limited left the meeting at 10.12 am.**
- \* **The Chief Executive and the Head of Corporate & Development Services left the meeting at 10.12 am.**

## CENTRAL SERVICES

### 381.3 ACCOUNTS FOR PAYMENT

Treasury advice schedules detailing payments for period 9, 2009/10 drawn on the Councils Capital & Revenue Bank Accounts were circulated. The Head of Finance & IT responded to questions from members.

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

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

***to recommend that accounts to the value of £580,433.15 from the Revenue Account and £58.00 from the Capital Account for period 9 - 2009/2010 be approved for payment.***

\* **Councillor McCamphill joined the meeting at 10.22 am.**

### 381.4 LOAN SANCTIONS

The following Loan Sanction applications were considered.

- I. Provision of a Robert Dunlop Memorial Garden.  
Estimated cost £250,000.  
Loan to be repaid over 30 years.
- II. Replacement IT Equipment  
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Loan to be repaid over 20 years

Loans (II) to (XI) relate to the re financing of capital expenditure so that funds are available to match the landfill site closure and aftercare costs provision rather than putting the cost directly on the rates.

The Head of Finance & IT clarified the terms and conditions applicable to the loan applications and the drawing down of funds. He responded to questions from members on the impact of loan sanctions on rates and advised that an annual total repayment amounted to 1% (approximately £40,000). Officers will report back to committee prior to draw down of loans regarding other potential options.

**IT IS RECOMMENDED** that an application is made to the Department for Loan Sanction approval for the following projects –

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

***to recommend that an application is made to the Department for Loan Sanction approvals as detailed in items 1 – X1 above.***

- \* **The Head of Corporate & Development Services joined the meeting at 11.01 am during the discussion.**

### **381.5 CONSULTATION ON THE DEPARTMENTS PROPOSAL TO MAKE THE LOCAL GOVERNMENT (GENERAL GRANT) (AMENDMENT) REGULATIONS (NORTHERN IRELAND) 2020**

The Department has written to the Council seeking comments on its proposals to amend the above Regulations. A copy of the consultation paper was circulated.

The changes are required due to changes in Local Authority accounting practices, and are detailed in paragraph 8 and 9 of the consultation paper.

These changes relate to the capturing of expenditure under key services, the costs of which are used in the general grant formula, and will mean that all appropriate costs are included in determining the Councils needs,

Comments are invited by 19<sup>th</sup> February 2010.

It was **AGREED:**

*to recommend deferral of this item for consideration at the meeting of Committee in January 2010*

### **381.6 GUIDANCE ON FINANCING OF COUNCIL EXPENDITURE**

The Department has issued Guidance on Financing of Council Expenditure. This guidance relates to best financial practice and has been issued as a reminder to Councils of their responsibilities in the run up to the reorganisation of Local Government. As 2010/11 is the last full financial year of the present Council structure, Councils are asked to consider the following three areas when setting the estimates for 2010/11, -

- I. use of the District Fund Balance
- II. estimated liabilities and provisions
- III. financing of capital expenditure

Full guidance issued by the Department was circulated.

\* **The Chief Executive joined the meeting at 11.15 am.**

\* **The Head of Finance & IT left the meeting at 11.15 am.**

## **CORPORATE SERVICES (PART 2)**

### **381.7 CONSULTATION PAPER ON FILLING COUNCIL VACANCIES**

The Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

### **Consultation with Party leaders/Independent member**

At request of committee the Chief Executive consulted with party leaders and the independent member on the DUP proposal to seek agreement on filling any vacancies arising up to May 2011 by co-option, nominated by the party (or independent member) which held the vacant seat and report to committee. All other parties (SDLP, UUP, TUV, SF) and the independent member agree with the proposal.

During the ensuing discussion, the Chief Executive responded to queries from members on the consultation document and the above proposal for filling vacancies to May 2011.

### **Options for Reform**

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

*to recommend to Council that option 3 (Replacement by party nomination) be supported and conveyed to The Northern Ireland Office in response to their consultation paper on filling council vacancies.*

### **Short Term Legislative Reform**

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

*to recommend to Council that option A (allow the current co-option rules to apply but carry vacancies until the next election in May 2011 if any co-option fails) be conveyed to The Northern Ireland Office in response to their consultation paper on short term legislative reform.*

### **Council's Local Arrangements**

It was **AGREED:**

*that the DUP Council group proposal to seek agreement on filling any Council vacancies arising up to May 2011 be deferred to the Committee's next meeting.*

## **381.8 CONSULTATION DOCUMENT - LOCAL GOVERNMENT (CONTRACTS) REGULATIONS**

Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

The consultation has been referred to corporate management team and no specific comments are offered by the Chief Executive or Directors.

It was **AGREED:**

***to recommend that no comments be offered on the consultation document.***

### **381.9 POLICE (NI) ACT 2000**

Committee gave further consideration to the NI Office public consultation on the temporary 50:50 recruitment provisions currently in place in NI, applying to the appointment of police officers and police support staff, to expire on 28 March 2010, unless the Secretary of State decided to renew them, deferred from the Committee's last meeting (minute 380.9 refers).

The deadline for comments is 22<sup>nd</sup> January 2010.

It was **AGREED:**

***that the matter be deferred to Council meeting on 4.1.09***

### **381.10 STAFF MATTERS –**

#### **10.1 Job Evaluation: Directors**

Council agreed that this matter, presented in February 2009, be deferred until the 2010/11 rate round. The matter is now tabled for committee's consideration. For members' convenience the minute extracts from Committee meeting No. 373 on 23/2/09 and Council meeting No. 900 on 2/3/09 were circulated.

**IT IS RECOMMENDED** that committee considers the matter and makes a recommendation to Council.

At the request of Councillor Robinson, the Chief Executive agreed to provide information on full cost to Council of Director posts and their current terms and conditions of employment.

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

***to recommend that consideration of the matter be deferred to the January 2010 Council meeting.***

## 10.2 Single Status Update

Updating committee on this matter, the Chief Executive advised that there are outstanding job evaluation appeals still to be determined (approximately 20) and work is still ongoing on equal pay audit. Management was not in a position to quantify cost at this stage.

## 10.3 Redundancy Policy

Management is currently examining financial aspects of cluster policies and also taking account of pension scheme policy discretions approved by this Council. A report is to be available for January CMT and it is anticipated that a report will be presented to January Committee, with some sample costings based on average salary for an employee with 5, 10, & 20 years service.

### 381.11 APPLICATION FOR FINANCIAL ASSISTANCE – COLERAINE & DISTRICT SAMARITANS – ANNUAL IRISH REGION CONFERENCE

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**Committee is invited to consider the application for a contribution towards the event.**

In 2008 the branch volunteers dealt with in excess of 20000 calls, emails and visits to the branch; provided ongoing training to all volunteers; delivered outreach work in the community through talks with local businesses, churches, ethnic groups, schools and the elderly.

The branch, which is self-funding and receives no financial assistance from government, has some 90 volunteers, with some 20 from Ballymoney Borough.

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

***to recommend that a contribution of £350.00 be made to the Samaritans for assistance towards their Annual Irish Region Conference from within existing OCE Contributions/Official Visits budget.***

### **381.12 SOMME ASSOCIATION**

Committee is invited to consider the following invitations for which notice from the Association has been received.

#### **12.1 2010 Gallipoli Pilgrimage**

2010 Gallipoli Pilgrimage in March 2010 (19<sup>th</sup> – 25<sup>th</sup>). During the Pilgrimage a foundation stone will be laid for the new Memorial to the 10<sup>th</sup> (Irish) Division at Chocolate Hill. The estimated cost is £1200 per person.

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

***to recommend that Council note the details of the Pilgrimage.***

#### **12.2 2010 Somme Pilgrimage for 94<sup>th</sup> Anniversary**

94<sup>th</sup> Anniversary of the Battle of the Somme, 28<sup>th</sup> June – 2<sup>nd</sup> July 2010. Estimated cost per person £550.

At the request of members, the Head of Corporate & Development Services agreed to source alternative travel methods and costings for consideration.

### **381.13 TRANSITION COMMITTEE MINUTES/REPORTS**

The Chief Executive advised members that minutes of the Transition Committee meeting on 29<sup>th</sup> October have been placed in the members' room together with its response to the PWC report.

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

***to recommend that the Head of Corporate & Development Services ascertain via NILGA, information on the procedure adopted by other Councils in considering/circulating Transition Committee minutes.***

**The meeting closed at 11.29 am.**



**Ballymoney Borough Council**  
**Corporate & Central Services Meeting No 381 – 22<sup>nd</sup> December 2009**

**Table of Contents****CORPORATE SERVICES (PART 1)**

<b>381.1</b>	Minutes	<i>Confirmed</i>
<b>381.2</b>	Robert Dunlop Memorial Garden Project – Select List of Contractors	<i>Accept select list</i>

**CENTRAL SERVICES**

<b>381.3</b>	Accounts for Payment	<i>Approved</i>
<b>381.4</b>	Loan Sanctions	<i>Approved</i>
<b>381.5</b>	Consultation on the Departments Proposal to make the Local Government (General Grant) (Amendments) Regulations (NI) 2020	<i>Deferred</i>
<b>381.6</b>	Guidance on Financing of Council Expenditure	<i>For information</i>

**CORPORATE SERVICES (PART 2)**

<b>381.7</b>	Consultation Paper on Filling Council Vacancies	<i>Comments agreed</i>
<b>381.8</b>	Consultation Document – Local Government (Contracts) Regulations	<i>No comments offered</i>
<b>381.9</b>	Police (NI) Act 2000	<i>Deferred to Council meeting</i>
<b>381.10</b>	Staff Matters 10.1 Job Evaluation: Directors 10.2 Single Status 10.3 Redundancy Policy	<i>Deferred to January meeting of Council Update Update</i>
<b>381.11</b>	Application for Financial Assistance – Coleraine & District Samaritans – Annual Irish Region Conference	<i>£350.00 agreed.</i>
<b>381.12</b>	Somme Association 12.1 2010 Gallipoli Pilgrimage 12.2 2010 Somme Pilgrimage for 94 <sup>th</sup> Anniversary	<i>Noted Seek further information</i>
<b>381.13</b>	Transition Committee Minutes	<i>Tabled – Research status</i>

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

Minutes of Corporate & Central Services Committee Meeting No. 381 held in the McKinley Room, Riada House, Ballymoney on Tuesday 22<sup>nd</sup> December at 10.00 am.

**IN THE CHAIR**

Alderman J Simpson

**PRESENT**

**Aldermen**

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

**Councillors**

A Cavlan  
R Halliday  
M McCamphill  
E Robinson  
I Stevenson

**APOLOGIES**

Councillor J Finlay  
Director of Central & Leisure Services

**IN ATTENDANCE**

Chief Executive [Items 2 & 6-13]  
Head of Corporate & Development Services (Items 2 & 6-13)  
Head of Finance & IT [Items 1-6]  
Committee Clerk

**R Robinson & Sons Limited (Item 2)**

Ms M Bloomfield  
Mr R Ross

**CORPORATE SERVICES (PART 1)**

**381.1 MINUTES - MEETING NO 381 – 23<sup>RD</sup> NOVEMBER 2009**

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

*that the minutes of meeting no 380 – 23<sup>rd</sup> November 2009 be confirmed as a correct record.*

- \* **Councillor Halliday joined the meeting at 10.08 am.**

### **381.2 ROBERT DUNLOP MEMORIAL GARDEN PROJECT – SELECT LIST OF CONTRACTORS**

With the agreement of the Chair, item 10 of Corporate Services report was dealt with at 381.2 to facilitate a report presented by R Robinson & Sons on the evaluation of applications for inclusion on select list of contractors for the Robert Dunlop Memorial Garden Project.

Applications were invited, through public advertisement, from suitably experienced and qualified contractors who wish to be included on the select list from which tenders for the project will be invited. 10 No applications were received by the closing date of 17<sup>th</sup> December 2009 (12 noon). These were opened by the Mayor and the Head of Corporate & Development Services and referred to Council's Architect for evaluation and report.

The Chair welcomed representatives from R Robinson & Sons Limited. The Architect advised that 23 requests for a select list questionnaire had been requested from which 10 no applications had been received. Two further applications had been received late and not opened.

Having assessed the applications against the set criteria, it was **RECOMMENDED** by the Architects that the following six contractors be placed on the select list:

1. FP McCann Limited, Magherafelt
2. JPM Contracts, Dungiven
3. P Bradley Limited, Kilrea
4. Lagan Construction Limited, Belfast
5. Earney Contracts Limited, Lisburn
6. McAvoy Construction, Banbridge

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

***to recommend that Council accept the six above named Contractors recommended by R Robinson & Sons Limited as its select list of contractors to be invited to tender for the Robert Dunlop Memorial Garden Project.***

- \* **Representatives from R Robinson & Sons Limited left the meeting at 10.12 am.**
- \* **The Chief Executive and the Head of Corporate & Development Services left the meeting at 10.12 am.**

## CENTRAL SERVICES

### 381.3 ACCOUNTS FOR PAYMENT

Treasury advice schedules detailing payments for period 9, 2009/10 drawn on the Councils Capital & Revenue Bank Accounts were circulated. The Head of Finance & IT responded to questions from members.

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

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

***to recommend that accounts to the value of £580,433.15 from the Revenue Account and £58.00 from the Capital Account for period 9 - 2009/2010 be approved for payment.***

\* **Councillor McCamphill joined the meeting at 10.22 am.**

### 381.4 LOAN SANCTIONS

The following Loan Sanction applications were considered.

- I. Provision of a Robert Dunlop Memorial Garden.  
Estimated cost £250,000.  
Loan to be repaid over 30 years.
- II. Replacement IT Equipment  
Estimated cost £36,996  
Loan to be repaid over 3 years
- III. Replacement Plant and Vehicles  
Estimated cost £42,095  
Loan to be repaid over 7 years
- IV. Replacement Litter Bins  
Estimated cost £28,994  
Loan to be repaid over 10 years
- V. Upgrade of Facilities at Joey Dunlop Leisure Centre and Riada Stadium  
Estimated cost £49,236  
Loan to be repaid over 10 years
- VI. Riada Stadium  
Estimated cost £39,749  
Loan to be repaid over 20 years

- VII. Replacement Roof at Knock Road Depot  
Estimated cost £28,724  
Loan to be repaid over 20 years
- VIII. Provision of Carpark at Rasharkin Cemetery  
Estimated cost £12,660  
Loan to be repaid over 20 years
- IX. Provision of Crosstagherty Civic Amenity Site Bunkers  
Estimated cost £15,765  
Loan to be repaid over 20 years
- X. Refurbishment of Town Hall  
Estimated cost £9,357  
Loan to be repaid over 20 years
- XI. Refurbishment of Killyrammer Community Centre  
Estimated cost £75,000  
Loan to be repaid over 20 years

Loans (II) to (XI) relate to the re financing of capital expenditure so that funds are available to match the landfill site closure and aftercare costs provision rather than putting the cost directly on the rates.

The Head of Finance & IT clarified the terms and conditions applicable to the loan applications and the drawing down of funds. He responded to questions from members on the impact of loan sanctions on rates and advised that an annual total repayment amounted to 1% (approximately £40,000). Officers will report back to committee prior to draw down of loans regarding other potential options.

**IT IS RECOMMENDED** that an application is made to the Department for Loan Sanction approval for the following projects –

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

***to recommend that an application is made to the Department for Loan Sanction approvals as detailed in items 1 – X1 above.***

- \* **The Head of Corporate & Development Services joined the meeting at 11.01 am during the discussion.**

### **381.5 CONSULTATION ON THE DEPARTMENTS PROPOSAL TO MAKE THE LOCAL GOVERNMENT (GENERAL GRANT) (AMENDMENT) REGULATIONS (NORTHERN IRELAND) 2020**

The Department has written to the Council seeking comments on its proposals to amend the above Regulations. A copy of the consultation paper was circulated.

The changes are required due to changes in Local Authority accounting practices, and are detailed in paragraph 8 and 9 of the consultation paper.

These changes relate to the capturing of expenditure under key services, the costs of which are used in the general grant formula, and will mean that all appropriate costs are included in determining the Councils needs,

Comments are invited by 19<sup>th</sup> February 2010.

It was **AGREED:**

*to recommend deferral of this item for consideration at the meeting of Committee in January 2010*

### **381.6 GUIDANCE ON FINANCING OF COUNCIL EXPENDITURE**

The Department has issued Guidance on Financing of Council Expenditure. This guidance relates to best financial practice and has been issued as a reminder to Councils of their responsibilities in the run up to the reorganisation of Local Government. As 2010/11 is the last full financial year of the present Council structure, Councils are asked to consider the following three areas when setting the estimates for 2010/11, -

- I. use of the District Fund Balance
- II. estimated liabilities and provisions
- III. financing of capital expenditure

Full guidance issued by the Department was circulated.

\* **The Chief Executive joined the meeting at 11.15 am.**

\* **The Head of Finance & IT left the meeting at 11.15 am.**

## **CORPORATE SERVICES (PART 2)**

### **381.7 CONSULTATION PAPER ON FILLING COUNCIL VACANCIES**

The Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

**Consultation with Party leaders/Independent member**

At request of committee the Chief Executive consulted with party leaders and the independent member on the DUP proposal to seek agreement on filling any vacancies arising up to May 2011 by co-option, nominated by the party (or independent member) which held the vacant seat and report to committee. All other parties (SDLP, UUP, TUV, SF) and the independent member agree with the proposal.

During the ensuing discussion, the Chief Executive responded to queries from members on the consultation document and the above proposal for filling vacancies to May 2011.

**Options for Reform**

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

*to recommend to Council that option 3 (Replacement by party nomination) be supported and conveyed to The Northern Ireland Office in response to their consultation paper on filling council vacancies.*

**Short Term Legislative Reform**

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

*to recommend to Council that option A (allow the current co-option rules to apply but carry vacancies until the next election in May 2011 if any co-option fails) be conveyed to The Northern Ireland Office in response to their consultation paper on short term legislative reform.*

**Council's Local Arrangements**

It was **AGREED:**

*that the DUP Council group proposal to seek agreement on filling any Council vacancies arising up to May 2011 be deferred to the Committee's next meeting.*

**381.8 CONSULTATION DOCUMENT - LOCAL GOVERNMENT (CONTRACTS) REGULATIONS**

Committee gave further consideration to this matter, deferred from the Committee's last meeting (minute 380.7 refers).

The consultation has been referred to corporate management team and no specific comments are offered by the Chief Executive or Directors.

It was **AGREED:**

***to recommend that no comments be offered on the consultation document.***

### **381.9 POLICE (NI) ACT 2000**

Committee gave further consideration to the NI Office public consultation on the temporary 50:50 recruitment provisions currently in place in NI, applying to the appointment of police officers and police support staff, to expire on 28 March 2010, unless the Secretary of State decided to renew them, deferred from the Committee's last meeting (minute 380.9 refers).

The deadline for comments is 22<sup>nd</sup> January 2010.

It was **AGREED:**

***that the matter be deferred to Council meeting on 4.1.09***

### **381.10 STAFF MATTERS –**

#### **10.1 Job Evaluation: Directors**

Council agreed that this matter, presented in February 2009, be deferred until the 2010/11 rate round. The matter is now tabled for committee's consideration. For members' convenience the minute extracts from Committee meeting No. 373 on 23/2/09 and Council meeting No. 900 on 2/3/09 were circulated.

**IT IS RECOMMENDED** that committee considers the matter and makes a recommendation to Council.

At the request of Councillor Robinson, the Chief Executive agreed to provide information on full cost to Council of Director posts and their current terms and conditions of employment.

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

***to recommend that consideration of the matter be deferred to the January 2010 Council meeting.***



## 10.2 Single Status Update

Updating committee on this matter, the Chief Executive advised that there are outstanding job evaluation appeals still to be determined (approximately 20) and work is still ongoing on equal pay audit. Management was not in a position to quantify cost at this stage.

## 10.3 Redundancy Policy

Management is currently examining financial aspects of cluster policies and also taking account of pension scheme policy discretions approved by this Council. A report is to be available for January CMT and it is anticipated that a report will be presented to January Committee, with some sample costings based on average salary for an employee with 5, 10, & 20 years service.

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

***to recommend that Council note the details of the Pilgrimage.***

#### 12.2 2010 Somme Pilgrimage for 94<sup>th</sup> Anniversary

94<sup>th</sup> Anniversary of the Battle of the Somme, 28<sup>th</sup> June – 2<sup>nd</sup> July 2010. Estimated cost per person £550.

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