

Ballymoney Borough Council
Council Meeting No 1005 – 1st December 2014

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1005.7	Health & Environmental Services Meeting No 404 – 25th November 2014 7.1 Food Hygiene Rating Bill	<i>Approved</i> <i>Response from Officer</i> <i>Agreed</i>
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BALLYMONEY BOROUGH COUNCIL

Minutes of Council Meeting No 1005 held in the Council Chamber, Riada House, Ballymoney on Monday 1st December at 6.30 pm.

IN THE CHAIR: Alderman B Kennedy, Mayor

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

Councillors
A Cavlan
J Finlay
R Halliday
R McAfee
P McGuigan
T McKeown
C McLaughlin
A McLean
E Robinson, MBE
I Stevenson

APOLOGIES: **Councillors**
J Atkinson

IN ATTENDANCE: Chief Executive
Director of Borough Services
Director of Central & Leisure Services
Head of Corporate & Development Services

Christians Against Poverty (CAP) - Item 1
Mrs B Thompson
Mr A Boyd

Press x 2

1005.1 CHRISTIANS AGAINST POVERTY

Mrs Beth Thompson and Mr Alan Boyd gave a presentation on the work and activities of Christians Against Poverty, Ballymoney, operating from a local base at Ballymoney Parish Centre. Mr Boyd explained the work with clients to release the debt burden through working out a plan with all creditors. He explained that CAP had some 18 years' experience in this work with checks on information gathered being carried out at CAP's Bradford centre. Mrs

Thompson illustrated the range of individuals helped, including single mothers, people with addiction or those suffering relationship breakdowns, poor health and lack of employment. She outlined various referrals to other bodies and measures to help turn around the lives of those concerned and shared some inspirational stories where people had been helped and given hope and a solution.

* **Councillor McLaughlin, Councillor Finlay and Councillor Robinson joined the meeting during the presentation at 7.00 pm.**

Mrs Thompson advised that funding was needed to support the work of CAP in Ballymoney which cost £20,000-£25,000 per annum to run. CAP also needed confident and enthusiastic people to spread the message, help with fundraising, volunteers, ambassadors and for people remember those in need in their prayers.

A copy of the presentation is attached as Appendix 1.

The Mayor thanked Mrs Thompson and Mr Boyd for their informative presentation and commended CAP on their work in the local area. Other members associated themselves with the Mayor's remarks.

- Mrs Thompson and Mr Boyd retired from the meeting at 7.10 p.m.

1005.2 DECLARATIONS OF INTEREST

The Director of Borough Services, the Director of Central & Leisure Services and Head of Corporate & Development Services declared an interest in Corporate & Central Services Committee Meeting No 428 on 24th November 2014 (428.4.1) – Remuneration in Respect of Local Government Reform.

1005.3 MINUTES OF COUNCIL MEETING NO 1004 – 3RD NOVEMBER 2014

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

that the minutes of Council Meeting No 1004 – 3RD November 2014, as circulated, be confirmed as a correct record.

1005.4 CONSULTATION COMMITTEE MEETING NO 102 – 17TH NOVEMBER 2014

The Mayor tabled the report.

the minutes of Consultation Committee Meeting No 102 – 17th November 2014, as circulated, were received.

1005.5 LEISURE & AMENITIES COMMITTEE MEETING NO 423 – 18TH NOVEMBER 2014

Alderman Campbell presented the report and the following matters were discussed.

5.1 Amenities Projects (423.3.14)

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

that Council ‘Move into Committee’ to consider this business.

- **Council moved into Committee and members of the press left the meeting at 7.20 p.m.**

Play Area Refurbishment and Riverside Park Restoration and Improvement.

The Director of Borough Services alluded to discussion at Committee meeting on 18th November and said he had reviewed the play areas and Riverside Park proposals to come up with the best mix of what could be delivered in the time available.

He advised that he had been in touch with the Housing Executive regarding lands at Scally Park and they could give no steer as to when a decision would be made as to whether land will be available to purchase or otherwise. In the circumstances, he suggested Scally Park Play Area be omitted from the play area tender and Council commit to provide the toddler play area when the land becomes available, including the Jubilee Park from Riverside with flexibility to keep overall cost within the constraining factor. This would give more money to do what is needed to be done to address the deficiencies in Park Central, resurfacing works to be done via term contract or as sub contract. This mix would deliver interconnected aspects of Riverside.

Riverside Park Improvement

Following discussion, it was proposed by Councillor McAfee, seconded by Councillor Robinson and **AGREED**:

that the essential work identified to make good the promenade at Park Central be undertaken in conjunction with the present River Restoration Scheme and that the Riverside Park Improvement Scheme be tendered so that related work could be done together both at Park Central and Phase One within the established budget limit.

Killyrammer Community Centre

The Director of Borough Services reported that he had attended a meeting of Killyrammer Community Association last Thursday and had explained options and timeline. The Community Association's prime activity is a weekly tea dance and they indicated their preference for the new build option.

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

to approve the options paper new build option, estimated at £360,000 - £380,000, work up the project, seek planning permission and submit to CCG Shadow Council for approval

Kickabout Refurbishment

Councillor Finlay initiated discussion on kickabout conversion to MUGA at Macfin, Dunloy and Stranocum. The Director of Borough Services intimated that the estimated cost of conversion was £200,000 plus fees. He advised that at this time, land was not available at Cloughmills. The cost would not cover floodlighting at this time but provision for electricity supply cable could be made.

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

that the proposals to convert kickabouts at Dunloy, Macfin, and Stranocum to MUGAs proceed with provision made for subsequent floodlighting capability and with the latter two matched in size, at an estimated cost of £200K plus fees.

Toddler Play Area at Scally Park, Loughgiel

Members reviewed the proposal for toddler play area at Scally Park, discussing the site options, site owned by Council with planning permission and alternative and preferred site owned by NIHE.

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

that Council sell the land it owns at Scally Park, Loughgiel and progress the toddler play area on the alternative site identified when this land becomes available from NIHE, writing to the Minister to expedite the land transfer should this be deemed necessary.

5.2 Adoption of Minutes

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

that the minutes of Leisure & Amenities Committee Meeting No 423 – 18th November 2014, as circulated, be adopted and the recommendations therein approved, subject to amendment of minute reference 423.14 (play area refurbishment) as follows:

that Council increase the budget for play area refurbishment and landscaping from £175,000 to £249,000 and proceed with play area refurbishments at Seacon, Finvoy, Westgate, Carnany & Jubilee Play Area at Ballymoney Riverside Park and undertake the landscaping proposed for Fernbank and Lislagan.

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

that Council resolve itself out of Committee to continue the business of the meeting.

- **Councillor Stevenson left the meeting during discussion on the ‘in Committee’ business at 8.22 pm.**
- **The Press did not return to the meeting.**

1005.6 CORPORATE & CENTRAL SERVICES COMMITTEE MEETING NO 428 – 24TH NOVEMBER 2014

The Director of Central Services, the Director of Borough Services and the Head of Corporate & Development Services declared an interest in item 428.4.1 (Remuneration in Respect of Local Government Reform (LGR) Workload).

Councillor McKeown presented the report including addenda at 6.1 and 6.2

6.1 Provision of Defibrillators (428.9)

The Corporate & Central Services Committee considered a proposal to install a number of defibrillators in Ballymoney Town Centre, based on a recent installation in Magherafelt by the Policing and Community Safety Partnership. It was agreed that estimated costs be provided at the Council meeting in December 2014. Based on the recent installation in Magherafelt and costs locally to obtain a mains supply to a metal kiosk, estimated costs of such an installation are as follows:

To provide and install a secure wall-mounted cabinet with built in keypad access, heater and defibrillator device	£1,900.00 plus VAT
To provide a mains supply for a cabinet including wiring to defibrillator installation	£1,600.00 plus VAT
Alternatively, if it is possible to take power from an existing supply cabinet	£350.00 plus VAT
To train potential users (£25.00 - £50.00 per person) e.g. 10 persons	£250.00 plus VAT
Maximum estimated cost for one defibrillator plus twenty trained personnel	£4,000.00 plus VAT
If mains supply already available, cost reduces to	£2,750.00 plus VAT

Alderman Campbell said that Councillor Stevenson, who had left the meeting, had asked him to put forward his request for two defibrillators in the town centre, one in Megaw Park and one in Riverside Park. The Mayor advised that with the Chief Executive, he had undertaken a fundraising cycle ride for a defibrillator in the town centre and sufficient funds had been raised for two but as two locations could not be provided in the town, the second was located at the Joey Dunlop Leisure Centre. The Chief Executive advised that in Magherafelt, the defibrillator had been attached to a PCSP information display point where power supply was available. The equipment was accessed via a keypad and was available 24/7. Shop workers would need to be trained and an arrangement made with PSNI regarding access. The Director of Borough Services pointed out that the leisure facilities referred to were not fully open and indemnity would need to be examined.

After discussion it was agreed that the matter be deferred for one month.

6.2 Local Government Employee & Councillor Working Relationship Protocol

A copy of the Local Government Employee and Councillor Working Relationship Protocol, is attached for your information. Council is directed to implement the new protocol with immediate effect and this has been drawn to attention of Management, communicated to all employees and added to the public drive for convenience. This information is also be available on http://www.doeni.gov.uk/index/local_government/local_government_funding/circulars_2003_-_present_day.htm

Any member who wishes clarification or to discuss the matter may make an appointment with the Chief Executive, by contacting his office.

6.3 Treasury Management Strategy 2014/15 - Revised

The Director of Central & Leisure Services advised that the Treasury Management Strategy 2014/15 was approved by Council on 3rd March 2014.

In light of the short remaining life of the Council the Treasury Management Strategy for 2014/2015 has been reviewed.

The updated Treasury Management Strategy 2014/15, attached as Appendix 2 will enable the Council to place on deposit surplus cash balances on the basis of highest interest yield.

The revised Treasury Management Strategy 2014/15 is recommended for approval.

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

that the revised Treasury Management Strategy 2014/15, as circulated and recommended for approval by the Director of Central 7 Leisure Services, be adopted.

6.4 Cemetery Memorials (428.3)

Councillor McLean asked about arrangements for reporting on legal advice given the Committee was not meeting in December. The Chief Executive advised that when legal advice is received, he would discuss with the Committee Chair and Chair of Consultation Committee and table a report at the Consultation Committee unless the Committee Chair considered a special meeting should be held.

6.5 Remuneration in Respect of Local Government Reform (LGR) Workload (428.41).

A member indicated that he wished to seek information on increments to Directors.

- * **The Director of Borough Services and the Director of Central & Leisure Services left the meeting. The Chief Executive advised that the Head of Corporate & Development Services who was taking notes in the absence of the Business Support Officer would retire if the discussion extended to Heads of Service Level.**

The Chief Executive explained the work for TMT (STC) and regional/sub regional working groups which attracted increments.

6.6 Adoption of Minutes

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

that the minutes of Corporate & Central Services Committee Meeting No 428 – 24th November 2014, as circulated, be adopted and the recommendations therein approved including the addendum at 6.3

- **Councillor McGuigan, Councillor McLaughlin left the meeting during discussion on matters arising, time 8.30 p.m.**

1005.7 HEALTH & ENVIRONMENTAL SERVICES COMMITTEE MEETING NO 404 – 25TH NOVEMBER 2014

The minutes of the Health & Environmental Services Committee, Meeting No. 404, were tabled.

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

that the minutes of Health & Environmental Services Committee Meeting No 404 on 25th November 2014 were adopted and the recommendations therein approved.

The Director of Borough Services presented the following, additional item.

7.1 Consultation: Food Hygiene Rating Bill.

The Director of Borough Services advised that this Bill which had reached Committee stage at NI Assembly and that it may affect revenue stream of Committee. He said it will be a mandatory scheme and the Bill will set down how it will operate, with Councils doing the vast majority of work under the scheme. He had some difficulty with the overly prescriptive nature of the proposed legislation.

Following consideration of the contents of the Bill and comments thereon, it was proposed by Councillor Robinson, seconded by Alderman Campbell and **AGREED:**

that the following comments be forwarded to the Committee for Health, Social Services and Public Safety at the Northern Ireland Assembly to note and satisfactorily address Council's concerns.

- ***The Bill relates to the introduction of a mandatory food hygiene rating scheme for relevant Northern Ireland food businesses.***
- ***As such the Bill represents a 'new burden' on both businesses and local government.***
- ***The Bill is overly prescriptive as regards Councils (who are expected to undertake most of the work in respect of implementing the scheme) with deadlines set out in the Bill (and not as is more normal practice in associated guidance). The same approach is not followed in respect of the FSA(NI), the other scheme partner.***
- ***As the Bill represents a 'new burden' on Councils and is overly prescriptive in its requirements in respect of Councils, is FSA(NI) intent on resourcing Councils to the extent required to undertake this additional work? There is no indication of this to date.***
- ***The proposals as currently drafted don't represent a partnership approach as the proposed scheme is to be solely under the FSA(NI) branding and unlike the present voluntary schemes Council co-branding is not to be permitted. This unsatisfactory situation must also be addressed.***

* Councillor Cavlan left the meeting during discussion at 8.50 pm

* The Director of Borough Services and the Director of Central & Leisure Services left the meeting at 9.00 p.m.

1005.8 SEAL DOCUMENTS

There were no documents requiring the Seal of the Council

1005.9 REPORTS

A schedule of reports was circulated for members' information.

1005.10 DEVELOPMENT COMMITTEE REPORT – NOVEMBER 2014

The Chair, Councillor Finlay, said he had reviewed Committee business and there was no business for decision by Council. A progress report will be tabled at the next Council meeting.

1005.11 CAUSEWAY COAST & GLENS SHADOW COUNCIL

The minutes of Causeway Coast & Glens Shadow Council are available on the Public Folder and the Shadow Council website. Copies are also available in the member's room.

1005.12 BELFAST CITY COUNCIL – RESOLUTION

Correspondence received from Belfast City Council advising that at their meeting on 3rd November, the following Notice of Motion was passed, was tabled.

Circuses involving Animals

“This Council:

1. Recognised in 2000 that it is inherently cruel and unjustifiable for circuses to use animals that are coerced into performing tricks or engaging in behaviours that they otherwise would not do in the absence of coercion and adopted a policy to prohibit circuses containing animal acts from using Council-owned property.
2. Believes that there should be a United Kingdom-wide ban on circuses that use animals; and
3. Would encourage other Councils throughout Northern Ireland to adopt the same policy stance as that taken by the Council in 2000”

Belfast City Council has requested that this matter is drawn to member's attention with a view to enlisting support.

The meeting concluded at 9.15 pm.

Appendices listed:

Appendix 1 - Christians Against Poverty

Appendix 2 - Treasury Management Strategy 2014/15 - Revised

APPENDIX 1

CHRISTIANS AGAINST POVERTY

Struggling with
debt?

FREE debt counselling in your community
from an award winning charity

CAP
Ballymoney



NEW CLIENT ENQUIRIES **0800 328 0006**

APPENDIX 2**BALLYMONEY BOROUGH COUNCIL
TREASURY MANAGEMENT STRATEGY 2014/15 - Revised****INTRODUCTION**

This strategy statement sets out the expected treasury management operations for 2014/15 linked to the Council's Medium Term Financial Plan, Capital Investment Plan, and the Council's Corporate Plan. It is based on CIPFAs Treasury Management Code of Practice and the Prudential Code as well as Guidance from the Department of the Environment. It contains the following key requirements:

- (a) The treasury management strategy.
- (b) The reporting of the prudential indicators.
- (c) The investment strategy.

This strategy provides an approved framework within which the officers undertake the day to day capital and treasury activities.

TREASURY MANAGEMENT STRATEGY

The strategy for 2014/15 in respect of treasury management covers:

- (a) prospects for interest rates;
- (b) capital borrowing;
- (c) debt re-scheduling;
- (d) annual investment strategy;
- (d) treasury management advisers;
- (f) prudential indicators.

PROSPECTS FOR INTEREST RATES

Economists now forecast interest rates will remain unchanged from 0.5% for the foreseeable future. It may be mid-2015 before any rises can be expected.

CAPITAL BORROWING

The borrowing requirement comprises the expected movement in the Capital Financing Requirement. The Council's net capital borrowing requirement for 2014/15 is presently estimated at **£13.0m** but this can vary if the capital programme is amended during the year.

In terms of meeting the external borrowing requirement identified above, one of the most important considerations is the timing, in terms of the potential to save significant interest costs. It is essential therefore that the considerations of timing of borrowing form a key element of the borrowing strategy.

One of the key borrowing objectives is to achieve certainty around interest costs and there is therefore little appetite to undertake variable rate borrowing. It is unlikely that long term interest rates will fall over the medium term and therefore to reduce the risk of rising interest rates, officers will seek to carry out the external borrowing in the financial year to which the expenditure relates.

It is expected that requirements for long term borrowing will be met from the Government Loans Fund.

DEBT RESCHEDULING

Debt restructuring opportunities will be kept under review. Recent experience has shown that penalties in respect of early redemption of loans outweigh the benefits of re-financing the loans at lower interest rates.

ANNUAL INVESTMENT STRATEGY

The primary purpose of the Annual Investment Strategy is to set out the policies for managing investments giving priority to the security and liquidity of the Council's investments. It also contains the policy on the use of credit ratings and credit ratings agencies, procedures for determining and limiting the use of higher risk investments and the use of external advisors.

The Council's investment priorities are (a) the security of capital and (b) liquidity of its investments. The Council will aim to achieve the optimum return on its investments commensurate with the proper levels of security and liquidity.

A counterparty list of institutions with which the Council will invest shall be maintained by reference to the criteria set out below for the different categories of institution and their credit rating. Under the guidance, investments fall into two separate categories, either specified or non-specified investments.

Specified Investments

Specified investments offer high security and high liquidity and satisfy the conditions set out below:

- The investment is denominated in sterling and any payments or repayments in respect of the investment are payable in sterling only.
- The investment is short-term (has a maturity of less than 3 months).
- The investment does not involve the acquisition of share capital or loan capital in any body corporate.
- The investment is made with a body or in an investment scheme which has been awarded an acceptable credit rating by a credit rating agency, or with the UK Government, a district council; or a local authority in England or Wales (as defined in section 23 of the 2003 Act) or a similar body in Scotland.

The following categories of investments may be used under the definition of specified investments:

- Short term deposits of 3 months or less
- Instant access accounts

Credit Rating Criteria

The Council will invest with institutions that have an acceptable credit rating assigned by any of the three credit ratings agencies (Fitch, Moodys and Standard & Poors). To be deemed acceptable the institution must satisfy at least the minimum of the following Moody's (or equivalent) criteria:

- Short term credit rating P-3 (Prime 3)

The following organisations are those which will be considered for investments in 2014-15:

Banking Institution	Short-term Credit Rating (Moody's)
Ulster Bank	P-3
Barclays	P-1
Santander	P-1
Danske	P-2
Bank of Ireland	P-3

Regardless of the credit rating assigned to an institution or whether it is covered by a guarantee, if any doubt over its financial standing exists then that institution is removed immediately from the counterparty lending list.

Investment Limits

The Council will invest surplus cash balances to a maximum of 75% of the total funds available for investment, allocated on the basis of highest interest yield.

Non-Specified Investments

Non-specified investments are those investments which do not, by definition, meet the requirements of a specified investment as set out above. They present a higher risk and therefore this Council does not intend to make any Non-Specified investments in 2014-15

Risk Management of Investment Counterparties

Credit ratings are only the starting point when considering credit risk. Officers will also consider external reliable evidence, such as information in the financial press,

to inform decisions on investments.

Liquidity of Investments

Each investment decision is made with regard to cash flow requirements resulting in a range of maturity periods within the investment portfolio. All investments will be short term having a maturity of not more than 3 months.

Reporting Arrangements

As set out in TMP6, the Council will receive an annual report on the strategy to be pursued in the coming year, a mid-year review, and an annual report after the close of the financial year.

External Advisers

There are currently no plans to use External Advisers during 2014/15. If this should change then Officers will follow the practice set out under TMP11, i.e. they will ensure the reasons have been submitted to a full evaluation of the costs and benefits, and Council approval will be sought before any appointment is made. The Council recognises that responsibility for the decision to invest with a counterparty rests with the Council as the principal undertaking the transaction.

Training

The Council recognises that investments, as well as wider treasury management issues require a high level of specialist knowledge. The Council will review staff training needs in respect of Treasury Management skills.

In addition training will be provided for elected members to enable them to provide effective scrutiny of the strategy and to have the knowledge to make informed decisions.

Approval

Approved by council on 1 December 2014.