

**BALLYMONEY BOROUGH COUNCIL****Table of Contents**

<b>426.1</b>	Declarations of Interest	<i>None</i>
<b>426.2</b>	Minutes – Meeting No 425 – 23 <sup>rd</sup> June 2014	<i>Approved</i>
<b>CORPORATE SERVICES</b>		
<b>426.3</b>	Staff Matters	
	3.1 Honorarium	<i>Pay honorariums</i>
	3.2 Remuneration in Respect of Local Government Reform (LGR) Workload	<i>Fill post</i>
	3.3 Full time Grounds Person	
<b>426.4</b>	Ombudsman Complaint (Case Ref 15254)	<i>For information</i>
<b>426.5</b>	Ballymoney War Memorial	<i>Invite Mayor of Rhenen</i>
<b>426.6</b>	Shadow Council Briefing Tours	<i>For information</i>
<b>426.7</b>	Circular LG 37/2014 Reform – Guidance to New Councils on Loans Available from DFP to Local Government for Systems Convergence and Reimbursement	<i>For information</i>
<b>426.8</b>	Megaw Park	<i>For information</i>
<b>CENTRAL SERVICES</b>		
<b>426.9</b>	Loans to be Drawn Down	<i>Draw down loans by 31.3.15</i>
<b>426.10</b>	Actual Penny Product 2014/15 In Year Forecast	<i>For information</i>
<b>426.11</b>	Accounts for Payments	<i>For information</i>
<b>426.12</b>	Ballymoney Cemetery Memorials	<i>Grant permission</i>

**BALLYMONEY BOROUGH COUNCIL**

Minutes of Corporate & Central Services Committee Meeting No 426 held in the McKinley Room Riada House, on Monday 22<sup>nd</sup> September 2014 at 7.00pm.

**IN THE CHAIR:** Alderman C Cousley, MBE (Vice Chair)

**PRESENT:** **Aldermen**  
F Campbell  
H Connolly  
B Kennedy (Mayor)

**Councillors**  
W Blair  
J Finlay  
R Halliday  
A McLean  
I Stevenson  
E Robinson, MBE

**APOLOGIES:** **Councillor**  
A Cavlan  
R McAfee  
T McKeown (Chair)

**IN ATTENDANCE:** Chief Executive  
Head of Corporate & Development Services [Items 1 - 8 ]  
Director of Central and Leisure Services [Items 8 - 12 ]  
Business Support Officer

With the consent of the Chair, the Chief Executive raised an additional item at 426.3.3.

**426.1 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**426.2 MINUTES OF MEETING NO 425 – 23<sup>RD</sup> JUNE 2014**

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

*to recommend that the Minutes of Meeting No 425 – 23<sup>d</sup> June 2014,  
as circulated, be confirmed as a correct record.*

## CORPORATE SERVICES

### 426.3 STAFF MATTERS

#### 3.1 Honorarium

The Chief Executive advised that remunerations were considered in March 2014 for Employee Number 05070 and Employee Number 05148 when it was agreed that both members of staff would be paid an interim honorarium from 2.9.13 – 28.2.14 during the sickness absence leave of the Head of Human Resources.

**IT IS RECOMMENDED** that the balance of the honorarium is now made to both members of staff as detailed below for the period from 1<sup>st</sup> March 2014 to 13<sup>th</sup> June 2014, a total of 15 weeks based on an assessment of the additional duties and responsibilities undertaken.

1. Employee No 05070 – honorarium of £2,948.52
2. Employee No 05148 – honorarium of £1,283.04

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

*to recommend that honorarium payments be made as detailed below for a period of 15 weeks from 1<sup>st</sup> March 2014 – 13<sup>th</sup> June 2014.*

- 1.Employee 05070 – honorarium of £2,948.52**
- 2.Employee 05148 – honorarium of £1,283.04**

#### 3.2 Remuneration In Respect Of Local Government Reform (LGR) Workload

At the Council meeting on 7<sup>th</sup> April 2014 the Council considered a report from the Joint Negotiating Committee (JNC) for Chief Executives (copy herewith) recommending the following remuneration in recognition of the LGR workload:

1. In respect of work related to Voluntary/Statutory Transition Committees, a payment equal to two incremental points be made;
2. Payment equal to one further increment be made where the Chief Executive is directly involved in the work of the Regional Transition Committee or one or more working groups reporting to the RTC.

The Council agreed to apply both recommendations.

Following acceptance of the JNC recommendations by all the cluster councils, members of Coleraine Borough Council requested and agreed a similar arrangement for other officers directly involved in LGR work. This is based on the JNC framework and is as follows:

1. Membership of the Transition Management Team (reporting to the Statutory Transition Committee) would attract 2 incremental points for each year of the period detailed in the JNC guidance;
2. Membership of regional or sub regional working groups (reporting to the Regional Transition Committee through for example the Transfer of Functions Working Group) would attract 1 incremental point;
3. Staff at or below Head of Service level who undertook additional work in relation to LGR would be recompensed by way of honorarium.

Because the Transition Management Team was not formally reconstituted until 20<sup>th</sup> June 2012, this date has been used by Coleraine rather than the date of 1<sup>st</sup> March in the JNC guidance.

In order to ensure consistency within the cluster similar arrangements are to be considered by both Ballymoney and Limavady Councils; Moyle has already agreed to implement a scheme similar to Coleraine's.

The Chief Executive had hoped he would be in a position to recommend recognition of the additional workload of qualifying staff in Ballymoney Borough Council and report on the number of staff and costs involved at the meeting. He advised that as all the relevant information is not currently available, a report will be brought to the October meeting of Committee.

At the request of Councillor Robinson, the Chief Executive advised that, once payments have been agreed, each council would have to make the payment to its own employees and this would not be on a shared basis between all councils within the cluster.

### **3.3 Full Time Grounds Person Post**

This permanent post has become vacant due to employee ref. 02899 resigning to take up a new post. The post is essential to delivery of Council grounds maintenance services and is being filled temporarily by an agency worker. **IT IS RECOMMENDED** that the post be filled via vacancy control/recruitment exercise.

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

***to recommend that the post be filled via vacancy control/recruitment exercise.***

**426.4 OMBUDSMAN COMPLAINT (CASE REF 15254)**

The Chief Executive advised that an applicant for a full-time leisure attendant post placed on a reserve list had lodged a complaint with the Ombudsman in respect of the operation of the reserve list. Council is in communication with the Ombudsman's Office with a view to resolving the matter and a further report will be brought to the October meeting of Committee.

At the request of Councillor Finlay, the Chief Executive clarified the role of the Ombudsman stating that this is one of the options open to anyone who is not satisfied with internal findings and wishes to take further and advice is free.

**426.5 BALLYMONEY WAR MEMORIAL**

An application has been received from the Historical Association of Rhenen for inclusion on the Ballymoney War Memorial Roll of Honour for WWII the name of a Ballymoney resident, Sgt F A McCluskey, who died in as the result of a bomber crash in 1942. Evidence provided has been confirmed by the Council Museum Manager, RAF Association and Royal British Legion and **IT IS RECOMMENDED** that the name be included on the WWII Roll of Honour on the Ballymoney War Memorial.

Alderman Kennedy advised that the Mayor of Rhenen had been tending the grave this grave and graves of other fallen servicemen for many years.

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

***to recommend that the Mayor of Rhenen be invited to the unveiling ceremony of the WW1 Statue on 1<sup>st</sup> November 2014***

**426.6 SHADOW COUNCIL – BRIEFING TOURS**

Arrangements are being made for tours to familiarise members of the Shadow Council with the Council area and its facilities.

**426.7 CIRCULAR LG 37/2014 REFORM – GUIDANCE TO NEW COUNCILS ON LOANS AVAILABLE FROM DFP TO LOCAL GOVERNMENT FOR SYSTEMS CONVERGENCE AND REIMBURSEMENT**

LG Circular 37/2014 which provides guidance for the new councils in relation to loans available from DFP for local government systems convergence and the associated reimbursement of a proportion of these loans during the 2014/15 year from the Executive funding has been circulated to all elected members of both the existing councils and new councils.

**426.8 MEGAW PARK**

Alderman Kennedy referred to the opening to the public of Megaw Park on Saturday 20<sup>th</sup> September and advised that he had received a number of complaints from members of the public that the park was not operating in accordance with the opening times set out on the notice board. He requested that the park remain open in accordance with the times or the noticeboard be covered until such time as the park can remain open for the hours indicated. The Chief Executive advised that a decision had been taken to open the park from 9.00-500 pm in the interim period and he would clarify the position and the staffing arrangements and budgets for staffing.

At the request of Councillor Robinson, the Chief Executive will clarify the staffing arrangements and budget provision for staff at Megaw Park.

- \* **The Chief Executive and the Head of Corporate & Development Services left the meeting at 7.25 pm.**
- \* **The Director of Central & Leisure Services joined the meeting at 7.25 pm.**

**CENTRAL SERVICES**

The Director advised that Treasury Advise Schedules for September, normally available for members to inspect prior to the meeting, were not available as the payment period was still open to allow for payments to be made for the last week in September. These can be made available on request.

**426.9 LOANS TO BE DRAWN DOWN**

In accordance with the Councils Treasury & Management Policy, Council continues to finance capital spend utilising internal funds given that the Bank of England base rate remains low causing returns on any deposit funds to be extremely low.

At the 31<sup>st</sup> March 2014 the amount of outstanding debt owing on Council loans was £10,486,966. Loans to be drawn down to finance capital expenditure are as follows –

<b>Project</b>	<b>Loan Amount</b>	<b>Loan Term</b>
Glebeside Outdoor Recreational Facilities	370,000	25 years
Megaw Park Upgrade Scheme	1,340,000	30 years
Vehicle with Bin Lift	32,000	10 years
Refurbishment of Changing Rooms/Toilets @ JDLC	360,000	20 years
Upgrade Air Conditioning In Dance Studio in JDLC	26,000	10 years
Replacement Skip Lorry	70,500	10 years
Replacement Mechanical		

Sweeper	75,800	7 years
Replacement Pedestrian		
Sweeper	50,500	7 years
Replacement Van	18,000	10 years

**IT IS RECOMMENDED** that Council draw down the above loans by 31<sup>st</sup> March 2015.

Under the DOE's Expenditure Controls direction loans over £250,000 requires Shadow Council approval.

A further report will be brought to committee in due course detailing the borrowing requirements, if any, for the following projects –

- Cloughmills Bio Park
- Drumaheglis Multi-Purpose Building
- Drumaheglis Outdoor Activity Centre
- Drumaheglis Play Area
- Rasharkin Well Being Project
- Rasharkin Community Centre

At the request of Councillor Robinson, the Director advised that it is not anticipated that the Shadow Council will refuse any loans to be drawn down over £250K for projects already commenced or completed. Councillor Stevenson referred to an impending rise in the interest rate which would have an adverse effect on the cost of loans.

The Director advised that loans totaling £1,617,000 had already been borrowed this year. She advised that the Council's Authorised Borrowing Limit for 2014/15 is £17,128,056.

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

***to recommend that Council draw down the above loans by 31<sup>st</sup> March 2015.***

#### **426.10 ACTUAL PENNY PRODUCT 2014/15 IN YEAR FORECAST**

Land & Property Services (LPS) has completed the first quarters in year forecast calculations of the Actual Penny Product outturn for 2014/15.

The indicative outturn for the Council is a positive sum of £113K.

The forecast attempts to reflect as accurately as possible the end of year rate revenue outturn position. However, as this is only the first quarter stage of the year, situations of a positive or negative natural could still arise in the period to 31<sup>st</sup> March 2015.

An examination of the tax base shows that there has been growth in both the domestic and non-domestic sectors.

Councillor Finlay welcomed the increase in the number of houses under construction and the movement of the housing market in general. The initiative by LPS to increase staff in an effort to recover outstanding rates was also welcomed.

#### **426.11 ACCOUNTS FOR PAYMENT**

The following payments have been made –

Period 3      Revenue £346769.37  
                  Capital    £592677.02

Period 4      Revenue £361777.91  
                  Capital    £434494.99

Period 5      Revenue £329504.24  
                  Capital    £558298.86

#### **426.12 BALLYMONEY CEMETERY MEMORIALS**

The following applications have been received for the erection of memorials in Ballymoney Cemetery –

##### **Section E3 Nos. 52 & 53**

Mrs Isa Doherty, 12 Agherton Park, Ballymoney  
Black Granite Headstone and Base

##### **Section G4 No. 8**

Mrs M McCaughern, 15 The Meadows, Ballymoney  
Black Granite Headstone and Base

##### **Section 7 No. 141**

Mr Gary Elder, 11 Raceview Park, Ballymoney  
Black Granite Headstone and Base

**IT IS RECOMMENDED** that Council grants permission for the erection of the above memorials.

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

*to recommend that Council grants permission for the erection of the above memorials.*

**The meeting closed at 7.45 pm.**