

19 July 2010

MINUTES of the Meeting of the Chief Executive's Office held in the Council Chamber, Town Hall, Carrickfergus, on **MONDAY** the **NINETEENTH** day of **JULY** 2010, at the hour of **7.15** o'clock pm pursuant to the Town Clerk's summons calling the Meeting, the following Members were present:

Aldermen: W Ashe M M Beattie D W Hilditch
 J McClurg

Councillors: R Beggs C J Brown T R L Clements
 I E Day S C Dickson D Ferguson
 E Ferguson W S Hamilton L McClurg
 L Marsden

Apologies for non-attendance were received from Councillors Cosgrove, McKinney and Neeson.

The following Officials were in attendance:-

 Mr I Eagleson Director of Support Services
 Mrs J Shearer Committee Clerk

IN THE ABSENCE OF THE CHAIR AND VICE-CHAIR, IT WAS PROPOSED BY COUNCILLOR DICKSON, SECONDED BY COUNCILLOR DAY & AGREED THAT THE MAYOR, ALDERMAN J MCCLUG ASSUME THE CHAIR.

IT WAS PROPOSED BY COUNCILLOR D FERGUSON, SECONDED BY ALDERMAN BEATTIE & AGREED THAT THE MEETING GO 'INTO COMMITTEE'.

IT WAS PROPOSED BY COUNCILLOR D FERGUSON, SECONDED BY COUNCILLOR DAY & AGREED THAT THE MEETING DO NOW RESUME.

CEO.50/10
(CEO.12/10)

Corporate Strategy – Minutes

Members had been circulated with copy minutes of the Corporate Strategy Sub-Committee meeting held on 12 February 2010 and the Special Corporate Strategy Sub-Committee meeting held on 26 March 2010 for adoption. These minutes had been agreed at the Sub-Committee meeting held on 17 June 2010 as being an accurate record of the business.

It was Proposed by Alderman Ashe, Seconded by Alderman Hilditch,

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& AGREED to recommend adoption of the above Minutes.

CEO.51/10
(CEO.42/10)

Local Government Reform/NILGA - Update

Members had been circulated with copies of the undernoted documents:-

- (1) NILGA Press Release – 16 June 2010
- (2) NILGA Weekly Update – 21 June 2010
- (3) NILGA Weekly Update – 28 June 2010
- (4) NILGA Weekly Update – 5 July 2010
- (5) Local Government Reform Joint Forum – Joint Communication Bulletin for June 2010

Noted.

COUNCILLOR BEGGS DECLARED AN INTEREST IN THE FOLLOWING ITEM OF BUSINESS, AS A FAMILY MEMBER, AND WITHDREW FROM THE MEETING FOR DISCUSSION THEREON.

ALDERMAN ASHE DECLARED AN INTEREST IN THE FOLLOWING ITEM OF BUSINESS AND WITHDREW FROM THE MEETING FOR DISCUSSION THEREON.

CEO.52/10
(SS.74/09)

Ballymena Borough Council – Presbyterian Mutual Society

Members had been circulated with copy correspondence dated 5 July 2010 from Ballymena Borough Council regarding investors/savers in the Presbyterian Mutual Society and requesting Members to consider contacting the Office of the First Minister and Deputy First Minister urging the Ministers to continue to explore every option with a view to finding a satisfactory solution as soon as possible.

It was Proposed by Councillor Brown, Seconded by Councillor E Ferguson & AGREED to recommend that Council write to Ballymena Borough Council, the First and Deputy First Minister expressing support for the letter.

ALDERMAN ASHE AND COUNCILLOR BEGGS RE-ENTERED THE MEETING AT THIS STAGE.

CEO.53/10 **Transport Bill – Committee for Regional Development**

Members had been furnished with copy correspondence dated 6 July 2010 from Roisin Kelly, Committee Clerk, Committee for Regional Development, NI Assembly, inviting written and/or oral evidence on the Transport Bill commenced on 30 June 2010 at the Committee Stage. Evidence to be received by 16 August 2010.

Noted.

CEO.54/10
(SS.61/09) **Annual Battle of Britain Service and Parade – The Royal Air Forces Association**

Members had been circulated with copy letter received on 6 July 2010 from The Royal Air Forces Association, Carrickfergus Branch, inviting Members to the Annual Battle of Britain Service and Parade on Sunday 12 September 2010 at 11.30 am in Joymount Presbyterian Church. Refreshments would be available at Carrickfergus Bowling Club following the Parade.

It was Proposed by Alderman Hilditch, Seconded by Councillor Dickson & AGREED to recommend that Council accept the invitation.

CEO.55/10 **Support Owner Occupiers in Redevelopment Areas**

Members had been circulated with copy correspondence dated 8 July 2010 from Heather Cousins, Director of Housing, Department for Social Development inviting consultation to Support Owner Occupiers in Redevelopment areas. Comments to be received by 13 October 2010.

Noted.

CEO.56/10
(C.230/10) **Re-Opening Ballycarry Post Office**

Members had been furnished with copy letter dated 8 July 2010 from Post Office Ltd, confirming of the re-opening of Ballycarry Post Office on 9 August 2010.

Councillor Marsden welcomed the re-opening of this Post Office and the fact that it was a valuable service for the people of the village.

CEO.57/10
(C.222/10)

Applications for Financial Support – Minute Search

Members were reminded that at the Council meeting of 5 July 2010 that the issue of applications for financial support had been discussed.

It had previously been reported that Officers had been unable to locate a record of any decision which might allow a streamlined process to be applied to such applications.

At the Council meeting, Members rightly pointed out that a previous decision did exist whereby a sub-committee could decide on such support on behalf of Council (Development Services Committee, 9 March 2009 as ratified). Members had asked why Officers were unable to locate this decision.

Firstly Officers had no recollection of this decision. They then sought to use the IT system to locate any decision using the word or phrase search facility. Unfortunately, because most of the discussion took place at sub-committee level, and the matter was only briefly recorded at Committee level, the words and phrases did not coincide with any in the brief minute. Hence the search did not show up the record of this decision. Officers apologised for this situation and it could only be assumed that this would be a very rare occurrence and a result of a combination of factors.

Councillor Beggs requested that in future Sub-Committee minutes be searched as well as Committee minutes.

Alderman Ashe was of the opinion that the system for undertaking searches required to be improved. He expressed concern that had this particular minute been the subject of a Freedom of Information request, then the Council could be held liable for giving wrong information. He requested that a review of this operation take place to safe guard against it happening again.

Councillor Brown was of the opinion that on occasions Sub-Committee minutes were inadequate and this was borne out with regard to this matter.

Alderman Ashe stated that in this case it was nothing to do with the substance of the minute, but the fact that the minute could not be found.

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The position was noted.

CEO.58/10
(C.228/10)

Letter of Invitation – Appointment to NEELB

Members were reminded that at the Council meeting of 5 July 2010 it had been queried why the letter to invite nominations to sit on NEELB came late to Council.

The reason was that Council had no record of the original hard copy of the letter having been received. Only when a representative of DENI telephoned on 25 July 2010, enquiring as to nominations, did Officers become aware of the matter. An electronic copy of the letter had been received following the telephone call. This was placed before Members at the earliest opportunity.

Members noted, however, that the original letter was dated 4 June 2010, with nominations required by 18 June 2010. Given that the letter would be unlikely to have been received on time for the June Council meeting, there was no way the Council would have made ratified nominations within its normal meeting schedule.

The nominations made at the Council meeting had now been passed to DENI. A letter had also been sent setting out the queries raised by Members on the appointment process.

Noted.

CEO.59/10
(C.224/10)

Northern Ireland Audit Office – Report by Chief Local Government Auditor

The Officer advised that Members had requested that a report be prepared on the recently published report by the Chief Local Government Auditor. Also that sufficient time be set aside to allow full discussion.

Due to staff leave it had not been possible to prepare a report for this meeting. However, the Officer undertook to have the report prepared and presented at the next meeting of this Committee.

Councillor Dickson requested that the Director highlight those areas of the report that affected Carrickfergus to allow informed debate.

Arising out of the foregoing, Alderman Beattie enquired as to whether the Council still held meetings of the Audit Sub-Committee.

The Director advised that the Audit Sub-Committee and Standing

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Orders Sub-Committee had been combined to form the Corporate Governance Sub-Committee, when the structure of Council had been reviewed some years before. He had been aware that recently it had been difficult to achieve quorums for this particular Sub-Committee, however, he had no further information in this connection at this stage.

Alderman Hilditch requested that the Chairman be contacted with the view to calling a meeting and reinstating business.

It was AGREED to recommend accordingly.

CEO.60/10
(C.237/10)

Conference

1. National Association of Councillors – Annual General Meeting and Conference – 24 September 2010, Clandeboye Lodge Hotel, Bangor. Delegate Fees £75, Travel £30.

It was Proposed by Councillor Hamilton, Seconded by Councillor Marsden & AGREED to recommend that any Member wishing to attend be authorised to do so. Members wishing to attend should advise the Committee Clerks no later than 20 August 2010 to allow the necessary arrangements to be made.

REPORT FROM DEVELOPMENT MANAGER (COMMUNITY)

COUNCILLOR BEGGS DECLARED A NON-PECUNIARY INTEREST IN THE FOLLOWING ITEM IN RESPECT OF COMMUNITY SUPPORT GRANTS, CARRICKFERGUS NEIGHBOURHOOD DEVELOPMENT GROUP AND WITHDREW FROM THE MEETING FOR DISCUSSION THEREON.

CEO.61/10
(CEO.45/10)

Community Services Sub-Committee – Minutes

Members had been circulated with copy minutes of the Community Services Sub-Committee meeting held on 20 April 2010. These minutes had been agreed at the Sub-Committee meeting held on 25 May 2010 as being an accurate record of business.

Members were reminded that incomplete or draft versions of the minutes of the above Sub-Committee had been circulated to members at the June meeting of the Chief Executive's Office. The Officer apologised for this error and indicated that he had been in some haste on his return from illness and had to have his report completed on time for the meeting. The minutes circulated at this meeting were the correct version.

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Alderman Ashe welcomed that the correct set of minutes had now been submitted and highlighted the fact that the minutes did record that he had objected to the provision of soft furnishings at Oakfield Community Development Centre, however, unfortunately it was too late as they had been purchased.

Councillor L McClurg requested that a detailed report be submitted, outlining who had authorised the purchase, when it was authorised etc.

It was Proposed by Alderman Beattie, Seconded by Alderman Ashe & AGREED to recommend that the minutes be adopted.

COUNCILLOR BEGGS RE-ENTERED THE MEETING AT THIS STAGE.

CEO.62/10
(DS.67/10)

Carrickfergus District Policing Partnership (DPP) – Minutes

Members had been circulated with copy minutes of the Business Meeting of the Carrickfergus District Policing Partnership held on 21 April 2010, subsequently agreed at a further meeting of the Sub-Committee held on 6 July 2010.

Noted.

CEO.63/10
(CEO.48/10)

Information left in Committee Room 2

Members noted that the following information had been left in Committee Room 2:-

- (1) CDF News. June 2010.
- (2) The MJ July 2010.

CONCLUSION OF MEETING

The meeting terminated at 7.35 pm, when those Members present were as listed on page 1.