

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 2nd April 2019 at 5.05 pm

PRESENT:

Alderman S P Porter (Chairman)
Councillor J Gallen (Vice-Chairman)

The Right Worshipful the Mayor, Councillor U Mackin
Deputy Mayor, Councillor A Grehan

Aldermen M Henderson MBE, W A Leathem and J Tinsley

Councillors N Anderson, R T Beckett, J Gray MBE, H Legge, T Morrow, and R Walker

OTHER MEMBERS:

Alderman S Martin

IN ATTENDANCE:

Lisburn & Castlereagh City Council
Chief Executive
Head of Service (Parks & Amenities)
Head of Service (Sports Service)
Acting Head of Service (Cultural & Community Service)
Member Services Officer

Commencement of Meeting

The Chairman of the Committee, Alderman S P Porter, welcomed all present to the April Meeting of the Leisure and Community Development Committee and extended a warm welcome to Alderman S Martin who was also in attendance. He further updated Members on the absence of the Director of Leisure and Community Wellbeing and was pleased to announce that he was recovering well and proceeded at this point to take the opportunity to thank the Head of Service (Parks & Amenities) and the Head of Service (Sports Services) for covering in the Director's absence.

The Chairman outlined the evacuation procedures in the case of an emergency and also stated that should any Member require to leave the meeting to notify the Member Services Officer in order that their departure could be recorded accurately in the minutes.

Alderman J Tinsley entered the meeting at 5.06pm.

1. **Apologies**

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Councillors A Givan, A McIntyre and T Mitchell.

2. Declarations of Interest

The Chairman, Alderman S P Porter, invited Members to declare any interests they might have in relation to the business of the meeting and reminded them of the requirement that they complete Declaration of Interest forms in this regard which had been provided at their places.

The following declaration of interest was made:-

- Councillor J Gray declared an interest in Item 3.6.3 Grant Aid to Third Party Organisations 2019-20 on the basis that she was a Board Member representing Lisburn & Castlereagh City Council to Lagan Valley Regional Park.

3. Report from the Acting Director of Leisure and Community Wellbeing

In the absence of the Director of Leisure & Community Wellbeing the Head of Service (Sports Services) took to the role of Acting Director of Leisure and Community Wellbeing for this month's Committee Meeting.

It was agreed that the main report and recommendations of the Acting Director of Leisure and Community Wellbeing be adopted, subject to any decisions recorded below.

Items for Noting

It was proposed by Councillor R Walker, seconded by Alderman W A Leathem and agreed that the recommendations of the Acting Director of Leisure and Community Wellbeing in regard to those items for noting, be accepted, subject to any decisions recorded below and other items noted:-

3.1 Absence Report

Members noted the information provided detailing the most recent rolling report on Departmental absenteeism which highlighted that the absence figures were showing a downward trend.

3.2 Budget Reports

Members noted the Departmental Budget Report for the period of 1 April, 2018 to 31 March, 2019 setting out the position as at 8 March, 2019 which revealed budget was still within expenditure.

3.3 Performance Improvement KPI's – 3rd Quarter 2018/19 Review

Members noted the most recent Performance Improvement KPI's – 3rd Quarter 2018/19 Review which indicated some areas were on target and some areas were not on target. The Acting Director of Leisure & Community Wellbeing invited Members to address any questions they may have in respect to the most recent performance improvement KPI's and no question were forthcoming.

3.4 Report from Mrs Siobhan McCormick, Acting Head of Service (Cultural & Community Services)

It was agreed that the report and recommendations of the Acting Head of Service (Cultural & Community Services) be adopted, subject to any decisions recorded below.

Items for Decision

It was agreed that the recommendations of the Acting Head of Service (Cultural & Community Services) in regard to those items for decision, be accepted, subject to any decisions recorded below and other items noted:-

3.4.1 Draft Arts Council NI Strategy 2019-2024

Members were advised that the Arts Council of Northern Ireland had launched its Draft 5 year Strategic Framework 2019/2024. The three governing principles of the framework 'Inspire, Connect and Lead' outlines the key priorities and actions that the Arts Council of Northern Ireland intend to pursue over the next five years.

Members were provided with a copy of the Draft report to the consultation.

It was agreed to recommend that the draft report be accepted by a way of a Council response to the Draft Arts Council NI Strategy 2019-2024 consultation.

3.4.2 Minutes of the Peace IV Meeting held on Monday 18 February 2019

It was agreed that the Minutes of the Peace IV Partnership Meeting held on the 18 February, 2019 be approved.

3.4.3 Peace Grants

Members were reminded that at its previous meeting of the Committee delegated authority had been granted to the Chairman and Vice Chairman in consultation with the Director of Leisure and Community Wellbeing to approve successful applications for the Peace Grant submission under the theme of Building Positive Relations.

It was proposed by Alderman M Henderson, seconded by Councillor T Morrow and agreed to recommend that Members approve the decisions granted under delegated authority to award the Peace Grant under the themes of Building Positive Relations to Resurgam Youth Initiative £29,733 and Lisburn City Church Community Trust £21,159 and that the remaining grant fund under the Children and Young People including savings made under other approved projects be awarded to Lisburn Racquets Club bringing the total to £16,482 for their project.

Items for Noting

3.4.4 Arts Grants/Making Art in Communities Allocations 2019/20

Members were provided with and noted the allocations under the Council's Arts Grant and MAC Scheme for 2019/2020 which had been authorised by the Acting Head of Cultural & Community Services.

3.4.5 Community Festivals Fund: Consideration of Allocation of Awards for 2019-20

Members were reminded that the Community Festivals Fund is jointly funded by Lisburn & Castlereagh City Council and the Department for Communities (DfC). The scheme aims to assist constituted groups working within the Lisburn & Castlereagh City Council area to organise their own locally based festivals. The total available fund for the scheme is £57,000 which includes up to a 50% contribution from DfC.

Members were advised that a letter from the DfC directed to the Chief Executive had been received today which confirmed that the financial contribution available from DfC would be £27,400. This would allow the process of letters of offer to be sent to successful applicants should the proposal be accepted.

The Head of Service (Parks & Amenities) circulated a table under separate cover to Members which outlined the Community Festival Fund allocations. Members were advised that whilst 22 applications had been successful 8 applications had not met the standard criteria benchmark of 40%, and noted that an opportunity for an appeal process was available to the unsuccessful candidates and that a contingency of £9,000 had been made for this provision. It was reported that the overall scores for groups which had also applied the previous year, were on average down by 5%. Therefore in order to maximise expenditure and moderate the marking, a 6% uplift had been applied to all applicants' scores.

"In Committee"

It was proposed by Councillor N Anderson, seconded by Councillor J Gallen and agreed that the above item be considered "In Committee", in the absence of members of the press and public being present.

Members requested that assistance be provided to those organisations who failed to reach the 40% benchmark to enable them to submit an appeal to the Community Festival Fund 2019-2020. It being noted there was a review of the existing scheme underway and the initial consultation had been delayed.

It was also agreed that delegated authority be granted to the Chairman and Vice-Chairman at the full Council Meeting in April in order that funding could be awarded to any community organisations successful with an appeal and who have planned festival events over the coming months.

It was further agreed that letters of offer would be sent to the community organisation applicants who were successful in meeting the criteria.

“Resumption of Normal Business”

It was proposed by Councillor T Morrow, seconded by Alderman W A Leatham and agreed to come out of Committee and normal business was resumed.

Deputy Mayor, Councillor A Grehan entered the meeting at 5.32 pm.

3.5 Report from Mr Brendan Courtney, Head of Service (Sports Services)

It was agreed that the report and recommendations of the Head of Service (Sports Services) be adopted, subject to any decisions recorded below.

Items for Decision

It was proposed by Alderman W A Leatham, seconded by Councillor R Walker and agreed that the recommendations of the Head of Service (Sports Services) in regard to those items for decision, be accepted, subject to any decisions recorded below and other items noted:-

3.5.1 Health and Wellbeing Officer – Sports Services

Members were reminded that in 2016 approval was granted by the Council to recruit for the position of a Health & Wellbeing Officer on a temporary basis and that a contribution from the Public Health Agency would help offset the costs.

Members were provided with a brief background paper on the work undertaken by the post-holder and how the role assists in delivering a range of outcomes and support to the Council in delivering its Community and Corporate Plans.

It was agreed to recommend that the post of the Health & Wellbeing Officer is made permanent within the Sports Services structure and that should the funding cease from the Public Health Agency, any shortfall in salary contribution would be met by efficiencies made within Sports Services.

3.5.2 IFA Foundation Hub Agreement 2019/20

Members were provided with a copy of the IFA Foundation Hub Agreement for 2019/20. The IFA had requested that the Council provide office and storage space for 3 officers namely a Regional Grassroots Development Officer, a Let Them Play Officer and a Grassroots Volunteer.

It was proposed by Councillor R Walker, seconded by Councillor T Morrow and agreed to recommend that the Council sign the IFA Foundation Hub Agreement 2019/20 on the provision that suitable office accommodation could be located for the staff.

Item for Noting

3.5.3 Glenmore Activity Centre – Canoe Steps

Members were reminded that at its previous meeting of the Committee it had been agreed that the Council would take ownership of the Canoe Steps at Glenmore from Rivers NI on the basis they apply a non-slip surface to the decked jetty area.

Members noted that the works to apply a non-slip surface to the decked jetty area had been completed and the transfer of asset was being progressed with Rivers NI.

3.5.4 Club Development Officer Funding

Members were reminded that its Committee meeting in March, 2019 the Committee approved £10,000 which had been identified from the 2018/19 underspend to provide 5 local clubs with £2,000 each to assist in funding a Club Development Officer post.

Members were advised that 6 clubs had submitted strong applications and following consultation with the Chairman of the Leisure & Community Development Committee it was agreed that as an additional £2,000 could be identified from an underspend the following 6 clubs namely Hillsborough Boys FC, Derriaghy Cricket Club, Crewe United FC, Downshire Tennis Club, Ballymacash Rangers FC and Dungoyne FC would receive £2,000 each to assist in funding the post for a Club Development Officer.

3.5.5 2019 Lisburn and Castlereagh Business Games

Members were provided with an evaluation report arising from the 2019 Lisburn and Castlereagh Business Games and noted the contents within.

3.6 Report from Mr Ross Gillanders, Head of Service (Parks & Amenities)

It was agreed that the report and recommendations of the Head of Service (Parks & Amenities) be adopted, subject to any decisions recorded below.

Items for Decision

It was agreed that the recommendations of the Head of Service (Parks & Amenities) in regard to those items for decision, be accepted, subject to any decisions recorded below and other items noted:-

3.6.1 Facility Name Change

Members were reminded that the Billy Neill MBE Soccer Centre of Excellence had been named after one of Northern Ireland's football legends at the time when the facility played host to football only. The Council had since invested in opening the facility to a much wider variety of users and therefore the name no longer reflected the true nature of the site. The Head of Service (Parks & Amenities) confirmed that he had consulted with Billy Neill's family who welcomed the new proposal for the name to be changed.

It was agreed to recommend that the proposal to change the name of the Billy Neill MBE Soccer Centre of Excellence to 'Billy Neill MBE Country Park' be agreed so that it would better reflect its current use.

3.6.2 International Cross Country Event

Members were reminded that the Council hosted a very successful International Cross Country event at Billy Neill in January, 2019 and were provided with a copy of the post event evaluation report.

It was proposed by Councillor T Morrow, seconded by Councillor J Gray and agreed to recommend that the request from Athletics NI to hold the International Cross Country event at Billy Neill in January 2020 at the same level of sponsorship be approved and further agreed that officers engage with Athletics NI to consider a longer term partnership.

3.6.3 Grant Aid to Third Party Organisations 2019-20

It was proposed by the Vice-Chairman, Councillor J Gallen seconded by Councillor T Morrow and agreed to recommend that in line with the provision in the Council's financial estimates for 2019-20 approval for the release of payments (where appropriate a staged basis payment) to the following organisations be agreed subject to a Letter of Offer/SLA being in place and the provision of the organisations most recent approved accounts.

- Lagan Valley Regional Park £66,000
- Belfast Hills Trust Partnership £16,000
- Lough Neagh Partnership £3,500
- Lough Neagh Rescue £1,750

3.6.4 Lisburn Rangers FC – Clubhouse Request

Members were provided with a request from Lisburn Rangers FC to the Council as landlord, requesting permission to extend the Club House at the leased facility.

It was proposed by the Vice Chairman, Councillor J Gallen, seconded by Councillor T Morrow and agreed to recommend that the Council approve the request from Lisburn Rangers FC to extend the Club House subject to planning permission and other statutory approvals being in place.

3.6.5 Translink Ulster in Bloom and NI Amenity Council Awards 2019

Members were reminded that Councils were encouraged to enter appropriate Cities, Towns and Villages from within their areas into the Ulster in Bloom, 2019 and NI Amenity Council awards.

It was agreed to recommend that Members note that the entries to the 2019 Translink Ulster in Bloom and NI Amenity Council competitions are as follows: -

- Large Town/City Lisburn City
- Small Town Carryduff, Dundonald and Moira

- Large Village Hillsborough, Maghaberry, Dromara and Moneyreagh
- Village Lower Ballinderry
- Small Village Purdysburn and Crossnacreevey

4. Confidential Report from the Acting Director of Leisure & Community Wellbeing

The Chairman advised that the reasons for confidentiality were as set out in the agenda, i.e.:-

- Bell's Lane Allotments - (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Open Space Strategy – Joint Commission (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Anti-Social Behaviour (confidential due to information relating to action taken or to be taken in connection with the prevention, investigation or prosecution of a crime).
- Cemeteries Officer (confidential due to information which is likely to reveal the identity of an individual).
- Castle Gardens - Lighting (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Lisburn North Community Centre, Rathvarna Drive (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- 10 Year Investment Plan Proposition (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- The Welcome Place – Tender Report on Integrating New Communities (Shared Space & Services) (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Vitality Household Membership (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).

“In Committee”

It was proposed by Alderman W A Leathem, seconded by Councillor N Anderson and agreed that the confidential reports of the Acting Director of Leisure & Community Wellbeing be considered “In Committee”, in the absence of members of the press and public being present.

It was agreed that the confidential reports and recommendations of the Acting Director of Leisure & Community Wellbeing be adopted, subject to any decisions recorded below and other items noted:-

Items for Decision

4.1 Bell’s Lane Allotments – Tender Report

Members were reminded that at the January meeting of the Committee, delegated authority had been granted to the Chairman and Vice Chairman to award the contract for Bell’s Lane Allotments.

Members were provided with a copy of the Tender Report for Bell’s Lane Allotments and it was agreed to recommend that Members note the recommendation contained therein.

4.2 Open Space Strategy – Joint Commission

Members were provided with a joint proposal from the Leisure & Community Development Committee and the Development Committee for the commissioning of an Open Space Strategy to deliver a Council Open Space Strategy, an Assessment of Open Space and an Action Plan.

It was agreed to recommend that the joint proposal from the Leisure & Community Development Committee and the Development Committee for the commissioning of an Open Space Strategy be approved.

4.3 Anti-Social Behaviour

Members were provided with an update regarding anti-social behaviour in the Council’s parks and advised that a further wider meeting had been convened in March, 2019 by Parks and Amenities involving the PSNI, the Youth Diversion Officer, PCSP and Environmental Services which resulted in some further measures for Members consideration.

Membership of the Steering Group would be extended beyond the statutory agencies providing the opportunity to involve local Church outreach workers, education authorities and the voluntary sector.

The Head of Parks & Amenities proposed a scheme which supports the PSNI Community Resolution Notice (CRN) which are issued for minor offences under £300. It was proposed the scheme offers offenders the opportunity to ‘volunteer’ to work alongside Council staff in the park in which they offended for 2 hours and by agreeing to this action, the PSNI could issue a CRN rather than prosecution. The logic being that they may be less inclined to cause future damage if they

actually know the staff member responsible and know the effort the staff go to care for the site. Parents for those under 18 would require to handover and collect the youths. All safe guarding and insurance measure would be in place and staff in the main parks had expressed a willingness to be involved.

It was proposed by Alderman M Henderson, seconded by Councillor N Anderson and agreed to recommend that the introduction of the 'volunteer scheme', in Council parks as a CRN option for the PSNI in combatting anti-social behaviour be approved.

4.4 Cemeteries Officer

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Alderman M Henderson and agreed to recommend the Council approves the making of the Assistant Cemeteries Officer post a permanent post to lessen the Council's exposure to risk in Cemetery Administration and to progress of the digitisation of historic cemetery records.

4.5 Castle Gardens - Lighting

Members were reminded that at the November 2018 meeting of the Committee Members approved the Economic Appraisal to replace the ground mounted up lighters throughout Castle Gardens both on the terraces and within the inner park with like for like white lights.

Two firms from the Council's tendered call-off list submitted quotes for the work and both companies were also asked to quote to enable the lights to be fitted with colour changing lights to compliment the City Centre lighting scheme and enable the Gardens to be appropriately lit for different occasions.

It was proposed by Alderman W A Leathem, seconded by Councillor T Morrow and agreed to recommend to upgrade the lighting to accommodate colour changing lights as detailed within the report with the difference in budget being sought from the capital programme.

4.6 Lisburn North Community Centre, Rathvarna Drive

Members were advised that in 2016 the Council had purchased land from the NIHE in order to develop Lisburn North Community Centre on Rathvarna Drive. It has since come to the attention of the NIHE that a small portion of land adjacent to the centre sits beyond the land originally purchased and Members were provided with a graph showing the land in question.

It was agreed to recommend that the approach to the NIHE regarding regularising the transfer of lands at Rathvarna Drive would be in good faith that the NIHE would waive the cost of the lands in the spirit of community planning as the garden is exclusively for community use. It was also agreed to recommend that should the NIHE insist on remuneration, permission be agreed to engage a solicitor to regularise the land transfer at a cost of £3,000.

4.7 10 Year Investment Plan Proposition

Members were reminded that at the Full Council meeting in March, 2019 Members considered the development of a 10 Year Council Investment Plan and it was agreed that each Committee would engage in debating and agreeing the items that reflect the terms of reference.

Members were asked to consider the specific areas in respect to this Committee which included the following: -

- Advocacy for key infrastructure projects such as the Glider bus system within our area, Knockmore Connectivity etc.
- Seeding funding to stimulate new business in the city centre and urban areas
- New Capital Investment Funding streams
- Delivery of the Hillsborough programme of work
- Delivery of eSERC
- Creation of jobs

Members were provided with a copy of the initial Investment Plan proposition document and the associated questionnaire.

It was proposed by Councillor N Anderson, seconded by Alderman M Henderson and agreed to recommend that Members consider the draft 10 Year Investment Plan proposition document with consideration to the specific areas particular to this committee and complete the associated questionnaire to be brought back to the Committee meeting in June 2019.

4.8 The Welcoming Place – Tender Report on Integrating New Communities (Shared Space & Services)

It was proposed by Alderman M Henderson, seconded by Councillor R Walker and agreed to recommend that following the result of the Tender Evaluation Members note the award of the Supply and Delivery of the 'Welcoming Place – Integrating New Communities' to the Lisburn YMCA Consortium.

4.9 Vitality Household Membership

Members were provided with a verbal update from the Head of Service Sports Service regarding the first month's activity in relation to the Vitality Household Membership. Members whilst recognising the success both from a financial and participation perspective expressed concerns that the Membership may become a victim of its own success in relation to the pressure encountered on certain facilities.

Councillor H Legge addressed concerns raised by constituents regarding minors having to provide proof of address from their doctor as in some circumstances the parents did not live together.

The Head of Service (Sports Services) responded that whilst these measures were in place to ensure abuse of the Membership was minimised all appropriate

steps would be taken to ensure the Membership application process was as smooth as possible.

Members commended the Head of Service Sports Service and his team for their work involved in the set-up of the Vitality Household Membership.

It was proposed by Alderman M Henderson, seconded by Councillor R Walker and agreed to recommend that Members note the verbal update provided by the Head of Service (Sports Services) regarding the first month's business for Vitality Household Membership and further agreed to recommend that an event be organised for the staff involved in the set-up of the Vitality Household Membership in recognition for their hard work.

"Resumption of Normal Business"

It was proposed by Councillor J Gray, seconded by Alderman W A Leathem and agreed to come out of Committee and normal business was resumed.

5. Any Other Business

5.1 Outdoor Gym Equipment
Head of Service (Parks & Amenities)

Members were reminded that a grant had been received from the Public Health Agency for the installation of a number of outdoor gym equipment. One of the locations cited for the installation of outdoor gym equipment was based on lands at Killynure which is owned by the Housing Executive. In order to progress the work a licence to lease the land for 10 years would be required.

It was agreed to recommend that approval be provided to the Head of Service Parks and Amenities in signing the licence to allow the work to be continued and that the lease agreement would be brought to the next appropriate full Council meeting in the absence of this Committee.

5.2 Photocall Opportunity – Wallace Park Tennis Dome
Head of Service (Parks & Amenities)

The Head of Service (Parks and Amenities) advised Members that in conjunction with the Mayor's Parade this weekend, there would be a photocall opportunity for Members at the Tennis Dome re-erected in Wallace Park. Members were advised that an email confirming full details would be sent to them in due course.

5.3 Member Services Officer
Head of Service (Parks & Amenities)

The Head of Service (Parks & Amenities) announced that the temporary Members Services Officer had been appointed a permanent position elsewhere and this would be her last meeting of the Leisure & Community Development Committee. He wished her well and thanked her for the sterling job provided in servicing the Leisure & Community Development Committee, sentiments of best wishes were also expressed by Members.

5.4 Facilities in the Castlereagh South Area
Councillor J Gallen

Councillor J Gallen requested that due to a lack of Council facilities in the Castlereagh South area, could Officers explore the possibility of programmes for the younger/older people to be held in local schools, churches and menap centres.

It was agreed to recommend that the Acting Head of Cultural & Community Services would explore the possibility for the use of facilities such as schools, churches and menap centres to allow programmes to run for the younger/older people within the Castlereagh South area and that a report would be brought back to the Committee.

Conclusion of the Meeting

At the conclusion of the meeting, the Chairman, Alderman S P Porter, thanked the Director, Heads of Services, and Members of the Committee for the support they have afforded him during his term as Chairman. He stated that he appreciated the hard work particularly from Officers and commended them on the fantastic opportunities they brought forward to the Council and also commended the Chief Executive on having a great team. Councillor T Morrow extended his thanks on behalf of the Committee to the Chairman for his contribution to the Committee.

There being no further business, the meeting concluded at 6.10 pm.

Mayor/Chairman