

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, and remotely, on Tuesday 6th September 2022 at 6.00pm

PRESENT: Councillor A McIntyre (Chairman)
Councillor A Gowan (Vice-Chairman)
Councillors R T Beckett, D J Craig,
A Gowan, J Lavery BEM, H Legge,
T Mitchell and Jenny Palmer.

PRESENT IN A REMOTE LOCATION: The Right Worshipful the Mayor Councillor S Carson
Deputy Mayor Councillor M Guy
Aldermen A Grehan and S Martin
Councillors N Anderson, R Carlin,
S Mulholland and S Skillen.

ALSO ATTENDED: Alderman J Tinsley (via Zoom) and
Councillor A Swan (in the Chamber).

IN ATTENDANCE: Lisburn & Castlereagh City Council
Director of Leisure and Community Wellbeing
Head of Communities
Head of Parks and Amenities
Head of Sports Services
Capital Projects Manager (AG)
Member Services Officers (BF and EW)
Technician.

Commencement of Meeting

The Chairman, Councillor A McIntyre, welcomed everyone to the meeting and reminded attendees that, in accordance with the Council's Standing Orders, unauthorised recording was not permitted.

1. **Apologies**

An apology was reported on behalf of Alderman M Henderson.

2. **Declarations of Interest**

- In respect of item 5.1, 'Ballybeen Sports & Wellbeing Hub – Lease and SLA', Councillor S Skillen declared a non-pecuniary interest in that she was a member of

a sub-group of the Ballybeen Improvement Group, which had been referenced within the report.

- Councillor A Gowan indicated that he had a non-pecuniary interest in respect of item 4.6, 'Making Art in the Community', in that a relative was a member of an organisation in receipt of funding under that scheme.
- Alderman S Martin declared a non-pecuniary interest in item 7.9, 'Overflow Car-Park at Leisureplex – SEHSCT', in that he was an employee of the South Eastern Health and Social Care Trust.

3. Report of the Director of Leisure and Community Wellbeing

3.1 Leisure and Community Wellbeing Performance Report

The Director outlined the principal aspects of the above-mentioned report, together with the details contained within a table of key performance indicators, which gave an overview of the Department's performance and budget summary during quarter one of the financial year 2022/2023. Accordingly, it was proposed by Councillor T Mitchell, seconded by Councillor D J Craig, and agreed that the Committee note:

- the budget summary report for 1st April to 30th June;
- the outturn of operational metrics/service for 1st April to 30th June; and
- the performance improvement targets and KPIs for 1st April to 30th June.

3.2 Hardship Fund

The Director reminded the Committee that, at its meeting on 8th June, the Corporate Services Committee had agreed to ring-fence a sum of £100,000 from within the Department for Communities Covid-19 funds. That decision had been taken to support communities facing hardship as a result of the current economic situation. Subsequent to that meeting, officers had met with a range of partners to assess need and consider how best the funds could be utilised to support communities through a range of initiatives. The Committee was given an overview of the initiatives which were delivered currently by the Council and the Director then outlined the contents of a proposed hardship programme, the main recommendations in respect of which are set out below:

Programme	Details	Funding
Hardship Funding Programme	Grant Aid Programme to support constituted/legally governed groups to support communities facing hardship. This may include opening facilities for longer, provision of sustenance and resources.	£50k
Pilot Social Supermarket Initiative with Lisburn Foodbank	The SSM provides support to those most in need. SSM, provide food at a significantly discounted rate and alongside this individuals learn about food waste, meal planning and budgeting. A sign posting service is also available for additional support.	£20k
Community Planting Programme	Scheme for constituted community groups to apply for materials to grow and supply perishable goods to their community. This will also involve training by Parks staff for groups and members of the public whilst linking groups to key partner organisations to look at meal planning and food waste.	£30k

(Councillor N Anderson joined the meeting at 18.28)

Councillor S Mulholland welcomed the proposed introduction of the fund and paid tribute to officers for the work which they had undertaken to preparing and presenting the report to the Committee. She pointed out that, within the context of the prevailing economic circumstances, the Council should seek to ensure that the fund be utilised to ensure that meaningful and direct financial benefit be provided to those specific groups who would be most adversely impacted upon over the coming months.

Accordingly, it was,

Moved by Councillor S Mulholland,
Seconded by Councillor A Gowan, and

Resolved - That the Committee agree to adopt the recommendations, subject to an amendment that the proposed Hardship Funding Programme be merged with the Community Planting Programme to create a single fund, in the sum of £80,000, to enable service providers to seek assistance to mitigate potential financial difficulties across the Council area, on the understanding that the amendment would not preclude groups who would have applied for funding under the Community Planting Programme from submitting applications for support.

In addition, the Committee agreed that a report in respect of the criteria for support under the Hardship Fund be submitted for consideration and that delegated authority be granted to the Heads of Communities and Parks & Amenities, in consultation with the Chairman and Vice-Chairman, to approve successful applications under the combined fund, as established by the above-mentioned resolution, and that a report in this regard be submitted for notation in due course.

4. Report of the Head of Communities

4.1 Department for Communities – People and Places Review

The Head of Communities reminded the Committee that the 'People and Place – A Strategy for Neighbourhood Renewal' had been launched in June 2003 by the Department for Communities (DfC). She outlined the aims and objectives of the scheme, which had sought to target deprivation in urban communities through partnership working between governmental departments and local residents. She added that, whilst the Neighbourhood Renewal, Areas at Risk and Small Pockets of Deprivation programmes had been in place since the early 2000s, subsequent evaluations had resulted in limited change. The review, she reported, had commenced in June 2022, and aimed to provide an integrated place-based approach to tackling deprivation to align with the draft NI Executive Anti-Poverty Strategy.

The Committee was informed that the review process had established Locality Co-Design Groups (which were co-terminus with local Council areas). In June, DfC officials had hosted a meeting in the Council area, which had been attended by representatives from statutory bodies and agencies, together with members of the Strategic Community Planning Partnership. The role of the Locality Co-design Group would be to inform the shaping of the new strategy and associated implementation

plan. The strategy and implementation plan would be subject to Ministerial approval, prior to being signed-off by the NI Executive.

Both Councillors D J Craig and S Skillen expressed concern that the criteria which had been applied in the past in identifying areas of deprivation in urban communities had omitted certain DEAs across the Council area and that was a matter that should be addressed within any review process.

After discussion, on the proposal of Councillor N Anderson, which was seconded by Councillor D J Craig, the Committee agreed to adopt the recommendation as set out below, subject to consideration being given to extending invitations to meetings of the Locality Co-Design Group to additional Members:

- to note the contents of the report and note further the opportunity for Members to complete a questionnaire appended to the report in the form of a newsletter;
- to approve the hosting of an Elected Members' Engagement Session in conjunction with key DfC staff to provide an opportunity for input into the process; and
- to agree that future meetings of the Locality Co-Design Group would include the Elected Members currently appointed to the Strategic Community Planning Partnership.

4.2 Museums and Heritage Service Collections

It was proposed by Councillor N Anderson, seconded by Alderman A Grehan, and agreed that the Committee endorse the contents of the Collections Development Policy and the Museum Forward Plan and Action Plan, which would form part of the application for accreditation by the Irish Linen Centre and the Lisburn Museum. It was noted that the accreditation scheme was for a United Kingdom-wide quality standard which was administered locally by the Arts Council for Northern Ireland.

Arising from discussion, Councillor Jenny Palmer paid tribute to officers, particularly the Director, for the scope of the programme and the work which had been undertaken to restore the historic fire engine acquired by Lisburn Urban District Council in 1938.

4.3 Policing and Community Safety Partnership (PCSP)

It was proposed by Councillor D J Craig, seconded by the Deputy Mayor Councillor M Guy, and agreed that the Committee note the contents of the minutes of the private meeting of the PCSP of 21st April, together with the public meeting held on 17th May 2022.

Arising from discussion, during which The Right Worshipful the Mayor, Councillor S Carson, indicated that he had been in discussion with officers regarding the hosting of an informal briefing for all Members by key PSNI personnel from across the district, Councillor D J Craig suggested that, in future, it would be appropriate for all Members to be provided with copies of the PSNI's Policing Committee Reports for information purposes.

The Committee agreed that officers would explore the suggestion of Councillor D J Craig with a view to circulating the information to all Members.

4.4 Request for Seeding Grant

The Committee was advised that a request for a Seeding Grant had been received from the Dunbeg, Ashvale and Kilwarlin Community Group. The Head of Communities reminded the Committee that Seeding Grants sought to assist newly-established groups to meet running costs, with a maximum amount of £200 available for such purposes.

It was proposed by Councillor A Gowan, seconded by Councillor N Anderson, and agreed that the Committee approve the allocation of £200 to the aforementioned group and delegated authority to the Head of Communities, in consultation with the Chairman and Vice Chairman, to approve further requests in this regard, should they meet the criteria and sufficient funds being available within the associated budget.

4.5 PEACE PLUS – Update

4.5.1 Funding Allocation

The Committee was informed that the Special EU Programmes Body had contacted the Council in July to provide an update in respect of the PEACE PLUS Programme and the financial allocations for the co-designed Local Community PEACE Action Plans. It was reported that the programme had been approved and adopted by the European Commission and that funding applications would be considered in due course.

The Head of Communities reported that the Council's allocation of the fund would be €4,445,808 and that a Local Area Action Plan would be submitted to SEUPB, to enable funds to be drawn down. That figure was substantially in excess of that which had been allocated via the PEACE IV programme, i.e., €2,993,261, representing an increase of €1,452,547, approximately £1.23m.

Noted.

4.5.2 Social Partners

The Head of Communities reminded the Committee that, at its meeting on 7th June, it had agreed to delegate authority to the Chairman and Vice-Chairman, in consultation with the Elected Members on the Partnership, to appoint the remaining social partners to the PEACEPLUS Partnership at the completion of an extended recruitment process.

Accordingly, on the proposal of Councillor D J Craig, which was seconded by Councillor Jenny Palmer, the Committee noted the list of social partners which had been appointed through the aforementioned process.

The Committee expressed its gratitude to officers for the work which had been undertaken in this matter.

4.6 Making Art in the Community

(Councillor A Gowan, who had declared an interest in this matter, retired from the meeting for the duration of this item).

The Head of Communities outlined the awards which had been made under the Council's Arts Grant Scheme 2022/23. She reported that 11 successful applications had been assessed against a pre-agreed criteria and a total of £20,547 had been awarded to those groups or individuals. In addition, she outlined the outcome of an appeal which had been lodged by Hill Street Residents in respect of the Community Festivals' Fund.

Noted.

5.0 Report of the Head of Parks and Amenities

5.1 Ballybeen Sports & Wellbeing Hub – Lease and Service Level Agreement

(Councillor S Skillen, who had declared an interest in this matter, retired from the meeting for the duration of this item).

It was proposed by Councillor J Laverty, seconded by Councillor H Legge, and agreed that the Lease and the Service Level Agreement for the future management of the above-mentioned site, as presented, be recommended to the Council for approval, signature and sealing at its meeting on 27th September.

6.0 Report of the Head of Sports Services

6.1 Canal Boxing Academy

The Head of Sports Services informed the Committee that correspondence had been received from Canal Boxing Academy requesting support for its charity boxing ball on 17th September. The request had invited the Council to consider hosting a table for 10 persons at a cost of £700.

The Head of Sport Services reminded the Committee that similar requests had been considered previously and, rather than agreeing to host a table, a donation of £400 had been made to such events, given their charitable nature and the benefit they would bring to the district.

Accordingly, in line with the delegated authority granted to her, the Director, after consulting the Chairman and the Vice-Chairman, had authorised a donation of £400 towards the event. The Committee, on the proposal of Councillor Jenny Palmer, which was seconded by Councillor Legge, noted and endorsed the course of action outlined.

7.0 Confidential Report of the Director of Leisure & Community Wellbeing

The Chairperson advised that the reasons for confidentiality for the following matters were, as set out in the agenda, confidential by virtue of the Local Government Act

(2014) Northern Ireland, i.e., information relating to the financial or business affairs of any particular person (including the Council holding that information)’.

It was proposed by Councillor S Skillen, seconded by Councillor T Mitchell, and agreed that the confidential report of the Director of Leisure and Community Wellbeing be considered “In Committee”, in the absence of the press and public.

The live stream of the meeting was paused at this stage.

“In Committee”

7.1 Hilden Primary School

(Mr C Hughes, Head of Planning and Capital Development, attended in connection with this item).

It was proposed by Councillor D J Craig, seconded by Councillor Jenny Palmer, and agreed that the Committee adopt the recommendations within the report regarding the refurbishment of the former Hilden Primary School and note the further steps to be taken to progress the project through the Corporate Services and Capital Projects Committees.

It was noted that both Councillor D J Craig and Councillor Jenny Palmer, on behalf of the Committee, placed on record their thanks to the Head of Communities and other officers for the work which she had undertaken thus far in respect of the project.

7.2 Small Settlement Programme – Community Markets Proposal

It was proposed by Councillor N Anderson, seconded by Councillor J Lavery, and agreed that the Committee endorse the report outlining the process to be applied in the delivery of the Community Markets Pilot Programme, which would be launched at the end of September.

In addition, the Committee delegated authority to the Head of Communities, in consultation with the Chairman and Vice-Chairman, to award funding to successful applicants, with a report on this matter to be submitted to the Committee for noting retrospectively.

(The Right Worshipful the Mayor left the meeting at 19.40).

7.3 Social Supermarket & Financial Assistance for Food Poverty 2022/23

It was proposed by Councillor H Legge, seconded by Councillor D J Craig, and agreed that the Committee note the contents of the report, together with the financial amount allocated, which would be utilised to address any recommendations that would arise from the associated consultation exercise.

It was noted further that the Committee would be kept updated as the process evolved.

7.4 Killutagh – Potential Developments

It was proposed by Councillor S Mulholland, seconded by Councillor A Gowan, and agreed that the Committee adopt the recommendations as presented within the report.

7.5 Procurement of Traffic Management/Advice/Design & Installation

It was proposed by Councillor D J Craig, seconded by Councillor A Gowan, and agreed that the Committee note the outcome and award of contract in respect of the above-mentioned tendering exercise.

7.6 Arboricultural Services

It was proposed by Councillor T Mitchell, seconded by Councillor H Legge, and agreed that the Committee approve the financial appraisal in respect of the above-mentioned tendering exercise.

7.7 Automatic Irrigation for Bowling Greens

It was proposed by Councillor S Skillen, seconded by Councillor Jenny Palmer, and agreed that the Committee approve the financial appraisal in respect of the above-mentioned tendering exercise.

7.8 Resurfacing Works Programme

It was proposed by Councillor T Mitchell, seconded by Councillor J Laverty, and agreed that the Committee approve the above-mentioned financial appraisal to enable the progression of the tendering exercise.

It was noted that the Head of Parks and Amenities would, if feasible, undertake to provide Councillor J Laverty with figures relating to costs incurred through public liability settlements at sites detailed within the report.

7.9 Overflow Car-Park at Leisureplex – SEHSCT

(Alderman S Martin, who had declared an interest retired from the meeting).

The Committee agreed to accede to a request by the South Eastern Health & Social Care Trust in relation to the use of the overflow car park at Lagan Valley Leisureplex on the terms as outlined within the report.

7.10 Sports Services Uniform – Business Appraisal

It was proposed by Councillor S Skillen, seconded by Councillor Jenny Palmer, and agreed that the Committee approve the business appraisal to enable the progression of the tendering exercise for the contract as outlined.

7.11 Sports Services - Catering Contract at Dundonald

It was proposed by Councillor T Mitchell, seconded by Councillor A Gowan and agreed that the Committee note the outcome and award of contract in respect of the above-mentioned tendering exercise, together with a verbal update from the Head of Sports Services in relation to the catering contract at the Lagan Valley Leisureplex which confirmed that the existing provider would continue to deliver the contract for one-year under a variation of contract.

7.12 Extension to Leisure Management Software

The Committee noted the extension of the existing Leisure Management Software contract for Sports Services with Legend Leisure Management for a period of one-year which had been undertaken as a Single Tender Action (STA). It was noted that Councillor Jenny Palmer placed on the record her concern that the STA had been exercised in this instance.

“Resumption of Normal Business”

It was proposed by Councillor Jenny Palmer, seconded by Councillor H Legge, and agreed to come out of Committee and normal business be resumed.

8. Any Other Business

8.1 Wallace Park

The Head of Parks and Amenities clarified a number of issues which had been raised by Councillor Jenny Palmer in relation to Wallace Park.

8.2 Hydepark Playing Fields

Councillor Anderson referred of instances which had been brought to his attention whereby members of the public had been causing health and safety issues by striking golf balls at Hydebank Playing Fields.

The Head of Parks and Amenities clarified that such practices would contravene the Council’s bye-laws and undertook to monitor the situation at the site.

8.2 Community Facilities at Seymour Hill

Councillor D J Craig expressed concern in relation to delays which had been experienced in progressing work in relation to the above and proposed that a working group, which would consist of all Members within the Lisburn North District Electoral Area, together with a range of community and statutory bodies, be established with a remit to address any outstanding issues which were causing delays in the development.

The Committee agreed to this course of action, subject to an exploratory pre-meeting being held with Elected Members for the DEA to consider the scope and terms of reference of any working group.

8.4 Pride of Place Awards

Councillor A Gowan expressed his gratitude to the Head of Parks and Amenities and his staff for the work which they had undertaken in installing a community garden at Annahilt in preparation for the Pride of Place awards in late-August.

Conclusion of Meeting

There being no further business, the meeting ended at 8.45pm.

Chairman