

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, 4 October, 2016 at 5.30 pm

- PRESENT:**
- Councillor T Morrow (Chairman)
 - Councillor A Givan (Vice-Chairman)
 - The Right Worshipful the Mayor
 - Councillor R B Bloomfield MBE
 - Deputy Mayor
 - Alderman S Martin
 - Aldermen S P Porter, W Leathem and J Tinsley
 - Councillors N Anderson, R T Beckett, J Gray MBE, H Legge, A McIntyre, S Scott
- OTHER MEMBERS**
- Councillor A Grehan

- IN ATTENDANCE:**
- Director of Leisure & Community Services
 - Head of Service (Parks & Amenities)
 - Head of Service (Sports Services)
 - Member Services Officer

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor T Morrow welcomed those present.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson and Councillors N Trimble and R Walker.

2. Declarations of Interest

The following declarations of interest were made:

- In light of the fact that part of the land for the proposed wider remaining development was leased by him from the Council, the Chairman, Councillor T Morrow, declared an interest in item 4.10.5 “Billy Neill Soccer Centre of Excellence”; and as a member of LAG, Item 4.5 – Hillsborough Village Centre.
- Alderman S P Porter, as a member of the Social Investment Fund declared an interest in West Lisburn Youth Resource Centre : Item 4.10.7

During the meeting, Councillor J Gray declared an interest in Item 4.11.2 Lagan Valley LeisurePlex – Legends of Sport, due to her membership of the Legends of Sport Gallery.

3. Minutes

It was proposed by Alderman S P Porter, seconded by Councillor N Anderson, and agreed that the minutes of the meeting held on 6 September, 2016, as adopted by Council at its meeting held on 27 September, 2016, be confirmed and signed.

3.1 Matters Arising – Update of Swimming Provision

The Head of Service, Sports Services updated Members on the disability friendly sessions proposed to take place at Lagan Valley LeisurePlex. He informed Members of intended operational arrangements advising that access would only be available to those customers in possession of a Buddycard, with the success of the sessions being reviewed after 6 weeks. He advised that discussions were ongoing with Autism NI.

In response to a query from Alderman S P Porter, the Director advised that it had been agreed to issue a joint statement and the project would be well publicised.

4. Report from Director of Leisure & Community Services

It was proposed by Councillor N Anderson, seconded by Alderman S P Porter, and agreed that the report and recommendations of the Director of Leisure & Community Services be adopted, subject to any decisions recorded below.

Items for Decision

4.1 Department for Communities: Consultation on Strategic Support to the Voluntary & Community Sector

Members were advised that the Department for Communities had commenced a consultation process in September 2016 in regard to the above. Having been provided with a copy of the consultation document, Members were advised that responses were required by 2 November 2016.

To facilitate return of the response by the closing date, the Director was seeking delegated authority from Council for the submission to be finalised at the meeting of the Leisure & Community Development Committee on 1 November 2016.

It was agreed to recommend that the Council grant delegated authority to allow the Leisure & Community Development Committee to finalise the Council response to the Consultation on Strategic Support to the Voluntary & Community Sector, to ensure submission by 2 November 2016.

4.2 Department for Communities: Community Support Programme 2016-17 : Letter of Variance – Welfare Reform Advice Monies for : Welfare Reform Readiness, and Welfare Reform Training

Members were provided with and noted correspondence from the Voluntary &

Community Division, Department for Communities (DfC), advising the Council that the Department had secured an additional £812k for the District Council Community Support Programme in 2016-17, to be utilised across the 11 Council areas. The correspondence confirmed the money was to be spent on a "Welfare Reform Readiness Programme" and a "Welfare Reform Training Programme", the scope of which was set in the annexes attached to the letter.

Members were also provided with a related Letter of Variance from the Voluntary & Community Division, DfC advising on the allocation from the above total amount to the Lisburn & Castlereagh Council area for the purposes outlined in the first letter. Members noted that this amounted to an additional sum of £34,779.

The Director reminded Members that front line services in the Council area were currently provided through Lisburn Citizens Advice Bureau and the additional monies were required to be spent by 31 March 2017. He was recommending the following:

- a) Note receipt of the letter from the Department.
- b) Accept the Letter of Variance from the Department.
- c) Agree to Officers notifying Lisburn Citizens Advice Bureau of the additional funding being made available in relation to Welfare Reform Readiness, and Welfare Reform Training.
- d) Agree that Officers work with Lisburn CAB to agree a programme for the utilisation of the additional funding, by the latter, in line with the parameters set out in the annexes to the correspondence from the Department for Communities and by 31 March 2017.

Councillor Grehan queried if the Minister would permit the additional funding to be used in other ways, such as providing other bodies with Welfare Reform training.

Following discussion on the possibility of the additional monies being utilised to provide Councillors with Welfare Reform training, it was agreed to recommend that the Council go forward, in line with the recommendations in the Director's report, and that the Director seek clarification from the Department in regard to the queries raised by Members.

4.3 Ballyoran Letting Units

Members agreed to defer consideration of the above matter to later in the meeting when the Director's additional report was being considered.

4.4 Correspondence from the Quaker Service

Members were provided with and noted correspondence from the Quaker Service requesting that the Council consider making available to volunteers, spare capacity for events/shows by the issue of complimentary tickets.

It was agreed to recommend that, while the Council recognised the valuable work carried out by the organisation's volunteers, it could not accede to the request for complimentary tickets on the grounds of setting a precedent. It was further agreed that officers would provide the organisation with details on the Mayor's Annual Awards for Volunteers.

4.5 Hillsborough Village Centre

The Director advised that the organisation operating the local community centre, namely, Hillsborough Village Centre Ltd, had previously approached the former Lisburn City Council with regard to plans for the expansion of the facility but that these plans had been shelved due to the lack of funding.

Members were provided with and noted correspondence from the Manager of Hillsborough Village Centre Ltd advising that the organisation had made application to the Rural Development Programme [RDP] with a view to reviving the project. Members were asked to note that in the event the organisation was successful in obtaining the RDP funding, there would be an expectation that the Council would provide 15% match funding towards the project.

It was recommended that Council note the correspondence and consider inviting a delegation from Hillsborough Village Centre Ltd to attend a future meeting of the Committee to outline their proposals in more detail.

Members raised a number of concerns as follows:

- a) other groups applying for funding were not provided with the opportunity to make a presentation
- b) a possible conflict of interest for Councillors represented on LAG
- c) the Committee had been made aware of a significant project being developed on Council owned land which could result in financial implications to the Council, in terms of the match funding

Following further discussion, the Director advised that he would table a list of the projects within the Council area being considered through the Rural Development Programme with a possible match funding implication for the Leisure & Community Services Department at the next Committee meeting.

It was agreed to recommend that at this stage the Council do not accede to the request from Hillsborough Village Centre Ltd to carry out a presentation. A report detailing projects within the Council area being considered for funding through the Rural Development Programme, with a possible match funding implication for the Leisure & Community Services Department, be brought to the Committee's meeting in November.

4.6 Housing Liaison Forum : Nominations

Following the Council's previous approval of the Terms of Reference for the establishment of a Housing Liaison Forum, the Director advised that, in line with the Terms of Reference, nominations were being sought for 7 Elected Members to be represented on the Forum.

Alderman S P Porter advised that the DUP's nominations were himself, Councillors N Anderson, A Givan and S Scott

Councillor McIntyre nominated Councillor A Grehan

It was recommended to agree that Alderman S P Porter, Councillors N Anderson, A Givan, S Scott and A Grehan be represented on the Housing Liaison Forum, with the

Party Leaders from the UUP and SDLP forwarding their nominations to the Director.

Items for Noting

It was proposed by Councillor N Anderson, seconded by Alderman S P Porter and agreed that the following items (4.7; 4.8 and 4.9) be noted.

4.7 Community Christmas Trees & “Switch On” Ceremonies 2016

The Director referred to the Council’s previous approval of the Community Christmas Tree & “Switch On” Policy for the period to December 2017 in which 19 sites had been identified for community Christmas trees. Members were advised that the policy made provision for the Council to invite applications from local organisations to organise local “Switch On” events at each of the locations, with the Council offering a maximum of £1,000 grant. In the event that no local community partner organisation was secured, the Council would continue to provide a dressed tree at the particular location.

Members were provided with and noted details of local partner organisations for Christmas Community Tree Switch On events in 2016, along with the proposed awards and provisional date of each local event.

The Director responded to queries with regard to “Switch On” events in Ballyinderry and Moira. He advised that he would provide Members with a final list of dates & times of ceremonies.

4.8 Departmental Rolling Absenteeism Report

Members were provided with and noted a report providing rolling year absence figures for the period 1 April, 2015 – 31 March, 2016 to 1 August, 2015 to 31 July, 2016. .

Members particularly noted the level of long-term sickness absence for the rolling period from 1 April 2015 to 30 July 2016, and expressed concern at the additional workload this created for other members of staff.

Following a detailed discussion, it was agreed to recommend that the Corporate Management Team give serious consideration to this matter, with the Director reporting back further at the next Committee meeting

4.9 Departmental Budget Report

Members were provided with and noted the budget report for the period 1 April, 2016 – 31 March, 2017, setting out the position as at 30 August 2016.

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

It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed that the report and recommendations of the Head of Service (Parks & Amenities) be adopted, subject to any decisions recorded below:

4.10.1 Request for Presentation from the Dundrod and District Motorcycle Club

Members were provided with and noted correspondence from the above organisation requesting to attend the Leisure & Community Development Committee meeting on 1 November 2016 to present a case for improved broadband facilities and wider development issues at the Dundrod Pits to support the Ulster Grand Prix.

It was agreed to recommend that approval be granted for representatives from Dundrod and District Motorcycle Club to make a presentation to the Leisure & Community Development Committee meeting on 1 November 2016.

4.10.2 Drumbo: Proposed Development of a Men's Shed

Members agreed that consideration of this matter be dealt with later in the meeting when the additional report from the Head of Service was being considered.

4.10.3 Tonagh – Potential Play Area

The Head of Parks & Amenities advised that, following consideration of a potential play area at Tonagh at the Council meeting in September and previous discussion on the issue, Officers had liaised with PlayBoard NI who recently carried out a playability audit of existing play provision and a review of supply and demand for additional play provision across the Council area.

Although the Tonagh area had not been identified as a gap area in terms of play provision, the Council could conduct a localised household survey of an area where it believed there to be an underlying level of demand for play that was not reflected in the demographic data,

Alderman W Leathem left the meeting at 6.35 p.m.

Members were provided with and noted a report detailing 4 key areas on which the survey should focus, in line with established criteria to ensure consistency of approach.

Alderman W Leathem returned to the meeting at 6.38 p.m.

Alderman SP Porter suggested that the local community group should be included in the consultation process. Furthermore, Officers should liaise with the Housing Executive with regard to acquiring the land and also with Alpha in terms of potential funding.

Following discussion, it was agreed to recommend that

- a) approval be granted for Officers to carry out a localised survey with regard to the provision of a play area at Tonagh, to include the local community group
- b) Officers liaise with the Northern Ireland Housing Executive with regard to acquiring the land free of charge
- c) Officers liaise with Alpha with regard to potential funding for the project

4.10.4 Wallace Park Tennis Facility – Expansion

The Head of Park & Amenities advised that Tennis Fundamentals, who manage the

Wallace Park Tennis Court on behalf of the Council, had identified the need for a small expansion to the facility to include 2 mini courts for children and a waiting area for parents.

Members were provided with a pictorial view of the proposal and noted that planning permission would be required for the waiting area. It was proposed that Tennis Fundamentals, through the Schools Tennis Project Ltd., would contribute towards the cost of the inflatable cover for the mini courts. The Council would contribute towards the cost of extending the hard surface to make the 2 mini courts and the purchase of the waiting room/view area.

In the event of Council supporting this development, Officers would progress the business plan, planning permission and make provision in the capital estimates. Members were provided with an estimation of costs but noted that the final figure would not be known until the tender exercise had been carried out.

Following discussion, it was recommended to agree that before granting approval to proceed with the Wallace Park Tennis Expansion proposal, Officers carry out a survey of parents over the winter months to ascertain demand, and in parallel, progress the planning application and make provision in the Draft Estimates.

Items for Noting

It was proposed by Councillor J Gray, seconded by Councillor H Legge that the following items (4.10.5: 4.10.6 and 4.10.7) be noted.

4.10.5 Comber Greenway / Billy Neill Soccer Centre of Excellence

Members were reminded of the Council's previous approval of the Master Plan for the Billy Neill Soccer Centre of Excellence which highlighted the centre's proximity to the Comber Greenway. The Head of Parks & Amenities advised that funding of £40k had been secured from the Department of Infrastructure Cycling Unit as a contribution towards the development of the entrance to the facility, thus making it more accessible to both cyclists and pedestrians. In return, the Council would make the lower entrance car park accessible 24/7 and a height restrictor would be installed to deter use by unauthorised campers and trailers.

The Head of Parks & Amenities further advised that the proposal dovetailed with requests from the Ulster Hospital to identify car parks to encourage their staff to park and cycle to work along the Comber Greenway.

It was agreed to note the financial capital contribution of the Department of Infrastructure Cycling Unit towards making the Billy Neill Centre of Excellence car park and entrance more accessible to cyclists and pedestrians.

4.10.6 Sustrans – Cycle Highways Innovation for Smarter People Transport and Spatial Planning (CHIPS) : /Moat Park

Members noted the detail in the report of the Head of Parks & Amenities with regard to Sustran's interest in siting a smart cycle storage unit to support the CHIPS and rapid transport initiatives in Moat Park. Members were advised that, should a formal request be forthcoming, Officers would bring a further report to Committee to approve a formal

lease or licence.

4.10.7 West Lisburn Youth Resource Centre

Members noted that construction of the new West Lisburn Youth Resource Centre was almost complete. The project had been fully funded by the Social Investment Fund and the facility would be leased to the Resurgam Trust, following handover from the contractor. It was anticipated the lease would be presented to Council in October for signing and sealing.

Additional Tabled Report by the Director of Leisure & Community Services

It was agreed to allow the Director to table the following items:

4.10.8 Request for Men's Shed to be located at Drumbo Playing Fields

Members were advised that on 26 September 2016, Officers had met with local Elected Members, representatives from the Drumbo Men's Shed and representatives of the Drumbo Bonfire Committee to discuss a request to locate a Men's Shed at Drumbo Playing Fields.

Members were provided with and noted a report which included photographs showing the proposed site and issues surrounding it.

It was recommended to agree that approval be granted for Officers to investigate further the request to locate a Men's Shed at Drumbo Playing Fields

4.10.9 Expressions of Interest in a Vacant Letting Unit at Ballyoran, Ballybeen

Members had previously been advised of two expressions of interest in leasing a vacant unit at Ballyoran and Council had agreed that both parties be asked to submit a business case. The Director advised that by the closing date for submission only one organisation, namely Ballybeen Men's Motivation Group, had complied with this request.

Members were provided with and noted a report outlining the detail of a business case from Ballybeen Men's Motivation Group. It was recommended to Council that

- a) Approval be granted to let the vacant unit at Ballyoran to Ballybeen Men's Motivation Group for an initial 4 year period to facilitate a Men's Shed project, on the basis of the BIG Lottery funding award, and in line with the recent Land & Property Services rental valuation for the unit.
- b) The rental agreement be subject to the condition that a Service Level Agreement and Memorandum of Understanding between Ballybeen Women's Centre and the Ballybeen Motivation Group be put in place, whereby the former would manage the funds for the project, and the Council has sight of the Service Level Agreement and Memorandum of Understanding

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

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre, and agreed that the report and recommendations of the Head of Service (Sports Services) be adopted, subject to any decisions recorded below:

Items for Decision

4.11.1 Report – Coca Cola Lisburn Half Marathon 10K & Fun Run

Members were provided with a report on the success of the 2016 Coca Cola Lisburn Half Marathon, 10K & Fun Run which also set out a number of recommendations with regard to next year's event, scheduled to take place on 21 June.

It was agreed to recommend that:

- a) The new online registration provider, Mylaps, be used again (or a similar recommended alternative) as they provided a reliable service at a competitive cost, i.e. 6% of the registration fee.
- b) Apply to Athletics NI to have the Lisburn Half Marathon as the Northern Ireland Half Marathon Race.
- c) Register the 10K race as part of the NI 10K Grand Prix series which would help to promote the event, thereby increasing participation
- d) An increase in the fee for the Half Marathon to £23 and the Fun Run to £7.50 to cover any inflationary costs, with no increase in the fees for the 10K.

4.11.2 Lagan Valley LeisurePlex Legends of Sport – Correspondence from Netball NI

Members were provided with correspondence from Netball NI, supporting the inclusion of an individual in the Lagan Valley LeisurePlex Legends of Sport.

The Head of Service outlined the need for a new policy to be developed with regard to recognising local Legends of Sport to reflect the new expanded city area.

Following discussion, it was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed that the matter be considered "In Committee", in the absence of members of the press and public being present.

In Committee

Following discussion, it was agreed to recommend to Council that consideration of the correspondence from Netball NI be deferred until Officers, in liaison with Sport Lisburn, had carried out a review of the Lagan Valley LeisurePlex Legends of Sport policy for further consideration of the Committee.

Resumption of Normal Business

It was proposed by Councillor N Anderson, seconded by Councillor J Gray and agreed to come out of committee and normal business was resumed.

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre and agreed that the following items (Items 4.11.3; 4.11.4; 4.11.5; 4.11.6 and 4.11.7) be noted.

4.11.3 World Water Park Magazine Article – Lagan Valley LeisurePlex

Members were provided with and noted an article that recently appeared in the World Water Park Magazine, the official magazine of the World Water Park Association.

4.11.4 Retail Sales – Lagan Valley LeisurePlex

The Head of Service advised that an integral part of the agreement between the Council and Sportsmax to facilitate the sale of retail goods to customers was that the ordering, sale and stock replacement should be carried out by LeisurePlex staff. Members were provided with correspondence from Sportsmax indicating that out of 307 sites across the UK, Lagan Valley LeisurePlex was top of the sales table.

The Chairman, on behalf of the Committee, asked for Members' appreciation to be passed on to the relevant staff.

4.11.5 Sports Services Financial Performance 2016/2017

The Head of Service – Sports Services advised that at the end of period 5 Sports Services was showing a favourable variance of profiled budget. Lagan Valley LeisurePlex was over performing compared to profiled income, based on the same period. However, Dundonald International Ice Bowl was below budgeted income which was reflected in a 9% reduction on income in the same period last year. He outlined that the main area of concern was in relation to income in bowling but it was anticipated that the programmed upgrade of the Bowling Centre would help address this.

4.11.6 Celebrating International Day for Older People

Members were provided with and noted the timetable of events running from 4 to 10 October 2016, in recognition of International Day for Older Persons.

4.11.7 South Eastern Health & Social Care Trust : Agreement Regarding Lease of Pool Hoist

The Head of Service advised that the Trust had agreed to enter into a hire agreement with the Council to install a pool hoist at Lagan Valley LeisurePlex on the basis of a nominal annual payment by the Council to the Trust. It was noted that the hire agreement would be tabled for signature at the October Council meeting.

5. Confidential Business

It was proposed by Councillor J Gray, seconded by Councillor N Anderson and agreed that the report and recommendations of the Director or Leisure & Community Services be adopted, subject to any decisions recorded below.

The matter contained in the confidential report would be dealt with "In Committee" due to containing information which was likely to reveal the identity of an individual.

In Committee

It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed that the following matter be considered "In Committee", in the absence of members of the press and public being present.

5.1 Promotions Officer Evaluation

Members were provided with a report outlining the detail of the outcome of the matching process in respect of the Promotions Officer. It was agreed to accept the recommendation within the Director's report.

Resumption of Normal Business

It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to come out of committee and normal business was resumed.

6. Any Other Business

6.1 Chairman's Remarks

The Chairman, Councillor Morrow, outlined that he had been unable to attend a number of events due to other commitments and he passed on his appreciation to the Vice Chairman, Councillor A Givan, for standing in for him.

6.2 CSAW Project at Lough Moss

Councillor N Anderson asked the Director to pass on his thanks and appreciation for all the hard work carried out by the staff involved in the CSAW project at Lough Moss.

6.3 Moat Park

Councillor S Scott thanked the Head of Parks & Amenities for arranging a tidy-up at Moat Park and stated that the area was much improved.

6.4 Dundonald International Ice Bowl – 30th Anniversary

Councillor T Morrow outlined that a very successful one-day event had recently been held to mark the above, with prices being reduced to those of thirty years ago. He advised that Officers were currently investigating the feasibility of running similar events throughout the year to hopefully encourage greater usage of the facility.

There being no further business, the meeting was terminated at 7.20 pm.

Mayor/Chairman