



Civic Headquarters
Lagan Valley Island
Lisburn BT27 4RL

Tel: 028 9250 9250
www.lisburncastlereagh.gov.uk



LISBURN & CASTLEREAGH CITY COUNCIL

Island Civic Centre
The Island
LISBURN
BT27 4RL

6 September, 2018

Chairman: Alderman W J Dillon MBE
Vice-Chairman: Councillor B Hanvey
Aldermen: D Drysdale, A G Ewart MBE, S Martin, S P Porter, J Tinsley
Councillors: R T Beckett, D J Craig, O Gawith, H Legge, T Morrow,
L Poots and A Redpath
Ex Officio The Right Worshipful the Mayor, Councillor U Mackin
Deputy Mayor, Councillor A Grehan

The Bi-Monthly Meeting of the **Capital Projects Committee** will be held in the **Cherry Room, Island Civic Centre, The Island, Lisburn, on Tuesday, 11 September, 2018 at 7.00 pm** for the transaction of business on the undernoted Agenda.

You are requested to attend.

DR THERESA DONALDSON
Chief Executive
Lisburn & Castlereagh City Council

AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes – Meeting of Committee held on 10 May, 2018 (copy attached)
4. Report by Chief Executive
 - 4.1 Date and Frequency of Future Capital Project Committee Meetings
5. Confidential Business – “In Committee”
 - 5.1 Dundonald International Ice Bowl (confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information))
 - 5.2 City Centre Hotel Project (confidential due to containing information (a) relating to the financial or business affairs of any particular person (including the Council holding that information); and (b) in relation to which a claim to legal privilege could be maintained in legal proceedings)
 - 5.3 Knockmore M1 Link Road (confidential due to containing information (a) relating to the financial or business affairs of any particular person (including the Council holding that information); and (b) in relation to which a claim to legal privilege could be maintained in legal proceedings)
 - 5.4 Capital Programme Risk Register (confidential due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information))

Members are requested to go to the Confidential Folder to access the Capital Projects Committee confidential report

To: Members of Lisburn & Castlereagh City Council

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Capital Projects Committee held in Dundonald International Ice Bowl, 111 Old Dundonald Road, on Thursday, 10 May, 2018 at 5:45 pm

PRESENT:

Alderman D Drysdale (Chairman)

The Right Worshipful the Mayor
Councillor T Morrow

Deputy Mayor
Councillor H Legge

Aldermen W J Dillon MBE, A G Ewart MBE and J Tinsley

Councillors R T Beckett, D J Craig, O Gawith, B Hanvey

OTHER MEMBERS:

Alderman W A Leathem

IN ATTENDANCE:

Chief Executive
Director of Leisure & Community Wellbeing
Director of Service Transformation
Head of Economic Development
Head of Service (Sports Services)
Planning Manager
Member Services Officer

Commencement of the Meeting

At the commencement of the meeting, the Chief Executive outlined the evacuation procedures in the case of an emergency.

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson MBE, S Martin and S P Porter and Councillors A Grehan and U Mackin.

2. **Declarations of Interest**

There were no declarations of interest.

3. Minutes

It was proposed by Alderman A G Ewart, seconded by Alderman W J Dillon and agreed that the minutes of the meeting of the Capital Projects Committee held on 13 March, 2018, as adopted at the meeting of Council held on 27 March, 2018, be confirmed and signed.

Alderman J Tinsley and Councillor O Gawith arrived to the meeting at this point (5.47 pm).

4. Report by Chief Executive

There was no report by the Chief Executive.

5. Confidential Business

Alderman W A Leathem arrived to the meeting at this point (5.48 pm).

It was agreed that the Confidential Report and recommendations of the Chief Executive be adopted, subject to any decisions recorded below.

The matters contained in the Confidential Report would be dealt with “In Committee” due to containing information (a) relating to the financial or business affairs of any particular person (including the Council holding that information) and (b) likely to reveal the identity of an individual.

“In Committee”

It was proposed by the Deputy Mayor, Councillor H Legge, seconded by Alderman J Tinsley and agreed that the following matters be considered “in committee”, in the absence of members of the press and public being present.

5.1 Dundonald International Ice Bowl

During consideration of this item of business, Alderman A G Ewart left the meeting (6.00 pm), the Deputy Mayor, Councillor H Legge, left, and returned to, the meeting (6.10 pm and 6.15 pm respectively) and The Right Worshipful the Mayor, Councillor T Morrow, left the meeting (6.26 pm).

Members were provided with a copy of a detailed report in respect of the Dundonald International Ice Bowl project, together with a copy of the following project documents:

- (i) Stakeholder & Customer Engagement Plan
- (ii) Draft “Soft Market Engagement” Prospectus (a revised copy of the document, including artwork, was circulated for the consideration of Members at the meeting)
- (iii) Draft timetable for the “Soft Market Engagement” process
- (iv) Project Programme (based on a traditional design & construction approach)

5.1 Dundonald International Ice Bowl (Contd)

(v) Project Risk Register

With the use of visual aid equipment, the Director of Service Transformation made a presentation in relation to the development of the project to RIBA Stage 1.

Members also considered correspondence from the Ulster Sports Museum Association, referred to the Committee from the Leisure and Community Development Committee.

Following discussion, it was proposed by Councillor O Gawith, seconded by the Deputy Mayor, Councillor H Legge, and agreed to recommend that approval be given to:

- (a) progressing with the preferred design option through RIBA stages 2 and 3;
- (b) procurement of the IDT through a suitable framework ahead of stage 3;
- (c) issuing the "Soft Market Engagement" prospectus to developers and contractors;
- (d) the Stakeholder & Customer Engagement Plan, including identified stakeholders;
- (e) holding a further joint Member/Officer workshop on project risks on the completion of stage 2 design; and
- (f) the Chairmen and Vice-Chairmen of the Capital Projects Committee and the Leisure and Community Development Committee, along with Council Officers, meeting representatives of the Ulster Sports Museum Association to explore the proposal set out in the correspondence received from the Association (copy of which Members had been provided with).

Members further noted the progress report and the emerging capital expenditure costs, the risk register and the draft programme, based on a traditional design and then construction approach and which would be subject to further refinement.

5.2 City Centre Hotel Project

Councillor D J Craig arrived to the meeting during consideration of this item of business (6.36 pm).

Members were provided with a copy of an update report in respect of the City Centre Hotel project, together with a schematic report produced by the appointed architect.

Following discussion, it was proposed by Alderman J Tinsley, seconded Councillor O Gawith and agreed to recommend that approval be given to:

- (a) the appointment of a further specialist commercial agent to agree the details of gap fund mechanisms;
- (b) the progressing of an economic appraisal in parallel with the Heads of Terms Agreement; and

5.2 City Centre Hotel Project (Contd)

- (c) entering into exploratory discussions with a potential additional investor.

It was agreed that item 4 in the Chief Executive's report would be considered at this stage.

5.3 Knockmore/M1 Link Road

Members were provided with, and noted the contents of, a copy of State Aid advice, the implications of which were currently being considered. Members further noted from the Chief Executive's report, information on the continued engagement with the developer and their representatives and the progression of this project within the Belfast Region City Deal proposals.

5.4 Belfast Region City Deal Update

Alderman W A Leathem left the meeting during consideration of this item of business (6.50 pm).

Members noted from the Chief Executive's report, progress made in relation to the Belfast Region City Deal, the continued engagement with this programme and project governance arrangements. Members were provided with, and noted the contents of, a number of presentations detailing progress being made within a number of themes, as outlined in the report.

5.5 Capacity Building in Response to the Risks Identified

Members were provided with a copy of an assessment of skill gaps at an organisational level and noted information on ongoing work to effectively manage risks associated with the identified skills gaps. It was proposed by Councillor B Hanvey, seconded by the Deputy Mayor, Councillor H Legge, and agreed to recommend that approval be given, in principle, subject to Corporate Services Committee consideration, the proposal to create a two year fixed term Capital Project Manager post.

5.6 Capital Programme Risk Register

Members were provided with, and noted the contents of, a copy of the quarterly updated Risk Register for the capital programme.

Resumption of Normal Business

It was proposed by Councillor O Gawith, seconded by Councillor D J Craig and agreed to come out of committee and normal business was resumed.

6. Any Other Business

6.1 Video Advertising on Translink
Chairman, Alderman D Drysdale

Members noted comments by the Chairman, Alderman D Drysdale, regarding a 'Reasons to Visit Belfast' video that he had seen recently on a Translink bus and which he had requested the Council's Marketing and Communications Unit to investigate.

Conclusion of the Meeting

At the conclusion of the meeting, the Chairman, Alderman D Drysdale, as this was the last meeting of the Committee during his chairmanship, thanked all Officers, particularly the Chief Executive, for the help and support they had afforded him during the past year.

There being no further business, the meeting was terminated at 7.00 pm.

Mayor/Chairman

LISBURN & CASTLEREAGH CITY COUNCIL
MEETING OF THE CAPITAL PROJECTS COMMITTEE –11th September 2018

REPORT BY DR THERESA DONALDSON, CHIEF EXECUTIVE

PURPOSE AND BACKGROUND

The purpose of this report is to set out for Members' consideration recommendations specifically relating to the operation of the Council.

The following decisions are required:

1. To consider the date and frequency of further Capital Projects Committee meetings.

ITEM FOR DECISION

1. DATE AND FREQUENCY OF FUTURE CAPITAL PROJECTS COMMITTEE MEETINGS

At the July meeting of Council it was proposed that the Capital Projects Committee meeting be held on the 2nd Tuesday in September commencing at 7.00pm. It was further agreed that the suitability of the date and time and frequency of future meetings be discussed at the September Capital Projects Committee meeting, with any changes agreed being presented to the September Council meeting.

Recommendation

It is recommended that Members consider the date and frequency of future meetings of the Capital Projects Committee.

DR THERESA DONALDSON
CHIEF EXECUTIVE
6 September 2018