

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Special Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 1st August 2018 at 6.05 pm

PRESENT:

Alderman S P Porter (Chairman)

The Right Worshipful The Mayor
Councillor U Mackin

Deputy Mayor
Councillor A Grehan

Aldermen W A Leathem and J Tinsley

Councillors A Givan, H Legge, A McIntyre, T Morrow and
R Walker

OTHER MEMBERS:

Alderman D Drysdale, Councillor A Girvan and Councillor
J McCarthy

IN ATTENDANCE:

Lisburn & Castlereagh City Council
Director of Leisure & Community Wellbeing
Head of Service (Cultural & Community Services)
Head of Service (Parks & Amenities)
Member Services Officer

Commencement of Meeting

The Chairman of the Committee, Alderman S P Porter, extended a welcome to all present to the Special Meeting of the Leisure and Community Development Committee, in particular those Members who were not Members of the Committee.

The Chairman notified those present of an incident which has caused traffic congestion around the City and advised that some Members may be delayed, and then proceeded to outline the evacuation procedures in the case of an emergency.

The Chairman asked that any Member entering or leaving the meeting alert him accordingly so that the Member Services Officer might accurately reflect arrival and departure times in the minutes.

1. **Apologies**

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Alderman M Henderson MBE and Councillors N Anderson, R T Beckett, J Gallen, J Gray MBE, T Mitchell and N Trimble

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.

There were no declarations of interest declared at the meeting.

3. Minutes

It was agreed that the minutes of the Meeting of the Leisure and Community Development Committee held on the 5 June, 2018, as adopted by the Council at its meeting on 26th June, 2018, be confirmed and signed.

4. Report from the Director of Leisure and Community Wellbeing

It was proposed by Alderman J Tinsley, seconded by Councillor A McIntyre and agreed that the main report and recommendations of the Director of Leisure & Community Wellbeing be adopted, subject to any decisions recorded below.

Items for Decision

4.1 Children's Funeral Fund: Burial Charges

Members were reminded that at the Council Meeting held on the 22 May, 2018, Members approved in principle the Notice of Motion presented by the then Deputy Mayor, Councillor H Legge regarding the Council waiving all burial charges and costs relating to those services for children up to the age of eighteen.

Members were provided with statistical background information to assist in the consideration of the Motion.

The Head of Services (Parks & Amenities) advised Members that an amendment had been made to the report regarding the second basis of the recommendations to include that the Child or Mother must normally have been a resident in the Lisburn & Castlereagh City Council area on the date of death.

The Head of Services (Parks & Amenities) also advised Members, for clarity, to note the details of where the policy did not apply, as detailed in the report.

Members were reminded that the Council already operated a policy whereby it charged the same fee for ashes for infants/still born infants up to 12 months old and that this policy would continue.

Councillor H Legge extended her thanks and appreciation for the work and proposals brought forward for consideration on this item.

Following consideration it was agreed to recommend that approval be given to waiving burial charges and costs relating to those services for children up to the age of eighteen on the following basis:

- The Council waive the cost of interment (opening the grave) for all children under the age of eighteen on the day of death. The cost would also be waived if the child died on their eighteenth birthday.

- The policy would only apply to Lisburn & Castlereagh City Council residents: i.e. the child or mother (in the case that the child had not yet left hospital to return home after birth) must normally have been a resident of the city area on the date of death.
- The policy whereby the Council charged the same fee for ashes and infants up to 12 months old for non-residents would continue.

Alderman D Drysdale entered the meeting during the discussion of the above item at 6.09 pm.

4.2 Comber Greenway: Construction of Pedestrian Bridge: Request for Delegated Authority from Council to Consider the Associated Tender Report and Agree the Award of Contract

Members were reminded that it had previously been agreed to progress the construction of a Pedestrian Bridge at Comber Greenway which was being assisted by funding from the Department for Infrastructure.

It was agreed to recommend delegated authority be granted to the October Meeting of the Committee to allow consideration of the associated Tender Report and to agree the award of the contract for the construction of the Comber Greenway pedestrian bridge.

4.3 Museum Accreditation Renewal

Members were provided with copies of updated policies, procedures and protocols as listed in the Director's report for their review. In order for the Irish Linen Centre/Lisburn Museum to retain its status as a registered museum and participate in inter museum exchange of artefacts to support exhibitions, and maintain standard protocols around object acquisition, Museum Accreditation was required to be maintained and Officers had submitted an application for the renewal of the Museum Accreditation in line with the revised UK's Collections Management Standard SPECTRUM 5.0.

It was agreed to recommend the updated policies, procedures and protocols be approved for the progression of the Museum Accreditation.

Members also noted the comments from the Chairman, Alderman S P Porter on his appreciation and thanks for the work carried out by Officers regarding the Wallace Exhibition.

4.4 Lisburn & Castlereagh Local Peace IV Partnership – Minutes of Meeting

The Committee was provided with a copy of the Minutes of the meetings of Lisburn & Castlereagh Local Peace IV Partnership held on 21st May, 2018 and 18th June, 2018.

It was agreed that the Minutes of both Meetings of Lisburn & Castlereagh Local Peace IV Partnership held on the 21st May, 2018 and 18th June, 2018 be approved.

4.5 Peace IV – Council Delivered Projects

Members were advised that two Council managed Peace IV projects, 'The Garden of Reflection, Moat Park' and 'Ballybeen Pitch Development, Dungoyne' were to be directly delivered by the Council through the establishment of Service Level Agreements.

Members having considered the respective Service Level Agreements provided. It was agreed to recommend in line with good governance that the Service Level Agreements as named above be approved.

4.6 Review of Community Grant Schemes

Members were reminded that at the Committee meeting held on May 2018, the decision was taken for Officers to develop Terms of Reference for the appointment of an independent consultant to review, evaluate, streamline and develop a consistent approach to grant aid management for groups accessing Council Community Grant Schemes with a view to reducing any unnecessary bureaucracy for groups when accessing Council Community Grant Schemes.

Members were provided with a copy of the draft Terms of Reference for review.

In response to Members' comments, the Head of Services (Cultural & Community Services) advised that the timeframe for completing this process would not be this side of Christmas and that tender appointment of an independent consultant would be processed through the Council's procurement system.

It was agreed to recommend that the draft Terms of Reference for the appointment of an independent consultant to review the Council Community Grant Schemes be approved.

Alderman W A Leathem entered the meeting at 6.21 pm during discussion of the above item.

Items for Noting

4.7 Strategic Greenways

Members noted the contents of the letter sent to the Permanent Secretary on the 20th June, 2018 requesting that consideration be given to the suggestions of strategic enhancements to the Greenway within the Council area and also noted the subsequent positive response dated 20th July, 2018.

4.8 Community Development Bursaries 2018/2019

Members were advised that the Council's Community Development Bursary Programme was designed to support Community group individuals by providing financial assistance, up to £1,000, associated with further education studies that contributed to Community Development.

Members noted the successful applicants awarded for the Community Development Bursary Scheme 2018/2019 were as follows:

Group	Course
Ballymacash Regeneration Network	Communication, Presentation and Public Speaking
TADA	BA in Professional Development in Leadership and Management
Seymour Hill & Conway Community Association	Advanced Diploma in Social Enterprise

Members also noted that one application from Halftown Residents Association group was unsuccessful as the chosen course in City & Guilds Level 3 Diploma in Cookery did not fit the criteria of Community Development focus.

4.9 Tackling Housing Challenges Together – Conference – 19th September

Members were advised that the Council, through its Housing Forum Group, was collaborating with Housing Rights and Supporting Communities NI in hosting a housing focused conference entitled ‘Tackling Housing Challenges Together’. The Conference will be held at Lagan Valley Island on the 19th September, 2018.

Members noted that the cost of this event was £99 per delegate and that the Council would be provided with three complimentary places to enable the attendance of the Mayor, Chairman of the Leisure & Community Development Committee and the Chairman of the Lisburn & Castlereagh Housing Forum.

The Chairman of the Committee, Alderman S P Porter advised Members that he was unable to attend the Conference and proposed that the Vice-Chairman, Councillor J Gallen attend in his place.

It was agreed that any Member who was interested in attending should contact the Head of Services (Culture & Community Services) to ensure a place is booked for them.

5. Confidential Report from the Director of Leisure & Community Wellbeing

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

- Wallace Park – Musical Event (confidential due to information relating to financial or business affairs of any particular person – including the Council holding that information).
- Request from Enchlinville Distillery RE: Use of Irish Linen Centre/Lisburn Museum Images (confidential due to information relating to the financial or business affairs or any particular person – including the Council holding that information).
- Irish Linen Centre/Lisburn Museum: Review (confidential due to the information which is likely to reveal the identity of an individual).

“In Committee”

It was proposed by Alderman J Tinsley, seconded by Councillor R Walker and agreed that the confidential report of the Director of Leisure & Community Wellbeing be considered "in Committee", in the absence of members of the press and public being present.

It was agreed by Councillor A McIntyre, seconded by Councillor H Legge and agreed that the confidential report and recommendations of the Director of Leisure & Community Wellbeing be adopted, subject to any decisions recorded below and other items noted:-

Items for Decision

5.1 Wallace Park – Musical Event

Members were reminded that at the last meeting of the Committee, Members having considered the request to stage a Musical Event at Wallace Park in August, 2018 agreed that further clarification was required on a number of issues and therefore Officers were required to meet with the promoter of the event and provide a further report for the consideration of Members at the next meeting of the Committee.

Members were provided with a further report for consideration as detailed in the Confidential Report and in addition the Head of Services (Parks & Amenities) informed Members that the promoters of the Musical Event suggested pushing the date back from the end of August, 2018 and holding the event over two evenings on Friday 31st May, and Saturday 1st June, 2019. The Head of Service (Parks & Amenities) further advised Members of discussions had with the promoters since the report was written. As Armed Forces Day was being held in Northern Ireland on the 22nd June, 2019 he had suggested that the event take place over two evenings on Friday 21st June, and Saturday 22nd June, 2019, so that in support of the Armed Forces Covenant, the Armed Forces families could attend the event free of charge as part of the Council's hosting of the NI event.

After a lengthy discussion regarding a range of issues around staging the event, during which officers responded to a number of queries from Members it was agreed to recommend that the Wallace Park Musical Event takes place and any future such events be reviewed in light of the experience of this one.

It was therefore agreed to recommend the following:

- To approve a two evening Musical Event in Wallace Park on the basis outlined in the report, and that officers further explore with the promoters the possibility of incorporating the event into the Armed Forces Day celebrations.
- Officers prepare, subject to legal advice, a contract between the Council and the promoters; and
- The Council set aside the Byelaw to permit alcohol to be sold and consumed during the event.

Alderman J Tinsley left the meeting at 7.03 pm after discussion of the above item.

5.2 Request from Echlinville Distillery RE: Use of Irish Linen Centre/Lisburn Museum Images

The Director of Leisure and Community Wellbeing reminded the Committee of the discussion on the request from Echlinville Distillery to use images of the Museum for use on the packaging a new Linen Themed Gin at the meeting of the Committee on the 5th June, 2018.

Members having considered the options as detailed in the confidential report following consultation with the Council's Marketing & Communications Unit, it was agreed to recommend that Echlinville Distillery be granted unlimited use of the Irish Linen Centre/Lisburn Museum agreed images on the basis of charging the going commercial rate, with the proceeds being lodged to the Museum donations account so that museum patrons could benefit from the arrangements through future developments and or new additions to the Museum's collection.

5.3 Irish Linen Centre/Lisburn Museum: Review

Members, following a request from the Chairman after discussion with the Director, agreed to this item being deferred for consideration at the forthcoming September Meeting of the Leisure & Community Development Committee.

5.4 Verbal Item

The Director of Leisure and Community Wellbeing advised Members that the Bruce Mulligan Cup Golf Competition hosted by Ards and North Down Borough Council and Lisburn & Castlereagh City Council would be held at the Castlereagh Hills Golf Club on Friday 14th September, 2018 and an invitation to attend would be issued to all Members.

"Resumption of Normal Business"

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

Alderman D Drysdale left the meeting at 7.06 pm.

6. Any Other Business

6.1 Item 3 Confidential Report Review Report
Councillor A Givan

The Chairman, Alderman S P Porter, responded to Councillor A Givan's query and advised that the review report relating to item three on the Confidential Report had been tabled at a previous meeting of the Committee and that this would be re-circulated.

6.2 Traffic Update
Alderman W A Leathem

Alderman W A Leathem reported that due to an accident on the M1 the motorway had been closed from Lisburn to Moira and that traffic was backed up to Sprucefield and wished everyone a safe journey home.

6.3 Children's Funeral Fund: Burial Charges
The Deputy Mayor, Councillor A Grehan

The Head of Services (Parks & Amenities) responded to The Deputy Mayor, Councillor A Grehan query confirming that the proposed start date for waiving burial charges for children under the age of eighteen as detailed in item 1 of the Director of Leisure and Community Wellbeing's report was aimed to commence from the 1st September, 2018.

There being no further business, the meeting concluded at 7.09 pm.

Mayor/Chairman