

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, 6th November 2018 at 6.01 pm

PRESENT:

Alderman S P Porter (Chairman)

The Right Worshipful the Mayor
Councillor U Mackin

Deputy Mayor
Councillor A Grehan

Alderman J Tinsley

Councillors N Anderson, R T Beckett, A Givan, J Gray
MBE, H Legge, A McIntyre, T Mitchell, T Morrow, N
Trimble and R Walker

OTHER MEMBERS:

Councillor J Palmer

IN ATTENDANCE:

Lisburn & Castlereagh City Council

Chief Executive

Head of Service (Cultural & Community Services)

Head of Service (Parks & Amenities)

Head of Service (Sports Services)

Member Services Officer

Commencement of Meeting

The Chairman of the Committee, Alderman S P Porter, extended a welcome to all present to the Meeting of the Leisure and Community Development Committee, in particular to the new Chief Executive Mr David Burns, and to the Member who was not a member of the Committee.

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 Members Services Officer in order that their departure could be recorded accurately in the minutes.

1. **Apologies**

Apologies for non-attendance at the meeting were accepted and recorded on behalf of Vice Chairman, Councillor J Gallen, Aldermen M Henderson MBE and W A Leathem and the Director of Leisure & Community Wellbeing.

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

2. Declarations of Interest (Contd)

the requirement that they complete Declaration of Interest forms in this regard which had been provided at their places.

During the course of the meeting Councillor A McIntyre declared an interest in item 4.1 Deputation from Ballymacash Sports Academy on the proposed phased 2 development at Rushmore Park on the basis his primary employer The Belfast Charitable are a partner with UCIT who together had provided some of the funding for this scheme.

3. Minutes

It was proposed by Councillor N Anderson, seconded by the Deputy Mayor, Councillor A Grehan and agreed that the minutes of the Meeting of the Leisure and Community Development Committee held on the 2 October, 2018, as adopted by the Council at its meeting on 23 October, 2018, be confirmed and signed.

4. Presentation

4.1 Ballymacash Sports Academy on the Proposed Phased 2 Development at Rushmore Park

The Head of Services (Parks & Amenities) advised Members that Ballymacash Sports Academy representatives had previously presented to the Committee at its meeting in January, 2018 where they had sought permission to progress Phase 1 of the development at Rushmore Park and are now seeking permission from the Committee to progress with Phase 2.

The Chairman, Alderman S P Porter, welcomed Mr Neil Woolsey and Mr Philip Trimble from Ballymacash Sports Academy to the meeting and with the aid of PowerPoint Mr Trimble proceeded to present an outline of the proposed phased 2 development at Rushmore Park.

Councillor Trimble entered the meeting at 6.13 pm.

Following his presentation, Mr Trimble responded to Members' questions which covered a range of issues including:

- Representatives confirmed their interest in match funding or seeking more funding from investors
- Breakdown of costs could be obtain on their website within the business plan, however a detailed breakdown would be available upon request.
- Funding from the Department for Communities had not been feasible due to the breakdown of Stormont.
- Purpose of this meeting is to seek permission from the Council to proceed with phase 2 and would be happy with any financial investment the Council could provide.

The Chairman thanked Mr Woolsey and Mr Trimble for their presentation and they left the meeting at 6.37 pm.

5. Report from the Director of Leisure and Community Wellbeing

In the absence of the Director of Leisure and Community Wellbeing the Head of Service (Cultural & Community Services) presented his report.

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

Item for Noting

It was agreed that the recommendations of the 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:-

5.1 Leisure & Community Development Committee: January 2019 – Change of Date

Arising from the monthly meeting of the Council on Tuesday 23 October 2018, Members noted that the change of date to the Leisure & Community Development Meeting had been changed to Tuesday 8 January, 2019 and it was agreed that the start time for the meeting would commence at 5.00pm.

5.2 Departmental Budget Report

Members noted the Departmental Budget Report for the period 1 April 2018 – 31 March 2019 setting out the position as at 30 September 2018.

5.3 Report from Mr Ryan Black, Head of Service (Cultural & Community Services)

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

Items for Decision

5.3.1 Independent Review of Community Group Accounts

Members were advised that the former Lisburn City Council provided a service to local community groups, in receipt of Council funding to submit their annual accounts to the Council's Internal Audit section for an independent verification. This service continued within the new Council, however with the establishment of the Charities Commission for Northern Ireland and compulsory registration of groups operating with a charity focus, the requirements for independent verification of annual accounts has been tightened and has resulted in additional workload associated with the production of independently verified accounts and the increased workload pressures on the Council's Internal Audit Section.

Members were provided with three options in taking this matter forward and it was proposed by Councillor N Anderson, seconded by Alderman J Tinsley and agreed to recommend that the Council continues to provide this service internally through

5.3.1 Independent Review of Community Group Accounts (Contd)

the Internal Audit Section, and that the current resource is increased to £8,050 and included as part of the estimates process. The increased resource would allow additional human resources to be brought in to assist the internal audit team with additional requirements on an 'as and when required basis'.

5.3.2 Works at Bridge Community Centre & Sea Cadets Hall

Members were provided with a report and photographs from the Council's Estate team which identified a number of Health & Safety works which required urgent attention at Bridge Community Centre and Sea Cadets Hall.

Members were advised contractors had been engaged to make safe through temporary measures the retaining wall along Magheralave Road.

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson and agreed to recommend that the required works at Bridge Community & Sea Cadets Hall be approved and that capital provision adjustments of £100,000 to enable the works to replace the retaining wall along Magheralave Road be made to the Councils Investment Programme for 2019/2020, and the requirement for the Gable Wall at Bridge Sea Cadets Hall be brought forward to the Councils Investment Programme for 2019/2020 be sought through the Corporate Services Committee to enable the works to be progressed.

5.3.3 Arts Service – Customer Service and Promotions Policy

Members were provided with a draft 'Arts Service Terms of Customer Service and Promotions Policy' which outlined a series of principles and procedures by which would determine, prepare and manage its Prices and Terms & Conditions of Promotion for its wide range of events and services.

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor T Morrow and agreed to recommend that the Customer Services and Promotions Policy in respect of the Council's Arts Services be agreed.

5.3.4 Arts Service – Customer Service Charter

Members were advised that the Arts Service within the former Lisburn City Council had previously attained the Customer Services Excellence accreditation and that recently the Sports Services Unit achieved the Customer Services Excellence accrediting. As part of a Council wide initiative the Arts Service wish to progress a fresh accreditation.

The Arts Services Customer Charter would be the framework for setting out how the series works with customers in terms of excellence, payment, response times and overall standards. The purpose of the Charter would be to explain to customers what we do and how we provide our services by outlining our service commitments and how customers can offer us feedback and advice to help improve our service.

5.3.4 Arts Service – Customer Service Charter (Contd)

It was proposed by Councillor N Trimble, seconded by Councillor A McIntyre and agreed to recommend that the Customer Service Charter in respect of the Council's Arts Service be agreed.

5.3.5 Cancer Fund for Children

It was proposed by Alderman J Tinsley, seconded by Councillor J Gray and agreed to recommend that Members accede to the request received through the Mayor's Office from Cancer Fund for Children for the use of a room free of charge in the Enler Community Centre, Ballybeen to hold a Christmas Sale, subject to proceeds being donated to the Mayor's Charity.

5.3.6 Letter of Variance, District Councils Good Relations Fund

Members were provided with a copy letter of variance from The Executive Office in relation to the 2018/19 District Council Good Relations Programme. The letter provides an additional contribution from The Executive Office totalling £132,854.50 an uplift of £6,896.40 from its original letter of offer. The additional contribution from The Executive's Office requires an uplift in the Councils contribution of £2,298.20 totalling £44,284.23.

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor T Morrow and agreed to recommend that the letter of variance from The Executive Office under the District Council Good Relations Fund, and the resulting required increase to the Councils contribution during 2018/19 in line with the Council's 25% match funding commitment under the programme be approved.

5.3.7 Peace IV Programme

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor T Morrow and agreed to recommend that Members accept the revised letters of offer from the Special European Union Programming Body totalling £2,536,662, under the PEACE IV programme.

5.3.8 Conradh Na Gaeilge – Irish Language Week 2019

Members were provided with a copy of correspondence received from Conradh Na Gaeilge requesting support and funding from the Council to assist local groups to organise their own events in respect of Irish Language Week which is taking place in March 2019.

It was proposed by Councillor A Givan, seconded by Councillor N Anderson and agreed that as the funding programmes for locally based projects for 2018/2019 had closed, the Council could not assist with funding on this occasion. However the Council promotes culturally diverse programmes and activities through our Good Relations, Peace, Arts and Community Development and can provide information piece as part of our E-Zine for communities to access support around project development and external funding.

Items for Noting

It was proposed by Councillor N Trimble, seconded by Alderman J Tinsley and agreed that the recommendations of the Head of Service (Cultural & Community) in regard to those items for noting, i.e. 5.3.9 – 5.3.10, be accepted, subject to any decisions recorded below and other items noted:-

5.3.9 Regional Support for Citizens Advice Bureaux

Members noted the contents of the copy of correspondence received from the Department for Communities in regards to support for local Citizens Advice Organisations. The correspondence confirms that the CitA would not be in a position to support the use of the Citizens Advice Brand in Northern Ireland effective from 1 January, 2019.

Members further noted that Lisburn Citizens Advice would be re-branded under a different name and that the Council's contract with them would remain unchanged. Telephone numbers for Lisburn Citizens Advice would also remain unchanged, however there may be a change to their email domain, which Members will be advised of.

5.3.10 2018/2019 Making Art with Communities Grant Scheme (MAC) – Round 2

Members noted the allocations awarded and failed under the Council's Arts Grant and MAC schemes for 2018/2019 in relation to round 2 as detailed in the report.

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

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

Items for Noting

It was proposed by Alderman J Tinsley, seconded by Councillor T Morrow and agreed that the recommendations of the Head of Service (Sports Services) in regard to those items for noting, i.e. 5.4.1 – 5.4.2, be accepted, subject to any decisions recorded below and other items noted:-

5.4.1 Caravan Park Dundonald International Ice Bowl

Members were provided with and noted the contents of a brief report outlining the usage figures and country of origin of visitors to the Caravan Park at Dundonald International Ice Bowl.

5.4.2 Course Improvement Works – Aberdelghy Golf Course and Castlereagh Hills Golf Course

Members were reminded at the meeting of the Committee held in May, 2018 the progression of works to address issues involving from Risk Assessments at both

5.4.2 Course Improvement Works – Aberdelghy Golf Course and Castlereagh Hills Golf Course (Contd)

golf courses, plus additional work to establish new tees and address subsidence on two greens at Aberdelghy Golf Course had been approved.

Members were provided with a business case for the works being undertaken at both Aberdelghy Golf Course and Castlereagh Hills Golf Course and noted the contents within.

5.5 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

5.5.1 Rushmore Park – Presentation

Following the presentation by representatives of Ballymacash Sports Academy earlier in the meeting a lengthy discussion took place and Members raised concerns on the value of financial investment required from the Council to help towards the cost of the community hub and changing facilities for the Rushmore site redevelopment and the potential precedent that this may set.

It was proposed by Councillor N Anderson, seconded by the Deputy Mayor, Councillor A Grehan and agreed to recommend that, as landlord, permission be granted to Ballymacash Sports Academy to proceed on the proposed Phase 2 development at Rushmore at their own financial risk with no guarantee of Council financial support. It was further agreed that officers would work with the club in investigating options for providing support which would be brought back to the Leisure & Community Development Committee for further consideration.

The Right Worshipful the Mayor, Councillor U Mackin left the meeting at 6.56 pm. Councillor A McIntyre left the meeting at 7.01 pm and returned at 7.07 pm.

5.5.2 Bedding Plant Displays

The Head of Services (Parks & Amenities) provided Members with a list of several sites of reserved and available bedding plant displays across the Council area for installation in June, 2019 and asked that Members advise of any organisations, anniversaries or events happening in 2019 that would merit consideration.

It was proposed by Councillor N Anderson, seconded by Councillor R Walker and agreed that the requests received to date be approved and that other organisations who would like to be considered should forward their interest to officers.

Councillor T Mitchell left the meeting at 7.00 pm and returned at 7.13 pm. Councillor T Morrow left the meeting at 7.14 pm and returned at 7.18 pm.

5.5.3 Wallace Park Tennis Dome

At the October meeting of the Committee Members had been advised of the irreparable damage caused to the tennis dome in Wallace Park by Storm Ali.

Members were provided with several options for consideration and reminded that the Committee had delegated powers to decide on the replacement of the dome.

It was proposed by Alderman J Tinsley, seconded by the Deputy Mayor, Councillor A Grehan and agreed that Members recommend option 3, to replace with a single skin PVC dome subject to securing storm damage insurance.

5.5.4 George Best Community Cup

It was agreed to recommend that the award of a grant to the IFA to off-set the costs of the facility hire for the annual George Best Community Cup at the Billy Neill SCOE on 27 – 28 June, 2019 be approved.

5.5.5 Dromara Cycling Club

It was proposed by Councillor N Anderson, seconded by Councillor T Morrow and agreed to recommend that approval be granted to the request from Dromara Cycling Club to install a small shipping container in the car park at Lagan Park Dromara subject to both planning permission and appropriate insurances being in place.

5.5.6 Play Park Refurbishment 2019-20

Members were reminded that at its meeting in February, 2018 the Committee adopted from Playboard NI the Playability Audit to provide an independent ranking of the Councils 48 play parks.

The Council had committed to and has made provision to carry out three play park refurbishments per year.

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor N Anderson and agreed to recommend that the priorities for play areas at Grove, Halftown – Blaris and Tonagh be approved for the financial year 2019/20 with Hilden being a reserve option.

It was further agreed that the Head of Services (Parks & Amenities) would write to the Housing Executive in relation to its current position on the potential Play Park at Tonagh and failing a response would advise Councillor H Legg.

Items for Noting

It was proposed by Councillor J Gray, seconded by Councillor A Givan and agreed that the recommendations of the Head of Service (Parks & Amenities) in regard to those items for noting, i.e. 5.5.7 – 5.5.8, be accepted, subject to any decisions recorded below and other items noted:-

5.5.7 Sport NI - Grant

Members noted the successful award of £120,000 to the Council from Sport NI Everybody Active Outdoor Spaces funding towards the installation of paths at Billy Neill.

5.5.8 'In Bloom' Awards

Members noted that the NI Amenity Council Awards were held in the Ardhoven Theatre in Enniskillen on Tuesday 16 October, 2018 and Lisburn & Castlereagh City Council were awarded the following accolades:

- Best Kept Large Village – Hillsborough (Winner)
- Best of the Best – Hillsborough (Winner)
- Best Kept Small Town – Moira (Runner up)
- The Welcome Award Category – Maghaberry (Winner)

Members further noted that the Britain in Bloom Awards took place on Friday 19 October, 2018 in the Waterfront Hall, and Hillsborough had been awarded a Gold in the large village category and awarded overall winner for that category.

Members were provided with and noted the contents of a letter received from the Chief Executive, Northern Ireland Local Government Association congratulating the Council on its continued success.

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

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

- Comber Greenway Pedestrian Bridge: (confidential due to information relating to financial or business affairs of any particular person – including the Council holding that information).
- Play Park Refurbishments: (confidential due to information relating to financial or business affairs of any particular person – including the Council holding that information).
- Castle Gardens – Replacement Lighting: (confidential due to information relating to information relating to financial or business affairs of any particular person – including the Council holding that information).
- Departmental Capital Projects: (confidential due to information relating to the financial or business interests or any particular person – including the Council holding that information).
- Mac Millan Move More Northern Ireland: (confidential due to information which is likely to reveal the identity of an individual).
- Sports Services: (confidential due to information relating to information relating to financial or business affairs of any particular person – including the Council holding that information).
- Irish Linen Centre/Lisburn Museum: Retail Shop (confidential due to information which is likely to reveal the identity of an individual).
- Proposed feasibility study relating to possible relocation of Island Arts Centre (confidential due to information relating to information relating to financial or

6. Confidential Report from the Director of Leisure & Community Wellbeing (Contd)

business affairs of any particular person – including the Council holding that information).

- Dromara Play Park: (confidential due to information which is likely to reveal the identity of an individual).
- Duncan’s Glen Linear Park: Appointment of Landscape Architect – To note the associated Tender Report and award of contract (confidential due to information relating to the financial or business interests of any particular person – including the Council holding that information).
- Monthly Absence Report – (confidential due to information which is likely to reveal the identity of an individual).

“In Committee”

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

Items for Decision

6.1 Comber Greenway Pedestrian Bridge: Tender Report

Members were advised that the Council had provided the Committee with delegated powers to consider the Tender Report and agree the award of contract in relation to this item.

The Head of Service (Parks & Amenities) advised Members of an increase in the financial contribution towards the project from the Department for Infrastructure.

It was proposed by Councillor A McIntyre, seconded by Councillor A Givan and agreed that the recommendations within the Tender Report be approved and that the award to appoint a contractor to deliver the Comber Greenway pedestrian bridge project as detailed therein be approved.

It was further agreed that officers would provide address details of all future Tenders so that Members could identify if local companies were applying.

6.2 Play Park Refurbishments: Tender Report

Members were provided with the Tender Evaluation Report and reminded that the Council had provided the Committee with delegated powers to consider and agree the award of this contract.

It was proposed by Councillor N Anderson, seconded by Alderman J Tinsley and agreed to recommend that the appointment of the contractor as detailed in the

6.2 Play Park Refurbishments: Tender Report (Contd)

recommendations of the Tender Evaluation Report be appointed to deliver the six play park refurbishments.

Councillor N Anderson left the meeting at 7.32 pm and returned at 7.35 pm.

6.3 Castle Gardens Replacement Lighting: Economic Appraisal

Members had been furnished with an Economic Appraisal in relation to the replacement of ground mounted lighting in Castle Gardens with LED lights which are both cheaper to operate and have a 5 year maintenance guarantee.

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor T Morrow and agreed to recommend that the economic appraisal be approved in order to permit the replacement of lights in Castle Gardens.

6.4 Capital Projects Update

Members having requested at the previous meeting of the Committee, had been furnished with an update on Departmental Capital Projects and it was agreed that the update on Departmental Capital Projects be accepted.

6.5 Macmillan Move More Northern Ireland: Request to Extend Programme

It was proposed by Councillor H Legge, seconded by the Deputy Mayor, Councillor A Grehan and agreed to recommend that the request from Macmillan Cancer Care to extend the Macmillan Move More programme to 31 December, 2021 and the additional financial provision as set out in the report be included in the estimates for the relevant financial years.

Councillor J Gray left the meeting at 7.37 pm.

6.6 Sports Services: Proposed Household Membership Scheme

Members were furnished with a paper illustrating the Concession Membership which had been previously agreed by Members plus a variation to the contract the Council had entered into with Pulse Fitness at Lough Moss Leisure Centre.

It was proposed by Alderman J Tinsley, seconded by Councillor T Morrow and agreed that the recommendations contained within the paper be approved subject to further legal advice being sought to ensure any potential risk to the Council is minimised.

6.7 Irish Linen Centre/Lisburn Museum: Retail Shop

It was proposed by Councillor A McIntyre, seconded by Councillor H Legge and agreed to recommend that the closure of the existing retail shop within the Irish Linen Centre/Lisburn Museum be effective from 31 January, 2019 and the voluntary redundancy application in regards to the permanent member of staff being progressed with the Council's HR & OD Unit.

6.8 Island Arts Centre: Proposed Feasibility Study into Possible Re-Location

It was proposed by Councillor A McIntyre, seconded by Councillor H Legge and agreed to recommend that a feasibility study be commissioned to test the feasibility of relocating the Island Arts Centre to alternative sites in the City Centre including possible suitable site locations in Lisburn Square.

6.9 Dromara Play Park – Anti Social Behaviour

It was proposed by Alderman J Tinsley, seconded by Councillor A McIntyre and agreed to recommend that the height of the front fence at Dromara Play Park is increased and that the gates be locked at night in order to prevent anti-social behaviour.

It was further agreed that the Head of Service (Parks & Amenities) would ensure that people attending other recreational activities occurring in the Park during the evening would not be affected by the gates being secured.

Items for Noting

6.10 Appointment of a Landscape Architect – Duncan’s Glen Linear Park: Tender Report

The Committee was provided with a copy of the tender report and noted the award of the tender for the appointment of a Landscape Architect in relation to agreed works at Duncan’s Glen, Linear Park as set out in the report

6.11 Monthly Absence Report

The Committee had been furnished with, and noted the content of, a table showing rolling year absence figures for the Leisure & Community Wellbeing Department to 30 September 2018.

“Resumption of Normal Business”

It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to come out of Committee and normal business was resumed.

7. Any Other Business

7.1 Lady Barbour
Councillor A McIntyre

Councillor A McIntyre informed Members that he had recently been approached by Elise Colburn who was a member of the Barbour family, regarding the rediscovery of the Barbour Company turning circle. The turning circle which displayed the Barbour logo and company name, had been discovered at Benburb Valley Heritage Centre and it was agreed that officers would make contact with Benburb Valley Heritage Centre to investigate the feasibility of bringing the turning circle back to Lisburn.

Conclusion of the Meeting

At the conclusion of the meeting, the Chairman, Alderman S P Porter on behalf of the Committee thanked the Head of Service (Cultural & Community Services), who was leaving the Council, for his commitment and dedication to this Committee and the Council over the years which had been greatly appreciated by Members and sincerely wished him well for his future.

There being no further business, the meeting concluded at 7.49pm.

Mayor/Chairman