

**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, 8<sup>th</sup> January 2019 at 5.09 pm**

**PRESENT:**

Alderman S P Porter (Chairman)

Councillor J Gallen (Vice-Chairman)

The Right Worshipful the Mayor  
Councillor U Mackin

Aldermen M Henderson MBE and J Tinsley

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

**OTHER MEMBERS:**

Councillor O Gawith

**IN ATTENDANCE:**

Lisburn & Castlereagh City Council

Chief Executive

Director of Leisure & Community Wellbeing

Head of Service (Parks & Amenities)

Head of Service (Sports Service)

Acting Head of Service (Cultural & Community Services)

(Siobhan McCormick)

Member Services Officer

**Commencement of Meeting**

The Chairman of the Committee, Alderman S P Porter, welcomed Members to the January Meeting of the Leisure and Community Development Committee, and wished everyone present a Happy New Year, 2019.

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 the Deputy Mayor, Councillor A Grehan, Alderman W A Leathem, and Councillor J Gray MBE.

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 made.

3. Minutes

It was proposed by Councillor T Morrow, seconded by N Anderson and agreed that the minutes of the Meeting of the Leisure and Community Development Committee held on the 4<sup>th</sup> December, 2018, as adopted by the Council at its meeting on 18<sup>th</sup> December, 2018, be confirmed and signed.

It was further agreed that as the minutes of the previous meeting are approved in terms of accuracy and adopted at the monthly Council meetings there would be no requirement or a proposer and seconder on the same basis for the previous minutes at Committee meeting going forward and that the previous minutes would simply be signed at the next Committee Meeting.

Councillor A McIntyre entered the meeting at 5.12 pm.

Chairman's Business

The Chairman, Alderman S P Porter expressed his deepest sympathy for the loss of life of Mr Maurice Leathem MBE, a member of the Royal British Legion who passed away recently.

4. Report from the Director of Leisure and Community Wellbeing

It was 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 proposed by Councillor T Mitchell, seconded by Councillor N Anderson and 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:-

4.1 Departmental Budget Report

Members noted the Departmental Budget report for the period 1<sup>st</sup> April, 2018 to 31<sup>st</sup> March, 2019 setting out the position as at 30<sup>th</sup> November, 2018

4.2 Performance Improvement: Associated Key Performance Indicators – 2<sup>nd</sup> Quarter 2018/19 Review

Members were provided with two reports which had been tabled at the Governance & Audit Committee meeting in December, 2018. The Performance Summary report which provided an update on all the projects and demonstrates improvement against the 2018/19 Performance Improvement Objectives. The second report had been taken from the Performance Manager System and

detailed Key Performance Indicators (KPIs) for each service within the organisation.

Members noted the elements of the appended reports pertaining to the remit of the Leisure and Community Development Committee.

4.3 New Committee Report Format: Arrangements for Dealing with “Items for Noting”

Members were advised that as recommended at Party Group Leaders Forum on Tuesday 11<sup>th</sup> December, and approved at Corporate Services Committee on Wednesday 12<sup>th</sup> December, and ratified at the monthly meeting of Council on Tuesday 18<sup>th</sup> December, items for noting at Committee meetings would be limited and only items with significant financial relevance or part of ongoing legal proceedings would be included.

Members noted that from January, 2019 Members would receive a separate report for ‘Items for Noting’, and this report would be circulated to them one week prior the Council Meeting.

It was further agreed to recommend to Council that the new process for reporting ‘Items for Noting would be reviewed and monitored at the Party Group Leaders Forum in six months’ time, with any resulting recommendations being brought back to the Leisure and Community Development Committee for further Council consideration.

4.4 Report from Acting Head of Service (Cultural & Community Services)

It was proposed by Councillor A Givan, seconded by Councillor N Anderson and agreed that the report and recommendations of the Acting Head of Service (Cultural & Community Services) be adopted, subject to any decisions recorded below.

Items for Decision

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

The Committee was provided with a copy of the Minutes of the meeting of the Lisburn and Castlereagh Local Peace IV Partnership held on 15<sup>th</sup> October, 2018.

It was agreed that the Minutes of the Lisburn and Castlereagh Local Peace IV Partnership meeting held on 15<sup>th</sup> October, 2018 be approved.

4.4.2 Commissioning Letter Inviting Lisburn & Castlereagh City Council to Submit an Application for Funding Under The Executive Office (TEO) District Councils Good Relations Programme, T:BUC: Request for Delegated Authority

Members were provided with a copy of correspondence received by the Chief Executive inviting Lisburn & Castlereagh City Council to submit an application for funding under the Executive Office (TEO) District Councils Good Relations Programme for the three year period 2019-22.

Members noted that previous funding had been allocated for one year and action plans would have been submitted on that basis. Members further noted that Officers would prepare a Draft Action Plan for consideration by the Committee at its meeting in February.

It was agreed to recommend that Members request delegated authority from the Council to approve the respective Actions Plans for submission to TEO in order to facilitate the submission by the indicated dates.

4.4.3 Lisburn Museum/Irish Linen Centre “Troubles Art” – A New Travelling Exhibition from National Museums Northern Ireland

It was agreed to recommend that Lisburn Museum/Irish Linen Centre host the new Travelling Exhibition from National Museums Northern Ireland titled “Troubles Art” from May – July 2019.

4.4.4 Department for Communities: Correspondence Requesting a Financial Contribution

Members were provided with correspondence received from the Department for Communities seeking a financial contribution of £300 for each of the next 3 years towards the cost of storing public donations for the Syrian Refugees and wider refugee and asylum seeker community.

It was agreed to recommend that the request from the Department for Communities seeking a financial contribution of £300 for each of the next 3 years towards the cost of storing public donations for Syrian Refugees and wider refugee and asylum seeker community be approved.

Members were also provided with a report from the Northern Ireland Executive in relation to Vulnerable Persons Relocations Scheme December 2015 – October 2018 and noted the contents within.

Items for Noting

4.4.5 NI Sustainable Communities & Demographics Working Group Meeting: Update following Attendance by the Peace IV Manager at a Meeting of the Group on Tuesday 11<sup>th</sup> December 2018

Members were provided with an update in regards to Sustainable Communities and Demographic Working Group following the meeting held on Tuesday 11<sup>th</sup> December, 2018 attend by the Peace IV Manager on behalf of the Council and noted the contents within.

4.4.6 Invitation to Members to Attend a Workshop in Relation to the Community Grant Aid Review

Members were reminded that following initial meetings with Community Engagement NI who were appointed to undertake a review of the Council’s Community Grant Aid, it had been agreed that a workshop for Members would be arranged as part of the review process.

Members noted that the workshop would take place on Tuesday 12<sup>th</sup> February 2019 from 5pm and were advised that an invitation would be sent out in early January 2019 to all Members to attend the workshop.

4.5 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.

It was proposed by Councillor T Morrow, seconded by Councillor N Anderson and agreed that the recommendations of the Head of Service (Sports Services) in regard to those items for decision, be accepted, subject to any decisions recorded below and other items noted:-

4.5.1 Angling N.I. – Angling Participation Officer Proposal

Members were provided with correspondence from Angling N.I. outlining a joint funding proposal across all eleven Local Councils to facilitate the appointment of an Angling Participation Officer.

Whilst Members support the proposal from Angling N.I. the Council would not be in a position to make financial contribution in 2019/20 due to increased budgetary pressure.

It was agreed to recommend that officers discuss further options with Sport NI and an update would be provided to the Committee at its next meeting.

The Head of Service (Sports Services) entered the meeting at 5.22 pm.

4.6 Report from Mr Ross Gillanders MBE, 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

It was proposed by Councillor N Anderson, seconded by Councillor T Mitchell and agreed that the recommendations of the Head of Service (Parks & Amenities) in regard to those items for decision, be accepted, subject to any decisions recorded below and other items noted:-

4.6.1 Parks and Amenities: Proposed Charging Schedule 2019-20

It was agreed to recommend that the appended Parks and Amenities charging schedule for 2019-20 be approved.

4.6.2 Replacement Tennis Dome [Wallace Park]: Economic Appraisal

It was agreed to recommend that the Economic Appraisal for the replacement Tennis Dome at Wallace Park be approved.

4.6.3 Request for Delegated Authority in Regard to Tender Reports & Award of Contract [Works at Bells Lane Allotments & Replacement of Tennis Dome]

It was proposed by Councillor A Givan, seconded by Councillor N Anderson and agreed to recommend the following:-

- a) That delegated authority be granted to the Leisure and Community Development Committee at its February, 2019 meeting in respect of a Tender Report and recommendation to be tabled at the next meeting of the Committee in regard to the award of the contract to complete approved works at Bells Lane Allotments or if the tender report was not ready by the next meeting, delegated powers would be granted by the Chairman and Vice Chairman to allow award of contract in order to complete the works and that an update be brought back to the Committee retrospectively.
- b) That delegated authority be granted to the Leisure and Community Development Committee at its February, 2019 meeting in respect of a Tender Report and recommendation in regard to the award of the contract in relation to the procurement of the Tennis Dome in Wallace Park be tabled at the next meeting of the Committee.

4.6.4 Disposal of the Former Moira Police Station: Report on Potential for Community Use

Members were provided with a report regarding the suitability of the Council acquiring for possible community use, the former police station in Moira which had been identified as surplus to requirement by the PSNI and placed on the open market for sale.

It was agreed to recommend that Members agree not to pursue the acquisition of the former PSNI Station for community use on the basis that it would not be cost effective.

4.6.5 Ulster Automobile Club: 2019 Easter Stages Rally: Request for Financial Assistance

Members were provided with a request for funding from the Ulster Automobile Society who plan to run a two day Easter Stages Rally event on 19<sup>th</sup> and 20<sup>th</sup> April 2019. Funding of £20,000 had been requested from each of Antrim and Newtownabbey Borough Council, and Lisburn & Castlereagh City Council.

Members were advised that the maximum allocation that may be awarded through the Tourism Major Events Grant Scheme administered on behalf of the Council by the Economic Development Unit is £10,000 and therefore a request had been made that the funding be split between the Leisure and Community Development Committee and the Development Committee.

It was agreed to recommend that the Council supports this event however due to there being no financial provision in the Leisure and Community Development Committee budget for 2019/20, the Director of Leisure and Community Wellbeing

would liaise with the Director of Transformation and the Development Committee in finding a way forward.

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, i.e.:-

- Draft Departmental Financial Estimates 2019/20 (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Draft Leisure & Community Wellbeing Byelaws (confidential due to information in relation to which a claim for legal professional privilege could be maintained in legal proceedings).
- David Lloyd Leisure, Belfast – Relaxation of ‘Restrictive Covenant’ at Dundonald International Ice Bowl (confidential due to information in relation to which a claim for legal professional privilege could be maintained in legal proceedings)
- Household Membership: Lough Moss Leisure Centre – Pulse Fitness (confidential due to information in relation to which a claim for legal professional privilege could be maintained in legal proceedings).
- Grove Playgroup: Update (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Departmental Absenteeism Report (confidential due to information which is likely to reveal the identity of an individual).
- Letter of offer from DfI re Comber Greenway Pedestrian Bridge (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).
- Tender Report: Stewarding and Crowd Control (confidential due to information relating to the financial or business affairs of any particular person – including the Council holding that information).

“In Committee”

It was proposed by Councillor T Morrow, seconded by Councillor T Mitchell 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

5.1 Draft Departmental Financial Estimates 2019/20

Members had been provided with a report setting out the Draft Departmental Financial Estimates for the Leisure and Community Wellbeing Department for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

The Director of Leisure and Community Wellbeing provided Members with a verbal presentation in respect of the detail regarding the draft estimates. Following the presentation the Director and Heads of Service responded to a number of questions raised by Members.

On behalf of the Committee, the Chairman thanked the Director and Heads of Service for their work in producing the draft estimates.

It was agreed that the Draft Estimates Report 2019/2020 for the Leisure and Community Wellbeing Department as circulated be accepted, subject to any adjustments following the Director's review of the Period 9 – income figures, and introduced in the overall estimates due to be submitted to the Special Meeting of the Corporate Services Committee being held on the 30<sup>th</sup> January 2019.

Councillor A McIntyre left the meeting at 6.17 pm and returned at 6.21 pm.

5.2 Byelaws – Possible Amendment

It was agreed that this item be deferred to the next meeting of the Committee as legal advice on this matter was being sought.

5.3 David Lloyd Leisure, Belfast – Relaxation of 'Restrictive Covenant' at Dundonald International Ice Bowl

Members were reminded of the 'Restrictive Covenant' in place within the lease between the Council and David Lloyd Leisure, which prevents the Council operating a gym and physical activity classes within Dundonald International Ice Bowl until 2021.

Members were provided with a copy email from the management team of David Lloyd, Belfast and it was agreed to recommend that Members accept the email as confirmation that David Lloyd agree to Council providing physical activity classes at Dundonald International Ice Bowl in advance of the 2021 date applying to the "Restrictive Covenant" referred to.

5.4 Household Membership: Lough Moss Leisure Centre – Pulse Fitness

Members were reminded that integral to the successful introduction of the Household Membership scheme was the need to resolve an issue with the current



contract with Pulse Fitness for the provision of Fitness Suite services at Lough Moss Leisure Centre.

Members were provided with legal advice in regard to this matter and it was agreed to recommend that the Council proceed on the basis of the legal advice and the recommendations contained therein.

#### Items for Noting

##### 5.5 Grove Playgroup: Update

Members were reminded that at its Committee meeting held in September 2018 Members agreed to set aside 50% of the outstanding debt and reduce the existing hire fees to £250 per month until Grove Playgroup based at Grove Activity Centre moved to new premises at Christmas 2018.

Members noted that the Grove Playgroup would not now be relocating to Knockmore Primary School until April, 2019 at the earliest with a new intake of children in September, 2019, and in the interim the current charging arrangement would continue.

##### 5.6 Absence Report

Members noted the information provided detailing the most recent rolling report on the Departmental absenteeism.

##### 5.7 Comber Greenway Pedestrian Bridge: Revised Letter of Offer from the Department for Infrastructure

Members noted the receipt and acceptance of the revised Letter of Offer from the Department of Infrastructure regarding a contribution towards the construction of the Comber Greenway Pedestrian Bridge as detailed in the report.

##### 5.8 Tender Report: Stewarding and Crowd Control

The Committee was provided with a copy of the tender report in respect of Stewarding and Crowd Control and it was agreed to recommend that the Tender report and recommendations contained therein be noted.

#### “Resumption of Normal Business”

It was proposed by Alderman M Henderson, seconded by the Vice-Chair Councillor J Gallen and agreed to come out of Committee and normal business was resumed.

#### 6. Any Other Business

##### 6.1 Play Parks Refurbishment Head of Service (Parks and Amenities)

The Head of Service Parks and Amenities advised Members to note that a number of Play Parks would be undergoing refurbishments and that an email detailing the play parks refurbishments and dates of closure had been sent to Members.

6.2 Escape Rooms  
Alderman J Tinsley

Based on an incident in Poland where five teenage girls had been killed due to a fire that had broken out at an escape room facility, Alderman J Tinsley questioned what measures had been taken in respect of the escape room facility within Dundonald International Ice Bowl.

The Head of Service (Sports Services) assured Alderman J Tinsley that the facility meets regulatory standards but that arrangements would be reviewed in light of any lessons arising from the recent incident in Poland.

6.3 Creation of Northern Ireland 100<sup>th</sup> Anniversary  
Councillor N Anderson

Councillor N Anderson highlighted that the 100<sup>th</sup> Anniversary of the Creation of Northern Ireland would be approaching in 2021 and it was agreed to recommend that consideration be given in marking this occasion.

6.4 Paths at Billy Neill  
Councillor T Morrow

Councillor T Morrow commended the Head of Service (Parks and Amenities) for the installation of the paths at Billy Neill and stated that the new paths were fantastic and were being used by many people. The Head of Service (Parks and Amenities) responded by reminding Members of the forthcoming International Cross Country event at Billy Neill on Saturday 19<sup>th</sup> January 2019 to which all had been invited.

6.5 Armed Forces Day 2019 Sub Committee  
Alderman S P Porter

It was agreed that Alderman M Henderson MBE join the Sub Committee for Armed Forces Day 2019.

There being no further business, the meeting concluded at 6.47 pm.

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Mayor/Chairman