

**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, 6 June, 2017 at 5:33 pm**

**PRESENT:**

Councillor T Morrow (Chairman)

Councillor A Givan (Vice-Chairman)

The Right Worshipful the Mayor  
Councillor R B Bloomfield MBE

Aldermen W A Leathem and J Tinsley

Councillors N Anderson, J Gray MBE, V Kamble, H Legge,  
A McIntyre and S Skillen

**OTHER MEMBERS:**

Councillor O Gawith

**IN ATTENDANCE:**

Director of Leisure & Community Services  
Head of Service (Cultural & Community Services)  
Head of Service (Parks & Amenities)  
Head of Service (Sports Services)  
Museum Curator  
Community Development and Resources Manager  
Member Services Officer

**Commencement of the Meeting**

At the commencement of the meeting, the Chairman, Councillor T Morrow, welcomed those present, in particular Alderman W A Leathem, who Councillor Morrow hoped was feeling better after this recent period of illness. Councillor Morrow also thanked Councillors H Legge and A McIntyre for their attendance, given their busy schedules in the run up to the forthcoming Westminster Elections.

1. Apologies

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson MBE and S P Porter and Councillor R T Beckett.

2. Declarations of Interest

There were no declarations of interest made at this point. However, during the meeting, Councillor V Kamble declared an interest in Item 4.8.8 '2017/2018 Community Festival Fund Scheme' due to her membership of Intercultural Friendship.

3. Minutes

It was proposed by Councillor A Givan, seconded by Councillor A McIntyre and agreed that the minutes of the meeting of the Leisure and Community Development Committee held on 2 May, 2017, as adopted at the meeting of Council held on 23 May, 2017, be confirmed and signed.

4. Report from the Director of Leisure & Community Services

It was 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 Lands at former Dunmurry High School Site, Seymour Hill

Members were reminded that a parcel of land at the above site had been transferred into the ownership of the Council from Connswater Housing Association to allow the development of community facilities, including a play area and multi-use games area adjacent to social housing being developed by Connswater Housing Association on the site of the above former school.

Following a further discussion with the Housing Association, it had offered to transfer a further smaller parcel of land to the Council at nil cost. This additional land was adjacent to the multi-use games area and would allow scope for the development of further clustered community facilities in the future, should funding become available. A plan indicating the land in question was made available to those Members present at the meeting.

It was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that the transfer of the above additional lands into the ownership of the Council be approved, subject to contract.

4.2 Linen Biennale

Members were advised that The Right Worshipful the Mayor, Councillor B Bloomfield, the Chairman of the Committee, Councillor T Morrow, and Officers had met recently with the Directors of R-Space, Lisburn, to receive a presentation in regard to the organisation of the above event. The Director advised that he had hoped to be in a position to circulate a report on this meeting to Members; however, this had not been possible. He stated that a special meeting of the Leisure and Community Development Committee was to take place in the near future and he intended to provide the report on the meeting with R-Space at that time.

Items for Noting

4.3 Departmental Budget Report

Members were provided with a copy of a departmental budget report for the period 1 April, 2017 to 31 March, 2018, as at 30 April, 2017. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that its contents be noted.

4.4 World War One Decade of Centenaries: Exhibitions & Projects

4.4.1 Lisburn 1918-1923 Exhibition

Members were advised that the above exhibition would be on display to the public from 20 June, 2017 and an evening opening by invitation was to take place on Thursday, 28 June to mark the completion of the entire Decade of Centenaries exhibition. With the research and exhibition completed, the challenge with this subject now moved to converting this to an illustrated publication that could remain when the exhibition was taken down. If possible, this should be complete by the 100<sup>th</sup> Anniversary of the Armistice in November 2018. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

4.4.2 Website Commemorating Lisburn and District WW1 Dead

In conjunction with local researcher, Pat Geary, the Museum had launched a free dedicated website [www.lisburn-and-the-great-war.com](http://www.lisburn-and-the-great-war.com) detailing the men from Lisburn and the wider district (from Aghalee to Dunmurry, Hillsborough to Glenavy, Moira, Dromara and Drumbo) who had fought and died in the conflict.

Over thirty years in the making, the database had grown out of a school project in the late 1980s started by Mr Geary in his capacity as history teacher at Friends' School Lisburn. At present, the website listed over 900 men and women from Lisburn and district detailing where they had enlisted and fought, how they had died and where they were commemorated. There were further plans to gradually add additional information on survivors, as well as pictures and archival material from the Museum's collection to enrich the site. . It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

4.4.3 Lisnagarvey Hockey Club and WW1

Members were advised that a detailed research spreadsheet of all one-time club members (a total of 49) who had died or served in the Great War had been completed for Lisnagarvey Hockey Club and it was planned to embody this in a commemorative memorial to be unveiled in its clubhouse. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

4.4.4 Proposed Blue Plaque for the Suffragette: Mrs Lilian Metge of Lisburn

Members were advised that research had confirmed the identity of the house where Mrs Metge (nee Richardson) had lived as 14 Seymour Street. Preliminary discussion had taken place with the owner to confirm he would be happy for an approach to be made to the Ulster History Circle about mounting a Blue Plaque, assuming Members were content for such a development to take place. As female suffrage was first achieved in 1918, it would be appropriate to progress mounting and unveiling this in 2018. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

4.4.5 Proposed New Plaque to Identify the 'Peace Tree' Planted in 1920 by Lisburn Board of Guardians

Members were advised that, as one of the Peace Trees planted in 1920 survived at the front of the Lagan Valley Hospital, it was proposed that an approach be made to the Hospital Authority about mounting a plaque, similar to that marking Lord Robert's Oak in Castle Gardens. This could be planned for installation and unveiling around the centenary of the Armistice in 2018. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

The Chairman, Councillor T Morrow, as well as Councillor N Anderson, thanked the Museum Curator and his staff in respect of the work they had carried out in respect of items 4.4.1 to 4.4.5 above.

4.5 Display to Mark the 500<sup>th</sup> Anniversary of the Reformation

Due to exhibition delays previously reported to the Committee and other work, the above display had to be postponed to September 2017. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

4.6 Google Cultural Institute Online Site

Members were advised that the Irish Linen Centre & Lisburn Museum was one of 180 institutions worldwide chosen by Google to display its collection through text, images, videos and audio, with a virtual tour of the Museum. The two Museum features were 'The Story of Irish Linen, Flax to Fabric' and 'Fashion Through the Ages, Irish Linen'. The site would go live on 8 June with the links published worldwide and on the Museum's website and social media. It was proposed by Councillor A McIntyre, seconded by Councillor J Gray and agreed to recommend that this information be noted.

Items for Consideration

4.7 Report from the 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

4.7.1 Request to Host International Cross Country Event

The Committee was reminded that, at its meeting held on 7 March, 2017, consideration had been given to an approach by Athletics NI to the Council in regard to hosting and sponsoring an International Cross Country Event at Billy Neill Soccer Centre of Excellence (SCE) in January 2018. It had been recommended that an approach be made to the International Association of Athletics Federations (IAAF), through Athletics NI, with a view to hosting the event in January 2019, which would allow the Council to make appropriate budgetary provision.

Athletics NI had now responded and was delighted with the Council's suggestion. It had also asked if, in preparation for this event in 2019, the Council would consider hosting one of the NI Cross Country Championship events in 2018. This would be a lower key event than the proposed International, but would allow Council staff to have a "dry run" to prepare for the 2019 event. It would not require any actual funding from the Council, other than the use of the facility with no football taking place. Athletics NI and IAAF would make sure the Council was fully acknowledged as a sponsor in all publicity. The fixtures had yet to be confirmed, but Athletics NI was suggesting it might be a Masters and Intermediate Championships, which traditionally took place on the last Saturday of January (in 2018 that would be the 27<sup>th</sup>). This would involve a total of around 400-500 runners and 4 different races (2 male and 2 female).

It was proposed by Councillor S Skillen, seconded by Councillor H Legge and agreed that approval be given to the request from Athletics NI, on behalf of the IAAF, to host a Cross Country Championship event in 2018, in preparation for an International Cross Country event at Billy Neill SCE in January 2019.

4.7.2 Moat Park – War Memorial and Murals

Members were provided with images of the intended Moat Park War Memorial and historic murals, the latter being attached to the wall of PSNI Dundonald.

The Head of Service (Parks & Amenities) had addressed a meeting of the Comber Branch of the Royal British Legion (in whose area the War Memorial would reside) whose members had expressed delight at the project and design. In turn, the Comber Branch would liaise with Tullycarnet Branch and then revert to the Head of Service.

Cross-community workshops to design the historic murals had been held involving a number of schools and organisations, as listed in the Head of Service's report.

The intention was to hold an exhibition in Moat Park Pavilion on 15 June, 2017 and a public consultation on both the War Memorial design and the murals on 16 June, 2017. There would be 7 10ft x 5ft panels in total, with the central panel containing a description of the project and containing some information on the link between the Normans and Moat Park/Northern Ireland. It would also contain

#### 4.7.2 Moat Park – War Memorial and Murals (Contd)

information on all the participating groups and their logos, along with the PSNI and LCCC logo. The three panel either side would be then contain a selection of images from the children's work.

It was proposed by Councillor S Skillen, seconded by Councillor H Legge and agreed to recommend that the designs for the Moat Park War Memorial and the historic murals depicting the Normans and their link to Dundonald be approved.

Councillor S Skillen thanked the Head of Service (Parks & Amenities) for progressing this work. These sentiments were also echoed by Councillor H Legge.

#### 4.7.3 Wallace Park Cycle Lane

The Head of Service advised that a number of complaints had been received via the Council's Customer Care system on the subject of the cycle lane that ran through Wallace Park, which had been designed to separate cyclists from pedestrians. In reality, this had given cyclists the impression that they had exclusive rights to this part of the pathway. Unfortunately, young children and dogs could not read, which lead to the conflict, and conflict also arose with everyday pedestrians who happened to stray into the path of oncoming cyclists.

The Head of Service (Parks & Amenities) had been working with Sustrans, Belfast City Council and Ards & North Down Borough Council on a One Path Initiative on the Comber Greenway to address similar issues. One of the recommendations falling out of this working group was the move towards 'shared spaces', where no one party had the right of access. This was designed to encourage all users to be more aware of others around them and be more courteous.

The Head of Service having provided in his report, a picture of the current signage and the proposed new signage, it was proposed by Councillor V Kamble, seconded by Councillor A Givan and agreed to recommend that approval be given to the removal of the white dividing line in Wallace Park and the re-designation of the paths as shared space by both cyclists and pedestrians.

#### Items for Noting

#### 4.7.4 RHS 'Greening Grey Britain' 2017 Community Support Offer of Funding for the Moira Demesne Wildflower Planting Project

The Head of Service reported that the Council had been successful in the award of £500 from the Royal Horticultural Society (RHS) 'Greening Grey Britain' 2017 Community Support Scheme. Members were provided with a copy of the offer of funding for a Wildflower Planting Project, in conjunction with Moira PS and Rowandale School, in Moira Demesne. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that this information be noted.

4.7.5 Biodiversity 2020 and Beyond: Considering the Next Steps at a National and Local Level – 26 April, 2017

The Head of Service reported that the Chairman, Councillor T Morrow, together with the Biodiversity Officer, had attended the recent Biodiversity 2020 and Beyond Symposium and set out in his report a summary report prepared by the Biodiversity Officer in this regard. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that this information be noted.

4.7.6 Google Trekker Imagery

Members were reminded that, in January 2016, permission had been granted for the Lagan Valley Regional Park (LVRP) staff to record 360° images throughout the Regional Park. The images, similar to the more familiar Street View, were ready to launch and would be accessible from a number of sites, including the Council's website, shortly.

The Head of Service provided in his report, links to Street View, from where the user could virtually walk through the areas in the Regional Park that were mapped and along the towpath. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that this information be noted.

4.7.7 Lagan Valley Regional Park Limited Board Minutes

Members were provided with a copy of the minutes of the meeting of the LVRP Board held on 15 December, 2016. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that the contents of these minutes be noted.

4.7.8 Belfast Hills Partnership Trust Board Minutes

Members were provided with a copy of the minutes of the meeting of the Belfast Hills Partnership Trust Board held on 2 February, 2017. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that the contents of these minutes be noted.

4.7.9 Lough Neagh Partnership Minutes

Members were provided with a copy of the minutes of the meeting of the Lough Neagh Partnership held on 22 February, 2017. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that the contents of these minutes be noted.

4.7.10 Official Openings

Members were advised that the official opening of two refurbished facilities would take place as follows:

4.7.10 Official Openings (Contd)

- Ballyoran Play Park – Wednesday, 14 June 12 noon; and
- Queen Elizabeth II Playing Fields Changing Pavilion – Thursday, 15 June at 12.30 pm – photocall only.

It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that this information be noted.

4.7.11 Ulster Grand Prix Bike Week 2017

Members were reminded that the Ulster Grand Prix Bike Week 2017 launch was to be held at Lagan Valley Island on Monday, 26 June, 2017. The Ulster Grand Prix Bike Week would take place from Saturday, 5 August to Saturday, 12 August and the dates and planned events for this week were set out in the Head of Service's report. It was proposed by Councillor A McIntyre, seconded by Councillor N Anderson and agreed to recommend that this information be noted. The Head of Service advised that he would contact the incoming Chairman of the Committee in due course to ascertain his/her availability to attend the 'Dromara Destroyers Ride Out and Q & A' on Tuesday, 8 August.

Verbal Matter

4.7.12 Sunday Band Concerts at Wallace Park and Moat Park

The Head of Service reminded the Committee that, for the past 6 years, as part of the Park Life Programme, Sunday Band Concerts had been held at Wallace Park, funded in partnership with the Ulster-Scots Agency. Following the amalgamation of the former Lisburn City Council and Castlereagh Borough Council, it had been agreed to extend the Park Life Programme, including Sunday Band Concerts, to Moat Park.

The Head of Service reported, and it was noted, that a partnership agreement between the Ulster-Scots Agency and the Council had been signed by both parties agreeing 50% funding arrangements (£2,000 each). The Band Concerts would be advertised as part of the Park Life Programme through press releases, leafleting, Council website and other multimedia outlets and would run from 2 July to 30 August. In recognition of the funding partnership between the Council and Ulster-Scots Agency, the Ulster-Scots Agency logo would be included in all marketing materials.

4.8 Report from the Head of Service (Sports Services)

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

Items for Decision

4.8.1 Advice Services Contract – Citizens Advice Lisburn & Castlereagh

The Committee was reminded that, at its meeting held on 1 March, 2016, approval had been granted to the Generalist Advice Services contract for

4.8.1 Advice Services Contract – Citizens Advice Lisburn & Castlereagh  
(Contd)

Citizens Advice Lisburn & Castlereagh for the period 1 April, 2016 to 31 March, 2019, with the flexibility to extend for a further two years. The tender detailed the request for a static full-time service in Lisburn & Castlereagh City Council area and programme of outreach clinics based in each District Electoral Area within the new city boundary. As a consequence, additional outreaches had been added in the District Electoral Areas of Castlereagh South (ie. Bradford Court Offices), Castlereagh East (ie. Enler Community Centre), Downshire Ease (ie. Hillhall Resource Centre) and Killultagh (ie. Stoneyford Parish Hall).

It had been further agreed, in conjunction with the Manager of Citizens Advice Lisburn & Castlereagh, to retain its historic two outreaches in Lisburn North (ie. Derriaghy Community House and Seymour Hill). All of these venues had high outreach issue figures. As part of the tender, outreach provision was to be reviewed after six months and then after a full operational year.

Members were provided with a copy of a report from the Manager of Citizens Advice Lisburn & Castlereagh detailing the number of issues dealt with in relation to all the outreach clinics within the tender. Concern had been expressed that some of these outreaches were not performing as well as expected. Consequently, it was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that, in order to optimise staff resources to the fullest capacity:

- (a) the Hillsborough, Old Warren and Seymour Hill Outreaches remain the same;
- (b) the Bradford Court provision be transferred to the Lough Moss Centre;
- (c) the Killultagh provision be transferred from Stoneyford to Maghaberry Community Centre;
- (d) the provision at Derriaghy and Trinity Church be transferred from weekly to fortnightly provision and that the staff member transfer those hours to the static service based in the Bridge Community Centre;
- (e) the provision at the Enler Community Centre be increased from 5 hours to a total of 6 hours per week; and
- (f) the provision within Hillhall Resource Centre be relocated to the Bridge Community Centre.

The above would result in five additional staff hours transferring from outreach clinics to the static service within the Bridge Community Centre and would enable Citizens Advice Lisburn & Castlereagh to better meet the increasing demand at the Bridge Community Centre.

Within the tender document, the client target figure was for 15,000 issues and this had been revised to 12,500 within the 2016-17 year as some outreach clinics had suffered from lack of numbers attending. It was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend approval of a new target of 13,000 issues for the 2017-18 year.

#### 4.8.2 2017/2018 Community Centre Development Plans

Members were reminded of the Council's commitment, as part of its Community Development Strategy, to produce Community Centre Development Plans (copy of which Members had been provided with) to promote and further develop community centres which were directly managed by the Cultural & Community Services Unit, including Bridge, Enler, Moneyreagh and Ballyoran Community Centres.

The purpose of the Community Centre Development Plans was to structure activities, initiatives, PR and communication that promoted community centres as localised hubs which were meeting local needs. The Plans focused on the key outcomes of the Community Development Strategy, as outlined in the Head of Service's report.

In addition, the Plans had identified partner organisations and interdepartmental working in the development of new programmes and initiatives, which were also set out in the Head of Service's report.

It being noted that the costs associated with the delivery of the Community Centre Development Plans had already been included as part of the 2017/2018 budgets, it was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that these Plans be approved.

#### 4.8.3 Lisburn & Castlereagh Housing Liaison Forum

The Committee was reminded of a decision it had taken a number of months ago to form a Lisburn & Castlereagh Housing Liaison Forum to act as a platform for Members to engage with housing providers around housing-related issues and to influence strategy and policy, excluding regulatory areas. Whilst this group had not yet been officially established, Officers had been reviewing the best mechanisms to achieve a group that had a clear purpose, links to other local and regional housing groups and would achieve desired representation from across the housing sector, including the Northern Ireland Housing Executive (NIHE), Housing Associations, private rented sector, etc.

Members were advised that Supporting Communities NI had recently been appointed by the Department of Communities as the Independent Tenant Organisation for Northern Ireland and had a wealth of experience setting up and managing housing forums on both a local and regional basis. Supporting Communities also had strong relationships with key housing providers and was represented and worked closely with NIHE, Chartered Institute of Housing, Department for Communities, Housing Rights and the Northern Ireland Federation of Housing Associations.

To move this piece of work forward, it was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that the Council engage Supporting Communities, through its new trading company Empowering Communities, to work on the establishment, membership development and agenda planning for the Lisburn & Castlereagh Housing Liaison Forum. Empowering Communities would work over the summer months to review the terms of reference, establish a membership base and devise an agenda

#### 4.8.3 Lisburn & Castlereagh Housing Liaison Forum (Contd)

programme and schedule, with a view to formally establishing the group in October 2017. The Head of Service intended that a report on this matter would be presented to the September meeting of the Committee.

At the request of Councillor N Anderson, it was agreed to recommend that the PSNI also be represented on the Housing Liaison Forum.

#### 4.8.4 Cultural & Identity Grant Scheme

Members were reminded of the Cultural & Identity Grant Scheme, which was a legacy scheme from the former Lisburn City Council and which had continued to be delivered by the Museum Service into the new Lisburn & Castlereagh City Council. Officers had recently carried out a review of this scheme and looked at its objectives, in line with the Council's new Good Relations Audit and Action Plan. The findings of this review were set out in the Head of Service's report.

As a result of the findings, it was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that the Cultural & Identity and Good Relations Grant Schemes be merged for the 2017/2018 financial year. The merger of these schemes, based on the applications sampled, should not result in any negative variances to applying organisations and the delivery of one scheme would be less 'resource heavy' in terms of staff time, grant claims and grant management. In addition, amalgamation of the schemes would provide an additional £13,000 within the Good Relations budget for 2017/2018, which it was agreed would be redirected to support Good Relations project development as part of the 'Rural & Urban Communities Programme'. The delivery of this programme would focus on four identified urban/rural communities that the Good Relations Officer would work with to develop bespoke Good Relations action plans. The programme currently included a small resource allocation which would allow for an element of the action plan to be delivered; however, the additional money available through the above proposal would allow for more elements to be delivered, resulting in greater Good Relations outputs and outcomes being achieved.

Councillor V Kamble asked what the name of the new merged scheme would be and the Head of Service advised that it would be called the Good Relations Grant Scheme. Concerns were raised by Councillor V Kamble and other Members regarding confusion that this name could cause whereby single identity groups could be deterred from applying as they did not involve different communities coming together. The Head of Service took on board the points made and stated that, from a communications perspective, the Council would make clear that the Good Relations Grant Scheme was now an overarching scheme made up of the previous Cultural & Identity Grant Scheme and the previous Good Relations Grant Scheme. The Chairman, Councillor T Morrow, suggested that a letter be sent to those groups who had previously applied to the Cultural & Identity Scheme to make them aware of the new arrangement.

4.8.5 Rural Development Funding – Basic Services Scheme

Members were advised of the Rural Development Funding Measure, currently being administered through the Council's Economic Development Unit. An element of the Rural Development Programme was the Rural Basic Services Scheme, which sought to provide access to basic services by supporting capital investments for improvements in social infrastructure (including activities to reduce isolation and/or poverty) to improve the welfare and access to basic services of those living in rural areas and which were an integral part of, and in line with, the Council Community Plan and emerging priorities.

As part of the Basic Services Scheme criteria, there was a requirement for successful applications to secure 5% matching funding from the Council or a 25% match funding contribution where the Council was the lead applicant. Members were reminded that provision had been made within the current Repairs & Renewals Programme for £5,000 match funding contribution during 2017/2018, with an additional £10,000 contribution during 2018/2019.

The Rural Development Programmes Manager had advised Officers within the Cultural & Community Services Unit of a number of applications for projects (none of which were guaranteed any funding at this stage) which were likely to be assessed under the above scheme, which closed on 8 September, 2017, and these were set out in the Head of Service's report.

It was noted that the total match funding requirement, should all of the projects proceed to letter of offer, equated to £27,250, which was £12,250 above the provision within the Repairs & Renewal Programme.

The Rural Development Programme Manager had advised that successful projects would be advised of the outcome of their applications in November 2017, with the majority of the project expenditure and match funding requirement taking place during the 2018/2019 financial year.

During the estimate process for 2017/2018, Officers would be aware of the details of the successful applications and these would inform the final figures for the match funding requirement.

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

- (a) the applications due for assessment under the Rural Development Fund Basic Services Scheme be noted; and
- (b) an additional contribution of up to £12,250 into the Repairs & Renewals Programme for 2018/2019 be approved (it being noted that this figure would be amended once the final assessment detail was known).

In relation to the application by the Council, in partnership with Moneyreagh & District Community Association, for the provision of an Outdoor Gym and Healthy Living Centre, the Head of Service reported that:

- (i) the application must include all planning permissions required, a Business Case and all items procured but not purchased;

4.8.5 Rural Development Funding – Basic Services Scheme (Contd)

- (ii) a Feasibility Study was required to inform the Business Case. This was ready to go out to quotation with a return date of 23 June, 2017;
- (iii) Officers required to have delegated authority to appoint a consultant on 26 June, 2017, or as soon as possible;
- (iv) the Council would act as lead partner in acquiring the capital items and a tender would be issued for works to the pathway at Moneyreagh, outdoor gym equipment and pedestrian lights; and
- (v) three quotations would be sought for other items, such as bowling mats, PA system, health kiosk, etc.

It was agreed to recommend that the above be approved.

4.8.6 Leases to Third Party Organisations

Members were advised that the Cultural & Community Services Unit currently leased/licenced a range of internal spaces within community centres and external units to third party organisations/businesses, all of which had transferred over from the legacy councils. In order to streamline the approach taken to third party leasing across the Unit, Officers had been working with the Council's legal advisors to make uniform a number of lease agreements, as set out in the Head of Service's report. The final terms of the leases were currently being finalised and would be tabled at a future meeting of the Council for signing and sealing.

It was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that approval be given to the progressing of the lease agreements for signing and sealing at a future meeting of the Council.

4.8.7 Vulnerable Persons Relocation Scheme

Members were provided with a copy of correspondence dated 23 May, 2017 from the Department for Communities in relation to a request for financial support towards annual storage costs for donated goods associated with the Vulnerable Persons Relocation Scheme (VPRS).

Members were reminded that the Council was currently represented on the operational working group for this scheme and had worked in partnership with other agencies and successfully settled a number of Syrian families within the Council area.

It being anticipated that further families may be settled within the Council area and access to donated goods from a central store would be beneficial, it was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that approval be granted to an annual contribution of £273 towards the storage costs associated with the VPRS.

The Head of Service circulated to those Members present at the meeting, a copy of the programme for the 'Refugee Awareness & Arabic Culture' event which was due to take place on 22 June, 2017 at the Bridge Community Centre.

4.8.8 2017/2018 Community Festival Fund Scheme

Members were advised that, at the closing date for the above fund, 32 applications had been received and assessed by a panel consisting of the Community Arts & Outreach Officer and the Peace Manager. The total amount of budget available under the Community Festival Fund Programme was £65,000 and the total requested amount from applicants equated to £96,302.90, which, when assessed, resulted in an eligible amount of £81,268.52.

As a result of the scheme being over-subscribed by a total of £16,268.52, Members were asked to consider a number of options to bring the scheme within the allocated budget. These options were set out in the Head of Service's report. Members were provided with a copy of an analysis of all applications and the detail associated with each of the options listed by the Head of Service. The Head of Service pointed out that there was an error on the information provided – Killynure Community Association's eligibility should have read failed rather than passed.

Members were reminded that groups deemed ineligible at the assessment stage would be afforded an opportunity to appeal. Should appeals be submitted and be successful, this would have an impact on the final allocation under the 2017/2018 scheme.

Following discussion, it was proposed by Alderman W A Leathem, seconded by Councillor A McIntyre and agreed to recommend that option 3 be approved, ie. "Ranked % Scoring Against % Allocation".

Councillor S Skillen, having enquired how the Community Festival Fund Scheme had been advertised, requested that Coronation Park Community Group and the Orange Order in Dundonald be added to the Council's mailing list.

Items for Noting

4.8.9 Tourism NI Grading – Island Arts Centre

Members were provided with a copy of correspondence dated 25 April, 2017 from Tourism NI regarding the tourism grading for the Island Arts Centre, which had been maintained at a four star rating. It was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that this information be noted.

4.8.10 2017/2018 Community Support Grant Awards

The Head of Service reported that, at the closing date for the above grant scheme, 61 applications had been received. Members present at the meeting were provided with a detailed report on the assessment outcomes. As a result of the scheme being over-subscribed, Members were asked to consider two options to bring the scheme within the allocated budget. Following discussion, it was proposed by Alderman W A Leathem, seconded by Alderman J Tinsley and agreed to recommend that option one be approved, ie. the award to each successful group be reduced by 7.5%.

#### 4.8.11 Peace IV Programme

Members were provided with a copy of the draft minutes from the Lisburn & Castlereagh Peace IV Partnership meeting held on 11 May, 2017, and their attention was drawn particularly to the current updates on the Peace IV Programme.

On a proposal by Alderman W A Leathem, it was agreed to recommend that a letter be sent to the Special European Programmes Body (SEUPB) enquiring when the Council could expect to receive its Letter of Offer. Following receipt of the Letter of Offer, Alderman Leathem requested that a further letter be sent to the SEUPB requesting a copy of the minute detailing the change of policy from the email received by the Council in January 2017 until the time of the Minister's letter.

#### 4.8.12 Hillsborough Village Centre

Members were reminded of the request received from Hillsborough Village Centre Ltd to make a presentation to the Committee to appraise Members of its expansion and development plans. At the time, it had been agreed that, in advance of any presentation, Officers, together with the Chairman and Vice-Chairman, meet with the group to determine if a presentation was required.

Members were provided with a copy of an outcome letter that had arisen from a meeting that had taken place on 3 May, 2017. At this stage, it was recommended that a presentation to the Committee was not required. It was proposed by Councillor N Anderson, seconded by Councillor A Givan and agreed to recommend that this information be noted.

#### 4.8.13 Development Trusts NI & Building Change Trust Seminar

Members were provided with a copy of details of the above seminar, being hosted by Building Change Trust & Development Trust NI, in regard to 'How Legislation to Support Community Rights Can Help in our Regeneration Efforts'. Members noted that the seminar was due to take place on Thursday, 15 June, 2017 at the Duncairn Centre for Culture & Arts.

Should any Members be interested in attending the seminar, they were requested to contact either the Head of Service (Cultural & Community Services) or Development Trust NI directly.

#### 4.9 Report from the Head of Service (Sports Services)

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

Items for Decision

4.9.1 Collection of Green Fees and Ancillary Services at Aberdelghy Golf Course

At the Monthly Meeting of Council held on 27 June 2017 it was agreed that this item be referred back to Committee for further consideration.

The Committee was reminded that it had previously given approval to the extension of the Contract for Collection of Green Fees and Ancillary Services at Aberdelghy with Lambeg Golf Shop up to 31 March, 2017. This extension had been approved on the basis that the Local Facilities Manager post that had been approved by Council in the Sports Services Management Structure was to be filled and the Officer responsible would carry out a review of management options at both Castlereagh Hills Golf Course and Aberdelghy Golf Course.

Unfortunately, for a number of unforeseen reasons, the recruitment of a Local Facilities Manager had only recently been initiated and, at present, that process was on hold. Until such time as there was clarity on the Management Structure, the review of management options could not take place. Given the ongoing professional and efficient services provided by Lambeg Golf Shop, it was proposed by Councillor H Legge, seconded by Alderman J Tinsley and agreed to recommend that the existing contract with Lambeg Golf Shop for the collection of green fees and ancillary services at Aberdelghy be further extended to 31 March 2018, it being noted that, if a review of management options had not taken place, procurement would require to be initiated in late 2017 to facilitate a new contract.

4.9.2 HEROS (Hockey Education Reaching Out Society) 2017 – Formal Request for Ice Time at Dundonald International Ice Bowl

Members were provided with a copy of a formal request from 'Beyond Walls' to assist in its hosting of the HEROS Programme in Dundonald International Ice Bowl. Approval had previously been given to host the group last summer and 2017 represented the 10<sup>th</sup> anniversary of the group's first visit to Dundonald International Ice Bowl.

The Head of Service advised that the group worked with individuals and organisations to encourage transformation for people in places of conflict and had requested a similar level of support as in previous years to be afforded to it from Monday 14 to Friday 19 August. In previous years, ice time had been provided at times to ensure the least impact to the centre's income and operations.

It was proposed by Councillor H Legge, seconded by Alderman J Tinsley and agreed to recommend that the request from HEROS be acceded to.

4.9.3 East Point Entertainment Village Dundonald – Change of Postal Address

Members were provided with a copy of a letter dated 19 May, 2017 from TDK

Commercial Property Consultants, acting as agents for East Point Entertainment Village Dundonald, requesting a change of postal address to Omni Park, Dundonald. The Head of Service pointed out that, as the Council was the

4.9.3 East Point Entertainment Village Dundonald – Change of Postal Address (Contd)

superior landlord of the site, approval was required, in principle, from the Leisure and Community Development Committee before consideration in detail by the Development Committee.

It was proposed by Councillor H Legge, seconded by Alderman J Tinsley and agreed to recommend that approval be granted to the request for a change of street name and postal numbering layout from East Point Entertainment Village to Omni Park, Dundonald.

4.9.4 Castlereagh Hills Golf Course: Introduction of “Dynamic Pricing” Approach

Members were provided with a copy of a background paper outlining a proposal to introduce a dynamic pricing approach to green fees at Castlereagh Hills Golf Course. Given that the proposal would assist the Council in ensuring it maximised revenue from green fees and reflected the competitive market in which the facility operated, it was proposed by Councillor H Legge, seconded by Alderman J Tinsley and agreed to recommend that it be approved.

4.9.5 Netball NI – Request for Assistance in Hosting International Test Series at Lisburn Racquet Club – 19-23 June, 2017

Members were provided with a copy of a letter from the Chair of Netball NI requesting Council support to host an International Test Series involving Northern Ireland, Republic of Ireland, Singapore and Barbados to take place from 19-23 June 2017.

Netball NI had requested support to offset costs in relation to venue hire, public relations and a potential reception for teams on 22 June. Given the timescales involved, it was proposed by Councillor H Legge, seconded by Alderman J Tinsley and agreed to recommend that the Council provide a contribution of £1,000 to the event and host a reception for visiting teams, the cost of which would be covered by the Leisure Services Department, pending full Council approval.

Items for Noting

4.9.6 2017 Westminster Election – Polling Stations

The Head of Service advised that the Electoral Office for Northern Ireland had booked Lough Moss Leisure Centre and Kilmakee Activity Centre to be used as Polling Stations on 8 June, 2017. It was proposed by Councillor J Gray, seconded by Councillor S Skillen and agreed to recommend that this information be noted.

4.9.7 Sports Services Financial Performance April 2016 – March 2017

Members were provided with a breakdown of financial performance across the main income and expenditure cost code centres within Sports Services. The

4.9.7 Sports Services Financial Performance April 2016 – March 2017  
(Contd)

breakdown indicated that the Service continued to be delivered in an efficient manner, with the quality of service reflected in the encouraging income figures. Members congratulated the Head of Service and the staff in the facilities concerned and the Chairman, Councillor T Morrow, asked that these sentiments be conveyed to relevant staff.

4.9.8 Lisnagarvey Hockey Club: Hosting International Tournament Request for Support in the Form of Temporary Seating

Members were advised that Lisnagarvey Hockey Club had hosted an International Hockey Tournament from 1-4 June, 2017 and had requested Council support in the form of supply of temporary seating. Given the timescales involved, the request had been approved by the Chairman, Councillor T Morrow. It was proposed by Councillor J Gray, seconded by Councillor S Skillen and agreed to recommend that this information be noted.

4.9.9 Active Ageing Quarterly Report (January to March 2017)

Members were provided with a copy of a report prepared for the Council's funding partner, Public Health Agency, on the ongoing Active Ageing Programme. The Head of Service drew attention to the number and variety of different activities provided across a range of Council facilities and the fact that thousands of sessions were being availed of by local residents. The programme had recently featured on UTV and Radio Ulster. It was proposed by Councillor J Gray, seconded by Councillor S Skillen and agreed to recommend that this information be noted.

4.9.10 Castlereagh Hills Golf Course Licence Agreement with Castlereagh Hills Golf Club

Members were provided with a copy of the Licence Agreement between Castlereagh Hills Golf Course and Castlereagh Hills Golf Club. Following annual review, two minor amendments were included at Point 18.3 (in relation to suspension of restaurant levy) and 17.3/4 (to give the Club flexibility in dealing with grievances, although Council still required to be notified). It was proposed by Councillor J Gray, seconded by Councillor S Skillen and agreed to recommend that the amended Licence Agreement be noted and that it be signed on behalf of the Council by The Right Worshipful the Mayor and the Chief Executive.

5. Confidential Business

It was agreed that the report and recommendations of the Director of Leisure & Community Services 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 (i) relating to the financial or business

5. Confidential Business (Contd)

affairs of any particular person (including the Council holding that information); and (ii) which is likely to reveal the identity of an individual.

"In Committee"

It was proposed by Councillor N Anderson, seconded by Councillor S Skillen and agreed that the following matters be considered "in committee", in the absence of members of the press and public being present.

The Community Development and Resources Manager left the meeting at this point (6.42 pm).

Items for Decision

5.1 Lisburn Distillery Football Club

Members having been provided with information in the Director's report, it was proposed by Councillor A Givan, seconded by Councillor V Kamble and agreed to recommend that:

- (i) Lisburn Distillery Football Club's repayment plan for the financial year 2016/17 be noted;
- (ii) the proposed reduction in the size of the car park held under Licence from the Council be approved; and
- (iii) the revised rental figure of £100 per annum be approved.

5.2 Former Derriaghy Primary School – Including Proposed Community Use

It was noted that the Outline Business Case in regard to the above had recently been considered by the Council's Corporate Management Team and would be available for consideration at a special meeting of the Committee that would be held in the near future.

5.3 Moira Demesne – Café

Following a verbal report by the Head of Service (Parks & Amenities) in relation to the above matter, it was proposed by Councillor A Givan, seconded by Councillor V Kamble and agreed to recommend that approval be granted for Officers to progress a tender exercise to engage a mobile tea/coffee/soft drinks/ice-cream vendor to operate an occasional service within Moira Demesne.

Items for Noting

5.4 Departmental Absenteeism Report

Members were provided with, and noted the contents of, a copy of the most recent departmental absenteeism report.

5.5 Award of Tender for a Business Management Consultant in Relation to Hilden Primary School Development

Members were provided with a copy of a Tender Evaluation Report in respect of the above. Members noted the award of the contract, as outlined in the Director's report, for the Identification and Selection Process Management for Social Partner Organisation to manage Hilden Primary School Community Development.

5.6 Award of Tender for a Landscape Architect to Undertake Improvement Works in Relation to Duncan's Park

Members were provided with a copy of a Tender Evaluation Report in respect of the above. Members noted the award of the contract, as outlined in the Director's report, for the Landscape Services for Improvement Works at Duncan's Park.

5.7 Staffing Update

5.7.1 Sports Services Staff Structure/Workforce Planning

The Head of Service (Sports Services), with the use of visual aid equipment, made a presentation to Members regarding the present challenges in relation to staffing and workforce planning within Sports Services. Members were also provided with a copy of a report in this regard.

5.7.2 Cultural & Community Services

Members were provided with information in relation to organisational structure for the Cultural and Community Services Unit and the Head of Service (Cultural & Community Services) made a verbal presentation on the current staffing process within the unit.

Alderman W A Leathem left the meeting during consideration of this item of business (7.14 pm), as did Councillor N Anderson (7.22pm).

5.7.3 Parks & Amenities

The Right Worshipful the Mayor, Councillor B Bloomfield, left the meeting during consideration of this item of business (7.44 pm), as did Councillor V Kamble (7.48 pm)

The Head of Service (Parks & Amenities), with the use of visual aid equipment, made a presentation to Members regarding the staffing arrangements within the Parks & Amenities Unit.

During discussion, Councillor O Gawith expressed his praise for the Grounds Maintenance staff at Moira Demesne who had done an excellent job in recent months. Councillor Gawith asked that these sentiments be conveyed to relevant staff.

#### 5.7 Staffing Update (Contd)

Members thanked Officers for providing the above information on staffing in advance of the Corporate Services Committee meeting on 13 June, to which all Members of Council had been invited. The Director took note of a request that the presentation to be made at the Corporate Services Committee contain slides, similar to those shown at tonight's meeting, indicating staffing structures and highlighting practical operational staffing issues.

#### Verbal Matter

#### 5.8 Catering Contract at Castlereagh Hills Golf Course

The Head of Service outlined difficulties presently being experienced in relation to the catering contract at Castlereagh Hills Golf Course which, to date, remained unsigned. It was agreed to recommend that a deadline of 30 June, 2017 be given to the Contractor to sign the contract or the Contractor would be asked to leave. In advance of the deadline of 30 June, a meeting would be arranged between Officers, the Council's legal advisors, the Contractor and his legal advisors. It was noted that Officers would have to consider operational implications and prepare a contingency plan, which may mean a short term arrangement with existing procurement policy possibly requiring to be set aside in the short term.

#### Resumption of Normal Business

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

### 6. Any Other Business

#### 6.1 Ballybeen Activity Centre Play Park Councillor S Skillen

Councillor S Skillen stated that Choice Housing had previously committed to providing funding for a play park at Ballybeen Activity Centre, which she had expected would be in place by 2019. However, there had been a recent meeting with Choice Housing, Ballybeen Improvement Group and the Council's Project Development Manager, at which she understood Choice Housing had indicated there would be no funding until 2021. The Head of Service (Cultural & Community Services) advised that a further meeting had been held the previous

Friday to look at alternative arrangements for the play park. One alternative being explored was that it would not be incorporated as part of the Choice Housing Scheme, but would move to Council land next to Dungoyne Community Centre, with a financial contribution being offered by Choice Housing. He anticipated this relocation of the play park would enable the project to be delivered before 2019/20.

6.2 Museum Curator  
Chairman, Councillor T Morrow

The Chairman, Councillor T Morrow, referred to this being the last meeting of the Leisure and Community Development Committee at which the Museum Curator would be in attendance before his forthcoming retirement, having been in the employment of the Council for some 38 years. On behalf of the Committee, Councillor Morrow thanked Mr Mackey for the enormous amount of work he had carried out over the years.

**Conclusion of the Meeting**

At the conclusion of the meeting, the Chairman, Councillor T Morrow, thanked the Director and Heads of Service for the support they had afforded him during his term as Chairman. He stated that he appreciated the hard work put in by these Officers and thanked them on behalf of the Committee. Councillor Morrow also thanked the Vice-Chairman, Councillor A Givan, who had attended many events on his behalf during the last year. Finally, Councillor Morrow extended his thanks to all Members of the Committee for the way they had worked harmoniously during his term as Chairman. The Director, on behalf of Officers, thanked the Chairman and Vice-Chairman for their work and support over the last year.

There being no further business, the meeting was terminated at 8.00 pm.

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Mayor/Chairman