

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, 7 February 2017 at 5:30 pm

PRESENT:

Councillor T Morrow
(Chairman)

Councillor A Givan
(Vice Chairman)

The Right Worshipful the Mayor
Councillor R B Bloomfield MBE

Aldermen S P Porter, W Leathem and J Tinsley

Councillors N Anderson, R T Beckett, J Gray, V Kamble, H Legge, A McIntyre, S Scott and R Walker

IN ATTENDANCE:

Director of Leisure & Community Services
Head of Service (Parks & Amenities)
Head of Service (Sports Services)
Niamh O'Carolan (Peace Programme Manager)
Museum Curator
Member Services Officer

Commencement of Meeting

At the commencement of the meeting, the Chairman, Councillor T Morrow welcomed those present.

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson MBE, S Martin, Councillor N Trimble and the Head of Service [Cultural & Community Services].

2. **Declarations of Interest**

The Chairman invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement to complete a Declaration of Interest form in this regard, which had been provided at the meeting. The following declarations of interest were received:

- As his chosen charity in his Mayoral Year, Councillor R T Beckett declared an interest in Item 5.10.4 : Mary Peter's Trust

- As he has a relative who works for Dreamscheme NI, Councillor N Anderson declared an interest in Item 5.3 : Presentation by Dreamscheme NI

3. Minutes

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre, and agreed that the minutes of the meeting of the Leisure & Community Development Committee held on 3 January 2017, as adopted at the meeting of Council held on 24 January 2017, be confirmed and signed.

4. Presentation by Dreamscheme NI

Members agreed to bring forward the Director's report until the representatives from Dreamscheme NI arrived at the meeting.

5. Report from the Director of Leisure & Community Services

It was proposed by Alderman J Tinsley, seconded by Alderman S P Porter, and agreed that the report and recommendations of the Director of Leisure & Community Services be adopted, subject to any decisions recorded below.

Items for Decision

5.1 Armed Forces Community Covenant

Members were provided with and noted a report outlining the details of an event to mark the Council formally signing the Community Covenant.

The Director advised that in agreeing to sign the Covenant, there was an expectation that Council would draw up a Community Covenant Action Plan, a draft of which he would table at the March Committee meeting.

It was agreed to recommend approval of the recommendations and arrangements with regard to Armed Forces Community Covenant, as outlined in the Director's report and that a draft Community Covenant Action Plan be tabled at the March Committee meeting.

5.2 Sir Richard Wallace: Bi-Centenary (1818-2018)

Councillor A Givan arrived at the meeting at 5.40 p.m.

It was agreed to recommend that the Council mark the 200th Anniversary of the birth of Sir Richard Wallace and a further report would be brought back to Committee outlining proposals and taking account of Members' comments on historical aspects of the event and liaison with interested parties.

At this stage, the representatives from Dreamscheme NI arrived at the meeting, and it was agreed to defer further consideration of the Director's report until after the presentation.

5.3 Presentation by Dreamscheme NI

The Chairman welcomed Mr Stephen Mullan, Operations Manager and two young members of Dreamscheme, Bradley and Jack.

Mr Mullan gave an overview of Dreamscheme's work in the Council area outlining the various projects that young people were involved in. The young members outlined their experiences and the benefits obtained.

Councillor R Walker left the meeting at 5.55 p.m.

Mr Mullan then addressed a number of questions from Members.

Councillor R Walker returned to the meeting at 5.58 p.m.

5.4 Irish Language Week (1-17 March 2017): Correspondence from Conradh Na Gaeilge

Members were provided with a copy of correspondence from Conradh Na Gaeilge and noted the request for the Council to organise a small event in support of Irish Language Week.

It was agreed to recommend that given then short notice the Council would not participate in the Irish Language Week but that Councillor A McIntyre should liaise with the Community Relations Officer and the Museum Curator to research Irish place names in the Council area, with a view to a presentation being organised at a future date.

Councillor H Legge arrived at the meeting at 6.08 p.m.

Items for Noting

5.5 Departmental Budget Report

Members were provided with and noted the Departmental Budget Report for the period 1 April 2016 to 31 March 2017 setting out the position as at 30 November 2016.

5.6 Museum Exhibition Openings

Members were advised that in addition to the collection of six Osborne pictures that has already gone on display, the Council had been offered on loan 20 Osborne works from private collections which would be going on display from 1 March to 30 April 2017, with an evening opening on 9 March 2017.

Members also noted that, to mark the completion of the story of the Decade of Centenaries (1912-1923) exhibition, an evening opening had been arranged on 30 March 2017.

5.7 Santa at the Museum 2016

Members were advised on the number of visitors to Santa at the Museum 2016 and the contribution to the Mayor's charity.

Alderman W A Leathem congratulated the staff on such an excellent effort.

Alderman S P Porter suggested Officers liaise with Economic Development staff when organising next year's event in order to maximise on its success and encourage more people into the city centre.

5.8 Report from the Head of Service (Parks and Amenities)

It was proposed by Alderman S P Porter, seconded by Councillor A McIntyre, and agreed that the report and recommendations of the Head of Service (Parks and Amenities) be adopted, subject to any decisions recorded below.

Items for Decision

5.8.1 Request to Receive a Presentation from NI Forest School Association (NIFSA)

Members were provided with copy correspondence from NIFSA. It was agreed to recommend that approval be granted for NI Forest School Association to make a presentation at the March meeting of the Leisure & Community Development Committee.

5.8.2 Castle Gardens Access and CCTV

It was agreed to recommend that approval be granted to trial controlled access to Castle Gardens, as detailed in the Officer's report and to replace and upgrade CCTV cameras, as and when they fail.

5.8.3 Request to Tender Children's Entertainment Services

The Head of Service (Parks and Amenities) outlined that all Departments across Council organise a number of events throughout the year which required a variety of children's entertainment services. He advised that, in line with Council's Procurement Policy, approval was being sought to tender for a facilitator to provide the relevant services, as outlined in his report.

Members were provided with a preliminary expenditure report and noted that all costs associated with the use of the services would be incorporated into the cost of each specific event.

It was agreed to recommend that approval be granted for Officers to progress the tender process for Children's Entertainment Services.

5.8.4 Review of Leases and Licences

Members were reminded that, when considering this matter in January, the Committee had asked that officers liaise with Clubs to seek their views. The Head of Service (Parks and Amenities) presented a detailed report on Ballymacash Rangers, Lisburn Rangers and Santos FC.

It was agreed to recommend that approval be granted for Officers to progress the following:

- (a) Renewal of the leases for Ballymacash Rangers and Lisburn Rangers Football Clubs, as outlined in the report, subject to Officers reporting back with regard to Lisburn Rangers fulfilling the necessary legislative requirements to sell alcohol and confirmation that there was no priority use of the additional area of currently unused land the Club has requested be included in the new lease.
- (b) The creation of a new lease for Santos Football Club, as outlined in the Officer's report.

Items for Noting

5.8.5 Interim Management Arrangements for Grounds Maintenance

Members noted that, as and from 1 February 2017, the management of Grounds Maintenance was on an interim basis the responsibility of the Head of Parks and Amenities, with relevant issues being reported through the Environmental Services Committee.

5.8.6 Billy Neill Soccer Centre of Excellence – Entrance Works

The Head of Service (Parks and Amenities) advised that following discussion at the last Committee meeting on the potential for funding

5.8.6 Billy Neill Soccer Centre of Excellence – Entrance Works (cont'd)

from the Department for Infrastructure, funding of £80,000 had been obtained and the Letter of Offer would be signed by the Head of Service and the Director.

Members were advised that a further 30% of the costs towards the work was being met by Big Lottery and the PHA.

The Head of Service (Parks and Amenities) further advised that, since the last Committee meeting, the successful tenderer had withdrawn, resulting in the Council progressing with the next lowest tender.

5.8.7 Operation Banner 2019

The Head of Service (Parks and Amenities) outlined that following consideration of a request to hold an event in Wallace Park to mark the 50th Anniversary of Operation Banner in August 2019, Officers were tasked with ascertaining the role of 38 Brigade and the Reserve Forces & Cadets Association in the event.

Members noted that Officers had been advised that while no formal approach had been made to HQ 38 Brigade and RFCA, it was their intention not to support the event.

The Director reminded Members that in 2016, Council through the Committee, had received a request from a private collector to facilitate an exhibition of his collection related to Operation Banner, a similar exhibition having been facilitated by Antrim & Newtownabbey Council.

The Director reported that following discussion with the gentleman and given the size of the exhibition it was recommended that it take place over the weekend of 13th, 14th and 15th April 2017 in the Island Hall at Lagan Valley Island, with the Council meeting the hire costs of the Hall. The Exhibition organiser to meet the exhibition display costs. Members agreed to recommend that approval be granted to the above arrangements.

5.8.8 Alpha Funding Application for Biodiversity Sensory Garden in Moira Demesne

The Head of Service (Parks and Amenities) advised that an application had been made to the Alpha Fund for the above project which included the creation of a wildflower meadow surrounded by a sensory path and sensory plants.

He outlined that local schools had been contacted regarding their participation in the development of the project and Moira Friendship Group was keen to offer their support the project. Subject to available funding, it was planned to commence the project in April 2017.

5.8.9 Diary Notifications

Members were advised of the following events:

20 May 2017	Mayor's Parade and Family Fun Day – Wallace Park
27-28 May 2017	International Baseball Tournament – Hydebank
26 June 2017	UGP Launch – LVI
7 August 2017	Classic Car and Bike Rally – LVI
12 August 2017	UGP Race Day – Dundrod Pits
20 March 2018	25 th Anniversary Service : Warrington Bomb

5.8.10 St. Patrick's GAA – Kirkwood's Road

The Head of Service (Parks and Amenities) reminded Members that at the December 2016 Leisure & Community Development Committee meeting, Officers had been asked to liaise with the Club to offer support in identifying other potential funding sources and to determine whether the Council could complete the drainage works for a lesser amount to that reported at the December Committee meeting. He advised Members of the cost at which the Council could carry out the work.

Following discussion, the Head of Service (Parks and Amenities) advised that there were a number of issues he had still to clarify and he would report back to the March Committee meeting.

5.8.11 Warrington Bomb: 20th Anniversary [2018]

In response to comments by Alderman W A Leathem, the Head of Service (Parks and Amenities) advised that Alderman S P Porter, who had originally made a proposal in regard to Council marking the event, and the Head of Service (Cultural & Community) were due to meet with him shortly to consider arrangements in connection with marking the 20th Anniversary of the Warrington Bomb and to suggest an appropriate piece of artwork as a gift.

5.9 Report from the Head of Service (Cultural & Community Services)

It was proposed by Councillor N Anderson, seconded by Councillor R Walker, and agreed that the report and recommendations of the Head of Service (Cultural & Community Services) be adopted, subject to the decisions recorded below:

In the absence of the Head of Service (Cultural & Community), the Peace Programme Manager presented the report.

Items for Decision

5.9.1 Dreamscheme NI

This matter had been dealt with earlier in the meeting.

5.9.2 2017/2018 Scale of Charges – Arts Service

Members were advised that a substantial audit had been undertaken across Northern Ireland by the Arts Service into hire charges of arts venues, similar to that of the Island Arts Centre.

Members were provided with a copy of the proposed hire charges for the 2017/2018 year.

Following discussion, it was agreed to recommend that hire charges at the Island Arts Centre be increased by 10% for one year, with a review being carried out at the end of this period to ascertain if this increase had impacted on usage.

5.9.3 2017/2018 Pricing Policy & Scale of Charges – Community Services

Members were provided with and noted a copy of the amended policy for Council-managed community facilities.

It was agreed to recommend approval of the revised Pricing Policy for Council managed community facilities and the Anchor Tenants' charges for 2017/2018, as outlined in the Officer's report.

5.9.4 Lisburn & Castlereagh Arts Advisory Panel

The Committee considered the establishment of a Lisburn & Castlereagh Arts Advisory Panel and were provided with copy of the draft Terms of Reference outlining the objectives, membership processes and support structure.

It was noted that the panel would comprise 12 members recruited through an 'open call' and assessed based on the membership eligibility criteria contained within the Terms of Reference. It was envisaged that recruitment would be initiated during April 2017.

It was agreed to recommend approval of the Terms of Reference for the Lisburn & Castlereagh Arts & Cultural Advisory Group, and that Officers take on board comments raised about the members of the former Councils' Arts Advisory Panels.

5.9.5 Arts Grant Aid Schemes

Members were provided with and noted a copy of the proposed criteria for the new Community Arts Grants Scheme.

It was agreed to recommend that consideration of the amendments to the Arts Grants Aids Schemes be deferred and that officers would clarify various points raised by Members and report back to the March Leisure & Community Development Committee meeting.

5.9.6 Community Support Grant – Policy Amendments

Members were provided with a copy of the updated policy and noted that the level of funding, types of organisations who could apply, and overall criteria for the scheme remained unchanged. It was anticipated that the Community Support Grant call would open for applications on 3 March 2017, with a closing date of 24 March 2017.

It was recommended to grant approval of the amendments to the Community Support Grant Policy.

5.9.7 2017/2018 Community Festival Fund Policy Amendments

The Peace Programme Manager presented a detailed report in respect of the above.

Following discussion it was recommended to agree that consideration of the 2017/2018 Community Festival Fund Policy Amendments be deferred to the March Committee meeting to allow officers to investigate a number of queries raised by Members.

5.9.8. Request from John Hewitt Society

Members were provided with copy correspondence from the above requesting the Council to increase its bursary offering from two to four.

It was agreed to recommend that the current level of two bursary offerings for the John Hewitt Society's Annual Summer Scheme Programme remain the same.

5.9.9 Development Trust NI Conference 2017

Members were provided with details of the above conference.

Following discussion it was agreed to recommend that no Members be nominated to attend.

5.9.10 Pride of Place Awards 2017

Members were reminded that this issue had been considered in January and had been deferred to allow Officers to seek additional information from the award organisers in relation to the judging process.

Members were provided with and noted copy correspondence from Co-operation Ireland addressing Members' queries.

Following discussion, it was agreed to recommend Council's participation in the 2017 Pride of Place Awards and that continued participation be reviewed thereafter.

Items for Noting

5.9.11 2017/2018 Community Festivals Funding Schedule

Members noted that the opening date for applications in respect of the above was 20 March 2017 with a closing date of 13 April 2017 and that information sessions had been arranged to assist organisations complete their applications.

It was agreed to recommend that to facilitate early notification of successful applicants delegated authority be sought at the March Council meeting for the April meeting of the Leisure & Community Development Committee to agree the scheme in respect of the 2017/2018 Community Festivals Funding Schedule.

5.10 Report from the Head of Service (Sports Services)

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre, and agreed that the report and recommendations of the Head of Service (Sports Services) be adopted, subject to the decisions recorded below:

5.10.1 Ballymacash Rangers FC Under 16's : Request for Financial Assistance to attend the 2017 Foyle Cup

The Head of Service (Sports Services) presented the detail in his report with regard to the above request, it being noted that it did not meet Sport Lisburn & Castlereagh's criteria for funding in that it related to an event within Northern Ireland.

It was agreed to recommend that financial assistance of £1,000 be awarded to Ballymacash Rangers FC Under 16's towards their costs in participating in the 2017 Foyle Cup.

5.10.2 UK Street Velodrome Tour of Northern Ireland 2017

The Head of Service (Sports Services) advised that the Council, in

5.10.2 UK Street Velodrome Tour of Northern Ireland 2017 (cont'd)

tandem with the Public Health Agency received an approach from Event NI to host a two day Street Velodrome event on 7 and 8 June 2017.

The Head of Service (Sports Services) asked Members to note the change in venue to the LeisurePlex.

It was agreed to recommend that approval be granted for the Council to host the UK Street Velodrome Tour on 7 and 8 June 2017 at a total cost of £10,000, with the Council meeting meeting 50% of the cost and the other 50% being provided by the Public Health Agency.

5.10.3 Lough Moss Leisure Centre: Appointment of Operating Partner [Gym Facility] – Request for Delegated Authority to be provided to the Leisure & Community Development Committee to consider the Tender Report and Agree the Tender Award

It was recommended to agree that approval be sought from the Council for delegated authority to be granted to the Leisure & Community Development Committee at the March Committee meeting to consider the Tender Report and agree the tender award for the appointment of an operating partner for the gym facility at Lough Moss Leisure Centre.

5.10.4 Mary Peter's Trust : Request for Funding

Members were provided with copy correspondence from the above seeking a financial contribution of £1,000.

It was agreed to recommend that

- (a) a financial contribution of £1,000 be made to the Mary Peter's Trust in this financial year and that this be increased to £1,500 in the 2017/2018 year, and
- (b) a special event be organised in 2018 to mark the 20th Anniversary of the award of the Freedom of the City to Dame Mary Peters CH DBE RNR.

5.10.5 Hillsborough Boys Festival of Football: Request for Financial Assistance

Members were provided with copy correspondence from the above seeking a financial contribution towards the costs associated with hosting a Festival of Football on the weekend of 12/13 August 2017. The Club was also seeking the use of the facilities at the Football Factory and Lisburn Recreation Centre for the duration of the tournament.

5.10.5 Hillsborough Boys Festival of Football Request for Financial Assistance (cont'd)

It was recommended to agree that approval be granted for Hillsborough Boys FC to have use of the Football Factory, Lisburn Recreation Centre and associated facilities over the weekend of 12 and 13 August 2017 and that they be awarded a financial contribution of £1,000 to offset the costs incurred in hosting the 2017 Festival of Football.

5.10.6 Club Development Officer funding 2017/2018

Members were provided with a report on the success of the above scheme which provided financial assistance of £2,000 to each of 5 local sports clubs to assist them to appoint a Club Development Officer for periods during 2016/2017. A budget had been identified to provide similar assistance to a maximum of 6 clubs in the 2017/2018 season.

It was recommended to agree that approval be granted to provide financial assistance of £2,000 for the appointment of a Club Development Officer to assist a maximum of 6 clubs in the 2017/2018 season.

5.10.7 Operating Partner: Indoor Sports Facility Laurelhill Sportszone

Members were reminded that approval had previously been granted for the above including appointment of a consultant, criteria and scoring matrix. The proposed facility formed part of the overall Master Plan for Laurelhill Sportszone, to include a full size 3G pitch and smaller 3G area, and would form the basis of an application to the Multi Sport Facility Fund due to be launched in the near future by Sport NI.

Members were provided with a report compiled by Otium Leisure Consultancy outlining the process and the clubs that had responded, together with a recommended way forward.

It was recommended to agree that Officers liaise with Canal Boxing Academy as the preferred Operating Partner for the Indoor Sports Facility at Laurelhill Sportszone.

Items for Noting

5.10.8 Active Ageing Update

Members were provided with and noted a report outlining the success of the Active Ageing Programme, delivered in partnership with the South Eastern Health & Social Care Trust.

5.10.9 2017 Northern Ireland Assembly Elections: Use of Council Facilities for Count Centre and Polling Stations

Members noted the request from the Electoral Office to use the Lough Moss Leisure Centre and Kilmakee Activity Centre as Polling Stations on 2 March 2017 and Lagan Valley LeisurePlex as a Count Centre on 3 March 2017.

The Head of Service (Sports Services) advised he would take on board Alderman Leathem's comments in relation to access to the balcony area during the Count and would discuss these with the Electoral Office.

5.10.10 The Business Games

Members were provided with a report on the Business Games being held at Lagan Valley LeisurePlex and noted the details of the events organised in February, March and April 2017.

6. Confidential Report by 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.

The Chairman, Councillor T Morrow, advised that the matters contained in the confidential report would be dealt with "In Committee" for the following reasons:

Item 6.1 Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 6.2 Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 6.3 Confidential due to information which is likely to reveal the identity of an individual

It was proposed by Alderman S P Porter, seconded by Councillor A Givan, and agreed that the following matters be considered "In Committee", in the absence of members of the press and public being present.

"In Committee"

Items for Consideration

6.1 Former Derriaghy Primary School: Proposed Community Use

The Committee were provided with copy correspondence from the Education Authority with regard to proposals for the development of the former Derriaghy Primary School for community use.

It was agreed to recommend that

- (a) the Council, through the Corporate Services Committee, agree in principle, to progress the process for acquiring the former Derriaghy Primary School site, subject to a satisfactory Outline Business Case being produced in line with the proposed scheme, and
- (b) the Council respond to the Education Authority highlighting points raised by Alderman W A Leathem.

Items for Noting

6.2 Procurement of Bowling Front of House Software Upgrade at Dundonald International Ice Bowl: Tender Report

Members were reminded that delegated authority had been granted by Council to the Leisure & Community Development Committee to consider the Tender Report and progress the award of contract in respect of the above.

It was agreed to note the tender award for the contract for the supply of the Bowling Front of House Software Upgrade at Dundonald International Ice Bowl, as outlined in the Director's report, being the most economically advantageous Tender received.

6.3 Department Absenteeism Report

Members were provided with and noted the absence figures for the period 1 April 2016 – 31 March 2017 to 1 October 2016 – 3 December 2017.

Members agreed to remain "In Committee" in order to consider a further two items, as outlined below:

6.4 Lagan Valley LeisurePlex: Complaint

The Committee noted a verbal update from the Director in respect of the above.

6.5 Catering Contract : Castlereagh Hills Golf Course

The Committee were provided with and noted the content of a report in respect of the catering contract at Castlereagh Hills Golf Course.

6.5 Catering Contract: Castlereagh Hills
Golf Course (cont'd)

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

Resumption of Normal Business

7. Any Other Business

7.1 Holocaust Memorial Day

When organising the Holocaust Memorial Day in 2018, Officers were asked to take on board issues raised by Alderman W A Leatham in respect of this year's event and points raised by Councillor P Givan in respect of the event he had attended in 2016.

There being no further business, the meeting ended at 7.55 p.m.

Mayor/Chairman