

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the proceedings of Leisure and Community Development Committee meeting of Lisburn & Castlereagh City Council, held in the Island Civic Centre, Lisburn, BT27 4RL, on Thursday, 14 May 2015, at 5.30 pm

IN THE CHAIR: Alderman S P Porter

PRESENT: The Right Worshipful the Mayor, Councillor RT Beckett

Aldermen J Tinsley

Councillors N Anderson, B Bloomfield, J Gallen, A Givan, J Gray, V Kamble, H Legge, A McIntyre, A Redpath, S Skillen and R Walker

IN ATTENDANCE:

Councillors J McCarthy

Director of Leisure & Community Services

Assistant Director of Leisure Services (Cultural and Community Services)

Assistant Director of Leisure Services (General Services)

Assistant Director of Leisure Services (Sports Services)

Community Services Manager

Capital Projects Officer

Community Services Manager

General Manager Leisure & Marketing

Members' Services Officer

COMMENCEMENT OF MEETING

The Chair welcomed Members and Officers to the meeting of the Leisure and Community Development Committee.

1. APOLOGIES

It was agreed to accept apologies from Alderman WJ Leathem and Councillors R Butler and T Morrow

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 Declaration of Interest forms in this regard, which had been provided at the meeting.

A Declaration of Conflict of Interest form was submitted in respect of the following items:

- Councillor H Legge declared an interest in Item 4.12 “Correspondence from NI Aeromodellers” on the basis that her husband was a member of North Down Model Aircraft Club

3. MINUTES OF THE LEISURE AND COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON 16 APRIL 2015

It was proposed by Councillor A McIntyre, seconded by Alderman J Tinsley and

AGREED: That the Minutes of the Leisure and Community Development Committee meeting held on 16 April 2015 be confirmed and signed.

4. REPORT FROM THE DIRECTOR OF LEISURE & COMMUNITY SERVICES

Items for Decision:

4.1 DEPARTMENT OF EDUCATION: CONSULTATION ON PROPOSALS FOR THE FUTURE OF THE YOUTH COUNCIL

Members considered correspondence from the Department of Education in respect of consultation being carried out on proposals for the Future of the Youth Council together with a draft response to the consultation prepared by officers.

AGREED: that it be recommended that the Council submit the comments prepared by officers as its response to the Department of Education’s consultation on proposals for the future of the Youth Council.

4.2 NORTHERN IRELAND MUSEUMS COUNCIL: NOMINATION TO THE BOARD OF THE NORTHERN IRELAND MUSEUMS COUNCIL **(Agreed at Council Meeting on 26.05.15 to refer this item back to Committee for further consideration.)**

Members considered correspondence from the Northern Ireland Museums Council advising that, in line with its Memorandum and Articles of Association, representation on the Museum Council’s Board included provision for three representatives from local district councils on a rotational

basis and it was now the turn of Lisburn & Castlereagh City Council to make a nomination to one of these positions.

Councillor Bloomfield proposed Councillor A McIntyre as the Council's representative on the NI Museums Council and Alderman Tinsley proposed Councillor J Gray. The Chair asked officers to investigate whether the Council could nominate two members and, if not, he suggested that Councillors A McIntyre and J Gray cover the 3 year period on a rotational basis, each serving for 18 months.

AGREED: that it be recommended that Councillors A McIntyre and J Gray be appointed as the Council's representatives on the NI Museums Council and, if the Council was restricted to one representative, that they cover the 3 year period of office on a rotational basis, each serving for 18 months.

4.3 LEISURE & COMMUNITY SERVICES: CHRISTMAS TREE GRANT SCHEME

Members noted that the former Lisburn City Council had operated a Christmas Tree Grant Scheme open to local community organisations at a designated number of locations across the former Council area. The scheme offered assistance to groups in providing a Christmas Tree and toward the organisation of local "switch on" events. It was reported that, while provision had been included for such a scheme in the 2015-2016 financial estimates, the new Council needed to confirm that it wished to operate a similar scheme and to consider the detail of how it might operate. The Director also advised Members that the Chief Executive had established a Cross Departmental Working Group of Officers to review Christmas Lighting/Switch On Events Arrangements in general and a more detailed report would be tabled at the appropriate Council Committee in due course.

AGREED: that it be recommended that Council agree to the organisation of a Member Workshop to consider arrangements for a possible Christmas Tree Grant Scheme to operate in 2015.

4.4 IRISH LINEN CENTRE/LISBURN MUSEUM: CONSIDERATION OF BRIEF FOR STRATEGIC REVIEW

Members were reminded that, at its meeting in April, the Committee had discussed initiating a tender for the provision of catering services at the Irish Linen Centre/Lisburn Museum within the context of the proposed Strategic Review of the overall facility/service. Members now considered a paper outlining draft objectives for the proposed comprehensive review.

Members noted that the Strategic Review would include a full analysis of all the strategic and operational issues facing the service including its commercial operations, the franchised café/evening restaurant proposal, with

the necessary structural changes to enable this and for the facility to maximise its contribution to community, tourism, and economic regeneration in Lisburn City Centre. In short it would address strategic purpose, display and storage space requirements and constraints, possible exhibition upgrades, outdated technology, and mechanical systems, budgetary issues, and potential grant aid to assist capital development.

It was anticipated that the cost of the review would be around £12,000 to £15,000 with the actual costs of quoted services to be reported to the Committee.

AGREED: that it be recommended that Council proceed with the Strategic Review of the current service as detailed above at an approximate cost of £12,000 to £15,000 and that a further briefing paper be brought back to the next meeting of the Committee

4.5 NOMINATIONS TO EXTERNAL ORGANISATIONS

Members considered nominations to external organisations as follows:

- Belfast Hills Partnership – Councillor A McIntyre was proposed by Councillor V Kamble seconded by Alderman J Tinsley
- Engage with Age – Councillor S Skillen was proposed by Alderman J Tinsley, seconded by Councillor A McIntyre
- Lagan Canal Trust – Councillor A McIntyre was proposed by Alderman J Tinsley, seconded by The Right Worshipful The Mayor Councillor RT Beckett
- Lagan Valley Rural Transport – Alderman J Tinsley was proposed by The Right Worshipful the Mayor, Councillor RT Beckett, seconded by Councillor A Givan
- Ulster Grand Prix & Bike Week (Liaison Committee) – Councillor P Catney was proposed by Alderman J Tinsley, seconded by the Right Worshipful the Mayor, Councillor RT Beckett. Alderman J Tinsley was proposed by the Right Worshipful The Mayor, Councillor RT Beckett, seconded by Councillor S Skillen
- Voluntary Services Lisburn – Councillor A Givan was proposed by Alderman J Tinsley, seconded by Councillor J Gray

The Director of Leisure and Community Services asked Members to consider that, if the Council's representative on any of these bodies left the Leisure and Community Development Committee, they would be required to step down from their representative role on the body and the Committee would then nominate a replacement.

AGREED: that it be recommended

- a) that the Council make the following nominations to external organisations

Belfast Hills Partnership:	Councillor A McIntyre
Engage with Age:	Councillor S Skillen
Lagan Canal Trust	Councillor A McIntyre
Lagan Valley Rural Transport:	Alderman J Tinsley
Ulster Grand Prix & Bike Week (Steering Committee):	Councillor P Catney & Alderman J Tinsley
Voluntary Services Lisburn:	Councillor A Givan

- b) that, in the event that a nominee stepped down from the Leisure & Community Development Committee, a fresh nominee would be sought from the Committee.

4.6 REPORT OF MEMBERS WORKSHOP: COMMUNITY FESTIVALS FUND 2015

AGREED: that it be recommended that

- a) the Council accept the report on the Members' Workshop held on 23 April 2015 to consider the Community Festivals Fund 2015.
- b) for 2015 the legacy issue relating to the Castlereagh Community Culture Forum be addressed through the Cultural & Identity Grant Programme, subject to the Forum submitting a satisfactory application.

4.7 LEISURE & COMMUNITY DEVELOPMENT: CAPITAL PROGRAMME – UPDATE

Members considered an update report on a number of Leisure & Community schemes within the current Capital Programme which included recommendations in respect of those schemes where specific decisions were required. Officers answered Members' questions in respect of projects included in the report.

The Community Services Manager undertook to provide Councillor S Skillen with information regarding the sale of two parcels of land at Ballybeen to the NI Housing Executive by Castlereagh Borough Council.

The Director of Leisure and Community Services referred to two tender reports that had not been available when the update report was issued (Items 1.10 and 1.11 of the update report refer). He indicated that these tender reports would be brought to the May Council meeting.

AGREED: that it be recommended that the Council note the update report on the Leisure & Community Development Capital Programme

4.8 SPORTS PITCHES: CONSIDERATION OF BRIEF FOR AN AUDIT & STRATEGY

The Director of Leisure and Community Services advised that a significant element of the Council's sports provision involved the supply and maintenance of pitches for various sporting codes. Traditionally provision had taken the form of grass pitches but increasingly the standard of synthetic surfaces available made these a viable alternative to grass based pitches, particularly in terms of frequency of use and maintenance costs. In addition the Council had faced pressures from local clubs to improve facilities to accommodate standards required through the Irish Football Association in relation to participation in specific levels of soccer leagues.

To assist the Council in planning for such issues and for future provision, it was recommended that the Council undertake an audit of pitch provision in the new Council area. This audit would lead to the development of a strategy to support the Council in identifying priorities and key guiding principles in moving forward with facility development and provision. Members considered a draft brief for the appointment of consultants to undertake such an audit and to prepare a draft strategy.

AGREED: that it be recommended that the Council approve the draft brief for the appointment of consultants to undertake an audit and prepare a draft strategy in respect of the supply and maintenance of sports pitches.

4.9 LISBURN & CASTLEREAGH LOCAL SPORTS ADVISORY COUNCIL: ANNUAL GENERAL MEETING (Agreed at Council Meeting on 26.05.15 to refer this item back to Committee for further consideration.)

Members were advised that, following the dissolution of Sport Lisburn and Castlereagh Sports Development Association, the inaugural Annual General Meeting of the new Lisburn & Castlereagh Local Sports Advisory Council had taken place on 22 April 2015. The new organisation had elected an Executive Committee and, in line with its constitution, had requested that the Council consider the nomination of two Elected Members to serve as "Observers" on the Executive Committee.

It was proposed by Councillor R Walker, seconded by Councillor N Anderson and

AGREED: that the Council nominate the Right Worshipful the Mayor, Councillor RT Beckett, and Councillor J Gray to serve as observers on the Executive Committee of the Lisburn & Castlereagh Local Sports Advisory Council.

4.10 BONFIRES/MANOR PARK RESIDENTS ASSOCIATION

Members were advised of a previous arrangement made by Lisburn City Council with the Manor Park Residents Association whereby the bonfire on the grass area adjacent to the LeisurePlex was built on a sand base on ground away from the football pitches. As well as safeguarding the pitches, the arrangement meant that it minimised the length of time bonfire material was left on the site in advance of the 11th Night. The agreement has been based on the following:

- Council providing the sand base and barriers a number of days in advance of the 11th Night to allow time for the bonfire to be built (In 2014 Members had agreed the sand would be provided 14 days before the bonfire was built).
- No material was to be accumulated on or delivered to the site until sand was in situ.
- The Residents Association providing evidence of insurance cover.
- The Council arranging marshalling training for members of the Residents Association.
- The Council providing bin bags and litter pickers to allow the Association to clean the site.
- Council clearing the site as soon as possible after the 12th Holiday period.

It was reported that, together with representatives of the PSNI and NIFRS, Council Officers had met with representatives of the Association on the assumption that similar arrangements would apply this year. An additional issue this year was the proximity of the new Tenpin Bowling Centre and NIFRS had advised that the bonfire required to be built 50 metres from this building and the bonfire height should be restricted to 10 m.

AGREED: that it be recommended that the Council agree to the request from Manor Park Residents Association and that the arrangements for the 11th Night bonfire on land adjacent to the Lagan Valley LeisurePlex be similar to those that had applied in 2014 with the addition of the height restriction recommended by NIFRS

4.11 ULSTER GRAND PRIX & BIKE WEEK 2015: REQUEST FOR DELEGATED AUTHORITY

The Director of Leisure and Community Services reported that preparations for the 2015 Ulster Grand Prix and Bike Week were progressing and it was planned to have a meeting of the Liaison Committee in late May.

It was recommended that delegated authority be sought from the full Council meeting on 26 May 2015 for the Leisure & Community Development

Committee to consider and approve matters relating to the 2015 Ulster Grand Prix Bike Week at its June meeting.

The Assistant Director of Leisure Services (General Services) referred to the Committee's previous decision to write to the Minister regarding the Roads Services undertaking preparatory works for the Ulster Grand Prix. He advised that in light of a change of position by Roads Service in regard to carrying out works, this letter had been held back pending a review of the position at the forthcoming meeting of the Liaison Committee.

AGREED: that it be recommended that the Council gives the Leisure and Community Development Committee delegated authority at its meeting in June to consider and approve matters relating to the 2015 Ulster Grand Prix Bike Week.

4.12 CORRESPONDENCE FROM NI ASSOCIATION OF AEROMODELLERS

Members considered correspondence from the Northern Ireland Association of Aeromodellers outlining its activities and noting that Castlereagh Borough Council and Lisburn City Council had both previously assisted model aircraft clubs at outdoor venues and, in the Lisburn area, also at indoor venues

Members also considered correspondence from the Lambeg Model Aircraft Club, outlining its history and involvement in activities in the local area and further afield

With the transfer of the planning function to Councils, NIAA was asking the new Councils to look favourably on any proposals for the use of land for model flying and to provide clubs with at least one suitable flying site.

AGREED: That It be recommended that Council agree that Council officers should meet with representatives from NIAA to discuss its requirements and then report back to the Committee.

4.13 MINISTRY OF DEFENCE: COMMUNITY COVENANT PARTNERSHIP – LETTER OF OFFER TO ST PATRICK'S GAC

Members were advised that Kirkwoods Road Playing Fields had been used by the local sports clubs as Council outdoor playing fields since 1985. In recent years it had been used for Gaelic sports as poor drainage did not permit play in winter months and the Council had been unable to improve the drainage due to the terms of the short-term licence with Defence Estates.

It was reported that the former Council and Defence Estates had entered a 10-year licence for the facility from 1 September 2014, and since then there

had been on-going discussions between MoD/Army, St Patrick's GAC and the Council on drainage improvements.

Following a joint meeting at Thiepval Barracks in January 2015, potential funding for the pitch upgrade had been identified through the Army Community Covenant Grant Scheme and an application had been submitted by St Patrick's GAC. The gross cost of the project was £49,800, which would be made up by grant funding of £41,500 with the Club covering the balance of £8,300 and the Club undertaking the works.

Members noted that monies for improvements to the drainage of the junior pitch had not been included in the application but could be considered at a later stage once funding had been identified. They were advised that in the past St Patrick's GAC had received grant assistance from the Council to replace the changing rooms at the full-size pitch and they had also received Alpha funding to undertake off-pitch drainage improvements.

It was reported that St Patrick's GAC had now received a Letter of Offer from the Army Community Covenant scheme in the sum of £41,500 and Council approval was required in order to proceed.

AGREED: that it be recommended that the Council sign the Letter of Offer from the Army Community Covenant Grant Scheme for the proposed works at Kirkwoods Road Playing Fields by St Patrick's GAC, and that the Club undertakes the works, provided appropriate insurances were in place

4.14 CHARGES: VITALITY HEALTH SUITE

Members were advised that, under delegated authority, the Director of Leisure & Community Services had approved an increase to the charge for a casual visit to the health suite and spa at Vitality Gym and Spa at Lagan Valley LeisurePlex from £4.00 to £5.00. It was noted that all membership rates, which included use of the health suite and spa, would remain the same.

AGREED: that it be recommended that the Council retrospectively approve the increase in charge from £4.00 to £5.00 for a casual visit to the health suite and spa at Vitality Gym and Spa as agreed by the Director under delegated authority

4.15 DUNDONALD INTERNATIONAL ICE BOWL: REPLACEMENT OF ICE SKATE GRINDING MACHINE

Members were advised that the ice skate grinding machine at Dundonald International Ice Bowl, which was required to grind the edges of hire skate blades, was now some 18 years old and had ceased to function. Repairs were not possible given the difficulty in sourcing what were now obsolete

parts. Interim arrangements had been made to temporarily maintain the skate hire equipment and approval was sought to replace the ice skate grinding machine at an estimated cost of approximately £10,000, provision having been made in the financial estimates to meet this cost.

AGREED: that it be recommended that approval be given to replace the ice skate grinding machine at Dundonald International Ice Bowl.

4.16 LEISURE & COMMUNITY SERVICES: LETTERHEAD DESIGNS

Members were advised that, in consultation with MCU, a review had been carried out of the letterhead designs for Leisure & Community Services as it related to Departmental facilities/service areas carrying their own branding. The purpose of the review had been to establish a consistent “house style” of design across the range of services and also include the new Council logo thereby identifying services/facilities as belonging to Lisburn & Castlereagh City Council. Sample copies of the letterheads were available for Members to view at the meeting.

AGREED: that it be recommended that Council approve the various letterhead designs for the relevant service areas and facilities within the Leisure and Community Development Department

4.17 TABLE TENNIS IRELAND: SIX NATIONS CHAMPIONSHIPS – LISBURN RACQUETS CLUB 13 -15 NOVEMBER 2015

Members considered correspondence dated 16 April 2015 from Table Tennis Ireland requesting that the Council host a reception for competitors and officials taking part in the Six Nations Championships being held at Lisburn Racquets Club on 13-15 November 2015.

AGREED: that it be recommended that the Council host a reception for competitors and officials taking part in the Six Nations Championships being held at Lisburn Racquets Club on 13-15 November 2015.

4.18 CLUB DEVELOPMENT OFFICERS

Members were reminded that it had previously been agreed to provide financial assistance of £2,000 toward the appointment of Club Development Officers [CDOs] for up to a maximum of four local clubs. Council had further agreed to criteria being used to ensure that the work programmes of the proposed CDOs complement the ongoing work of the Council’s Sports Development Section, including the Active Communities Programme.

Members received a summary of the applications received and their respective scoring against the approved criteria. It was noted that the five applications received were of a very high quality and had the potential to

greatly assist in the delivery of the Council's Sport & Health Enhancing Physical Activity Strategy. It was recommended that, rather than eliminate the lowest scoring Club, all five Clubs should receive the £2,000 funding assistance, with the majority of the contribution coming from the Council's Community Sports Budget.

Members noted that each Club would have to provide a report on the work of the Club Development Officer and that the Clubs would be informed in writing that it was unlikely a similar programme of funding would be available in future years.

AGREED: that it be recommended that Council note the five applications received for Club Development Officers posts and agree that each of the five Clubs receive a sum of £2,000 towards the overall cost of the appointments.

4.19 WALLACE PARK: PARK LIFE PROGRAMME 2015

Members considered the proposed Park Life entertainment programme to operate in Wallace Park during the forthcoming summer together with details of expenditure on the various events included in the programme. Approval was sought for the expenditure outlined, the overall budget of which had been included in the Council's Estimates for 2015/16.

It was reported that, in previous years, the Ulster Scots Agency had provided financial support and a list of bands for the Sunday afternoon band concerts, and it was proposed that this continue in 2015.

AGREED: that it be recommended that Council

- a) approve the Park Life Summer Programme for 2015 in Wallace Park and the expenditure identified at each of the events.
- b) It is further recommended that if funding is secured from the Ulster Scots Agency, then Sunday afternoon band concerts are held at the bandstand.

4.20 ADOPTION OF DIRECTOR'S REPORT

It was proposed by the Right Worshipful the Mayor, Councillor RT Beckett, seconded by Councillor S Skillen and

AGREED: that the report of the Director of Leisure and Community Services be adopted.

(The Deputy Mayor, Councillor A Redpath, arrived at 6.05 pm)

5. CONFIDENTIAL REPORT BY THE DIRECTOR OF LEISURE AND COMMUNITY SERVICES

5.1 PROVISION OF DRINKS VENDING SERVICES: LAGAN VALLEY LEISUREPLEX, FOOTBALL FACTORY, AND LAURELHILL SPORTS ZONE

Members were advised that the two former Councils had provided vending services in different ways with Castlereagh Borough Council directly employing staff to operate vending services across all Council facilities and Lisburn City Council contracting out the services.

Members noted that Lisburn City Council had previously agreed to enter into a short term agreement with Coca-Cola HBC NI Limited to provide a drinks vending services at Lagan Valley LeisurePlex (including the Football Factory) and at Laurelhill Sports Zone. This agreement was to cover the period when the Lagan Valley LeisurePlex was undergoing refurbishment and football was reduced.

With the LeisurePlex now fully operational, Members considered a formal contract proposal in partnership with Coca-Cola HBC NI Limited, to extend the period of this arrangement to May 2016. The Director of Leisure and Community Services advised that this arrangement would allow time for the Council to review its vending requirements in totality, to carry out a Value for Money exercise in regard to the two methods of service delivery and to consider how to progress matters in the longer term in the best interests of the Council.

It was proposed by Councillor A McIntyre, seconded by Councillor A Gallen and

AGREED: that it be recommended that Council approve the proposed agreement with Coca-Cola HBC NI Limited in regard to drinks vending services at the Lagan Valley LeisurePlex (including the Football Factory), and Laurelhill Sports Zone for the period up until May 2016, with in the interim a review of arrangements for the provision of vending services across the Council being carried out.

There being no further business, the meeting ended at 6.10 pm.

Chair

Date