

## **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, 16 April 2015, at 4.30 pm

**IN THE CHAIR:** Alderman S P Porter

**PRESENT:** The Right Worshipful the Mayor, Councillor RT Beckett

Aldermen WA Leathem and J Tinsley

Councillors N Anderson, B Bloomfield, R Butler, A Givan, J Gray, H Legge, A McIntyre, T Morrow and S Skillen

**IN ATTENDANCE:**

Councillors A Grehan and John Palmer

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

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 Councillors J Gallen, A Redpath and R Walker

#### **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.

Declaration of Conflict of Interest forms were submitted, in respect of the following items as detailed below:

- The Right Worshipful the Mayor, Councillor RT Beckett in Item 4.10 'Dromara Destroyers' on the basis that he was a Member of the Planning Committee.

### **3. MINUTES OF THE SHADOW LEISURE AND COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON 12 MARCH 2015**

AGREED: That the Minutes of the Shadow Leisure and Community Development Committee meeting held on 12 March 2015 be confirmed and signed.

### **4. REPORT FROM THE DIRECTOR OF LEISURE & COMMUNITY SERVICES**

#### **Items for Decision:**

#### **4.1 LOUGH NEAGH PARTNERSHIP PRESENTATION**

It was agreed to defer the Lough Neagh Partnership Presentation until later in the meeting

#### **4.2 DRAFT REMIT OF THE LEISURE & COMMUNITY DEVELOPMENT COMMITTEE**

The Director of Leisure and Community Services advised Members that, under the terms of the Local Government Act (Northern Ireland) 2014, each Committee was required to operate in accordance with Terms of Reference. The Director of Leisure & Community Services tabled a slightly revised Draft Terms of Reference for the Leisure & Community Development Committee to those circulated with the Report, and this revised draft was presented for consideration.

AGREED: - It was recommended that the Council approve the draft Terms of Reference for the Leisure & Community Development Committee as tabled.

#### **4.3 GOOD RELATIONS**

##### **4.3.1 GOOD RELATIONS AUDIT, STRATEGY (2015-2018) AND ACTION PLAN (2015-2016)**

The Committee considered a detailed report outlining the key issues of the Good Relations Audit, Strategy (2015-2018) and Action Plan (2014-2016) together with the resource implications. The Chair expressed the view that special needs should be a theme in the Good Relations Programme.

AGREED: that it be recommended that

- a) Council approve the Good Relations Audit, Strategy (2015-2018) and
- b) Special needs should be included as a theme in the Good Relations Programme
- c) Council approve the Action Plan (2014-2015) subject to the actions dealing with Bonfires being removed, it being noted the timescales remaining this year would make it unrealistic to implement. This aspect should however remain in the overall Strategy

#### **4.3.2 SEYMOUR HILL & CONWAY COMMUNITY ASSOCIATION: DIVERSITY PROJECT**

AGREED: that it be recommended that, as part of the Good Relations Programme, the Council agree to a request from Seymour Hill & Conway Community Association for support to meet the costs of venue hire at Kilmakee Activity Centre for an event taking place on 13 June 2015.

#### **4.3.3 “AFTER DRESDEN” PLAY BY PHILIP ORR AT BELVOIR PLAYERS THEATRE, 30 APRIL – 2 MAY 2015**

AGREED: That it be recommended that, as part of the Good Relations Programme, the Council agree to the purchase of approximately 30 tickets to allow local people to attend the play, “After Dresden”, at a subsidised rate of 50% of ticket price.

(Councillor B Bloomfield arrived at 4.50 pm)

#### **4.4 DEPARTMENT FOR CULTURE, ARTS & LEISURE: COMMUNITY FESTIVALS FUND**

The Director of Leisure and Community Services reported that the Department for Culture, Arts & Leisure had advised that the Community Festival Fund allocation to the Council for 2015-2016 would be £28,600. Members noted that this amount was approximately £2k less than the amount allocated to Lisburn City Council alone in 2014-2015. Given that the two extant Councils had operated different Community Festival Grant

schemes the Director suggested that a workshop be held to work towards a merged Community Festival Fund scheme for the new Council.

Members referred to the issue of groups seeking funding requiring to submit a full safety plan for events and expressed concern about the adverse impact this would have on the capacity for small local groups to arrange events.

It was proposed by the Right Worshipful the Mayor, Councillor RT Beckett, seconded by Councillor N Anderson and

AGREED: that it be recommended

- a) that a workshop be arranged to consider and agree a new Community Festivals Grant Scheme and that delegated authority be sought at the April Council meeting to proceed with the new scheme.
- b) that Leisure Services officers meet with colleagues in Environmental Services to review the issue of safety plans for community events with a view to assisting community groups with this issue. A further report on the outcome of these discussions to be tabled at the next meeting of the Committee.

#### **4.5 DEPARTMENT FOR SOCIAL DEVELOPMENT: COMMUNITY SUPPORT PROGRAMME**

##### **4.5.1 LETTER OF OFFER 2015-2016**

The Committee considered a formal Letter of Offer from the Department for Social Development confirming the amount of grant aid being offered to the Council for the Community Support Programme in 2015-2016. It was noted that this grant was below both the amount verbally advised to Council officers by Departmental officials in February and the amount included within the Council's Financial Estimates for the year.

AGREED: that it be recommended that

- a) the Council accept the Letter of Offer from the Department of Social Development
- b) officers prepare a discussion paper on this matter to be circulated to Members in advance of the next Committee meeting

##### **4.5.2 CORRESPONDENCE FROM MINISTER: PROPOSED BUDGET ALLOCATION ASSOCIATED WITH THE TRANSFER OF RESPONSIBILITIES FROM 1 APRIL 2016**

The Committee noted correspondence from the Minister for Social Development setting out the proposed allocation of funds associated with the transfer of responsibilities from 1 April 2016. The Director of Leisure & Community Services advised Members that this correspondence had been considered by the Governance & Audit Committee earlier in the week, when it was resolved to recommend to Council that a delegation comprising the Chairs of Council Committees and the Right Worshipful the Mayor should meet the Minister on the matter.

#### **4.6 GRANT AID TO THIRD PARTY ORGANISATIONS 2015-2016**

AGREED: that it be recommended that the Council approve the release of payments (where appropriate on a staged basis payment) as detailed in the Director's report subject to an Agreement/Letter of Offer being in place and the provision of the organisation's most recent approved accounts.

##### **In Committee:**

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson and AGREED that the next item be considered "In Committee"

#### **4.7 ULSTER GRAND PRIX BIKE WEEK AND DUNDROD CIRCUIT**

##### **4.7.1 UGP BIKE WEEK: MEETING WITH CLUB REPRESENTATIVES ON 9 APRIL 2015**

The Committee considered a report of a meeting between Council and Club representatives in relation to UGP Bike Week and recent developments.

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

AGREED:- that it be recommended that the Council

- a) Adopt the recommendations contained in the report of the meeting with Club representatives of 9 April 2015
- b) Write to the Minister for the Department for Regional Development to seek an assurance that Roads Service would continue to carry out the necessary preparatory works for the Ulster Grand Prix

##### **4.7.2 NI WATER LANDS AT LEATHEMSTOWN OFFERED FOR DISPOSAL**

Members considered a report on lands at Leathemstown being offered for disposal by NI Water which included the Land and Property Services' valuation. It was noted that, on acquisition, the lands would be included in the Council's lease with Dundrod and District Motor Cycle Club.

AGREED: that it be recommended that the Council accept the LPS valuation and agree to proceed with acquisition of lands at Leathemstown with the matter being referred to the Council's Corporate Services Committee to progress.

#### **Out of Committee:**

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

#### **4.8 BONFIRE STRATEGY**

The Director of Leisure and Community Services referred to the different approaches by the previous Councils to the management and control of bonfires. He advised that the Draft Good Relations Plan included the development of a new overall Bonfire Strategy; however in light of the decision taken earlier in the meeting [Item 4.4 above] an interim arrangement for this year required to be considered.

AGREED: that it be recommended that the issue of Bonfires be included on the agenda for consideration at the forthcoming Elected Members Workshop.

#### **4.9 COMBER GREENWAY**

The Committee considered a draft discussion paper issued by Sustrans entitled "The Comber Greenway 'One Path' Initiative" which included a request for the Council to nominate representatives to attend a meeting of potential stakeholders.

AGREED: that it be recommended to Council that Councillors T Morrow and S Skillen be nominated to represent the Council at the One Path Initiative stakeholders' meeting.

#### **4.10 DROMARA DESTROYERS**

The Committee considered a request from Dromara Destroyers for the Council's support for a tribute garden in the village to mark the group's sporting achievements. It was noted that the group would be submitting a planning application for the project.

AGREED: that it be recommended that, in view of its role as a planning authority, the Council make no comment on the Dromara Destroyers proposal at this stage.

#### **4.11 THE JOURNEY CHURCH: REQUEST TO USE WALLACE PARK, LISBURN, ON 24 MAY 2015.**

AGREED: that it be recommended that the Council agree to the Journey Church's request to hold an outdoor service and picnic in Wallace Park, Lisburn, on Sunday 24 May 2015 from 11.00 am to 2.00 pm.

#### **4.12 LANDSCAPE INSTITUTE NI: "FUTURE PLACES AND SPACES" CONFERENCE, 1 JUNE 2015**

AGREED: that it be recommended the Chair and Vice-Chair, or their nominees, be nominated to attend the Landscape Institute NI's Conference "Future Places and Spaces" in Belfast on 1 June 2015.

#### **4.13 COMMUNITY TRANSPORT: MINIBUS SERVICES – TERMS AND CONDITIONS OF USE**

AGREED: that it be recommended

- a) That the Council agree the Community Minibus Terms and Conditions
- b) That the special arrangements for Senior Citizens Groups (65+) as outlined in the report be maintained.

#### **4.14 CORRESPONDENCE FROM NOTASUCH LIMITED RELATING TO A PEACE III PROJECT FILM FOOTAGE**

Members considered correspondence from Notasuch Limited regarding the purchase by the Council of film footage that had been produced for WEA to celebrate diversity and community groups in the Lisburn/Castlereagh area. It was noted that WEA had gone into liquidation in 2014.

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

AGREED: that it be recommended that the Council does not progress the purchase of the film footage referred to from Notasuch Limited

#### **4.15 MUSEUM SERVICE: TENDER FOR CATERING FRANCHISE**

The Committee considered a report recommending the initiation of a new tender for the provision of catering services at the Irish Linen Centre & Lisburn Museum and the commissioning of specialist legal services to

prepare tender documentation with the full estimated costs being reported back to the next meeting of the Committee.

AGREED that it be recommended the Chair of the Leisure & Community Development Committee liaise with the Chair of the Development Committee and officers to investigate the potential for a restaurant facility at the Irish Linen Centre and Lisburn Museum

#### **4.16 VENDING SERVICES – BELVOIR ACTIVITY CENTRE**

The Director of Leisure and Community Services reported that, on handover of Belvoir Activity Centre to Belfast City Council, Greenwich Leisure Ltd (GLL) had asked if the Vending Department could be retained to provide a vending service as they had yet to establish such a contract. He advised that this could be accommodated in the short term until departmental structures were finalised and it provided a valuable income stream to the Council with a 15/85 split of net income in favour of the Council.

AGREED: that it be recommended that the Council retrospectively approve the retention of vending services at Belvoir Activity Centre for a 3 month period to be reviewed by the Director of Leisure & Community Services on expiration.

#### **4.17 IRISH LADIES GOLF UNION – MAY FITZGIBBON MEMORIAL TROPHY**

The Committee considered correspondence from Irish Ladies Golfing Union (ILGU) Ulster District requesting courtesy use of Castlereagh Hills Golf Course on Sunday 1 May 2015 to host the Ulster District Qualifying Round of the May Fitzgibbon Memorial Trophy. It was noted that, while the use of the course would be free on the day, income would be generated from the event from charges for practice rounds.

AGREED: that it be recommended that Council approve courtesy use of Castlereagh Hills Golf Course on Sunday 1 May 2016 to host the Ulster District Qualifying Round of the May Fitzgibbon Memorial Trophy

#### **4.18 EASTPOINT UNIT 9 – APPLICATION FOR THE GRANT OF A RESTAURANT LICENCE**

AGREED: that it be recommended that the Council confirm that it had no objection to the application for a restaurant liquor licence at Unit 9 Eastpoint.

#### **4.19 LAGAN VALLEY LEISUREPLEX: UNINTERRUPTIBLE POWER SUPPLY (UPS)**



The Committee considered a detailed report on the need for a replacement UPS system for Lagan Valley Leisureplex.

AGREED: that it be recommended that the Council initiate a streamlined procurement process for a new UPS system for Lagan Valley Leisureplex at a cost of £27k

#### **4.20 LISNAGARVEY HOCKEY CLUB: HOSTING OF INTER-PROVINCIAL HOCKEY TOURNAMENT AT COMBER ROAD, 17-19 APRIL 2015.**

AGREED: that it be recommended that the Council agree to provide bleacher seating units at Comber Road to facilitate Lisnagarvey Hockey Club hosting the Inter-Provincial Hockey Tournament from 17 to 19 April 2015.

#### **4.21 CORRESPONDENCE FROM LISBURN CITIZENS ADVICE BUREAU: REQUEST TO ATTEND AS DELEGATION**

The Committee considered a request from Lisburn Citizens Advice Bureau for a delegation to attend a future Committee meeting to make a presentation on the work of the organisation. The Director of Leisure and Community Services reported that advice services in Castlereagh were currently provided by Advice NI and that it was likely the two organisations could later this year be competing for the tender to provide advice services for the new Council

AGREED: that it be recommended that the Council do not proceed at this time with an invitation to Lisburn Citizens' Advice Bureau to make a presentation to the Leisure & Community Development Committee and that officers advise Lisburn Citizens Advice Bureau of the reasons for this decision.

### **Items for Noting**

#### **4.22 MAYOR'S CHARITY**

The Committee noted the appointment of The Mary Peters Trust as the Mayor's chosen charity during the current Mayoral term.

#### **4.23 TONAGH COMMUNITY ASSOCIATION: PETITION REGARDING PLAY FACILITIES**

The Committee noted receipt of a petition from Tonagh Community Association in respect of play facilities.

AGREED: that it be recommended to Council that officers be asked to arrange for a review to be carried out of existing urban play areas as well as

those areas with no current provision as part of the development of a play strategy for the new Council.

#### **4.24 IRISH FOOTBALL ASSOCIATION: WOMEN'S UNDER 19 EUROPEAN CHAMPIONSHIPS 2017 - CORRESPONDENCE**

The Committee noted correspondence from the IFA confirming that it had been successful in its bid to host the Women's Under 19 European Championships in 2017. Members were advised that they would be updated in respect of further discussions regarding arrangements for the event.

#### **4.25 MUSEUM: WWI CENTENARY; THE GALLIPOLI PENINSULA 1915.**

The Committee noted that, to coincide with Anzac Day on 25 April 2015, the Irish Linen Centre & Lisburn Museum would be mounting a panel display to mark the 100<sup>th</sup> anniversary of the Allied landings on the Gallipoli Peninsula.

(Councillor John Palmer arrived at 5.35 pm)

#### **4.26 "PERFECTING PERFORMANCE SPORT" CONFERENCE**

The Committee noted information regarding a conference focusing on "Perfecting Performance Support" that was being organised by the Council's Sports Development Section.

#### **4.26 USE OF ENLER COMMUNITY CENTRE AS A POLLING STATION FOR THE 2015 PARLIAMENTARY ELECTIONS**

The Committee noted the arrangements for use of Enler Community Centre as a Polling Station in the forthcoming 2015 parliamentary elections.

### **ADDITIONAL REPORT BY THE DIRECTOR OF LEISURE AND COMMUNITY SERVICES**

#### **In Committee**

It was proposed by Alderman J Tinsley, seconded by Councillor A McIntyre and AGREED that the following items be consider "In Committee"

#### **4.27 ORGANISATION DESIGN – LEISURE AND COMMUNITY DEVELOPMENT DIRECTORATE**

The Director of Leisure & Community Services reminded Members that, when the Council had agreed the organisational structure in November 2014, the placement of specific services was to be reviewed by Directors upon their appointment. He now presented the Committee with a copy of the structure

approved in November 2014 together with an overview of proposed changes to that structure.

AGREED: that it be recommended that the Council approve the revised organisation structure for the Leisure & Community Development Directorate as presented by the Director of Leisure & Community Services

#### **4.28 REQUESTS TO CONTACT WORK OUTSIDE OF THE COUNCIL**

The Committee considered requests from two officers, the Arts Centre Coordinator and the Community Arts Officer, to undertake work outside of the Council. It was noted that one of the requests related to work for the NI Electoral Office in connection with the forthcoming Parliamentary Elections.

AGREED: that it be recommended that the Council

- a) Accede to the requests from the Arts Centre Coordinator and the Community Arts Officer to undertake work outside of the Council
- b) Grant approval to officers undertaking work for the NI Electoral Office without requiring submission of individual requests

#### **Out of Committee**

It was proposed by Alderman WA Leathem, seconded by Councillor S Skillen and AGREED that the Committee come “Out of Committee” and normal business was resumed.

#### **4.29 LOUGH NEAGH PARTNERSHIP PRESENTATION (DEFERRED AT ITEM 4.1 ABOVE)**

The Committee received a presentation on the current and planned work of the Lough Neagh Partnership and the reasons underpinning its request for additional financial assistance from those Councils with a shoreline on Lough Neagh. The Partnership representatives then answered Members’ questions.

It was proposed by Alderman J Tinsley, seconded by Councillor H Legge and

AGREED: that it be recommended that Council

- a) Agree to make a contribution of £3,500 to Lough Neagh Partnership in the current financial year
- b) Given the Lough Neagh Partnership’s focus on tourism related activities ask officers to liaise with Economic Development section to investigate whether further funding could be made available from tourism budgets.

## **5. ANY OTHER BUSINESS**

### **5.1 LISBURN DISTILLERY FC 30<sup>TH</sup> ANNIVERSARY DINNER**

The Chair referred to correspondence received from Lisburn Distillery FC inviting the Council to take a table at the Club's 30<sup>th</sup> Anniversary Sportsman's Dinner on 9 May 2015. It was noted that the Right Worshipful the Mayor would be attending the event as a special guest.

AGREED: that the Council take a table for 10 at Lisburn Distillery FC's 30<sup>th</sup> Anniversary Dinner on 9 May 2015 at a cost of £500

### **5.2 CASTLEREAGH CSAW PROJECT**

The General Manager Leisure and Marketing reported that the Castlereagh Safe and Well Project had been working for the past 5 years with special needs groups in Castlereagh and the project had been extended to September 2015. He advised that further funding had now been obtained to extend the project to September 2016 and to roll it out over the new Council area.

AGREED: that it be recommended to Council

- a) That a briefing paper on the CSaw Project be prepared and circulated to all Members
- b) That the Director be authorised to sign the Letter of Offer in respect of the additional funding obtained for the extension of the CSaw Project to September 2016.

### **5.3 DATE OF NEXT MEETING**

It was noted that the next meeting of the Committee was scheduled to take place in the first week of May prior to the Parliamentary Elections.

AGREED: that the next meeting of the Committee be rescheduled to take place in the week after the Parliamentary Elections.

### **5.4 LATE ISSUE OF REPORTS**

The Chair referred to the late issue of the report for the meeting and it was noted that, if this happened again, consideration would be given to suspending the meeting.

### **5.5. DIIB DEVELOPMENT**

The Chair referred to the successful refurbishment of Lagan Valley Leisureplex and suggested that a similar refurbishment exercise might be considered for the DIIB.

AGREED: that it be recommended to Council that the Director of Leisure and Community Services and the Chair of the Leisure and Community Development Committee be authorised to investigate the feasibility of carrying out a similar refurbishment exercise at DIIB to that undertaken at Lagan Valley Leisureplex.

There being no further business, the meeting ended at 6.20 pm.

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Chair

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Date