

## **CASTLEREAGH BOROUGH COUNCIL**

Minutes of the proceedings of the Special Technical and Environmental Services Committee meeting held, in committee, in the Function Suite, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB on Tuesday 19 April 2005 at 4.00 p.m.

**PRESENT:-** Councillor Norris (in the chair)

**COUNCILLORS:** Ms J Bunting (from 4.10 p.m.)  
D Drysdale (until 5.00 p.m.)  
Mrs Duncan  
M Robinson (MLA) (until 5.00 p.m.)  
Ms B McBurney

**APOLOGIES:-** Apologies were recorded on behalf of Councillors Miss Hughes and Long.

**IN ATTENDANCE:-** Director of Technical and Environmental Services, Client Manager, Operational Services Manager and Assistant Members' Services Officer.

### **REPORT FROM OPERATIONS MANAGER**

#### **T&ESC/2005/142: CLUBHOUSE TENDER (UPDATE REPORT FROM FERGUSON MCILVEEN - COPY CIRCULATED AT MEETING)**

Members referred to the site visit, which had taken place yesterday at the Clubhouse, with the Consultants Ferguson McIlveen in attendance. The Operations Manager provided an update as follows:

At this stage in proceedings, Councillor Ms Bunting entered the meeting.

#### **Waiting Area Leather Couch and Table – 2 units required**

The Operations Manager reminded Members that unfortunately samples of the above items had not been available at the presentation.

The Officer advised that the Consultant's recommendation was to purchase the "Boss" design "Kurv" bench, with the lowest tender having been submitted by Calvert Morgan at a cost of £1,338.00 per unit.

Members expressed concern that they were being asked to approve the purchase of furniture that they had not viewed. In addition, they queried the expense of this particular item.

Following discussion, Members requested that this item be deferred to enable Officers to come up with alternative couch and table units with different covering options in addition to leather, and to arrange viewing of the same.

### **Office Desk, Pedestal Filing and Office Conference Table and Task Chair**

The Officer again advised that samples of these items had not been available at the presentation, as it had been deemed more practical that these be viewed directly at the relevant showrooms.

The Operations Manager drew Members' attention to the tender scores, with the most advantageous tender being received from Alpha Interiors at a total cost of £3796.00, and a conference table at £280.00.

Members requested that Officers view these items at the showroom and if satisfied with the quality of the furniture, that they be authorised to proceed with the purchase.

### **Meeting Area Table**

The Officer confirmed that it had been agreed at the site visit to purchase 8 Rabami standard folding tables at a cost of £125.00 per unit and 1 trolley at a cost of £315.00 to be supplied by Alpha Interiors.

### **Meeting Area Chair**

The Officer confirmed that it had been agreed at the site visit to purchase 55 10KO upholstered chairs in lead grey with black fabric, as per the samples on display, at a cost of £85.00 each, to be supplied by SPS Ltd, and 1 trolley at a cost of £291.00, to be supplied by SPS Ltd..

### **Lounge Chair**

Again, the Officer confirmed that it had been agreed at the site visit to purchase 82 zip club lounge chairs with oak legs with black fabric, at a cost of £216.00 each, to be supplied by SPS Ltd.

Councillor Bunting requested that Officers clarify the duration of warranty on these chairs, as the catalogue had stated that a 5-year warranty was applicable.

### **Dining Area Tables**

The Operations Manager advised Members that he had confirmed with Ferguson McIlveen the costs associated with supplying alternative tables with solid round base opposed to the multi legs, which had been on display. The Officer confirmed that this would result in a substantial increase in the cost for both the small and the large tables.

It was therefore agreed that Alpha interiors would supply 23 small multi-leg round tables at a cost of £110.00 per unit and 18 large multi-leg round tables at a cost of £150.00 per unit.

### **Dining Chairs**

The Officer confirmed that it had been agreed to purchase 128 Riviera dining chairs with stained beech frame, at a cost of £108.00 per unit, to be supplied by SPS Ltd. Following some discussion on the fabric colour it was agreed that the Operations Manager would bring charcoal grey and black fabric samples to the meeting of the Working Group being held on Thursday. Several Members felt that spare chairs should be purchased.

It was therefore agreed that SPS Ltd would supply 128 Riviera dining chairs with stained beech frame, at a cost of £108.00 per unit. With an additional 10 units being purchased as spares (therefore a total of 138 chairs).

### **Bar Stools**

The Officer confirmed that it had been agreed to purchase 8 bar stools, from Alpha Interiors at a cost of £190.00 per stool. Several Members felt that 2 spare bar stools should be purchased (therefore a total of 10 bar stools).

### **Golf Courses of the World Images**

The Officer also confirmed that it had been agreed to purchase 6 Golf Courses of the World Images at £125 per unit from Alpha Interiors.

### **Terrace Furniture**

Officers confirmed that it had been agreed to purchase a selection of 16 HPS WA9 stacking aluminium arm chairs (tub chairs), at a cost of £39.90 per chair, and 4 HPS WA14 tables at a cost of £119.00 per unit, to be supplied by SPS Ltd.

### **Entrance Hall**

Several Members felt that the colour of the entrance hall stairwell was inappropriate and asked Officers to bring a paint colour chart to the meeting on Thursday.

It was therefore

RESOLVED: - Members recommended that Officers proceed with the purchase of the following furniture for the clubhouse:

- (a) Members requested that a decision regarding the waiting area leather sofa and table be deferred to enable Officers to come up with alternative couch and table units with different covering options in addition to leather, and to arrange viewing of the same;
- (b) Office Desk, Pedestal Filing and Office Conference Table from Alpha Interiors at a total cost of £3,796.00, provided that Officers were satisfied with the quality and workmanship of the furnishings, and a conference table at a cost of £280.00;
- (c) 8 Rabami standard folding table and trolleys, at a cost of £125.00 per unit, and 1 trolley at a cost of £315.00, to be supplied by Alpha Interiors;
- (d) 55 10KO upholstered chairs in lead grey with black fabric, at a cost of £85.00 each, to be supplied by SPS Ltd, and 1 trolley at a cost of £291.00, to be supplied by SPS Ltd;
- (e) 82 Zip Club Lounge Chairs with oak legs and black fabric, at a cost of £216.00 each, to be supplied by SPS Ltd, and 1 trolley at a cost of £291.00, to be supplied by SPS Ltd;
- (f) 18 multi-leg round tables at a cost of £150.00 per unit (large) and 23 at a cost of £110.00 per unit (small), to be supplied by Alpha Interiors;
- (g) 138 Riviera Dining Chairs with stained beech frames (this figure includes 10 additional/spare chairs), at a cost of £108.00, to be supplied by SPS Ltd. The Operations Manager to bring a selection of charcoal grey and black fabric samples to the meeting of the Working Group being held on Thursday 21 April;
- (h) 10 bars stools from Alpha Interiors at a cost of £190.00 per stool;
- (i) a selection of 16 HPS WA9 stacking aluminium arm chairs (tub chairs), at a cost of £39.90 per chair, and 4 HPS WA14 tables at a cost of £119.00 per unit, to be supplied by SPS Ltd;
- (j) a selection of six “Golf Courses of the World Images” at a cost of £125.00 per unit, to be supplied by Alpha Interiors.

In addition it was agreed:

- (k) that an allowance of £5000.00 should be made for the fitting out of the shop display and trophy cabinet;
- (l) the Operations Manager to arrange for paint colour charts to be available at the meeting of the Working Group, to enable Members to take a decision in respect of the colour of the stairwell at the Clubhouse;
- (m) the provisional date for the Official Opening of the Golf Course and Clubhouse be scheduled for Friday 24 June 2005 at 1.00 p.m, with a finger buffet being provided.
- (n) the Chief Executive to be instructed to invite a distinguished guest to carry out the opening ceremony, but in the event that this was not possible, that an invitation be extended to the Mayor.

At this stage in proceedings, Councillors Drysdale and Robinson left the meeting.

### **T&ESC/2005/143: LAGAN VALLEY REGIONAL PARK (LVRP) HERITAGE LOTTERY APPLICATION**

The Operations Manager referred Members' to his detailed report on this matter. He explained that it was being proposed by the LVRP Advisory Committee that Castlereagh Borough Council, as the employing authority, sign on behalf of all three Councils a 12-15 month contract with the Heritage Lottery Fund to provide funding to deliver the project, as detailed at a previous meeting. In addition to this measure, the Heritage Lottery Fund were also funding the posts of a Development Officer and an Administration Officer, and it was proposed that these Officers would be employed by Castlereagh Borough Council.

The Officer drew Members' attention to the minutes of a recent meeting of the LVRP Advisory Committee and following consideration by Members, Councillor Mrs Duncan proposed that, subject to the receipt of satisfactory legal advice being received from the Council's Solicitors, the Officer's recommendations be approved.

This proposal was seconded by Councillor Ms McBurney, and it was therefore

RESOLVED: - That:

- (a) subject to the receipt of satisfactory legal advice, from the Council's Solicitors, Castlereagh Borough Council sign the Stage 1 contract with the Heritage Lottery Fund on behalf of the Lagan Valley Regional Park partners;

- (b) Castlereagh Borough Council agree to employ and manage the Development Officer and the Administration Officer, who would report to a senior officer;
- (c) Lisburn City Council be asked to take over the management and the secretariat of the park and oversee the Lagan Valley Regional Park staff, commencing from 1 May 2005 until the end of May 2006. The aforementioned staff would, however, continue to remain as employees of Castlereagh Borough Council;
- (d) Castlereagh Borough Council supports the review being undertaken by Environment and Heritage Service towards giving the Lagan Valley Regional Park a legal status.

### **T&ESC/2005/144: BOWLING CLUBS**

The Operations Manager updated Members on the current situation regarding insurance for the bowling clubs.

He advised that a meeting of the special working group had taken place recently involving the Mayor, and Councillors Ms McBurney, Norris, Beattie and White. These Members had considered the issues and it had subsequently been agreed that:-

- Opening and closing arrangements be continued as in previous seasons as an interim arrangement;
- That representatives from each bowling club meet with the Committee Chairman and Officers in order to discuss any problems;
- That bowlers be informed that they should arrange their own indemnity cover;
- That all bowling clubs be contacted before the official opening on Saturday 9 April 2005.

Members noted the above arrangements.

Noted.

### **REPORT FROM CLIENT MANAGER**

**T&ESC/2005/145: BILLY NEILL MBE SOCCER CENTRE OF EXCELLENCE – FINAL ACCOUNT - PITCHES REPORT FROM THE DIRECTOR OF TECHNICAL AND ENVIRONMENTAL SERVICES**

The Client Manager referred to the Billy Neill MBE Soccer Centre of Excellence, which since its construction has been much admired and the Council has been praised for its commitment in developing this facility.

He informed Members that, following a tender process, the Council had appointed Gault Chambers Bullen (who subsequently changed their name to Bullen) to design and oversee the construction of the scheme. Bullen carried out the detailed design and prepared the contract documents for both the building and civil engineering works. Following a tender process the Council appointed F P McCann to be the civil engineering contractor for the construction of the pitches between the former railway line and Greengraves Road. The Council entered into the contract with F P McCann under the Institution of Civil Engineers Conditions of Contract, which are the industry standard for this type of work. The Conditions of Contract stated the responsibilities of the contractor and employer (i.e. the Council), together with those of the Engineer. The works were measured in accordance with the standard method of measurements with estimated quantities being put in the tender documents and the works being re-measured at the end of the contract. This method clearly defined the responsibilities to each party to the contract and allowed for the contractor to be paid fairly for the amount of work carried out whilst ensuring that the client (i.e. the Council) paid only what was fair. The agreed tender total was £1,213,571.21 with the total measured work coming to £1,205,470.11 on completion of the works.

The Officer indicated that the contractor had, however, put in a claim for additional payment for items that were not foreseeable at the time of tender and which therefore were not included in his rates and he summarised the claim details for Members' information.

The Officer asked Members to note that the contractor had claimed £142,042. The consultants to the Council, Bullen, have however assessed the claim in detail and found it to be valid in some respects but not valid in others and to be worth a total of £61,809.

The Client Manager felt that it was worth noting that the omission of the security fence had reduced the tender by approximately £50,000. In addition, weather office reports for the Autumn period of 2000 stated the following: "Across Northern Ireland as a whole, this was the wettest November month since 1982, but for the Autumn 3 months (September – November), was the wettest Autumn across Northern Ireland since at least 1900. In the Belfast area, it could well have been the wettest autumn since 1814." The contractor made every attempt to progress the works in early autumn, working 24 hours a day, but these working hours had to be shortened to stop at midnight because of complaints received by neighbours to the site. It was worth recalling also that the next lowest tender to McCanns was approximately £300,000 more costly.

Following consideration, Members agreed that it be

RESOLVED:- That, the Council be recommended to agree to the payment of the additional claim from FP McCann to the sum of £61,809 bringing the total amount due to the contractor to £1,267,734.11.

**T&ESC/2005/146: STAFF TRAINING – CIEH ENVIRONMENTAL HEALTH CONFERENCE 2005 – THE EUROPA HOTEL, BELFAST ON 12-13 MAY 2005**

Following discussion, it was

RESOLVED: - Members recommended that an Officer from the Environmental Health Service attend the CIEH Environmental Health Conference 2005, being held at the Europa Hotel, on 12-13 May 2005 at a cost of £199.00.

**T&ESC/2005/147: STATUTORY NOTICES TRAINING – A GUIDE FOR PRACTITIONERS**

The Director of Technical and Environmental Services advised Members that the Chartered Institute of Environmental Health had organised a one-day training event for practitioners.

RESOLVED: - Members recommended that two Officers from the Environmental Health Service attend the course on Statutory Notices at a cost of £95.00 per Officer.

As there was no further business, the meeting concluded at 5.30 p.m.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CHIEF EXECUTIVE

Adopted by the Council this \_\_\_\_\_ day of  
\_\_\_\_\_ 2005 with the exception of  
Minute Nos: \_\_\_\_\_

\_\_\_\_\_  
MAYOR  
\_\_\_\_\_

CHIEF EXECUTIVE