

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Leisure Park Board held, in committee, in the Board Room at Dundonald International Ice Bowl on Monday 19 December 2005 at 6.00 p.m.

PRESENT: Alderman P D Robinson

ALDERMEN: G Rice

COUNCILLORS: J Bunting (until 6.50 p.m.)
M Long
B Hanvey
G Robinson
J White

APOLOGIES: Apologies were received on behalf of Alderman Mrs I Robinson, and Councillor Beattie, Drysdale and Jeffers.

IN ATTENDANCE: Director of Finance & Leisure Services, Acting Manager, PR & Marketing Manager, Technical Manager and Assistant Members' Services Officer.

LPB/2005/186: MINUTES OF LEISURE PARK BOARD MEETING DATED 28 NOVEMBER 2005

RESOLVED: - Members authorised that the minutes of the Leisure Park Board meeting, held on 28 November 2005 be accepted as a true and accurate record.

MATTERS ARISING

LPB/2005/187: CASTLEREAGH SPORTS DEVELOPMENT ADVISORY COMMITTEE – ICE GRANTS

(Minute refs LPB/2005/10 & LPB/2005/129 & LPB/2005/162 refers)

Councillor Robinson declared an interest.

The Director of Finance & Leisure Services advised that the Council's Sports Development Officer had confirmed that the Castlereagh Sports Development Advisory Committee had awarded £1600.00 of funding on the basis that they would receive match funding from the Board.

He confirmed that they had already been advised that this arrangement had been terminated.

Members of the Board felt that, in light of the confusion, it would be appropriate to award the outstanding funding.

RESOLVED: - Members of the Board authorised the Director of Finance & Leisure Services to ensure that Castlereagh Sports Development Advisory Committee be informed that the Board would no longer award funding for Ice Grants. However, in light of the confusion, they would honour the outstanding amount of £1600.00.

LPB/2005/188: BELFAST GIANTS CO-MARKETING PROPOSAL

(Minute refs: LPB/2005/156 & LPB/2005/163 refers)

The PR & Marketing Manager advised that she had concerns regarding this proposal. She conformed that she would be meeting with the Belfast Giants to discuss this proposal further.

Noted.

LPB/2005/189: HALLOWEEN EXTRAVAGANZA

(Minute ref LPB/2005/165 refers)

The Director of Finance & Leisure Services apologised that, unfortunately, the trading figures had not been prepared for tonight's meeting. He continued that it was his intention to forward these directly to Members prior to the Christmas holidays.

Members queried whether the Director had completed his report regarding the shortfall in income from the Halloween Extravaganza. The Director advised that he was still awaiting final figures in relation to this event, but he hoped to forward this information along with the trading accounts.

Discussion ensued, following which it was

RESOLVED: - Members of the Board

- (a) Requested that the Director of Finance & Leisure Services forward the trading accounts and his report regarding the shortfall in the figures achieved for the Halloween Extravaganza;
- (b) Members agreed to convene a special meeting of the Board on Friday 6 January 2006 at 6.00 p.m., to discuss the above reports in greater detail.

REPORT FROM THE ECONOMIC DEVELOPMENT MANAGER

LPB/2005/190: CINEMA - UPDATE

The Economic Development Manager advised Members that there was a query in relation to the exact area of land that was being sold.

A map of the area was circulated at the meeting for Members' information and the Officer confirmed that the area marked in red was the one intended for the cinema development.

The Officer advised that the Council's Solicitor was currently in negotiations to resolve this matter, and she agreed to update the Board at a future meeting.

Noted.

LPB/2005/191: CONSTRUCTION OF AN INTERNATIONAL SKATEBOARDING PLAZA - UPDATE

The Officer reported that, in line with DETI requirements, Venture International had been appointed to complete a Green Book Economic Appraisal on the proposed Skateboarding Plaza at Dundonald International Ice Bowl.

The appraisal was almost complete and would be tabled for Members' consideration at the January 2006 Finance & General Purposes Committee & Leisure Park Board meetings.

Noted.

LPB/2005/192: WAYLEAVE AGREEMENT – CONSARC DESIGN EASEMENT REQUEST

The Economic Development Manager advised that Mr Wheeler had met with representatives from Consarc and agreed a route for the wayleave, which would not adversely affect the future developability of the site. Mr Wheeler had also asked Consarc to furnish him with an offer for the easement in question, and although Mr Wheeler had chased this up on a number of occasions during the past month, no offer had yet been forthcoming.

Noted.

MARKETING UPDATE REPORT

LPB/2005/193: SENIOR BRITISH ISLES TEN PIN BOWLING CHAMPIONSHIPS.

The PR & Marketing Manager outlined the proposed competition format as follows;

7 men's teams and 6 ladies' teams of 120 in total bowling from 8.00am – 6.30pm Saturday 8 April and 8.00am – 4.00pm on Sunday 9 April 2006, the week before Easter weekend.

Using lanes 1 – 20, each bowler would bowl a minimum of 15 games (1170) and a further 180 games in the final round robin.

She advised that the bowlers had requested use of the Function Suite as a ball store and would be purchasing breakfast and a buffet luncheon on both days.

Lattecinos would be used as an alternative venue for birthday parties over the weekend, and the top ten lanes would remain open for public use throughout the competition.

The Officer drew Members' attention to the bowling centre daytime revenue received for thirty lanes over two similar weekends in 2005. She reported that a lineage fee of £2.00 per game had been quoted to the BISC 2006 organiser, Mr Joe Littlewood, at a total cost of £2,700 over the 2-day period. Any changes to the programme, i.e. fewer games played, would result in a recalculation and increase in the lineage fee.

The Officer stated that Mr Littlewood would be confirming the finalised programme by the end of December.

Noted.

LPB/2005/194: PROPOSAL FOR VALENTINE'S DAY EVENT.

The PR & Marketing Manager advised that, as discussed at the last meeting, a proposal had been received from DJ Mr Glen Pavis to host a teen dance event on the evening of Tuesday 14 February 2006.

The Officer reported that the set up cost for this event would be high, as the wooden flooring needed to be laid over the ice. She also advised that there would be a loss of income incurred through the cancellation of skating sessions on the Sunday evening and all day Monday.

In light of the high set up costs and loss of income she suggested that Members should look at charging a hire fee of no less than £5,500.00.

Members discussed the proposal in some detail and queried why the Board did not run this event themselves.

Discussion ensued, following which it was

RESOLVED: - Members of the Board recommended that the PR & Marketing Manager investigate the feasibility of the Ice Bowl staging a teen dance event rather than hiring out the facility, and report back to the Board accordingly.

LPB/2005/195: ADVERTISING PROGRAMME DECEMBER/ JANUARY 2005/6

The PR & Marketing Manager referred Members to the details of the advertising programme for December/January 2005/06.

She advised that, further to her report being issued, she had also negotiated radio advertising for the Christmas period. She confirmed that this had been allowed for in the advertising budget and sought Members approval to proceed.

RESOLVED: - Members of the Board approved the advertising programme for December/January 2005/06, as per the PR & Marketing Manager's report, and also authorised the Officer to proceed to book the following radio advertising over the Christmas period: Cool FM - £2000.00, City Beat - £1000.00 and the new radio station 105 FM - £1000.00.

LPB/2005/196: JANUARY PROMOTIONS

The PR and Marketing Manager drew Members' attention to her report in which she highlighted the promotions planned for January 2006. These included a Special New Year Skate, extensive in-house POS, outbound text, Direct Mail Family and Multi-activity promotion.

Noted.

REPORT FROM THE ACTING MANAGER

The Chairman welcomed Mrs H Moore to the meeting and thanked her for standing in as Acting Manager at this time.

LPB/2005/197: GAMING MACHINES

The Acting Manager referred Members to her report regarding the location of gaming machines throughout the facility and specifically drew their attention to the actual income generated to date from the machines, along with the associated year end projections. She reminded Members that, as the facility was not wholly or mainly gaming, the machines needed to be situated in a dedicated area with controlled access and would meet the specific requirements of the Betting, Gaming and Lotteries legislation.

Members discussed the breakdown in the income generated and also considered alternative suitable locations for these machines.

During discussion the Chairman suggested that the basement area could be utilised as an area for 'American Style Activities' including pool tables, basketball etc, but he stressed that it would not be suitable for gaming machines.

Detailed discussion ensued, following which it was

RESOLVED: - Members of the Board requested

- (a) that the Acting Manager prepare a report in respect of revenue income received from each machine on the premises, to be presented at a future meeting of the Board;
- (b) that the Acting Manager and Marketing & PR Manager consider alternative uses of the basement area and include this on a future report for the Board.

LPB/2005/198: GRANDSTAND SEATING

The Acting Manager advised Members that she was currently drawing up a procedure that would cover the hire of the grandstand seating, along with a pricing structure to support this.

She advised that she would table this at a future meeting of the Board for consideration and subsequent approval.

Noted.

LPB/2005/199: AFTER FORMAL EVENTS

The Acting Manager reminded Members that she had raised this matter at the last meeting of the Board. She drew Members' attention to a copy of the terms and conditions that

were in use up to the beginning of December and highlighted the main areas of concern for Members' information.

She advised that she, along with the marketing team was currently revising the terms and conditions and undertook to table these at a future meeting of the Board for Members' approval. She also advised Members that no further events of this nature would be booked until such times as the terms and conditions had been revised.

RESOLVED: - Members of the Board requested that the Acting Manager continue to revise the terms and conditions in respect of After Formal Events and that, once completed, these be tabled at a meeting of the Board for Members' consideration and approval.

LPB/2005/200: UPPER SEATING AREA IN THE ICE RINK

The Acting Manager advised that the seating in the upper spectator area was currently closed. She stated that this was a temporary measure for health and safety reasons, as a number of the seats in this area were broken and some seats were actually dislodged from the wall.

The Acting Manager continued that, if the area was intended for future use, then the seating would need to be repaired or replaced. A quotation had been received over three years ago to repair the seating, and at this stage the cost was estimated to be in the region of £9000.00.

The Officer advised that the future events programme had not yet been finalised, therefore it was difficult to determine if the seating would be required.

Members considered the above, and following discussion it was

RESOLVED: - Members of the Board agreed that, at present, the upper seating area in the Ice Rink should remain closed off due to health and safety issues. In the event that the upper seating may be required, Officers should, at this stage, prepare a report detailing the requirements of the event and related costs to enable the Board to take a decision.

LPB/2005/201: ADDITIONAL CAMERA IN DIIB

RESOLVED: - Members of the Board authorised the Acting Manager to proceed with the purchase of an additional camera at a cost of £576.00 + VAT, to be installed by the current security firm.

ANY OTHER BUSINESS

LPB/2005/202: INCIDENT AT ICE BOWL

The Acting Manager provided Members with details of disturbances that had taken place at the Ice Bowl on Friday 16 and Saturday 17 December 2005. She advised that she had met with the Police, and they had assured her that they would increase their presence at the facility over the next four weekends.

The Acting Manager stated that these incidents had highlighted the fact that there was no real way of controlling who entered the facility or monitoring them once they were in. She suggested that in light of this it might be appropriate to consider installing a turnstile at reception.

Members discussed the various options available and looked at temporary solutions until such times as the proposed refit of the reception area commenced.

Following detailed consideration it was

RESOLVED: Members of the Board authorised that the Acting Manager

- (a) to draw up a strict set of guidelines for patrons using the facility, to be tabled at a future meeting of the Board for Members' approval;
- (b) to arrange for the area entering the facility and the reception area to be separated at busy times, so that people would enter at one side of reception for the Ice Rink and the other side for Indianaland and Bowling;
- (c) to implement an entrance charge for spectators, and in the event that someone had not paid this charge, that they be removed from the facility;
- (d) to ban the perpetrators of the incidents on Friday 16 and Saturday 17 December 2005 if they could be clearly identified.

LPB/2005/203: INDIANALAND – HEALTH AND SAFETY ISSUE

Alderman Rice advised that a constituent, who had raised concerns regarding a gap in the toddler area of Indianaland, had contacted her. Alderman Rice requested that Officers investigate this, as it may be a health and safety issue.

The PR & Marketing Manager advised that she was not satisfied with the 'finish' of the works completed to Indianaland and, as a result, would be in contact with the contractor who carried out the works.

RESOLVED: - Members of the Board requested that the PR & Marketing Manager ensure that the gap in the toddler area of Indianaland be repaired, and also ensure that any outstanding works be completed to Indianaland by the contractor in line with the specification.

There being no further business the meeting ended at 8.00 p.m.

CHAIRMAN

CHIEF EXECUTIVE

