

## **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 28 November 2005 at 6.00 p.m.

**PRESENT:** M Long (In the Chair)

**COUNCILLORS:** J Beattie  
J Bunting  
D Drysdale (from 6.10 p.m.)  
B Hanvey  
G Robinson  
J White

**APOLOGIES:** Apologies were received on behalf of Aldermen P D Robinson, Mrs I Robinson, and Mrs G Rice and also from Councillor Jeffers.

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

### **LPB/2005/161: MINUTES OF LEISURE PARK BOARD MEETING DATED 17 OCTOBER AND 27 OCTOBER 2005**

The Director of Finance & Leisure Services advised Members that the minutes of the special meeting of the Leisure Park Board, held on 21 November 2005, were not available and would be tabled at a future meeting of the Board.

**RESOLVED:** - Members authorised that the minutes of the Leisure Park Board meeting, held on 17 October 2005 and 27 October 2005 be accepted as a true and accurate record.

### **MATTERS ARISING**

#### **LPB/2005/162 : CASTLEREAGH SPORTS DEVELOPMENT ADVISORY COMMITTEE – ICE GRANTS**

(Minute ref LPB/2005/101 & LPB/2005/129 refers)

Councillor Robinson sought clarification as to whether this matter had been progressed.

The Director of Finance & Leisure Services apologised to Members that unfortunately, certain issues had not been addressed due to the current

situation in respect of staffing resources and he undertook to update Members at a latter date.

RESOLVED: - The Director of Finance & Leisure Services to update the Board at the next meeting regarding the current situation in respect of Castlereagh Sports Development Advisory Committee and Ice Grants.

**LPB/2005/163 : BELFAST GIANTS CO-MARKETING PROPOSAL**

(Minute ref: LPB/2005/156 refers)

The Director of Finance & Leisure Services advised that the PR & Marketing Manager had expressed some concern regarding this proposal. He continued that the Officer was concerned that, in her estimation, there was little possibility of guaranteeing £14,500.00 of co-marketing, as opposed to the current guaranteed revenue of £9900.00.

Following discussion it was

RESOLVED: - Members of the Board agreed not to proceed, at present, with the co-marketing proposal with the Belfast Giants, until the PR & Marketing Manager had investigated the proposal in greater detail.

**LPB/2005/164 : TUBULAR CLIMBING FRAME ATTRACTION**

(Minute ref: LPB/2005/157 refers)

Following a query, the Director of Finance & Leisure Services confirmed that the Company wishing to erect the Tubular Climbing Frame attraction during the Halloween Extravaganza, had decided not to proceed.

Noted.

At this stage in proceedings Councillor Drysdale entered the meeting.

**REPORT FROM THE DIRECTOR OF FINANCE & LEISURE SERVICES**

**LPB/2005/165 : TRADING ACCOUNTS FOR THE PERIOD 1 APRIL 2005 – 31 OCTOBER 2005**

The Director of Finance & Leisure Services advised that the income target for the month was almost achieved. He detailed that unfortunately, the Halloween Extravaganza had not brought in the revenue, which had been anticipated, largely due, he felt, to the inclement weather conditions and the poor turnout at the SK8 Jam Competition.

On a positive note, he advised that expenditure for the month had been held, despite the additional expenditure on the Halloween Extravaganza.

The Director of Finance & Leisure Services concluded that further consideration and planning was required to ensure that the year-end budget was achieved. The Ice Bowl management was currently exploring areas of the Centre's operation where possible savings could be achieved. These areas included the following:

- Security Costs
- DJ Professional fees
- Hiring out Fun Valley equipment
- Special events
- Review of manning levels
- Review of sickness levels

Members queried how Officers had arrived at the figures outlined in the estimates for the Halloween Extravaganza, and expressed disappointment at the shortfall in the figures achieved.

Following discussion it was

RESOLVED: - Members of the Board requested that the Director of Finance & Leisure Services establish on what basis they had calculated the estimated figures for the Halloween Extravaganza had been calculated, and report back to the Board outlining the reasons for the under-estimation in shortfall.

### **LPB/2005/166 : LOCATION OF GAMING MACHINES**

The Acting Manager advised that she had received a letter from Alderman Mrs I Robinson regarding the location of gaming machines. The Acting Manager advised that legislation required that gaming machines must be contained in an enclosed area, therefore, to adhere to this legislation the gaming machines at the Ice Bowl had been relocated in an area behind the Bowling facility. She reported that this was creating problems as it was an enclosed area and therefore vulnerable to vandalism

Members discussed an alternative location that had previously been considered by staff, namely to the front of the Alaska restaurant. However, following discussion, it was unanimously felt that this would not be suitable location for gaming machines in view of the fact that this was a family orientated environment.

Councillor Drysdale queried whether it was appropriate to have gaming machines within the facility, given the significant amount of objections received regarding the new gaming arcade in Dundonald.

Discussion ensued following which, it was

RESOLVED: - Members requested that Officers obtain the net income received from the gaming machines and prepare a report for the December meeting of the Board.

**LPB/2005/167 : AFTER FORMAL EVENTS**

The Acting Manager highlighted a number of areas in respect of the terms and conditions relating to after formal events.

Discussion ensued and it was

RESOLVED: - Members of the Board agreed that the Acting Manager would review the existing terms and conditions relating to after formal events, in compliance with the requirements, tabling the revised edition at a future meeting of the Board for Members' approval.

**LPB/2005/168 : PRESS**

RESOLVED: - In future, should the Press contact Board Members in respect of current issues of concern, that no comment should be made.

**MARKETING UPDATE REPORT**

**LPB/2005/169 : CHRISTMAS OPENING HOURS**

RESOLVED: - Members of the Board approved the following opening hours over the Christmas period, with Officers being granted authority to extend the opening hours on New Years Eve, if appropriate:

Christmas Eve 10.00 a.m. – 6.00 p.m.  
Christmas Day – closed  
Boxing Day – 12.00 noon – 8.00 p.m.  
New Years Eve 10.00 a.m. – 8.00 p.m.  
New Years Day 12.00 noon – 12.00 p.m.

**LPB/2005/170 : FLOORED RINK EVENT**

RESOLVED: - Members authorised that Mr Glen Pavis be granted authority to host a dance event on St Valentine's Day 14 February 2006.

**LPB/2006/171 : FURTHER MARKETING REPORTS**

The Director of Finance & Leisure Services advised that the PR & Marketing Manager would table a more detailed marketing report in December, following her return to work.

Noted.

**REPORT FROM THE TECHNICAL MANAGER**

### **LPB/2005/172 : MAIN ROOF OF THE ICE BOWL FACILITY**

The Technical Manager outlined three different options for the replacement of the roof at the Ice Bowl:

- A complete replacement with a new form of metal (aluminium) cladding, this would extend the roof by approximately another 20/30 years but would mean the removal of the old roof thereby creating a lot of disruption to the facility.
- A complete replacement whilst maintaining the existing roof.
- To apply a waterproof coating over the existing sheeting, which would have a limited lifetime.

The Technical Manager advised Members that he had forwarded details of this information to the Council's Technical Services Department and drew Members' attention to their comments.

Members discussed the above proposals and requested that the Technical Manager investigate if it would be viable to incorporate solar panels into a new roof and also establish if there was any grant funding available.

RESOLVED: - Members of the Board requested that the Technical Manager investigate if it would be viable to incorporate solar panels into a new roof and also establish if there was any grant funding available, and prepare a report for consideration at a future meeting of the Board.

### **LPB/2005/173 : MAIN POWER CIRCUIT BREAKER**

RESOLVED: - Members of the Board granted the Technical Manager authority to proceed with the replacement of the Main Power Circuit Switch at a cost of £2952.00 + VAT, and also to hire a generator at an estimated cost of £1600.00.

### **LPB/2005/174 : LIGHTNING PROTECTION SYSTEM**

The Technical Manager advised Members that at a recent annual inspection and test of the Lightning Protection System at the Ice Bowl it was discovered that 4 of the electrodes had deteriorated and required replacing. Also 3 of the inspection boxes around the building had been vandalised and required renewal. The service contractor carried out the required works and the Technical Manager advised that he was requesting retrospective approval to pay the invoice.

RESOLVED: - Members of the Board granted the Technical Manager retrospective approval for the payment of £2315.00 + VAT for the repair works to the Lightning Protection System.

**LPB/2005/175 : RINK TOILETS**

The Technical Manager advised that the rink toilets were now in service. He reported that there were several aspects, which were still outstanding, and the contractor had been issued with a snagging list.

Noted.

**LPB/2005/176 : CHRISTMAS LIGHTS**

The Technical Manager advised Members that the Christmas lights at the front of the facility were working, although not in the way they were initially installed. He sought Members views as to whether they wished for the lighting system to be switched on, and if so, a date and time to be agreed.

The Technical Manager also advised Members that there was currently a fault with the main sign at the entrance to the facility, and for health and safety reasons, this had been switched off until it was repaired.

RESOLVED: - Members of the Board requested that the Christmas lights at the Ice Bowl be switched on simultaneously with those at the Council Offices.

**LPB/2005/177 : ICE RINK PAINTING**

The Technical Manager reminded Members that approval had been granted at the September meeting of the Board for the Ice Rink to be painted, providing that the works would be carried out by the Council's own staff. The Officer continued that this had proven impracticable and stated that he was now seeking approval to appoint a painting contractor to carry out the required works.

RESOLVED: - Members of the Board

- (a) granted the Technical Manager authority to proceed to appoint a painting contractor, to carry out the required painting works within the Ice Rink area at a cost of £950.00 plus the cost of the materials at approximately £600.00 + VAT;
- (b) requested that, in the future, Officers furnish Members with details of all tenders submissions, for information.

**LPB/2005/178 : BOWLING MACHINE SPARES – SCORING MONITORS**

The Technical Manager advised that over the past number of months it had become evident that the scoring monitors in the bowling area were suffering from wear and tear. He advised that staff had carried out "boosting" of the tubes to keep them going as long as possible, however, several of the machines now required replacement.

The Acting Manager drew Members' attention to the fact that the Triple Crown Bowling Championships were scheduled to take place at the Ice Bowl in April 2006, she stated that she felt this may have a bearing on Members' decision as to whether to replace the monitors.

Members expressed concern that approval for this event had not been brought before the Board and also that it had been scheduled to take place over one of the Easter weekends, which would undoubtedly detrimentally affect income revenue.

The Director of Finance & Leisure Services advised that he would request that the Council's grants co-ordinator investigate any potential funding which may be available, which may assist with the purchase of the new monitors.

It was also agreed that the Acting Manager would contact the organisers of the event to establish the level of commitment required by the Board.

Following detailed discussion it was

RESOLVED: - Members of the Board

- (a) requested that the Director of Finance ascertain if any grant funding would be available to host the Triple Crown Bowling Championships, which would assist in the purchase of the new monitors;
- (b) granted the Technical Manager approval to proceed with the purchase of 6 new scoring monitors from AMF (as the sole supplier), at a cost of £650.00 each;
- (c) granted authority to proceed to host the Triple Crown Bowling Championships but requested that Acting Manager contact the organisers of the event to establish exactly what level of commitment was required by the Board and for her to proceed to negotiate the 'best deal' possible.

### **REPORT FROM THE ECONOMIC DEVELOPMENT MANAGER**

This report was presented by the Director of Finance & Leisure Services, in the absence of the Economic Development Manager, who was on annual leave.

### **LPB/2005/179 : CINEMA - BACKGROUND**

The Director advised that some confusion had arisen at the last LPB meeting in respect of the area of land to be transferred to Lisburn Leisure Limited to facilitate the construction of the cinema, restaurant/retail facilities and associated car parking.

The Director drew Members' attention to information received from the Council's Solicitor. He continued that he was now in a position to confirm that, as previously outlined, both sections of land (i.e. the cinema site and the overflow car parking) would be transferred at a total cost of £800,000.

He advised that a further payment of £400,000 plus indexation would be made to the Council should any commercial development be introduced to this site.

The Director continued that there was also a possibility that the development may exceed the size limitations referred to in the correspondence, though any additional payment(s) would not be confirmed until construction on the site had been completed.

Noted.

### **LPB/2005/180 : HOTEL DEVELOPMENT - BACKGROUND**

The Director reminded Members that they had agreed to the sale of lands to R J M Developments for the construction of a hotel at the Leisure Park site in Dundonald.

He continued that the long stop date on this agreement had now passed and the purchasers had naturally requested an extension to this date.

The Director advised that the Economic Development Manager had spoken with the Council's solicitor on this matter and they had agreed that in advance of granting an extension to the long stop date, the Council should ask RJM Developments Limited for a full appraisal of the planning position and details of their negotiations with a potential hotel operator.

RESOLVED: - Members of the Board granted retrospective approval for accepting the Council solicitor's advice and proceeding to ask RJM Developments Limited for a full appraisal of the planning position and details of their negotiations with a potential hotel operator, in advance of granting an extension to the long stop date.

### **LPB/2005/181 : MINIATURE GOLF COMPLEX - TREATMENT OF INJURIES SUSTAINED AT THE ADVENTURE GOLF COMPLEX.**

The Director advised that the Council's solicitor had advised that the nursing staff at the Ice Bowl should not, under any circumstances, treat anyone injured on the Adventure Golf Complex. Instead, nurses are asked to redirect all injuries back to the Adventure Golf Complex and to make a note to this effect.

The Acting Manager confirmed that Leisure Park staff had been informed of this clarification.

Members further requested that Mr Hobson be advised that he should not be forwarding any injured people to the Ice Bowl for treatment.

It was therefore

RESOLVED: - Members of the Board requested that the Economic Development Manager write to Mr B Hobson advising that the nursing staff at the Ice Bowl were not permitted legally to treat any people injured at the Adventure Golf Complex, and ask that he update his staff accordingly.

**LPB/2005/182 : CONSTRUCTION OF AN INTERNATIONAL SKATEBOARDING PLAZA - UPDATE**

The Director advised 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.

He continued that the appraisal was almost complete and would be tabled for Members' consideration at the December 2005 Finance & General Purposes Committee & Leisure Park Board meetings.

Noted.

**LPB/2005/183 : PHOENIX GAS - BACKGROUND**

The Director reported that Phoenix Gas had contacted the Council highlighting its intention to remove the gas pipeline from its existing position (running under Mr Hobson's complex and adjoining car park) and to re-route it under the Old Dundonald Road in advance of the Christmas holidays.

Whilst Phoenix representatives forwarded an agreement (to permit these works to be completed) for signature by the Council, the agreement did not state who would meet the associated costs.

The Director stated that on the advice of the Council's solicitor, Phoenix Gas were informed that the Council would not complete the form until they (Phoenix Gas) had undertaken in writing to meet all the associated costs.

Phoenix Gas responded confirming that under Schedule 3 of the 1996 Gas Order, they were only obliged to inform the Council when they would start on site and could therefore do so without Council consent. The Council's solicitor confirmed that this was indeed the case.

He advised that Phoenix Gas would be on site with effect from 24<sup>th</sup> November 2005.

Noted.

**LPB/2005/184 : WAYLEAVE AGREEMENT – CONSARC DESIGN - EASEMENT REQUEST**

The Director reminded Members that Consarc Design wished to secure (on behalf of its clients) a wayleave agreement across Council land and sought permission to connect into the Council's storm and foul drainage system.

At Members' request, Mr Wheeler 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 also asked Consarc to furnish him with an offer for the easement in question, and he was still awaiting a response on this matter.

Noted.

**LPB/2005/185 : SPECIAL MEETING OF THE BOARD**

RESOLVED:- That the Director of Finance & Leisure Services liaise with the Chairman and Members' Services to set a date for a special meeting of the Board.

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**CHAIRMAN**

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**CHIEF EXECUTIVE**

