

## **CASTLEREAGH BOROUGH COUNCIL**

Minutes of the proceedings of the Leisure Services Committee held, in committee, in the Waiting Room, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB on Thursday, 1<sup>st</sup> March 2007 at 7.30 p.m.

**PRESENT:-** Councillor C Hall (in the chair)  
Alderman J Norris  
Councillor J Beattie  
Councillor Ms J Bunting (in at 7.55 pm)  
Councillor D Drysdale  
Councillor B Harvey  
Councillor C Tosh

**IN ATTENDANCE:-** Director of Finance Services, Director of Leisure Services, General Manager of Leisure & Marketing, Area Manager (Leisure) and Assistant Members' Services Officer

**APOLOGIES:-** Apologies were recorded on behalf of Councillors Mrs AM Beattie, J Cochrane and Mrs S Duncan

### **LS/2007/35 : MINUTES**

Tabled:- Minutes of the Leisure Services Committee held on 1<sup>st</sup> February 2007 (copy previously circulated)

Noted.

## **MATTERS ARISING FROM THE MINUTES**

### **LS/2007/36 : OFFER OF SPONSORSHIP FOR A COMMUNITY PROJECT (Minute Ref No: LS/2007/21 refers)**

The Director of Finance reported that he had had a very positive meeting with Mr Colin Hampsey representing Tesco. Matters discussed included possible sponsorship of the new pitch at Belvoir and the possibility of sponsoring transport

to bring children from across the Borough to the Council's facilities. Mr Hampsey had indicated that Tesco would consider the options and come back to the Council in due course. The Director undertook to keep Members informed of developments.

Noted.

**LS/2007/37 : BELVOIR DEVELOPMENT (MULTI-PURPOSE PITCH) (Minute Ref No LS/2007/23 refers)**

Councillor Hanvey reported that he and the Mayor had visited the site and considered that it would be possible to relocate the pitch further up towards the road in order to accommodate the objections raised by the church.

The Director of Finance advised that, in order to secure the funding for the pitch, he had signed the contract with IFA. He also advised that he would be meeting with a representative of Belvoir Community Association to discuss the Council's proposals for the area.

Alderman Norris and Councillor Tosh both indicated their opposition to the facility being open on a Sunday. Alderman Norris considered that the people living in the area should be consulted about the development. Some Members considered that this would not be possible due to the deadline for commencing the project. In response to a query by the Chair, the Area Manager (Leisure) advised that grant funding had to be drawn down before the end of the financial year and it would be necessary to have the pitch ordered and installed between April and September due to weather considerations. The Manager also advised that the project was seen as an improvement to an existing facility rather than a new development and it would not have been standard practice to carry out a consultation exercise.

In response to another query, the Director of Finance advised that the project funding included grant aid of £25,000 together with an additional £40,000 to £45,000 invested by the Council. However he indicated that this sum would have to be reviewed to take into account the relocation of the pitch.

It was proposed by Councillor Hanvey and seconded by Councillor Beattie:

“That, in light of what has been agreed by the Council, the site visit undertaken by the Mayor and Deputy Mayor and other factors including the concerns that have been raised and the fact that the pitch will be owned and regulated by the Council, Members should now move ahead to provide a modern facility for the people of Belvoir”

At the request of Councillor Beattie, the proposal was put to the meeting and a recorded vote was taken, as follows:

For: Councillors Beattie, Hanvey & Drysdale

Against: Alderman Norris & Councillor Hall

Abstaining: Councillors Bunting & Tosh

(Councillor Bunting requested that it be recorded that the reason for her abstention from the vote was on the basis that she had entered the meeting half way through the discussion.)

Accordingly, it was

RESOLVED that this Committee recommends that, in light of what has been agreed by the Council; the site visit undertaken by the Mayor and Deputy Mayor; and other factors including the concerns that have been raised and the fact that the pitch will be owned and regulated by the Council, Members should now move ahead to provide a modern facility for the people of Belvoir

**LS/2007/38 : RESERVOIR DEVELOPMENT (Minute No LS/2007/24 refers)**

The Director of Finance advised that, along with the Mayor, Councillor Beattie and the General Manager Leisure & Marketing, he had met with the Water Service to discuss the reservoir development project. He stated that the Water Service had indicated that it could not simply transfer land to the Council. Instead, the Water Service would have to decide which piece of land it wished to sell, have it valued by the VLA and then would be required to offer it to government departments as well as the Council at the market value determined by the VLA. The General Manager of Leisure & Marketing advised that the Council would not be able to express an interest in the purchase of the land until September 2007.

Noted.

**LS/2007/39 : EZE FITNESS CONTRACT (Minute No LS/2007/29 refers)**

The Director of Finance reported that, together with the Area Manager (Leisure), he had met with the Council's solicitor who was happy to look at the draft Eze Fitness contract that included a ten year contract period and a 80:20 split in income over a given threshold. The Director advised that the Area Manager (Leisure) had researched the position in other Councils and discovered that the proposed contract was not dissimilar to other contracts taken out by Councils and could in fact be considered a more favourable contract than some. He indicated that this research had been passed to the Local Government Audit.

Noted.

**LS/2007/40 : CARRYDUFF PLAYGROUND (Minute no LS/2007/31 refers)**

The Director of Finance reported that the sod cutting ceremony for Carryduff Playground had taken place on Friday 23<sup>rd</sup> February 2007 and had been a successful event with good media coverage.

**LS/2007/41 : WIND TURBINE AT LOUGH MOSS (Minute no LS/2007/32 refers)**

In response to Councillor Hanvey's request for an update, the General Manager of Leisure & Marketing advised that the Planning Officer was chasing up the written approval from the Planning Service to check whether caveats had been included in the approval. He indicated that the only caveats were that the turbine had to be grey and work should commence within 5 years. He also advised that the Council's Energy Conservation Officer would be contacting the manufacturer to see if the lead-time for purchase of a wind turbine could be shortened. The General Manager undertook to keep Members informed of progress.

Noted.

**REPORT OF THE AREA MANAGER (LEISURE)**

**LS/2007/42 : PRESENTATION ON THE ASTRO PITCH AT LOUGH MOSS**

The Area Manager (Leisure) reported that the astro pitch at Lough Moss was now 11 years old and it was anticipated that it would have a usable life span of no more than 2 years. He advised that a representative from Haffey had been invited to address the Committee on the following:

- Options for the current pitch – sand based v sand dress with relevant costs highlighted
- Options for an additional 5 a side pitch similar to that at Cregagh
- Potential PFI partnership with the Council

The Area Manager (Leisure) reported that Haffey had largely been responsible for the repair of the pitch and were one of the leading artificial pitch installers in Northern Ireland.

The Chair then welcomed Haffey's representative, Steven McAnally. Mr McAnally circulated samples of different surfaces and outlined the options for replacement of the pitch as follows:

- Water based pitch – Mr McAnally stated that the pitch was not filled but was made an acceptable surface by virtue of the fact that it was watered. He advised that the pitch was suitable only for hockey. He indicated that water based pitches had been installed at Lisnagarvey and Olympia.
- Sandfilled surface – Mr McAnally stated that this was the type of pitch currently installed at Lough Moss and was recognised by the FIH as a suitable surface for hockey. He described this as a hockey pitch that could also be used for other sports such as football or 5 a side but that other usage should be limited to one third. He stated that sand filled pitches has been installed at Campbell College and Royal School, Dungannon
- Sand dressed surface – Mr McAnally described this as visually the least attractive surface but he stated that it was a very hard wearing surface which was constructed like a carpet and dressed with sand. He stated that this was recognised by FIH as suitable for hockey and could also be used for football and 5 a side. He advised that a sand dressed pitch had been installed at Erne College, Enniskillen.

Mr McAnally advised the water filled pitch was the most expensive pitch but that the other surfaces were all much the same price.

Mr McAnally advised that another option was to carry out rejuvenation of the pitch. This would cost in the region of £25,000 and, if successful, would extend the life of the pitch for 3 – 4 years. He stated however that you could not determine whether this would be successful until you had carried out the process as you first had to remove all the sand before you could discover whether the carpet was in good condition. He stated that, if the carpet underneath were in poor condition, the rejuvenation process would not be successful and the £25,000 would be wasted.

With regard to the current pitch, Mr McAnally advised that it should last another 1 –2 years before problems such as puddling on the surface started. He felt it was timely for the Council to consider the issues of rejuvenation or replacement at this stage. Mr McAnally advised that his company installed but did not supply the pitch surfaces and he said there were 5 or 6 manufacturers and the market was very competitive. He also advised that the Council should install a prefabricated shock pad under the carpet to prolong its life.

The Chair thanked Mr McAnally for his presentation and invited Members' questions.

In response to a query by Councillor Drysdale as to whether any of the surfaces could be used for tennis, Mr McAnally advised that the sand brushed carpet surface would be suitable.

Councillor Bunting enquired about the possibility of water damage. Mr McAnally advised that water damage was always a possibility but that good drainage would minimise this problem. He stated that most pitch surfaces would come with an eight year warranty.

In response to a query by Councillor Hanvey, Mr McAnally estimated that replacement of the pitch including supply of shock pad would be in the region of £150,000 to £160,000. He advised that maintenance would generally be a light brushing but after 2-3 years a machine should be brought in to clean the surface and this could extend the life of the pitch for a few years. He stated that regular maintenance was recommended according to the manufacturer's specification.

In response to a query by the Director of Leisure Services, Mr McAnally advised that the pitch could be designed with double shock pad in some places to facilitate contact sports.

The Area Manager (Leisure) referred to the high demand for the pitch at Lough Moss and stated that he had asked Mr McAnally to advise on the costs of building a 5 a side pitch. Mr McAnally indicated that the costs for a 50m x 35m pitch would be in the region of £140,000. However he indicated that his company would be interested in undertaking the provision of the pitch and agreeing a lease arrangement with the Council

Mr McAnally then left the meeting.

Councillor Hanvey referred to the success of the partnership with Eze Fitness and Members expressed an interest in exploring the possibility of a similar type partnership to provide a 5 a side pitch at Lough Moss. Members referred to other companies that could be interested in this proposal and the Director of Leisure Services suggested that the Council could advertise for expressions of interest from the private sector.

After further discussion it was proposed by Councillor Beattie, seconded by Councillor Hanvey and

RESOLVED: that the Council should investigate further the possibility of developing a five a side pitch at Lough Moss in partnership with the private sector.

(Councillor Drysdale left the meeting at 9.10 pm)

**LS/2007/43 : PURCHASE OF NEW SAFES AT ROBINSON, LOUGH MOSS AND BELVOIR CENTRES.**

The Area Manager (Leisure) recommended that the safes at the Robinson, Lough Moss and Belvoir Centres be replaced with new “drop in” deposit safes in order to bring the safe security arrangements into line with those at DIIB and the golf course. He advised that daily lodgements were deposited in the safe through a drawer and the contents could only be accessed by opening the main safe door which could only be opened by the use of two different keys, one of which was held by Securicor and one by Centre management. He stated that the current safes would be retained for use of the security of petty cash, floats and any other valuable items that were accessed on a daily basis.

The Area Manager (Leisure) reported that the following quotations had been received –

Chubb Safe Grade 2 Size 2 with £17,500 overnight cash cover

Harry Barrington	£1500.00
Chubb	£1495.00
Havlins	£2075.00

Chubb Safe Grade 3 Size 2 with £35,000 overnight cash cover

Harry Barrington	£2000.00
Chubb	£1680.00
Havlins	£2275.00

He recommended that Grade 2 safes at a cost of £1495.00 be purchased for Lough Moss and Belvoir purchase and that the Grade 3 safe at £1680.00 be purchased for the Robinson Centre. He indicated that all prices quoted were plus VAT and included delivery and installation to a ground floor location.

In response to a query by Councillor Bunting, the Area Manager (Leisure) reported that management had reviewed security arrangements following an incident at one of the Centres and as part of a general tightening up of security across the board. He also indicated that the capacity of the safes at Lough Moss and Belvoir was low and were close to the stage of having to be replaced.

Councillor Bunting enquired about the protocol for advising Members about incidents. The Director of Finance indicated that the Council had a anti-fraud and corruption policy and, if Members felt it necessary, this could be amended to include a requirement to advise the appropriate Committee of any incident involving breach of security.

RESOLVED that Grade 2 safes be purchased for Lough Moss and Belvoir at a cost of £1,495.00 each and that the Grade 3 safe be purchased for the Robinson Centre at a cost of £1,680.00.

**LS/2007/44 : PLASMA SCREENS**

The Area Manager (Leisure) requested the Committee's approval to enter into a 2 year agreement with Visualize North for the installation of plasma screens at the Robinson, Lough Moss and Belvoir Centres for the purposes of advertising. He reported that all associated costs would be borne by the installer including insurance, public liability and graphic costs. He also stated that Council staff would vet all adverts before airing and nothing that conflicted with the Council's interests would be permitted. The Manager advised that Visualize North had agreed to pay a minimum of £500 (after VAT) or 10% of income (whichever is greater) to the Council.

RESOLVED: that the Council agree to enter into a two year agreement with Visualize North for the installation of plasma screen at the Robinson, Lough Moss and Belvoir Centres under the above terms.

**LS/2007/45 : PRS INVOICES**

The Area Manager (Leisure) requested the Committee's approval for the payment of 6 outstanding PRS invoices for the Robinson, Lough Moss and Belvoir Centres. He advised that the invoices related to periods ending April 2005 and April 2006 and that there were 2 invoices for each Centre as follows:

Robinson Centre:

April 2005 £2,061.34 + VAT (CBC £618.40/Eze Fitness £1,442.93)  
April 2006 £2,120.84 + VAT (CBC £636.25/Eze Fitness £1,484.60)

Lough Moss:

April 2005 £2,385.22 + VAT (CBC £773.69\*/Eze Fitness £1,611.40)  
April 2006 £2,529.60 + VAT (CBC £871.35\*/Eze Fitness £1,658.25)

Belvoir:

April 2005 £1,227.14 + VAT (CBC £1,088.61\*/Eze Fitness £138.53)  
April 2006 £1,263.12 + VAT (CBC £1,120.57\*/Eze Fitness £142.55)

\*An element of the above invoice totals was payable by the Council, i.e. activities that were run in isolation of Eze Fitness. Whereas the amount at Lough Moss was quite small, the figure at Belvoir was somewhat higher - £1,029.24 and £1,059.48 respectively which was for the Thursday evening dinner dance £19.06 and £19.62 was charged per session by the PRS.

The Area Manager (Leisure) reported that Eze Fitness had agreed to pay 70% of the remaining invoice totals with the Council responsible for the remaining 30%. He indicated that there had been a delay in payment of the invoices due to the complicated nature of the appropriate forms that have historically been issued on

an irregular basis. He stated however that systems were now in place that would allow the invoices to be processed on an annual basis.

The Area Manager also reported that, whilst payment of the invoices was recommended, the PRS had indicated that invoices for the year ending April 2006 could be reviewed in retrospect. He stated that the Council would pay the invoices in full and Eze Fitness would be invoiced for their share. He advised that payment of the invoices would result in an overspend in the appropriate budget in all three centres as follows: Robinson Centre £410.63 overspend; Lough Moss £1,001.02 overspend; and Belvoir £1,565.16 overspend)

RESOLVED that the PRS invoices as detailed above be paid.

#### **LS/2007/46 : TOUR OF THE NORTH CYCLE RACE 2007**

The Area Manager (Leisure) reported that the organisers of the Tour of the North cycle race, traditionally run over the Easter weekend, had asked for consideration to be given to Lough Moss hosting the final stage of this year's event taking place on Easter Monday 9<sup>th</sup> April 2007. He confirmed that risk assessments and appropriate documentation had been made available by the event organisation.

The Manager requested the Committee's approval to sponsor the event to the amount of £2,000 (£1,800 in 2006) minus the charges that would be incurred through the hire of the rooms at Lough Moss and any other associated costs including catering. He indicated that catering and room hire costs would amount to approximately £995.00.

RESOLVED that the Council approve sponsorship of the Tour of the North cycle race in the sum of £2,000 less catering and room hire costs of approximately £995 and that the costs would be covered from the major sporting events budget.

#### **LS/2007/47 : TRADING ACCOUNTS**

The Director of Finance tabled provisional trading accounts for the Leisure Centres for the period 1<sup>st</sup> April 2006 to 31<sup>st</sup> January 2007. Members noted that the over spend for the three centres at Period 10 was approximately £80,000. He advised that the three centres had performed substantially better than the same period last year, the improvement being approximately £81,000. He also indicated that the net operating costs of the centres had reduced from £1,036,000 in 2002/03 to an estimated cost of £160,000 in 2006/07. The Director indicated that the target was to get the centres to break even and major progress was being achieved to this end. The net savings to the Council over the 4 year period, i.e. 2002/03 to 2006/07 was estimated to be approximately £2.4 million.

Noted.

Councillor Beattie left the meeting at 9.40 p.m.

### **ANY OTHER BUSINESS**

#### **LS/2007/48 : CHP UNIT AT THE ROBINSON CENTRE**

The Director of Finance tabled a letter from Ac Automation referring to the delay in delivery of the CHP unit and undertaking that installation would be complete by 12<sup>th</sup> March 2007. The Director confirmed that this would give the Council time to reclaim the capital grant.

Noted.

#### **LS/2007/49 : ELECTRICITY SUPPLY AT DIIB AND LOUGH MOSS**

The Director of Finance reported that the Council's M & E Consultant had received quotes for the supply of electricity at DIIB and at Lough Moss and recommending that the Council accept the quote from Energia as being the most competitive and producing a saving of approximately 5%.

Noted.

#### **LS/2007/50 : ADVERTISING ON STENALINE**

The General Manager of Leisure & Marketing advised that he had received a proposal from Channel D in respect of a 60 second advertisement covering the Golf Club, the Leisure Park Board and the Leisure Centres that would be played on Stenaline vessels to approximately 3 million passengers per year. Costs would be £1,500 per annum. An important spin off and additional advantage would be that the extra footage, lasting approximately 10 minutes, could be put onto a CD Rom which could be played on the new plasma/LCD screens being installed in the Robinson, Lough Moss and Belvoir Centres.

Noted.

#### **LS/2007/51 : DIRECTORS' RESPONSIBILITIES**

The Chair referred to the fact that, with effect from today's date, the Department of Finance & Leisure Services would be divided into two separate departments. Members noted that the Director of Finance would no longer be reporting direct to the Leisure Services Committee and thanked him for his major financial achievements in turning around the leisure centres from £1,036,000 stand alone cost in 2002/03 to a projected deficit figure of £160,000 at the end of 2006/07.

As there was no further business, the meeting ended at 9.50 pm

\_\_\_\_\_  
CHAIRMAN

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

Adopted by the Council this \_\_\_\_\_ day of  
\_\_\_\_\_ 2007 with the exception of  
Minute Nos: \_\_\_\_\_

\_\_\_\_\_  
MAYOR