

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Leisure Services Committee meeting held, in committee, in the Members' Corridor, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Thursday 1 April 2010 at 7.00 p.m.

PRESENT: Councillor D Drysdale
(in the Chair)

ALDERMEN: J Norris MBE
J White

COUNCILLORS: M Copeland
Mrs S Duncan
B Hanvey

IN ATTENDANCE: General Manager Leisure & Marketing, Assistant
Members' Services Officer

APOLOGIES: Councillors Bunting, McCoy, Tosh and Walker;
Director of Leisure, Area Manager Leisure,
Business Manager

TABLED : MINUTES OF THE LEISURE SERVICES COMMITTEE MEETING HELD ON 4 MARCH 2010 (copy previously circulated)

MATTERS ARISING FROM THE MINUTES

LS/2010/41 : ROBINSON CENTRE REFURBISHMENT (Minute No LS/2010/32 refers)

The General Manager Leisure & Marketing reported that the refurbishment of the Robinson Centre had been taken to the Finance & General Purposes Committee at its March meeting and subsequently raised at Council and had been approved. He advised that the work had now commenced.

Noted.

LS/2010/42 : CHILD PROTECTION (Minute No LS/2010/35 refers)

The General Manager Leisure & Marketing reported that child protection training for officers had been referred to the Finance & General Purposes Committee. He advised that the Leisure Services Committee's recommendation that officers from each Directorate be trained as "Train the Trainers" was amended to three officers, one from Leisure Services, one from Community Services and one from Technical & Environmental Services. He advised that the amended recommendation had been ratified by Council.

In response to Members' queries, the General Manager Leisure & Marketing advised that there were several levels of child protection training. He reported that all officers in Leisure Services received child protection awareness training; supervisory staff received key worker training; and management staff received designated officer training. The Chair indicated that future training costs would be covered by corporate budgets rather than leisure services budgets.

Noted.

LS/2010/43 : ROOF REPAIRS – LOUGH MOSS AND BELVOIR (Minute No LS/2010/40 refers)

The General Manager Leisure & Marketing reported that roof repairs to Lough Moss and Belvoir Centres had been referred to the Finance & General Purposes Committee and had been approved and ratified by Council. He advised that the Director of Finance was investigating the most suitable means of funding the works.

Noted.

**REPORT FROM THE DIRECTOR OF LEISURE SERVICES
(copy previously circulated)**

**LS/2010/44 : TRADING ACCOUNTS – LOUGH MOSS CENTRE, BELVOIR
ACTIVITY CENTRE AND ROBINSON CENTRE**

In the absence of the Business Manager, the General Manager Leisure & Marketing took Members through the detail of the trading accounts to the end of February 2010. He reported that in the year to date the leisure centres were showing an overall favourable variance in relation to net costs, which was the result of savings in expenditure across the 3 leisure centres.

The General Manager referred in particular to the water charges for the Robinson Centre which were almost £26,000 over budget. He advised that this had been caused by a broken meter and arrangements had been made for the deficit to be paid over 2 years. He advised that maintenance expenditure was over budget but that this could be covered by underspends in other budgets.

Noted.

REPORT FROM THE AREA LEISURE MANAGER

LS/2010/45 : ROBINSON CENTRE REFURBISHMENT

The General Manager Leisure & Marketing reported that, following Council approval, the refurbishment programme had now commenced at the Robinson Centre with the initial focus being on the health suite area. He advised that, apart from the cosmetic uplift of the male changing rooms, reception and access route to the health suite, Eze Fitness would be installing new cardio-

vascular equipment, TV screens and cardio-theatre sound system. He reported that this element of the work would take 2 weeks and there would be no access to the sauna/spa area or gym for approximately 5-7 days but that every effort would be made to minimise business disruption.

The General Manager advised that work to the swimming pool changing rooms was scheduled to begin on 26 April 2010 and would last 2 weeks. He reported that public swimming sessions and lesson that relied on the main changing rooms would be postponed during this period although the early morning swim sessions would continue with the use of the group changing area. He advised that, as the group changing area was used for most of the swimming lesson programmes, there would be little business interruption and therefore little impact on this service provision and income stream.

Councillor Hanvey suggested that the Committee should visit the Centre to see how work was progressing.

RESOLVED: that the Leisure Services meeting in June 2010 should be held at the Robinson Centre to allow Members to review progress of the refurbishment works.

LS/2010/46 : SPORTS DEVELOPMENT ASSISTANCE

The General Manager Leisure & Marketing reported on the possibility of employing a sports development student on a largely non-paid work placement to assist the Sports Development Officer. He stated that the student would not receive a guaranteed income but, subject to his/her coaching qualifications, they could undertake coaching duties in a paid capacity with payment being made from the sports development budget. He advised that this payment would not be an additional burden on the budget as the student would effectively be replacing another relief coach. This would have the benefit of allowing more consistent provision of some coached activities within the sports development programme. The Sports Development Officer would also have the benefit of an assistant to help him with administrative duties, including the CSDA and the forthcoming Active Communities Programme.

The General Manager sought the Committee's approval to approach the University of Ulster to ascertain if there would be any interest in the student placement. He indicated that this approach needed to be done immediately in order for the work placement to commence in August 2010.

After discussion it was

RESOLVED: that officers be authorised to make an approach to the University of Ulster to discuss the possibility of the Council offering a one year placement to a sports development student commencing in August 2010.

LS/2010/47 : ANONYMOUS LETTER

Members were reminded that, at the Committee's meeting in March, the General Manager had reported on an anonymous complaint received in relation to the use of Belvoir Activity Centre by a particular user group. He advised that, although the complainant had indicated that he/she had made contact with the police, officers had contacted the PSNI who advised that they had not received a similar complaint.

The General Manager reported that the user group, against whom the complaint had been made, had submitted booking forms for events in July and October.

In response to Members' queries, the General Manager advised that the Council's booking terms and conditions had recently been reviewed and had been checked by the Council's legal advisers. He indicated that the Area Manager Leisure would be meeting with the group to discuss conditions of hire prior to the events and would reinforce the concerns raised in the letter.

Noted.

LS/2010/48 : BOOKING AT LOUGH MOSS

Members were advised that a request had been received for hire of facilities at Lough Moss for a fashion show in support of Carryduff Action Cancer and that this was for a four hour period and included set up/take down and use of staging units and kitchen facilities.

The General Manager Leisure & Marketing advised that the hire charge would be £120 and this did not include the use of the staging or kitchen facilities. He asked Members if they would wish to consider offering the charity a reduction on the charges and he suggested that the community rate, which was a 50% discount, would be an appropriate offer. He reported that, as the booking had been made well in advance, it would be possible to relocate the long term user of the minor hall to another room and there would therefore be no loss of income to the Centre.

The Deputy Mayor indicated that he would be prepared to cover the charity's costs for this event.

RESOLVED: that the Charity be offered the community rate and that the Deputy Mayor would cover the hire costs of Carryduff Action Cancer's fashion show.

LS/2010/49 : CHP PLANT

The General Manager Leisure & Marketing tabled a report on CHP performance at the Robinson Centre. Members noted that, after servicing and installation of control and monitoring equipment in February to April 2009, there had been significant improvement in performance from May 2009 to January 2010 with average net monthly savings to the Council of £3,229.

Noted.

ANY OTHER BUSINESS

LS/2010/50 : REALLOCATION OF COSTS

The General Manager Leisure & Marketing reported that a sum of £500 had been entered incorrectly during the estimates process against running costs at Lough Moss but should have been put down as training costs and he sought the Committee's approval to switch this amount over.

RESOLVED: that the allocation error of £500 in the Lough Moss budget be transferred from running costs (0216/05400) to training costs (0216/00900).

LS/2010/51 : LAUNCH OF NEW FACILITIES AT LOUGH MOSS

The General Manager Leisure & Marketing reported that it was planned to hold a combined launch of the wind turbine, new pitch, sports hall floor, squash courts, Active Communities and CSAW at Lough Moss towards the end of May. Members considered a possible date and it was suggested that it be held mid-week possibly in the week commencing 10 May 2010.

Councillor Copeland referred to an incident at a recent cross country event that had been held at Lough Moss when a participant had been taken ill. In response to his query, the General Manager confirmed that there were defibrillators available at the Council's leisure centres and that staff were trained in their use.

RESOLVED: that officers be asked to plan the launch event at Lough Moss in the week commencing 10 May 2010.

LS/2010/52 : ELECTORAL OFFICE – USE OF LOUGH MOSS

The General Manager Leisure & Marketing reported that the Electoral Office would be using Lough Moss as a polling station in the forthcoming elections. He advised that there were two standing bookings in the centre on the day of the election and efforts were being made to find an alternative venue. He advised that the Council could no longer claim room hire costs from the Electoral Office but that it could claim for any additional costs incurred on the day, such as staff costs. Officers were investigating whether the Council could claim back for loss of income.

Noted.

LS/2010/53 : ROBINSON CENTRE – DIVING BOARDS

The General Manager Leisure & Marketing advised that a report had now been received regarding replacement and repair costs of the diving boards at the Robinson Centre. He advised that total cost of the work would be in the region of £9,000 - £12,000, of which £5,000 from another project could be diverted

towards it. This left approx £5,000 shortfall that had not been included in the estimates. He suggested that an initial step would be to get the smaller 3 metre board up and running as quickly as possible and he advised that the work needed to be done to preserve income.

In response to a query by the Chair, the General Manager advised that the water in all the pools was maintained at a constant temperature and he undertook to investigate whether there had been any incident causing the temperature to drop in one of the pools.

RESOLVED: that the Council authorise officers to proceed with work to the diving boards at the Robinson Centre and approve an overspend of approximately £5,000.

LS/2010/54 : PLUMBING AT LOUGH MOSS

The General Manager Leisure & Marketing reported that the costs of plumbing works at Lough Moss had been estimated at £20,000 but that, as work had progressed, further problems had been uncovered and the cost of the completed works would be well in excess of £30,000. He advised that, as the work had already started, it would be necessary to see it through to completion.

RESOLVED: that the Committee note and approve the increased costs of plumbing works at Lough Moss Leisure Centre.

The Assistant Members Services Officer left the meeting at 7.40 pm

STAFF IN COMMITTEE

There being no further business, the meeting ended at 7.45 p.m.

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of
_____ 2010 with the exception of
Minute Nos. _____

MAYOR