

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 15 November 2010 at 6.00 p.m.

PRESENT: Alderman J White (In the Chair)

ALDERMAN: J Beattie

COUNCILLORS: B Hanvey
M Long
G Robinson
J Spratt

IN ATTENDANCE: Director of Leisure Services, General Manager Leisure & Marketing, Business Manager and Assistant Members' Services Officer.

APOLOGIES: An apology was recorded from Councillors Skillen and Bunting.

LPB/2010/144 : DECLARATIONS OF INTEREST

Members and officers were invited to declare any pecuniary and non-pecuniary interests (including gifts and hospitality) they should have in respect of items on this agenda. There were no declarations of interest.

LPB/2010/145: MINUTE OF LEISURE PARK BOARD MEETINGS DATED 18 OCTOBER 2010

It was proposed by Alderman Beattie, seconded by Councillor Hanvey and subsequently

RESOLVED: - That the minutes of the Leisure Park Board meeting held on 18 October 2010 be accepted as a true and accurate record of proceedings.

MATTERS ARISING

LPB/2010/146: TENANCIES AT DIIB

The Director of Leisure updated Members on the new video gaming area within the Ice Rink, in the area formerly leased by the Hockey Locker. She reported that the takings from the machines, particularly during peak times were very promising and management were hopeful that the annual income would exceed that previously paid in rental.

Noted.

LPB/2010/147: CORPORATE BOX AT ODYSSEY

The General Manager reminded Members that they had previously agreed to avail of the first box at the Odyssey on Friday 11 February 2011. He stated that as requested at the last meeting he had obtained dates for the second evening. Following consideration of two dates it was

RESOLVED: - The General Manager to

- (a) Confirm the use of the corporate box for the second game for Saturday 5 March 2011 for the Belfast Giants v Sheffield Steelers game;
- (b) obtain nominations from Members to attend at the December meeting of the Board, with a reminder letter to be issued with the agenda for the meeting.

LPB/2010/148: UPDATE ON DIIB RE-DEVELOPMENT

The Director of Leisure advised that she had meet with representatives from DETI earlier in the day. She stated that she was hopeful that stage two of the DETI grant application would be submitted prior to Christmas. She also added that she had been in touch with the Local Commissioning Group who had been supportive.

The General Manager reported that as scheduled he had met with the Capital Planning and Redevelopment Project Manager on 25 October 2010. He advised that the Belfast Health Trust had been enthusiastic about the possibility of forming a partnership with the Council but added that stage two of the application would need to be completed before initiatives such as this could be confirmed. Following discussion the General Manager confirmed that both the GP practices at Kings Square had expressed an interest in moving from their existing premises, should an opportunity to do so come to fruition .

Members then referred to the possibility of a similar initiative being formed with the SEELB regarding the inclusion of a library facility within the new development proposals.

Councillor Robinson stated that whilst he could see that a library facility could prove to be a beneficial provision he was adamant that this should not be at the expense of any other neighbouring library.

Noted.

REPORT FROM THE DIRECTOR OF LEISURE SERVICES

LPB/2010/149: TRADING ACCOUNTS (CIRCULATED AT MEETING)

The Director of Leisure Services sought the permission of the Chairman to table the trading figures up to the end of period 7, she explained that the Business Manager had finalised these earlier in the day. Members agreed and the figures were subsequently circulated at the meeting.

The Business Manager stated that she was pleased to report that the month of October had been a busy period for all areas of the facility. Income for the month was over the profiled budget with expenditure also continuing to show a favourable variance, overall the facility continued to show a favourable variance year to date in relation to net cost.

The Business Manager stated that she had ran a brief sales report on the first two weeks into November and this was also showing favourable variances, with a 17.5% increase in income compared to the same period the previous year.

Noted.

REPORT FROM THE GENERAL MANAGER

LPB/2010/150: MAINTENANCE BUDGET

The General Manager stated that as requested at the last meeting he had obtained additional information regarding the savings made by the CHP unit. He stated that over the last 10 months the CHP had saved an average of £5,300 per month.

The General Manager reported that at the time of the 2010/11 Estimates, and due to the pressures to limit expenditure, the Technical Manager had allocated a budget of £12,000.00 to complete either a top end or bottom end overhaul, with the intention of getting the other completed in the following financial year. Following the last routine service, the contractor had advised that the CHP needed attention to both top and bottom as soon as possible,

this had resulted in the request to spend £20,000.00 rather than the £12,000.00 budgeted.

The General Manager advised that on the 20 October 2010, just 2 days after the October meeting of the Board, the CHP had developed an unusual noise and fearing further damage had been turned off. Further investigation revealed that one of the 6 cylinder valves had been badly bent, the cost of repairing this one item was estimated to be in the region of £2899.00.

The General Manager stated that in liaison with the Chairman, he had agreed to proceed immediately with the complete overhaul service, at an estimated cost of £19,722.00. This negated the need to have the broken cylinder valve repaired separately and ensured that the CHP would be up and running again within a few weeks.

The General Manager stated that this still resulted in a £8000.00 shortfall in the estimates to pay for the full CHP overhaul.

He outlined that approximately £2000.00 worth of maintenance was also required for the exterior lighting at Dundonald Ice Bowl.

He continued that in order to accommodate both maintenance requirements it was proposed that the servicing and repair of the ventilation ducts would be postponed until 2011/12 and that the £10,000.00 budget allocated in the estimates could be utilised for these two projects. He added that by postponing the ventilation project to 2011/12, it may also be possible to tie in the servicing and repair of the ventilation systems at the Robinson Centre, Lough Moss and Belvoir Centres into the same contract and therefore benefit from economies of scale.

Following consideration it was

RESOLVED: - It was proposed by Councillor Spratt, seconded by Councillor Long and subsequently

RESOLVED: - Members of the Board

- (a) granted retrospective approval for the use of maintenance budgets previously allocated to the repair and service of the ventilation system to be used to fund the maintenance of the exterior lighting at DIIB and the shortfall required to pay for the major overhaul of the CHP at its scheduled 25,000 hours;
- (b) granted retrospective approval for the 25,000 hr overhaul of the CHP to be carried out by Low Carbon Solutions, who are the existing service provider for the CHP at an estimated cost of £19,722.00;
- (c) approved the service and repair of the DIIB ventilation system in conjunction with similar requirements at the other leisure centres in 2011/12;

- (d) requested that the Director of Leisure raise the tendering for the provision of services and products with other local Councils, in order to achieve better economies of scale, at the next meeting of the Management Team, with a view to the Change Manager progressing this initiative.

LPB/2010/151: OLYMPIA ICE-CUTTER REPLACEMENT - (Minute LPB/2010/26 refers)

The General Manager advised that the advertisement for tenders to replace the Olympia Ice-cutter had been placed online during the week commencing 8 November 2010, with returns to be submitted by Monday 29 November 2010. He continued that it was anticipated that the successful tender would require approximately 3 months delivery time from the order being placed. The Officer requested that in view of the required lead in time, that the Chairman of the Board be granted authority to approve the tender, which would then be brought back to the Board for retrospective approval.

RESOLVED: - Members of the Board

- (a) granted retrospective approval for the Scoring Matrix: 95% Cost and 5% Delivery.
- (b) granted authority for the Chairman of the Leisure Park Board to approve the tender for the replacement Olympia ice-cutter with retrospective approval to be sought at the December meeting of the Board.

LPB/2010/152: LONGSTONE SCHOOL

The General Manager advised Members that a letter had been received from Longstone School requesting the hire of the Grandstand Seating at their annual Christmas Show.

Members were reminded that in previous years it had been agreed that Longstone School could self-collect and erect the grandstanding seating. This had been agreed subject to the school providing a disclaimer, to ensure that the Council was free from any responsibility or claims, which could potentially arise.

RESOLVED: - Members of the Board granted approval for Longstone School to self collect and erect the grandstand seating at their Christmas Show in December 2010, providing the school provided a disclaimer.

LPB/2010/153: EXPRESSION OF INTEREST – CLIMBING WALL & HIGH ROPES ADVENTURE COURSE

The General Manager advised that following discussion with the Chairman of the Board, it had been agreed to include a scoring matrix in the information

pack that had been sent to all parties who had answered the Expressions of Interest recently advertised.

He reported that the scoring matrix was:

60%	Commercial Proposal / Business Plan
10%	Marketing
10%	Previous Experience
10%	Complementary / fun factor
10%	Quality of Design & Construction

RESOLVED: - Members granted retrospective approval for the issuing of a scoring matrix within the information pack issued to those expressing an interest in the Climbing Wall and High Ropes Adventure Course.

LPB/2010/154: WORKING BEYOND RETIREMENT

The General Manager provided an update on two members of staff who had requested that they be permitted to continue working beyond retirement. He stated that in both cases the Operations Manager had met with the individuals and fully supported their requests. The employment of both individuals would continue to be reviewed bi-annually, in line with the Council's Human Resources Policy.

RESOLVED: - Members of the Board granted permission for the Caravan Park Warden and a Kitchen Porter to continue working beyond retirement, to be reviewed bi-annually, in line with the Council's Policy and that the matter now be referred to F&GP for their approval.

LPB/2010/155: CHRISTMAS HOLIDAY OPENING TIMES AND PEAK PRICING PERIODS.

The General Manager referred Members to the proposed opening times for DIIB over the Christmas period.

RESOLVED: - Members of the Board agreed

- (a) to the following centre opening/closing times for the Christmas holidays
- Close at 6pm on 24 December;
 - Close on 25 and 26 December;
 - Reopen on 27 December at the normal time.
 - Close at 6pm on 31 December;
 - Reopen on 1 January at the normal time
- (b) that the centre should operate on peak/holiday prices from Monday 20 December until Monday 3 January 2011 (inclusive).

LPB/2010/156: CORRESPONDENCE FROM SUSTRANS

The Director of Leisure referred Members to correspondence received from Sustrans which outlined their aims for sustainable transport within East Belfast for the future. She detailed that one of these aims was to upgrade priority links to and from the Greenway. The Ice Bowl had been identified as one of these links, as currently there was no route in place to allow people access to the Ice Bowl from the Greenway. The aim of the correspondence was to seek Members views on the development of such a link.

Members agreed that providing a link from the Greenway to the Ice Bowl would be useful but expressed concern that it may increase the amount of antisocial behaviour in the area, given the ongoing problems on the existing Greenway with youths loitering and scrambler motorbikes.

Following discussion it was

RESOLVED: - Members of the Board agreed to support in principle the proposed link from the Greenway to Dundonald International Ice Bowl. They granted authority for the Director of Leisure Services to enter into discussions with Sustrans regarding the proposal, with the clear codicil that consideration must be given to the installation of all suitable measures available to control antisocial behaviour.

LPB/2010/157: SALVATION ARMY COLLECTION POINT

RESOLVED: - Members of the Board granted approval for the use of DIIB as a collection point for the Christmas SVP Salvation Army Family Appeal.

LPB/2010/158: PRICING 2011/12

The General Manager drew Members' attention to the proposed pricing changes to be implemented with effect from the 3 January 2011, with the uplift in VAT also to take place in January. He continued that in order to avoid two pricing changes in a short period of time, the overall pricing for the centre had been considered. He stated that if approved, the prices with the exception of bowling leagues which are reviewed in June, should be valid until April 2012 unless otherwise stated.

Members considered the document in detail and expressed concern that some of the percentage increases seemed to be quite high. The General Manager stated that unfortunately in some areas this was unavoidable and some of the increase was attributable to the increase in VAT. Members noted that the price increase for under-fives using the ice rink during peak times was excessive. The Director of Leisure stated that this was actually to discourage under-fives using the rink during peak periods as she felt that it was extremely dangerous, especially now they could use the penguin skating aids, she asked Members to give serious consideration to withdrawing the use of the penguins to under-fives during 'busy' peak periods.

Members agreed that this would be an appropriate course of action to take.

The General Manager drew members attention to the historic inconsistency of some community rates being applied for groups hiring the Hanwood Suite and it was agreed that the price for the community hourly rate should be standardized at £20.00 per hour with the incentive community offer rate being pay for 2 hours get 3rd hour free.

It was therefore

RESOLVED: - Members of the Board

- (a) approved the proposed pricing changes for 2011/2012 to take effect from 3 January 2011;
- (b) authorized that under fives would no longer be permitted to use the penguin during busy periods, which would be determined by management;
- (c) agreed that the price for the community hourly rate should be standardized at £20.00 per hour with the incentive community offer rate being pay for 2 hours get 3rd hour free.

LPB/2010/159: LEISURE STRATEGY UPDATE

The Director stated that as Members were aware the leisure strategy review was now underway, with a view to having the new leisure strategy in place for 1 April 2011. She referred Members to a copy of one of her previous reports which had been tabled at the September meeting, where she had outlined the need to review the strategy not only due to the time line necessity, but also to try take leisure to where it needed to be and reflect the broader principles that were contained within other key strategies such as Sport NI and OFMDFM.

The Director stated that the draft strategy would be available in the New Year. She highlighted that it was her intention to follow a 'Value Creation Map' (VCM) style of strategy which would be supported through each of the facilities via the normal business plans. The Director stated that she was very keen to ensure that the business planning process would compliment the estimates process, to ensure that the Estimates Working Group would be informed of any opportunity for efficiencies.

The Director referred to a recent 'Away Day', where staff had carried out a SWOT Analysis on each of the council's leisure facilities. She stated that this was obviously a work in progress document and undertook to keep Members updated regularly on the progress made.

Noted.

ANY OTHER BUSINESS

LPB/2010/160: WORLD POLICE AND FIREFIGHTER GAMES

The General Manager reminded Members that this event was being held in Northern Ireland in 2013.

The organisation had visited the facility and were keen to use the facility for ice hockey and also tenpin bowling. He stated that he was pleased to report that the facility had been successful in passing the first stage of the consideration/application process as to whether it would actually be used to host the games.

Noted.

LPB/2010/161: HOOK UP POINTS FOR CARAVANS

The General Manager stated that unfortunately DIIB had been unsuccessful in their application to obtain DETI funding towards the cost of new hook up points for the caravan park. He stated that there was a budget for these works which would now proceed.

Noted.

LPB/2010/162: DATE OF NEXT MEETING

RESOLVED:- Members agreed to hold the next meeting of Leisure Park Board on Monday 20 December 2010.

As there was no further business the meeting ended at 7.15 p.m.

CHAIRMAN

MAYOR