

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Leisure Services Committee meeting held, in committee, in the Council Chamber, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Thursday, 4 November 2010, at 6.00 p.m.

- PRESENT:** Councillor M Copeland
(in the Chair)
- ALDERMEN:** J Norris
Mrs G Rice
J White
- COUNCILLORS:** J Beattie
Mrs A M Beattie
Ms J Bunting (from 6.55 p.m.)
D Drysdale
Mrs S Duncan
C Hall
B Hanvey
Miss R Hughes MBE
T Jeffers
Mrs V McCoy
G Robinson
Ms S Skillen
- IN ATTENDANCE:** Director of Leisure Services, General Manager Leisure & Marketing, Business Manager and Members' Services Officer.
- APOLOGIES:** Councillors Mrs J Cochrane, Mrs M Chambers, Long, Tosh, Walker, and Alderman Henderson. An apology was also received from Councillor Ms Bunting who would be late on arrival to the meeting.

TABLED : MINUTES OF THE LEISURE SERVICES COMMITTEE MEETING HELD ON 7 OCTOBER 2010 (COPY PREVIOUSLY CIRCULATED)

Noted.

MATTERS ARISING

LS/2010/110: LOUGH MOSS REFURBISHMENT

The General Manager circulated a visual of the proposed colour/finish for the new entrance porch and doors at the Lough Moss Leisure Centre. He advised of the need for a 30 point contrast to aid visually impaired visitors.

Members agreed that the dark blue paint and silver doors looked well.

RESOLVED: - Members approved the colour of the new entrance porch and doors at the Lough Moss Leisure Centre - window frames to be dark blue as per the signage above the door and the sliding doors to be silver to provide a 30 point contrast.

LS/2010/111: LINK TO SPORT NI WEBSITE – ACTIVE PLACES (Minute ref LS/2010/103 refers)

The Director noted that at the October Council meeting the above minute had been referred back to the Leisure Services Committee for further consideration.

She advised that subject to Members' approval, she would bring back a further report on the matter at the December meeting of the Committee.

Noted.

LS/2010/112: CSDA and SALTO (Minute ref LS/2010/109 refers)

Councillor Hall advised that the rate which SALTO paid had not been raised at the most recent meeting of the CSDA. The Director advised that if SALTO was wanting to raise the matter of the rates applied for CSDA then it was up to them to raise this directly with CSDA. The Director went on to advise of the grants that were available and, if SALTO wished, they could progress an application for a grant.

Councillor Jeffers explained that, whilst funding was also going to be made available to groups as well as individuals by the CSDA, the deadline for the next batch of applications was not until February 2011. He further advised that it would be necessary for SALTO to make an application for funding and recommended that they be advised that the CSDA would be holding a 'Meet the Funders Event' on 8 December 2010, which would be useful for them to attend.

RESOLVED: - Officers to ensure that SALTO are advised of the details of the forthcoming 'Meet the Funders Event', scheduled to be held on 8 December 2010.

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

LS/2010/113: TRADING ACCOUNTS

The Business Manager took Members through the trading accounts for the period 1 April 2010 to 30 September 2010. She advised that there was still a favourable variance overall in relation to net cost across the three Centres compared to the profiled budget to date. She reported that on a detailed

analysis of the figures both the Robinson Centre and Lough Moss Centres continued to show an underachievement in income, year to date, but also showed a corresponding decline in expenditure in salaries/wages and utilities.

Councillor Beattie queried whether the officer felt the decline in income was as a direct result of the recession. The Business Manager stated that at this stage no clear trend was obvious, she referred to the ongoing closures of specific areas of each facility to undertake essential maintenance works, duplication of the summer scheme programme between Moneyreagh Community Centre and the Lough Moss Centre and problems in recruiting and keeping coaches for various activities which she felt had all played a role. The officer also reported that water usage at the Lough Moss Centre had increased significantly since the new pressure showers had been installed. She stated that Technical Officers were currently investigating reducing the pressure and subsequently the amount of water used by way of fitting restrictors and she undertook to update Members at the next meeting.

Noted.

LS/2010/114: CSAW PROJECT UPDATE

The Director of Leisure advised that the CSAW Project was approaching the end of its first year operating within Castlereagh Borough Council and she provided Members with an update on the various programmes provided throughout the Borough, largely in the Lough Moss Centre, Robinson Centre, Belvoir Activity Centre and at the Dundonald International Ice Bowl.

She reported that a wide range of programmes had been organised, including a gym user programme for older people and people with disabilities, disabled users' physical activity programmes, physical activity sessions for older people, first aid training, home safety training, cook it training and GP referrals for young people.

Members were reminded that the CSAW partnership group met on a quarterly basis and Council Officers, the CSAW Project Manager and Big Lottery Officers also met on a regular basis to review the progress and development of the programme. She urged Members to review a more detailed report on the programme that had been attached to her report.

Noted.

LS/2010/115: IFA GRASS ROOTS PROGRAMME UPDATE

The Director of Leisure Services reminded Members that the IFA Grass Roots Programme, in operation since 2005, was scheduled to end in March 2011. The Director commended the Castlereagh Grass Roots Officer for his hard work with this initiative.

She advised that officers had been in regular contact with the IFA in relation to the future of the programme, as the current close of the programme was to be

March 2011. The IFA had confirmed that it planned to continue working with its Council partners but there was no guarantee that the programme would take the same direction and focus as the current programme.

The Director drew Members' attention to correspondence recently received from the IFA in relation to the future of the programme and also to an update on the current programme from the Castlereagh Grass Roots Programme Officer. She advised that, on the basis of the information received from the IFA to date, no provision had been included in the estimates for the next financial year.

Members remarked on the overall success of the existing programme and stated that they would be hopeful that it would continue to operate, albeit that it might be in a different format.

Noted.

LS/2010/116: LEISURE CENTRE ACTIVITY CHARGE REVIEW FOR 2011 (JANUARY – DECEMBER)

The Director drew Members' attention to a spreadsheet detailing the current charges being applied at the Robinson, Lough Moss and Belvoir Centres. As well as the potential options for activity charges effective from January 2011, she confirmed that these charges took into consideration the impending VAT increase and a cost of living increase. The officer advised that there were certain activities where officers recommended that only the VAT increase be applied to enable the activities to remain as competitive as possible (these were highlighted in purple).

Column A – is current net charge (without VAT)

Column B – is current net charge (with 17.5% VAT)

Column C – is current net charge (with 20% VAT) (figures have not been rounded up/down)

Column D – is current net charge + 3% cost of living increase applied

Column E - is current net charge +3% cost of living increase + VAT at 20%.

Column F - is column E rounded up/down.

She also referred Members to a further spreadsheet comparing key activity charges with those in other Councils. The figures indicated for other Councils were those currently being applied and did not have any cost of living or VAT increase applied.

RESOLVED: - Members approved the Leisure Centre Activity Charge review for 2011 (January – December), as detailed in the spreadsheet attached to the officer's report for the Robinson, Lough Moss and Belvoir Activity Centres, to take effect from January 2011. They noted that these charges took into consideration the impending VAT increase and cost of living increase and that there were certain activities where there had only been a VAT increase applied.

LS/2010/117: BREATHE/CBC ACTIVITY CHARGE REVIEW FOR 2011 (JANUARY – DECEMBER)

The Director of Leisure Services referred Members to a spreadsheet detailing the current CBC/Eze Fitness partnership charges being applied at the Robinson, Lough Moss and Belvoir Centres, as well as the potential options for activity charges effective from January 2011; these also took into consideration the impending VAT increase and a cost of living increase.

RESOLVED: - Members approved the proposed uplift to the partnership charge with CBC/Eze Fitness as detailed in the spreadsheet attached to the Officer's report. It was further agreed that Officers could proceed with the necessary arrangements to amend the Direct Debit payments immediately and prior to the minute being approved by Council, to ensure that the correct Direct Debit payment was in place for January 2011.

LS/2010/119: LOUGH MOSS - BREATHE RE-LOCATION & RECEPTION

The Director of Leisure referred to the October meeting, where it had been agreed to progress with the installation of sliding doors and the creation of a multi-use room at the Lough Moss centre (Minute ref: LS/2010/101 refers).

She advised that in line with the minute and in consultation with the Chairman, the contract for the entrance doors at Lough Moss had been awarded to Impressive Automatics Ltd who had provided the cheapest quotation and incidentally were the same contractors who had installed the sliding doors at DIIB.

Following a query, the General Manager confirmed that favourable quotations had been received for each of the jobs being undertaken.

RESOLVED: - Members granted retrospective approval to award the contract to install the sliding doors at Lough Moss entrance to Impressive Automatics Ltd.

LS/2010/120: ISRM COURSE

The Director of Leisure reported that the Institute of Sport and Recreation Management (ISRM) was running a one day course on Project Management in Leisure Services. The course was being held in Craigavon, in January 2011, and would be specifically addressing the following areas:

- Developing partnerships to improve healthy lifestyles
- Designing new sports programmes
- Undertaking change management projects
- Service reviews and procedures

It was reported that the course would cost £139.00+VAT and that financial provision was available in the Leisure training budget.

RESOLVED: - Members recommended that approval be granted for an officer from the Leisure Services Department to attend the ISRM Project Management in Leisure Services one day course at a cost of £139.00 + VAT.

LS/2010/121: OPERATING HOURS OVER THE CHRISTMAS/NEW YEAR PERIOD

The Director referred Members to the proposed opening times of the Robinson, Lough Moss and Belvoir Centres over the Christmas period. It was confirmed that staff would be required to take appropriate directed annual leave where closure days coincided with normal working days.

The Council's fitness partners, Eze Fitness/Breathe, had been consulted and agreed to the arrangements.

RESOLVED: - Members approved the closure dates and times for the Council's Leisure Centre facilities as follows

Friday 24 December 2010 – close at 1530
Saturday 25 December 2010 – closed
Sunday 26 December 2010 – closed
Monday 27 December 2010 –closed
Friday 31 December 2010 – close at 1530
Saturday 1 January 2011 – closed
Sunday 2 January 2011 – closed

LS/2010/122: SPORTS EXHIBITION

The Director of Leisure referred Members to a copy of a letter from the Ulster Sports Museum, regarding a travelling exhibition that they promoted. The underlying theme of the museum was to celebrate our sporting past and inspire our sporting future.

She stated that contact had been made with the Museum to register an interest in the opportunity at this stage, with the view of Members endorsing this action. The Officer continued that in recent years there had been suggestions made by both elected members and residents of the Borough on what the Council could do to promote its sporting stars. Management felt that this exhibition might provide an opportunity to depict the story of, for example, George Best. There was the ability to allow local councils to add to the exhibition, it was anticipated that that this would cost in the region of approximately £600.00

She continued that the exhibition had been launched in Belfast in December 2009 and had moved to a number of locations across Northern Ireland.

The Director stated that currently there were no slots available for this financial year and added that there had also been no allocation made in the estimates. It was therefore being suggested that the Council could avail of the

opportunity during 2011 and 2012, and that this could be included within the estimates.

The General Manager circulated pictures which showed exhibitions that had been held by other Councils and, following consideration, Members agreed that there would be merit in considering this proposal further.

Following discussion it was

RESOLVED: - Members of the Leisure Services Committee agreed

- (a) that the Council be recommended to agree, in principle, to hosting the Ulster Sports Museum exhibition. It was further agreed to an extension to the display to promote local sporting heroes with financial provision to be made in the Administration Department's estimates for 2011/2012 to the value of £600.00;
- (b) that the matter be referred to the Billy Neill Working Group, with the addition of Councillor Hanvey, for more detailed consideration of the proposal. The Working Group should be asked to consider suitable local sporting heroes and also the most suitable location for the exhibition, with a report being brought back to the Leisure Services Committee in due course for further consideration.

LS/2010/123: 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 the OFMDFM Play and Leisure Policy Statement..

The Director stated that the first draft of the strategy should 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 and as necessary inform the estimates process, so as to ensure that the Estimates Working Group would be informed of any opportunity for efficiencies.

Councillor Robinson welcomed the use of the VCM style of strategy, having seen it used before he felt it could prove to be a very useful tool.

The Director 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

LS/2010/124: PLAYBOARD UPDATE

The General Manager advised that, as Members would be aware, there had been a presentation by Playboard, on behalf of OFMDFM, at the Special Council meeting on 21 October 2010.

He continued that Members had approved the progression of a partnership at this stage, with the proviso that there was no commitment to the Council beyond the funding currently on offer from OFMDFM.

The General Manager reported that a letter of offer had been received today for the sum of £10,000.00 towards the cost of the project. He advised that the Council Planning Officer was the Lead Officer.

The General Manager advised that immediate authority was required for two officers to sign the acceptance of offer on behalf of the Council.

RESOLVED: - Members of the Committee authorised the Director of Leisure and General Manager to proceed to sign the acceptance of offer from OFMDFM on behalf of the Council.

LS/2010/125: RECENT INCIDENT AT ROBINSON CENTRE

The Director of Leisure Services provided Members with the details of a recent incident where a member of the public had got into difficulty in the swimming pool at the Robinson Centre. She praised both the response of the staff on duty and members of the public and confirmed that thank you letters had been issued to those who had helped.

Noted.

LS/2010/126: COVENANT AT ROBINSON CENTRE

The Director of Leisure Services advised that as Members were aware, negotiations had been ongoing for some time between the NIHE and Council in respect of a number of restrictive covenants.

She updated that the NIHE had now proposed a considered charge of £12,000.00 for the land on which the squash courts were built. The Director proceeded to provide Members with a detailed update on the current situation in respect of all the outstanding restrictive covenants at the Robinson Centre. She recommended that the Council should proceed to accept this charge and also agree to settle the other outstanding restrictive covenants at the requested charge of £37,000.00.

Councillor White proposed that the Director's recommendation be accepted and this was seconded by Alderman Hall. It was therefore

RESOLVED:- Members recommended that the Council proceed to settle with the NIHE

- (a) the considered charge of £12,000.00 for the land on which the squash courts were built;
- (b) All other outstanding restrictive covenants at the Robinson Centre at the requested charge of £37,000.00

LS/2010/127: OFF ROAD MOTORBIKES ON LAND AT BILLY NEILL CENTRE

Councillor Drysdale requested that consideration of the ongoing problems created by off road motorbikes be referred to the special meeting of the Billy Neill Working Group that had been convened earlier in the meeting.

RESOLVED: - That consideration be given to resolving the problems created by off road motorbikes at the special meeting of the Billy Neill Working Group.

There being no further business, the meeting ended at 7.05 p.m.

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of
_____2010 with the exception of
Minute Nos. _____

MAYOR