

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, 10 November 2011, at 6.10 p.m.

PRESENT: D Drysdale (In the Chair)

ALDERMEN: J Beattie
S Duncan
M Henderson
G Rice

COUNCILLORS: A M Beattie
M Copeland
M Gregg (from 7.00 p.m.)
C Hall
B Hanvey (until 7.02 p.m.)
C Howard
T Jeffers
T Morrow
T Sandford
J Spratt
J White (until 7.04 p.m.)
D Vitty

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

APOLOGIES: Apologies were received on behalf of Councillors Chambers, Howard, Long, O'Reilly and Alderman Robinson.

LS/2011/84: DECLARATIONS OF INTEREST (6.09 p.m.)

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 the agenda.

Noted.

LS/2011/85: INCIDENT AT ROBINSON CENTRE (6.10 p.m.)

Councillor Spratt stated that before proceeding with the Officer's report he felt it would be remiss of Members not to mention the recent incident at the Robinson Centre. Councillor Spratt thanked the staff involved for the

professional manner in which they handled the incident and especially the staff member who administered CPR and ultimately saved the child's life.

At 6.10 p.m. Councillor Mrs Beattie entered the meeting and Councillor Copeland left the meeting.

Members noted that this had been a very stressful event for all involved but were thankful that a tragedy had been avoided. The Director advised that she had hoped to present the findings of the internal investigation at tonight's meeting but this would not be possible as she was still awaiting a formal response from the Health & Safety Executive.

At 6.11 p.m. Councillor Copeland re entered the meeting.

Councillor Spratt thanked the Director of Leisure Services for the professional manner in which she had handled the media, he also praised the Chairman for the interviews which he had carried out on behalf of the Council.

Members agreed it was vitally important that all media enquiries would be handled in the first instance by the Chief Executive and/or relevant Director and Chairman of the relevant committee (once briefed) to ensure that the Council act appropriately at all times.

Aldermen Rice and Henderson and Councillor Hanvey reiterated Councillor Spratt's comments and thanked all the staff members involved.

Councillor Drysdale stated that as Chairman of the Leisure Services Committee he wished to express his particular gratitude to the member of staff who resuscitated the child.

The Director of Leisure Services advised that she would present the findings of the internal investigation to a future meeting of the Committee, when all information had become available. The Director of Leisure Services also reminded members of the agreed PR protocol in respect of all future media enquiries and reinforced the need for all members to ensure that it was adhered to, in the efforts of ensuring a consistent and accurate communication with the media and wider public.

Noted.

TABLED: MINUTES OF THE LEISURE SERVICES COMMITTEE MEETING HELD ON 6 OCTOBER 2011 (copy previously circulated) (6.15 p.m.)

Noted.

**LS/2011/86: TRADING ACCOUNTS (6.15 p.m.)
(A revised copy was circulated at the meeting)**

The Director of Leisure Services advised that there had been an error in the trading accounts that had been circulated with the agenda, the income figures

for Belvoir Activity Centre had been omitted, this has been corrected and an amended set of accounts was distributed to Members by the Business Manager.

The Business Manager then proceeded to take Members through the trading accounts for the three leisure centres for the period ending 30 September 2011. She referred to the summary sheet and reported that there was a favourable variance overall in relation to net cost across the three centres, compared to profiled budgets.

Alderman Rice asked whether Officers felt that this position could be maintained until year end.

The Business Manager stated that she had run a like for like comparison on figures based on the same period last year and she would be hopeful that this position could be maintained. She went on to highlight that a number of maintenance budgets remained underspent but reported that a lot of this work would be commencing in the near future, therefore the current level of favourable variance would reduce.

Noted.

At 6.20 p.m. The Business Manager left the meeting.

LS/2011/87: ROBINSON CENTRE – PROPERTY CONDITION REPORT AND PROPOSALS (Minutes 2010/789, 2010/790 and LS/2011/67 refer) (6.20 p.m.)

The General Manager reminded Members that RPP Architects Ltd had been commissioned to conduct a full engineering property condition report on the Robinson Centre, this report was due to be completed shortly.

He reported that presentations were generally made to a Special Council meeting, however, it was unlikely that if the Council meeting in December was brought forward there would be time to convene a special meeting of Council. Permission was therefore sought to present the report direct to the Leisure Services Committee on Thursday 8 December 2011.

Councillor Beattie left the meeting at 6.23 p.m.

The General Manager then referred Members to the DRAFT executive summary from this report for Members consideration. He explained that management were circulating the draft in advance of the presentation due to a maintenance issue that had arisen.

Councillor Jeffers left the meeting at 6.25 p.m.

He reported that the Robinson Centre spa pools had to be closed on 19 October 2011, due to the failure of 4 x circulation pumps and 2 x spa filters, the heat exchanger and the discovery of cracks in the balance tanks. The spa pools remained closed.

He continued that it was estimated that to repair the two spa pools, to give a further one to two years life, would cost approximately £11,000.00, this would involve lining the balance tanks. A longer lasting solution would be to replace the balance tanks which would see the cost rising to approx £16,000.00.

The General Manager advised that such expenditure ahead of a major refurbishment was necessary if the spa pools were to be operational prior to major works commencing. He stated that EZE Fitness had already received complaints from Members who were no longer able to avail of the spa pool facility and there was also the loss of income from paying customers to be taken into consideration.

Alderman Rice asked the General Manager what the potential loss of income would be should the spa pools remain closed.

The General Manager undertook to have figures for the next meeting of the Committee.

Alderman Henderson stated that he felt that given that a redevelopment to the Robinson Centre was unlikely to be imminent, he felt that there was no option but to proceed with Option 2 and he proposed that the balance tanks would be replaced at an approximate cost of £16,000.00.

This proposal was seconded by Councillor Spratt.

The General Manager advised that capital provision had been made for refurbishment works which could be used to fund the required works, in addition to this the H&S Corporate budget would contribute £3,000.00 towards the costs.

RESOLVED: - Members

- (a) agreed that RPP Architects Ltd present the findings of the property condition report on the Robinson Centre at the next Leisure Services Committee to be held on 8 December 2011;
- (b) noted the closure of the spa pools since 19 October 2011 and the potential impact this would have on income, and agreed to have more detailed figures on the closure for the next meeting;
- (c) recommended that Officers proceed with all necessary repairs to the spa pool as detailed in the Officer's report, and that the balance tanks be replaced in the spa pools at the Robinson Centre in order to bring them back into operation ahead of any major refurbishment works at an approximate cost of £16,000.00, using capital from the Robinson Refurbishment provision and £3,000 from the H&S Corporate budget.

**LS/2011/88: LEISURE SERVICES COMMITTEE – FUTURE DATES
(6.26 p.m.)**

The General Manager reminded Members that at October Council Meeting, it had been agreed that the Leisure Services Committee dates in January would change to Thursday 12 January 2012.

Noted.

LS/2011/89: ROBINSON CENTRE – LAND PURCHASE (6.26 p.m.)

The Director of Leisure Services asked Members to note that Council had approved progression of the purchase of a small strip of land at the Robinson Centre and the subsequent lifting of the remaining covenants on the site. Solicitors had been instructed to proceed and clarify the stipulation in the NIHE letter which stated:

No building, walls, paths, fences or other erections will be constructed on the site until plans have been submitted to and approved by the Executive and all such approved buildings etc constructed shall be maintained in good order and repair

She advised given that as there were already buildings and fences on this part of the site, this issue would require clarification as the land sale concluded and the covenants be removed..

Noted.

**LS/2011/90: PURCHASE OF LOCKERS FOR ROBINSON CENTRE
(LS/2011/60 and LS/2011/72 refers) (6.26 p.m.)**

The General Manager reminded Members that approval had previously been granted to purchase £50,000.00 worth of replacement lockers for the Robinson Centre. He reported that the actual cost, allowing for the variable salvage value, was £50,467.41 + VAT. Permission had therefore been sought from the Chairman to proceed with the order and retrospective approval was being sought in respect of the overspend. The Officer confirmed that sufficient capital provision was available.

RESOLVED: - Members of the Committee granted retrospective approval for an additional £467.41 from capital provision for the purchase of replacement lockers for the Robinson Centre.

**LS/2011/91: BELFAST PRIMARY SCHOOLS FOOTBALL COMPETITION
(6.27 p.m.)**

The Director of Leisure Services drew Members' attention to correspondence from the Belfast Primary Schools Association.

She stated that the Technical & Environmental Services Committee had agreed to waive the cost of hire of Billy Neill SSOE. This event had previously

also benefitted from Community Festival Funding but funding for the current financial year was now closed and it had not been determined if the programme would be funded next year. Should funding become available the application process would not start until April 2012 which would be more than likely too late for this event.

Councillor Beattie and Councillor Jeffers re entered the meeting at 6.29 p.m.

She continued that support via Castlereagh Sports Development Association had also been considered but unfortunately the Tournament did not qualify under the criteria.

Councillor White suggested that as Mayor, he would host a reception to mark the end of the event.

The Director of Leisure Services stated that it may be more appropriate to mark the start of the event with a reception to be held at Billy Neill.

Councillor Spratt stated that he would be supportive of this suggestion considering that they were already being granted use of the pitches free of charge.

Members agreed that this would be appropriate.

RESOLVED: - It was agreed that Councillor White, as Mayor, would host a reception to mark the start of the annual Celtic Cup Competition being hosted by the Belfast Primary Schools' Football Association from 18-20 May 2012 at the Billy Neill SSOE, subject to the necessary finance being available within the budget.

LS/2011/92: CLUBMARK NI PROGRAMME (6.31 p.m.)

The Director of Leisure Services reported that following the report given to the Committee in March earlier this year, the Sports Development Officer had met with the coordinator of the programme in Sport NI and the Sports Development Officer with Lisburn City Council (LCC) on 27 October 2011.

For the meeting Sport NI had prepared number of template documents which outlined the

- Operating Protocols for Castlereagh and Lisburn
- Criteria of the programme for Castlereagh and Lisburn
- Support folder for those Clubs who undertake the accreditation

The Director of Leisure Services drew Members' attention to the above documents and advised that a number of areas had been highlighted in red and yellow, these required input from the Sports Development Officers from both Castlereagh and Lisburn.

She continued that both Sports Development Officers for Castlereagh and Lisburn were keen to implement the programme but there were still a number

of areas that needed to be agreed. For example, LCC have a team of officers that can assess the clubs folders once they have submitted them as well as carry out initial club meetings as well as club visits for final accreditation. Castlereagh presently does not have similar resources and parity of delivery is essential.

She added that a further issue that had been raised at the outset was that of accrediting football clubs. Sport NI had been involved in ongoing talks with the IFA, this had held up progress since March, regarding their role as a GB to provide a Clubmark Scheme for their affiliated clubs. To date, nothing had come of these meetings therefore it would be recommended that football clubs were not involved in the Clubmark Scheme at the outset until an agreement was found with the IFA. They remain the only major GB that does not have a Clubmark Scheme and it should not be left to the Council to provide this service for them, given the potential number of clubs that could be involved.

The Director of Leisure Services reported that in order to progress the matter the Sports Development Officer was going to meet with Lisburn City Council in the next few weeks to agree the local content for the documents, as well as to discuss and agree how each council would implement the programme within their own areas i.e. number of clubs involved, personnel involved for assessing folders and club visits (these have to be different people) etc. A further update would be provided in due course.

Noted.

LS/2011/93: USER GROUP MEETINGS (6.31 p.m.)

The Director of Leisure Services reminded Members that the User Group meetings had been organised for the Robinson, Lough Moss and Belvoir Centres and she advised Members of the dates.

Members noted that the Lough Moss and Belvoir Centre User Advisory Group meetings were clashing with other council/committee meetings. The Director of Leisure Services advised that the dates of the User Group meetings had been arranged for quite some time via Members Services and at the time of confirming suitable dates, no clash was highlighted.

Councillor Spratt stated that in future Leisure Services staff should check with Members from the particular wards as to their availability to attend before proceeding with the dates.

Following a brief discussion it was

RESOLVED: - Members requested that the Belvoir Activity and Lough Moss Centre User Group meetings scheduled to be held during November 2011 be postponed and rearranged, with Members from each ward being contacted to ensure their availability.

Councillor Jeffers left the meeting at 6.37 p.m.

LS/2011/94: CSAW PROJECT UPDATE (6.37 p.m.)

The Director of Leisure Services reported that the Castlereagh Safe and Well project, funded by the BIG Lottery Fund, commenced in December 2009 and was nearing the end of its second year. She stated that programmes were largely run in Lough Moss Centre, Robinson Centre, Belvoir Activity Centre and Dundonald International Ice Bowl. The initiative offers a number of free programmes, 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. The CSAW partnership group and the Big Lottery Fund continue to be more than satisfied with the programme activities and content. She advised that there had been a number of personnel changes over the past 4 months but it was anticipated that the Project Team would be back to its full compliment within the next 4 weeks. She detailed the beneficiary numbers for the first two years as follows:

Programme	Number of participants
Older Active People (Older People's physical activity sessions)	219
Shake a Leg (Disability physical activity Programme)	1051
Gym Users (older and disability)	420
First Aid	340
Home Safety	200
Cook It	74
Volunteers	25
Open Days (attended one day workshop)	850
Total (approximate)	3179

She reported that the CSAW Project Team had also worked closely with other programmes within Leisure Services on joint initiatives as well as taking part in various taster days to promote the projects to the wider community. The Team had forged strong links with Eze Fitness and was nurturing its links with Castlereagh Hills Golf Course. One of the major aims of the initiative over the next 12 months would be to target the under 18 age group through an expansion of the CSAW Healthwise packages that will offer incentives to under 18's to attend the Eze Fitness facilities and encourage a more healthy lifestyle through exercise.

Noted.

LS/2011/95: CHRISTMAS CLOSURE DATES (6.37 p.m.)

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.

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

- Saturday 24 December – close at 1530
- Sunday 25 December – closed
- Monday 26 December – closed
- Tuesday 27 December - closed
- Wednesday 31 December – close at 1530
- Sunday 1 January – closed
- Monday 2 January – closed

LS/2011/96: STAFF IN COMMITTEE (6.38 p.m.)

The Director of Leisure Services provided an overview of an alleged incident that occurred at the Robinson Centre on Saturday 22 October 2011 concerning the conduct of an adult.. She reported that the PSNI had advised the adult to stay away from the Robinson Centre during their ongoing investigation. The Director of Leisure Services advised that it was therefore recommended that Officers be permitted to write to the adult to formally advise him that he is banned from all Castlereagh Borough Council leisure facilities as a precautionary measure until the conclusion of the investigation, at which stage the ban would be reviewed.

RESOLVED: - Members agreed that the adult involved in the alleged incident on 22 October 2011 should be banned from Castlereagh's leisure facilities as a precautionary measure until the conclusion of the investigation.

LS/2011/97: INCIDENT AT THE ROBINSON CENTRE – 15TH OCTOBER 2011 (6.39 p.m.)

The Director of Leisure Services advised that as previously mentioned she would report on this matter further once a formal response had been received from the Health and Safety Executive for Northern Ireland.

Noted.

ANY OTHER BUSINESS

LS/2011/98: HEALTH & SAFETY EXECUTIVE INSPECTION AT ROBINSON CENTRE (6.51 p.m.)

The General Manager reported that following a recent inspection from the HSENI at the Robinson Centre a number of recommendations had been made. He advised that all but one of the recommendations had been progressed, this was the installation of new safety gantry equipment into the void in the roof of the swimming pool. He advised that it was anticipated that

these works would exceed £12,000.00 and therefore would have to be tendered. He suggested that the scoring matrix should be 60% cost and 40% experience.

RESOLVED: - Members agreed to progress with the tender for the installation of safety gantry in the roof of the swimming pool and agreed that the scoring matrix should be 60% cost and 40% previous experience.

LS/2011/99: COMMUNITY FACILITIES AT LOUGH MOSS AND BELVOIR ACTIVITY CENTRE (6.53 p.m.)

Councillor Jeffers re entered the meeting at 6.54 p.m.

Councillor Spratt advised that an issue had been raised regarding the use of leisure facilities by community groups at the last meeting of the Central Services Committee. Community groups trying to book meeting rooms or activity rooms at the Lough Moss and Belvoir Activity Centre were being charged the rate for leisure facilities.

Councillor Gregg entered the meeting at 7.00 p.m.

Alderman Rice stated that when the Lough Moss centre was built, it was supposed to be a community/leisure facility and there was no other facility within Carryduff where community groups could hire meeting rooms, she added that a similar situation occurred at Belvoir Activity Centre.

Councillor Hanvey left the meeting at 7.02 p.m.

The Director of Leisure Services referred to the top up assistance that was in place to deal with such requests, in that community groups could apply for top up assistance to cover the difference in hiring charges between community and leisure facilities. She asked whether this was the procedure that members were asking to be applied for requests from community groups using the Lough Moss and Belvoir Activity Centres.

Following discussion on formally constituted groups, Councillor Spratt confirmed that it was a wider issue which shouldn't be limited by the top up scheme or the formal status of the group.

Alderman Beattie and Councillor Vitty advised that whilst they agreed with the proposal, they felt that the introduction should be deferred until the new financial year as it required full consideration and it was unrealistic to change budgets and financial targets mid year and that the money currently set aside for top ups would not be enough to meet the number of anticipated requests.

Councillor White left the meeting at 7.04 p.m.

The Director of Administration & Community Services entered the meeting and following a query, she confirmed that the total annual amount currently set aside was in the region of £2000.00 which would not be sufficient, given that one group could easily require a £500.00 top up.

Following discussion it was then proposed by Alderman Henderson, seconded by Councillor White and

RESOLVED:- Members of the Committee recommended that:

- (a) Officers investigate the options for harmonising community rates within Leisure Services and Community Services facilities where possible, by 1st April 2012.
- (b) That the impact on budgets, as a result of any proposed changes, be ultimately referred to the Estimates 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
_____ 2011 with the exception of
Minute Nos. _____

MAYOR