

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 27 June 2011 at 6.00 p.m.

PRESENT: Alderman M Henderson MBE (Chairman)

ALDERMAN: J Beattie MBE
G Robinson (from 6.50 p.m. until 7.30 p.m)

COUNCILLORS: D Drysdale (from 6.20 p.m.)
T Jeffers (from 6.05 p.m.)
T Morrow
J White

IN ATTENDANCE: Director of Leisure Services, General Manager Leisure & Marketing, Business Manager, DIIB Project Manager (from 6.10 p.m.) and Assistant Members' Services Officer.

APOLOGIES: Apologies were recorded on behalf of Councillors Cochrane, Hall, Hanvey and Spratt and also from Councillor Drysdale who would be late on arrival.

LPB/2011/69: 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.

Noted.

LPB/2011/70: MINUTES OF LEISURE PARK BOARD MEETINGS DATED 21 MARCH 2011

RESOLVED: - That the minutes of the Leisure Park Board meeting held on 21 March 2011 be accepted as a true and accurate record of proceedings.

MATTERS ARISING

LPB/2011/71: INSTALLATION OF MIRRORS IN THE FUNCTION SUITE BY MAXI'S DANCERS (Minute ref: LPB/2011/49 refers)

The Director of Leisure Services reported that quotations for the installation of the mirrors had been forwarded to Maxi's Dancers but there had been no response to date.

Noted.

LPB/2011/72: BELFAST GIANTS – HEROES SUMMER SCHOOL 2011 (Minute ref: LPB/2011/51 refers)

The Director of Leisure Services reported that the Heroes Summer School would be taking place from 15 -19 August 2011.

Noted.

LPB/2011/73: JUNIOR BELFAST GIANTS SUMMER HOCKEY SCHOOL (Minute ref: LPB/2011/52 refers)

The Director of Leisure Services reported that the above event would not be taking place due to lack of interest.

Noted.

LPB/2011/74: SKATING WITH MARIA FILLIPOV

The Director of Leisure Services reported that an opportunity to skate with Dancing on Ice star, Maria Phillipov, was taking place 22-24 July 2011.

Noted

LPB/2011/75: KPMG PRESENTATION OF REFRESHED OUTLINE BUSINESS CASE

At 6.10 p.m. the DIIB Capital Projects Officer and Mr James Gilchrist from KPMG entered the meeting.

The Chairman welcomed Mr Gilchrist to the meeting. Mr Gilchrist presented to Members the refreshed outline business case and furnished Members with a copy of the document. He then proceeded to outline the key objectives and findings of the refreshed business case.

Councillor Drysdale entered the meeting at 6.20 p.m.

Mr Gilchrist referred Members to the Conclusions of the refreshed business case. He reported that it was concluded that there was 'in principle' the need and demand for each of the following facilities and that each had the potential to be financially viable additions to the DIIB site:

- 25 m pool
- Multi-functional sports hall
- GP surgery offices and pharmacy
- Indoor 3G sports cages
- Municipal gym
- High Ropes adventure course & indoor climbing wall
- Business units
- Learning Zone
- Conference suite/multi-functional room
- The option of a second ice pad could not be supported however the 8 court hall was considered viable.

Mr Gilchrist then referred to the recommendations as follows:

- Engagement with the private sector e.g. Potential for private sector sponsorship and to confirm demand for business units
- The purchase/hire/operation of a coach to encourage school usage is not recommended in light of consultations with schools as well as the costs and risks associated with this option. A more financially and less risky alternative may be to utilise community transport options
- The Council should pilot a number of programmes to assess their effectiveness in terms of maximising utilisation at off peak times. This should draw on lessons learned from ice centres in Sheffield and Nottingham. Examples of potential initiatives DIIB should consider may include:

- Provision of financial incentives to schools to encourage greater use of DIIB
- Increase current provision of wheelchair ice skating
- Increased marketing and promotion to alleviate perceived health and safety risks associated with ice skating
- Enhanced linkage with the national curriculum
- Tailored schools/after schools programmes
- Reassess and extend party packages, focussing on promoting off peak times
- Examine marketing needs of DIIB with consideration to appointing a full time and dedicated Marketing Officer post, specific to DIIB, subject to the outcome of piloting above initiatives.

Following a number of questions, Members noted receipt of the document and Mr Gilchrist left the meeting at 6.40 p.m.

The Director of Leisure Services advised that she would be considering the findings in detail along with DIIB's management team and would keep Members updated.

Noted.

REPORT FROM THE DIRECTOR OF LEISURE SERVICES

LPB/2011/76: UPDATE ON REDEVELOPMENT OF DIIB

The Director of Leisure Services stated that following the presentation she felt it was an opportune time to update Members on the current status of the work on the redevelopment of the Ice Bowl and also for Members to agree the specific project objectives.

She referred Members to the proposed strategic brief which detailed the background and specific project objectives and also to a summary gannt chart, which provided an overview on the status of the project.

She reminded Members that permission had been given to proceed with the tender for the appointment of a lead design team and cost manager for the redevelopment work of the Ice Bowl. A report detailing the scoring matrix for the tender process for the selection of these services had been considered by a panel consisting of the Chair and Vice Chair of the Leisure Park Board along with the Mayor. She referred Members to a copy of the report and advised that the recommendations in the report had been accepted and an

outcome had been recorded in the decision register to support the scoring matrix as documented. It was agreed at this meeting that the panel would consist of the Director of Leisure Services, DIIB Project Manager, a Legal Advisor on procurement and technical matters (as necessary), and a further observer being the Council's Procurement Officer.

At the outset of the process to appoint a lead design team and cost manager, it was recognised that due to the financial scale and complexity of the project, that there would be a need to have input from a legal advisor, so as to support the tender process. She continued, at the time it was envisaged that such an appointment process would be a single stage and on this basis a number of hours were projected as deemed necessary for the input from a legal advisor. In keeping with fiscal policy written quotations were sought for these services. These were evaluated and a report was taken to the January meeting of Leisure Park Board, which agreed to the most economically advantageous quotation (LPB/2011/09 refers). The Director of Leisure Services reported that these services had complemented the 'in house' expertise in progressing the stage one pre qualifying questionnaire (PQQ), she advised, however, that it became apparent early on in this process that the number of hours estimated would fall short of those actually required. This was specifically due to the fact that the process now needed to have a two stage approach and it would be necessary to have input from the independent advisor during the evaluation process. She explained the reason for change from a single stage to two stage approach and confirmed that the two stage process was a well recognised industry practice for such scale of projects. The projection of the time involved and corresponding cost had been requested from the current supplier and at this early stage it was felt that the amount of input from such an advisor would take the remit of services provided financially beyond the Council threshold for the tendering of services. On this basis it was necessary to conclude stage one of the process with the current supplier and then tender for the further support that would be needed to complete stage two and appoint a lead design team and cost manager.

The Director of Leisure Services continued, that the Board had previously approved the scoring matrix for securing these advisory services (LPB/2011/09 refers) and it was this matrix that had been used for the tender process. This had led to an unavoidable delay, but it ensured that the best supplier was obtained for the project. The independent legal advisor had provided invaluable support to the process to date and facilitated the e-tender process for the issue of the PQQ documentation. The e-tender process was followed so as to give the Council the best opportunity for testing the market for a project of such a financial scale.

She concluded by advising that it had not been possible at the outset of securing these services to estimate the level of support required. A reasonable attempt had been made to quantify the hours, but it was only now possible to determine the input actually required. As with the engagement of any legal advisor, until the case or situation progressed the amount of time involved could not be quantified. She stated that the completion of stage 1 PQQ was an appropriate place to conclude. Members were advised that

capital provision of £50,000.00 had been made available to finance such services in this financial year (LPB/2011/08) and it was anticipated that this would be sufficient.

The Director of Leisure Services stated that she had been made aware of the option of a Stage 5 of the Hanwood Project and that it was likely to proceed in the near future. She advised that Members should bear this in mind when considering new proposals for the leisure park to try and ensure that there would be no conflict in the two developments.

Alderman Robinson and Councillors Drysdale and Sandford declared an interest in any discussions relating to Hanwood.

Following consideration of the Director's report, it was proposed by Councillor Morrow, seconded by Councillor Drysdale and subsequently

RESOLVED: - Members of the Board

- (a) noted the information as detailed and approved the completion of stage one with the current advisor;
- (b) noted the continued use of the agreed scoring matrix for the appointment of a provider of Project Legal Procurement services for stage 2 and the duration of the project;
- (c) approved the specific project objectives as outlined in the Director's report.

LPB/2011/77: TOURISM REPORT

The General Manager advised that a report had been published by the Northern Ireland Tourist Board to provide an overview of the number of visits to various attractions within Northern Ireland during 2010. The report was compiled following a voluntary survey which was completed by 149 attractions in Northern Ireland. He referred to the report which highlighted DIIB as the top participating visitor attraction in NI.

Members welcomed the fact that DIIB was the top participating visitor attraction and requested that a press release be issued to highlight this success.

RESOLVED: - Members of the Board requested that the Acting PR & Marketing Manager circulate a press release highlighting that DIIB had been named as the top visitor attraction in Northern Ireland during 2010.

LPB/2011/78: FINANCIAL TRADING ACCOUNTS

The Business Manager referred Members to the summary of the *draft* year end position for the financial year 2010/2011 which showed a favourable variance for the facility. She advised that these profits would be ring fenced for the redevelopment proposal at DIIB, this was in line with the decision taken by the Board in 2010 (Minute ref: LPB/2010/38 refers).

She also drew Members' attention to the trading figures up to the end of Period 2. She reported that there had been an underachievement in relation to income compared to the profiled budget during both April and May, this has resulted in an adverse variance for these two months. The Business Manager stated that the facility had suffered poor trading over the Easter Holiday period, much of which could be attributed to the good weather. In conclusion, the Business Manager advised that on a positive note she had studied the figures available to date for June 2011 and on a like for like basis with the same period last year the facility was currently well ahead in relation to income which would help to decrease the overall adverse variance.

Noted.

LPB/2011/79: "OTHER" LEISURE DEVELOPMENTS

The Director of Leisure Services stated that she felt it was important that Members were kept fully apprised of other leisure developments within the province and beyond. She referred to her report which outlined the details of the following proposals/developments:

- The Altitude Resort, Dundalk
- Linfield Road Ice Dome
- Banbridge Ice Dome
- Antrim Ice Dome
- Londonderry Ice Dome

Noted.

LPB/2011/80: DRAFT LEISURE STRATEGY 2011-2015

The Director of Leisure Services referred to the draft leisure strategy 2011-2015 which she had attached to her report for Members' consideration and approval. She advised that as Members had previously been advised, the strategy was attempting to shape Leisure Services so as to support the wider health and wellbeing agenda, using collaborative and partnership opportunities where possible to do so. Each of the facility business plans had been produced in keeping with this revised theme and had been planned over a two year window. The Sports Development Strategy was currently under review and would be updated once complete.

The Director advised that upon completion of the new corporate plan the strategy would be revised, if necessary. Upon approval of the draft Leisure Strategy each facility would finalise its respective business plan, which in turn would be brought to the next Board meeting.

RESOLVED: - Members of the Board approved the Draft Leisure Services Departmental Strategy 2011 – 2015.

LPB/2011/81: TRAINING COURSE

The Director of Leisure Services advised that the Corporate Marketing Officer had requested financial assistance to undertake a CAM Diploma in Digital Marketing. She stated that the course would be undertaken outside office hours and would assist in the delivery of the department's marketing strategy.

RESOLVED: - Members of the Board approved the Corporate Marketing Officer's request to undertake a CAM Diploma in Digital Marketing to the value of £455.00.

LPB/2011/82: REQUEST FOR SPECIAL LEAVE - FULL TIME RECREATION ASSISTANT DIIB

The Director of Leisure Services advised that a full time Recreation Assistant in DIIB had been selected to play for Team Ireland in Ice Hockey. He had written to management asking to be considered for five days special leave under the relevant council policy.

The Director of Leisure Services advised that given that the event was from the 8 - 17 April the General Manager had informed the Chairman of the LPB, who had given permission to approve the special leave request, with retrospective approval of the Board being sought.

RESOLVED: - Members of the Board granted retrospective approval for the full time Recreation Assistant to be granted five days special leave, in accordance with Council policy, to play for Team Ireland in Ice Hockey.

LPB/2011/83: TENPIN BOWLING WORLD CUP QUALIFIER – REQUEST FOR SPONSORSHIP

The Director of Leisure Services advised that the World Cup Qualifying Competition had been held at DIIB on Sunday 22 May 2011. Eight male and four female bowlers had competed for the opportunity to attend the World Cup Finals due to take place in South Africa later in the year.

The NITBF had written seeking sponsorship towards the cost of the trip for the successful competitors. The Director advised that rather than offering sponsorship she had offered a reduced lineage fee for the even, this arrangement was of benefit to both the Council and NITBF and had been

approved by the Chairman in the absence of a meeting over the local government elections.

RESOLVED: - Members of the Board granted retrospective approval for a reduced lineage fee for the NITBF World Cup Qualifying Competition.

LPB/2011/84: PROPOSED ROOM HIRE DISCOUNT FOR EXTENDED LET USER GROUPS.

The Director of Leisure Services advised that historically some of the figure/hockey skating clubs and bowling leagues had been allowed to hold meetings in spare rooms across the centre. These groups had not in the past been charged for this room hire. Unfortunately, spare room capacity in the evenings was not always possible, to formalise a procedure it was proposed that Members consider offering a 50% discount on 'pre-booked' room hire for Lattecinos. She continued that where user group committees met during club/league time and where pre-booking was not requested it was proposed that management be granted the authority to allow groups free use of Lattecinos providing the room was available.

She stated that at present the hourly rate for the room hire of Lattecinos was £25.00 per hour. The proposed rate for the hire of Lattecinos by extended let user groups would therefore be £12.50 per hour.

She added, that in the past all of the main user groups had been allowed to hold their AGM free of charge in Lattecinos it was suggested that this agreement should remain.

RESOLVED: - Members of the Board granted authority to apply a 50% discount for the hire of Lattecinos to extended let user groups and allow one free AGM to each group per annum. It was also agreed that Lattecinos could be utilised by extended let user groups free of charge when the room was not in use and when pre-booking had not been requested.

LPB/2011/85: CHP REPORT

The Director of Leisure Services drew Members' attention to the costs and savings for the CHP for the last financial year.

Councillor White stated that he felt that the savings might have been greater. He requested that a table showing comparisons in previous years savings be prepared for the next meeting.

RESOLVED: - Members of the Board requested that a table showing comparisons in the CHP savings be prepared and tabled at the next meeting of the Leisure Park Board.

LPB/2011/86: TECHNICAL MANAGER – CAREER BREAK (LPB/2011/35 refers)

The Director of Leisure Services reported that the Technical Manager had opted to return to work earlier than anticipated and would now return on Monday 22 August 2011.

A two week handover was planned to take place between the Acting Technical Manager to the Technical Manager and the Acting Technical Supervisor to the Technical Supervisor. She confirmed that there was sufficient provision in the salaries budget for this handover to take place.

RESOLVED: - Members of the Board approved the early return of the Technical Manager and the handover arrangements, subject to sufficient budget being available.

LPB/2011/87: ADVERTISING HOARDINGS ON HOTEL SITE (LPB/2009/29 refers)

The Director of Leisure Services reminded Members that in 2009, the LPB had given approval to erect advertising signage on the hotel site. The proposal consisted of a back-to-back structure 12m x 3m, freestanding unit, visible from both directions, for a guaranteed income of £5000.00 per annum, paid quarterly in advance. It had been agreed that all building, planning, statutory and maintenance costs would be met by the company. The length of tenure had been agreed at 5 years, with a termination clause for early release or transfer to new owners should this be necessary. This proposal had never actually been progressed due to the economic climate but the Company now wished to proceed with the proposal at a reduced rental of £4000.00 per annum.

Following discussion, Members agreed 'in principle' to proceed with the proposal but requested that Officers test the market to ascertain could a better rental be achieved.

RESOLVED: - Members of the Board agreed 'in principle' to the external advertising opportunity proposed for the hotel site but requested that Officers test the market to ascertain could a better rental be achieved before proceeding.

LPB/2011/88: MARKETING & TECHNICAL STUDENTS

The Director of Leisure Services sought permission to host a Marketing Student and a Technical Student on placement year from university. Last year, it had been agreed to host students, who did not get paid, but who received a contribution towards their university fees. It cost approximately £1600.00 per student last year, although this might rise slightly this year.

She confirmed that there was sufficient provision in the salaries budget.

RESOLVED: - Members approved the hosting of a Marketing Student and a Technical Student whilst on placement years from university and agreed to contribute towards their university fees for the duration, estimated to be approx £1600.00 each.

LPB/2011/89: TENANCY UPDATE – CHOC-O-BLOC

The Director of Leisure Services reported that Choc-o-Bloc had handed in their notice and would cease trading at DIIB on 7 July 2011. She updated Members on the arrangements to repay all outstanding monies owing within 1 year.

Following discussion regarding filling the empty unit it was agreed that Officers would seek expressions of interest for the empty unit. It was also suggested that they investigate the feasibility of operating an 'in house' coffee shop from the location.

RESOLVED: - Members agreed that Officers seek expressions of interest for the former Choc-o-Bloc unit. Officers were also asked to investigate the feasibility of operating an 'in house' coffee shop from the location, with a report being tabled at a future meeting of the Board.

LPB/2011/90: UNDERPASS PROJECT

The Director of Leisure Services referred Members to a report detailing proposals for the Underpass.

On perusal of the report Members agreed to support the progression of the project. Councillor White proposed that the number of signs from within the Leisure Park to the Caravan Park be increased, especially on the left hand side as he had witnessed people experiencing difficulty locating the Caravan Park.

RESOPLVED: - Members of the Board agreed

- (a) to support the progression of the underpass project, as detailed in the Director of Leisure Services report with the theme being a mural depicting leisure services within Castlereagh;
- (b) to increase the number of signs to the Caravan park from within the Leisure Park, particularly along the left hand side.

LPB/2011/91: TENPIN BOWLING – PRICING REVIEW

The Director of Leisure Services reminded Members that a comprehensive pricing review for the facility had been undertaken last year, with price

increases having been implemented in January 2011. At that time, it had been agreed that the ten pin bowling prices would be frozen, but that these would be reviewed in advance of the new bowling season in September 2011.

This review had recently been carried out and had also included consideration of league pricing. The Director referred Members to the specific details considered and to the management's recommendations and it was subsequently

RESOLVED: - Members of the Board approved

- (a) a freeze on general tenpin bowling pricing, with a further pricing review to take place in advance of the new financial year (April 2012);
- (b) that league prices would also remain frozen, with a further review taking place in advance of the September 2012 league season.

LPB/2011/92: REPLACEMENT TENPINS

The General Manager sought permission to replace a number of the tenpin bowling pins. He advised that damaged pins were a regular cause of stoppages in games and which could ultimately damage the machinery. He confirmed that a £5000.00 provision had been made in the capital estimates for this equipment.

RESOLVED: - Members of the Board approved the purchase of a new set of tenpin bowling pins from the capital provision in the estimates.

LPB/2011/93: BELFAST GIANTS – ANNUAL AGREEMENT 2011/2012

The General Manager reported that he had met with representatives from the Belfast Giants on 25 May 2011, to discuss the terms for the annual reciprocal agreement. He referred Members to a copy of this agreement which had been attached to the report.

In summary, he reported :

- that the price charged to the Belfast Giants for training sessions and matches had been kept the same as last year;
- the Board had retained use of one corporate box at the Odyssey on two occasions in the coming season during Belfast Giants matches.

RESOLVED: - Members of the Board granted approval for the contents of the annual agreement with Belfast Giants 2011/2012. The General Manager agreed to bring a list of games to the September meeting for Members to decide on a suitable date to use the corporate box.

LPB/2011/94: QUIZ NIGHT – MAYOR’S OFFICE

The Director of Leisure Services advised that a request had been received from the Mayor’s Office seeking to host a quiz night in the Function Suite at DIIB. It was anticipated that the event would be run similar to previous years, with the Deputy Mayor contributing towards the cost of food and a ‘Bring Your Own’ policy for any alcohol consumed.

RESOLVED: - Members of the Board approved free use of the function suite at DIIB for the Deputy Mayor to host the proposed quiz night in aid of the Mayor’s chosen Charity.

LPB/2011/95: UNIT 2B – DUNDONALD LEISURE LLP

The Director of Leisure Services advised Members that there had been a change in business name of Unit 2B. Formally known as ‘Coast’ the business had now opened up under the name of ‘Garibaldi’s’. Members had previously considered the lease in their capacity as superior land lord and approved the occupancy; therefore, it was only the name change that was being brought to Members attention.

Noted.

At this stage in proceedings the Business Manager left the meeting.

ANY OTHER BUSINESS

LPB/2011/96: MEETINGS OVER THE SUMMER RECESS

RESOLVED: - It was agreed that the next meeting of the Leisure Park Board would be held in August 2011.

LPB/2011/97: IMPOSITION OF A BAN FROM THE FACILITY

The General Manager reported that following two recent incidents of anti-social behaviour at the Robinson Centre, several youths had been banned from the premises with immediate effect. He reported that this had been agreed at the June meeting of Council and in line with Council policy this ban would be extended to all of the Council’s leisure facilities which included DIIB.

RESOLVED: - Members of the Board approved the imposition of a ban from the Leisure Park.

LPB/2011/98: LETTER FROM HANWOOD RESIDENT RE: CARAVAN PARK

The General Manager referred to a recent letter received regarding a property in Hanwood Park, which backed onto the caravan park. He read the contents of the letter which detailed that the elderly owner, had recently been bereaved and felt that her property lacked privacy due to the caravan park which was causing her great anxiety. It requested that the Council consider planting the area or erecting fencing to shield her property.

Members considered the request and noted that there was nothing preventing residents from planting or erecting fencing from within their own boundary.

RESOLVED: - Requested that the General Manager write to the resident advising that whilst Members of the Board were sympathetic to the concerns of the individual they would not be planting or erecting fencing as this may set a precedent for all of the other houses in the area.

LPB/2011/99: MATERNITY LEAVE

The Director of Leisure Services advised that a member of the marketing staff section would be commencing maternity leave in December 2011. She advised that management would be recruiting to cover this period of absence.

Noted.

LPB/2011/100: “GIS A HUG” FOUNDATION

The General Manager of Leisure & Marketing advised that the parents of the two young people who had died as a result of carbon monoxide poisoning in Castlerock had started the above foundation to raise awareness of the dangers of carbon monoxide. He outlined that a request had been received for charity boxes in support of the Foundation to be located throughout the Council's leisure facilities. He advised that in line with discussions held at the June Leisure Services meeting, the Mayor had been contacted and had agreed that boxes could be located throughout all Council facilities this included DIIB.

Noted.

LPB/2011/101: BORE HOLE

The General Manager reported that at the June meeting of Leisure Services Committee Members had agreed to carry out a feasibility study in relation to a bore hole at the Lough Moss Centre. Following initial discussions he advised that he would also like to investigate the possibility of a bore hole at DIIB. If both the feasibility studies were carried out at the same time there would be greater economies of scale and the feasibility study would cost £1000.00.

Councillor Morrow expressed caution as he had a bore hole at his farm but the water was extremely 'hard' and as a result had very limited usage. Officers stated that the water would only be being used for toilets and wash facilities.

RESOLVED: - Members of the Board agreed that a feasibility study be carried out in relation to a bore hole at DIIB in conjunction with the investigations at the Lough Moss Centre, at a cost of approximately £1000.00.

LPB/2011/102: CORPORATE VENDING CONTRACT

The General Manager advised that following advertisement, two expressions of interest had been received from:

1. Coco Cola
2. Britvic

The General Manager advised that following detailed analysis and consideration of the documentation by himself and the Business Manager, they were recommending that Britvic be awarded the vending contract for a 3 year period.

A number of Members expressed their concern that they had not been given the opportunity to be involved in the assessment process. The Chairman queried why the Companies had not been invited to a meeting of the Board to make presentations, as had been done in previous years.

The Director of Leisure Services advised that previous legal advice had been that members should not form part of the assessment panel for any tender, but be the decision making body to consider an officer's recommendation. On this basis therefore there was recommendation made to the Board from the panel.

Following discussion it was

RESOLVED: - Members of the Board awarded Britvic the corporate vending contract for a 3 year period.

At this stage in proceedings the DIIB Projects Manager and Members' Services Officer left the meeting.

LPB/2011/103: OLYMPIC TORCH RUN

The Director of Leisure Services advised Members that she would be bringing a report to Council on opportunities for Castlereagh during the Olympic torch run.

Noted.

STAFF IN COMMITTEE

As there was no further business the meeting ended at 7.50 p.m.

CHAIRMAN

MAYOR