

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, and remotely, on Tuesday 1st March 2022 at 6.00pm

<u>PRESENT:</u>	Councillor S Skillen (Chairperson)
	Aldermen A Grehan and J Tinsley
	Councillors N Anderson, D J Craig, A Gowan, D Honeyford and S Hughes
<u>PRESENT IN A REMOTE LOCATION:</u>	The Right Worshipful the Mayor Alderman S Martin
	Councillors R T Beckett, R Carlin, M Guy, A McIntyre, Jenny Palmer, John Palmer and Hon N Trimble.
<u>OTHER MEMBERS PRESENT IN A REMOTE LOCATION:</u>	Councillors A Givan and A Swan
<u>IN ATTENDANCE:</u>	<u>Lisburn & Castlereagh City Council</u> Director of Leisure and Community Wellbeing Head of Communities Head of Parks and Amenities Head of Sports Services Member Services Officers (BF & EW) Technician IT Support

Commencement of Meeting

The Chairperson, Councillor S Skillen, welcomed everyone to the meeting and reminded attendees that, in accordance with the Council's Standing Orders, unauthorised recording was not permitted. The Director of Leisure and Community Wellbeing read the safety announcement and the Member Services Officer read out the names of the Elected Members and officers in attendance.

1. **Apologies**

An apology was reported on behalf of Deputy Mayor, Councillor T Mitchell.

2. **Declaration of Interest**

In respect of item 4.4, 'Queen's Platinum Jubilee Grant Programme, Alderman J Tinsley declared an interest in that he was a member of Fourshore LOL 340, which had applied for funding under the grant programme.

3. Report of the Director of Leisure and Community Wellbeing

(Alderman A Grehan joined the meeting 6:02pm)

3.1 Leisure and Community Wellbeing – Quarter 3 Performance Report

The Director outlined the principal aspects of the above-mentioned report, together with the details contained within the management accounts and tables of key performance indicators, which gave an overview of the Department's performance during Quarter 3 of the financial year 2021/22. In response to a question from Councillor D J Craig, the Director clarified the factors which had contributed to the department recording a financial underspend during the financial year.

It was proposed by Alderman A Grehan, seconded by Alderman J Tinsley, and agreed that the Committee note the following information as provided:

- the management accounts covering the period from 1st October to 31st December;
- the outturn of operational metrics/service KPIs from 1st October to 31st December; and
- the outturn of Performance Improvement KPIs from 1st October to 31st December.

4. Report of the Head of Communities

4.1 District Electoral Area (DEA) Investment Programme – Community Development Bursary

The Head of Communities reported that the DEA Investment Plan for 2022/23 included provision for a Community Development Bursary with an associated budget of £5,000. She added that additional funding capacity may be available within the Community Support Programme for 2022/23, should it be required, depending on the demand for the bursary.

The Committee was advised that the bursary was designed to support members of community/voluntary groups to apply for financial assistance of up to £1,000 towards the costs associated with further educational studies which contributed to community development. The overall objective of the funding stream would be to increase the capacity of community leaders which, in turn, would provide additional capacity and benefits across the council area. She further outlined the eligibility criteria that would be applied in the application process.

After discussion, during which a number of Members welcomed the introduction of the bursary, it was proposed by Councillor D J Craig, seconded by Alderman A Grehan, and agreed that the Committee endorse the promotion and implementation of the Community Development Bursary (with the launch to take place in April 2022) and noted that, following the assessment of submissions, a further report would be submitted to the Committee to consider and agree the award of funding.

4.2 Good Relations Action Plan 2022/23

The Committee was reminded that the Council's Good Relations Programme was delivered as part of the Northern Ireland Executive's 'Together: Building a United Community' strategy. In December 2021, the Executive Office had invited the Council to apply for funding under that strategy for the financial year 2022/23, based on a commitment that 75% of funding to support the Council's programme would be provided by the Executive Office, with the remaining 25% coming from within the Council's budgets, provision for which had been included within financial estimates for 2022/23.

The Head of Communities outlined the principal aspects of the draft Strategy and Action Plan for the period 2022/23, copies of which had previously been circulated. In particular, she highlighted that research and community consultation had identified the following needs which would be addressed and incorporated within the 2022/23 Programme, namely:

- the need to support young people to become leaders within civic life;
- the diversity of cultural celebrations;
- the opportunities for new and existing communities to link together and build relationships; and
- programmes to increase education and awareness of minority groups within communities.

During discussion, the Head of Communities outlined how the funding streams within the Programme could be utilised to encourage enhanced participation, together with proactive and reactive engagement, with all groups in the Council area. In addition, she reported that, given the prevailing circumstances at central government, there could be a delay encountered in the receipt of confirmation that the Council had been successful in its application for funding and that the Committee would be kept informed in this matter. Members further commented on the comprehensive nature of both documents and acknowledged the effort made by officers in bringing this Strategy and Action Plan forward.

It was proposed by Councillor Jenny Palmer, seconded by Alderman A Grehan, and agreed that the Committee endorse the three-year Good Relations Strategy and Annual Action Plan for 2022/23 for its onward submission to the Executive Office.

4.3 PEACE PLUS Partnership & Structure – Update

The Head of Communities reminded Members that PEACE PLUS was a European Union-funding programme which had been designed to support peace and prosperity across Northern Ireland. The Committee was reminded also that, at its meeting on 7th September 2021, it had adopted a number of recommendations to progress the governance, partnership and delivery models for the programme within the Council area. She provided the Committee with an update on the themes which had been adopted for the programme, together with the next steps that would be taken in the progression of a Local Action Plan.

It was pointed out that the Council had agreed previously to appoint 13 Elected Members to the PEACE PLUS Partnership via the d'hondt mechanism. In order to achieve a balance in terms of representation, it was recommended that 12 social partners be nominated to

serve on the Partnership also, to include seven from across the Council's DEAs and five from a range of targeted groups. The nomination and appointment process for the social partners would be undertaken through an 'open call' to provide equality of opportunity to the local community, details of which were outlined to the Members.

It was further reported that the number of statutory representatives on any Partnership could vary, but it was suggested that this number could be up to six in the Council area, who would serve in an advisory capacity without voting rights. Regarding the selection process, the Head of Communities recommended that nominations be sought through the Community Planning Partnership to identify suitable representatives from within the statutory sector. The Committee was provided also with an outline of the timescale for the delivery of the work of the Partnership, together with an overview of the expenditure details associated with the programme.

After discussion, it was proposed by Councillor D Honeyford, seconded by Councillor Jenny Palmer and agreed that the Committee note the information provided and agree to approve the following:

- the proposed structure for the PEACE PLUS Partnership;
- the outlined criteria and commencement for the recruitment process for the appointment of social partners
- that delegated authority be granted to the 13 Elected Members on the PEACE PLUS Partnership to provide input to the process as required; and
- that a further report to be brought back to committee to agree the appointment of the social partners to the Partnership.

4.4 Queen's Platinum Jubilee Working Group Grant Programme

The Head of Communities reminded the Committee that, at its meeting on 7 December, 2021, it was agreed that a sum of £25,000 be allocated towards a grant programme to support community groups in hosting events to mark the Queen's Platinum Jubilee. There would be a maximum amount of £500 available to individual community groups to host such events.

It was reported that 91 applications had been received under the programme and, after assessment against the agreed criteria, all applications had been deemed successful and the total amount requested had been £45,360. Accordingly, given that the amount requested under the programme had exceeded the original funding allocation, the Head of Communities outlined three options for the Committee's consideration.

The Committee was informed that, should it agree to adopt the option 1 which recommended to fund all applications at 100%, any additional financial contribution required would be sourced from within the departmental underspend for 2021/22.

After discussion, during which officers undertook to examine the reasons for the variance in the number of applications received across the Council area, particularly from Castlereagh East and Castlereagh South, it was proposed by Councillor N Anderson, seconded by Alderman J Tinsley, and agreed that the Committee adopt option 1 as set out in the report.

4.5 Minutes of the Queen's Platinum Jubilee Working Group

It was agreed that the Committee note the contents of the minutes of the Council's Queen's Platinum Jubilee Working Group of 12th January 2022.

Arising from discussion on the previous two items, Councillor M Guy suggested, given the overspend which had been accrued in respect of the Queen's Platinum Jubilee Grant Programme, that it would be beneficial if the working group noted the actual spend against all aspects of the Programme and reported on this accordingly.

4.6 Welfare Reform Mitigations – Fair Funding Allocation

The Committee was advised that the Department for Communities (DfI) had announced in December a public commitment to a 'fair funding' approach to supporting the critical work delivered by the voluntary and community sector. This commitment related to posts directly funded by DfI through the Welfare Reform Mitigations Package. Such posts had been ring-fenced and were directly and fully funded through salaries, with the payments being made through local councils. This had amounted to £5,484.38 for Lisburn & Castlereagh City Council to be paid to the contractor employed to deliver this service.

The Head of Communities advised the Members that, subsequent to the publication of the Committee report, a Letter of Variance had been received from the Department for Communities, under the Council's Community Support Programme, to apply a similar uplift to the salaries in respect of those employed to deliver advice services through the Council's approved contractor to the value of £26,657.10.

It was moved by Alderman J Tinsley, seconded by Councillor John Palmer and agreed that the payment as outlined be made to Community Advice Lisburn & Castlereagh for the provision of the welfare reform mitigation posts and those for advice services.

5. Report of the Head of Parks and Amenities

5.1 Dromara Community Group: Fireworks Display

On the proposal of Councillor A Gowan, which was seconded by Councillor N Anderson, the Committee approved the hosting of a fireworks display by the Dromara Community Group at Lagan Park on 28th October 2022, subject to appropriate scrutiny by the Safety Advisory Group (SAG) and the production of necessary insurance and compliance certificates.

It was agreed further, given that this request had been acceded to annually by the Committee, that delegated authority be granted to the Head of Parks and Amenities to approve similar-type requests received from the Dromara Community Group to host firework displays at Lagan Park.

5.2 Mayor's Parade and Family Fun Day

The Committee was advised that, in order to avoid a clash with the Royal Ulster Agricultural Show, which would take place between 11th and 14th May, the most appropriate date for the hosting of the annual Mayor's Parade and Family Fun Day in 2022

would be Saturday 7th May. The parade would be held in conjunction with a family fun day and the date had been agreed after consultation with The Right Worshipful the Mayor, subject to any prevailing COVID-19 restrictions which may apply at that time.

The Head of Parks and Amenities reminded the Committee that the Council had utilised an existing tender to erect a panoramic wheel in Wallace Park in both 2020 and 2021. Since that tender remained valid, the wheel operator had requested permission to erect the wheel again in 2022, between Friday 15th April and Sunday 12th June. Members were reminded that the operator paid the council a set fee for this purpose.

In response to a number of questions relating to the steps that would be taken to ensure that businesses within Lisburn would benefit from any additional footfall on 7th May, it was clarified that this matter had been considered as part of the event planning process. As such, there would be a range of additional attractions provided to encourage people to remain in the city centre after the parade.

It is moved by Councillor N Anderson, seconded by The Right Worshipful the Mayor, and agreed that the Committee notes that the Mayor's Parade and Family Fun Day would take place on Saturday, 7 May, 2022. In addition, the Committee approved the following:

- the installation of the panoramic wheel in Wallace Park from 15th April until 12th June;
- that all income from the mobile vendors be donated to the Mayor's Charity; and
- that a sum of £1,000 be donated by the wheel operator to the Mayor's Charity.

6. Report of the Head of Sports Services

6.1 Sports Services Customer Service Excellence Accreditation

The Committee was advised that Sports Services was the only Council Service to have achieved the Customer Service Excellence Accreditation. The Head of Sports Services reported that a full review of the Service had been undertaken by independent assessors in December and that a very positive result had been achieved, particularly with the number of partial compliance areas having reduced from five to one, together with an increase recorded in the number of 'compliance plus' areas. He added that the results reflected very positivity on the staff within the Services and the Council's overall commitment to the provision of high-quality health and physical wellbeing activities for both its residents and customers.

Members extended their congratulations to the Service on the outcome of the assessment process and it was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed that the Committee note the information provided.

6.2 Salto City of Lisburn National Gymnastics Centre

The Committee was advised of the arrangements which had been put in place for the hosting of a charity fundraising event Salto City of Lisburn National Gymnastics Centre in aid of Motor Neurone Disease in Wallace Park on Sunday 20th March 2022.

The Head of Sports Services reported that, given the late receipt of the request, both the Chairperson and Vice Chairman had been consulted by the Director and she had exercised her delegated authority to grant approval to the event, agreed also that a contribution of £500 be made to the organisation, and that the Sports Events Coordinator would assist in the management of the event on the day.

The Committee noted and endorsed the course of action which had been undertaken by the Director in this matter.

7.0 Confidential Report of the Director of Leisure & Community Wellbeing

The Chairperson advised that the reasons for confidentiality for the following matters were, as set out in the agenda, confidential by virtue of the Local Government Act (2014) Northern Ireland.

“In Committee”

It was proposed by Councillor DJ Craig, seconded by Councillor A Gowan, and agreed that the confidential report of the Director of Leisure and Community Wellbeing be considered “in committee” in the absence of members of the press and public being present.

7.1 Pilot Community Asset Transfer – Meanwhile Use

It was proposed by Alderman A Grehan, seconded by Councillor DJ Craig, and agreed that Grove Activity Centre as outlined within the report be used as a pilot facility for a potential ‘Meanwhile Use’ as a form of Community Asset Transfer to inform a formal policy covering relevant Council assets.

7.2 Sam McBratney Digital Art and Literature Trail Update

It was proposed by Councillor N Anderson, seconded by Alderman A Grehan, and agreed that the Committee note the update provided by the Head of Communities in relation to the above-mentioned project, including the risks associated with the timeframe for delivery in line with the terms of the grant received from Tourism NI

7.3 Replace of Excavators – Financial Appraisal

It was proposed by Councillor D Honeyford, seconded by Councillor N Anderson, and agreed that Financial Appraisal to enable the undertaking of a tendering exercise for replacement of two excavators be approved.

7.4 Single Tender Action – Lock and Unlock Services

It was proposed by Councillor S Hughes, seconded by Councillor D J Craig, and agreed that the Committee approve the extension of the contracts for the above-mentioned service until 30th June, 2022.

7.5 Application for Flexible Retirement

It was proposed by Councillor D J Craig, seconded by Councillor A Gowan, and agreed that the Committee approve a request for flexible retirement for an employee within the Sports Services Section.

7.6 Tender for the Supply of Cleaning Materials – Sports Services/Parks and Amenities

It was moved by Councillor S Hughes, seconded by Councillor N Anderson, and agreed that the Committee notes the outcome of the tendering exercise and the award of contract regarding the above-mentioned matter.

7.7 Tender for Electric Golf Carts – Sports Services

It was moved by Councillor D J Craig, seconded by Councillor N Anderson, and agreed that the Committee note the outcome of the tendering exercise and the award of contract regarding the above-mentioned matter.

7.8 Lady Mary Peters – 50th Anniversary of 1972 Olympic Gold Medal Win

It was moved by Councillor N Anderson, seconded by Councillor D J Craig, that the Committee adopt the recommendation of the Head of Sports Services regarding the marking of the above-mentioned achievement.

7.9 Asylum Seekers

The Committee noted an update from the Director of Leisure and Community Wellbeing regarding a course of action which the Council had undertaken to receive further clarity and information from the Home Office in respect of correspondence it had issued to the Council in respect of above matter.

(The Right Worshipful the Mayor Alderman S Martin left the meeting at 7:41pm)

“Resumption of Normal Business”

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed to come out of Committee and normal business be resumed.

6. Any Other Business

(The following items were considered prior to Confidential Items).

6.1 Lisburn Baptist Church

The Chairperson, Councillor S Skillen, reminded the Committee that the Council, at its meeting on 22nd February, had been advised by Councillor A Givan that he had received a request from Lisburn Baptist Church seeking permission to hold an outdoor church service on Easter Sunday, 17th April 2022, in either Wallace Park or Castle Gardens. At that meeting, the Council had agreed that delegated authority be granted to the Committee to consider the request.

The Head of Parks and Amenities advised that should the Committee accede to the request, it would be necessary that the relevant bye-law which precluded of the holding of religious ceremonies in Council parks be set aside for this purpose.

The Committee, on the proposal of Alderman A Grehan, which was seconded by Councillor N Anderson, agreed to accede to the request and agreed further that the relevant bye-law be set aside on this occasion to enable the service to take place.

6.2 Carryduff Regeneration Forum

At the request of Councillor M Guy, who indicated that she had received several queries from representatives of the Carryduff Regeneration Forum, both the Head of Parks and Amenities and the Head of Sports Services provided an update in respect of a number of ongoing projects within the Carryduff area.

There being no further business, the meeting ended at 8:09pm.

Mayor/Chairperson