

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

Ref: AHC/2016

Minutes of Active and Healthy Communities Committee Meeting held on Monday 20th June 2016 at 5.00pm in the Mourne Room, Downshire Civic Centre, Downpatrick

Chairperson: Councillor M Carr

In attendance: **(Councillors)**
Councillor P Brown Councillor S Doran
Councillor V Harte Councillor H Harvey
Councillor D Hyland Councillor K Loughran
Councillor B Ó'Muíri Councillor D Taylor
Councillor J Trainor Councillor W Walker

Non-Committee Members: Councillor T Andrews
Councillor P Clarke
Councillor C Enright

Officials in attendance: Mr L Hannaway, Chief Executive
Mr M Lipsett, Director of Active and Healthy
Communities
Mr E Devlin, Assistant Director of Active and Healthy
Communities (Health and Wellbeing)
Mrs J Hillen, Assistant Director for Community
Engagement
Mr R Moore, Assistant Director of Active and Healthy
Communities (Leisure and Sport)
Miss S Taggart, Democratic Services Officer

AHC/71/2016: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillors Burns, Byrne, Fitzpatrick and Kimmins.

- The Chairperson welcomed Members to the first meeting of the new AHC Committee.

AHC/72/2016: DECLARATIONS OF INTEREST

There were no declarations of interest.

AHC/73/2016: ACTION SHEET OF THE ACTIVE AND HEALTHY COMMUNITIES COMMITTEE MEETING HELD ON 16 MAY 2016

Read: Action Sheet of the Active and Healthy Communities Committee Meeting held on 16 May 2016. (Copy circulated).

Agreed: **The Action Sheet was noted.**

AHC/74/2016 TO AGREE COMMENCEMENT TIME FOR AHC COMMITTEE MEETINGS FROM AUGUST 2016-MAY 2017

Agreed: **It was agreed on the proposal of Councillor Harte, seconded by Councillor Doran that AHC Committee Meetings from August 2016-May 2017 would commence at 6.00pm.**

DIRECTOR'S PAPERS

AHC/75/2016 DIRECTORATE BUSINESS PLAN 2016-2017

Mr Lipsett advised that the Directorate Business Plan for 2016-2017 would be presented at the August Committee Meeting in line with all the other Committees.

Agreed: **It was agreed that the Directorate Business Plan 2016-2017 would be presented at the August 2016 Committee Meeting.**

COMMUNITY ENGAGEMENT

AHC/76/2016 REPORT ON THE PROPOSAL FOR SUPPORTING COMMUNITY EVENTS

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding Proposal for Supporting Community Events (Copy circulated).

Mrs Hillen presented the report stating the purpose was to provide guidelines to assist in the provision of effective engagement and capacity building at a local level.

Mrs Hillen stated the report recommended that the Committee adopt the Supporting Community Events Policy and Procedures, which detailed available support for community events across the District and included changes to current procedures, including:

- Single point of contact for support request
- Distribution of equipment across entire District

Agreed: The report on the Proposal for Supporting Community Events was agreed on the proposal of Councillor Doran, seconded by Councillor Trainor, to include the procedures outlined in the Officer's Report and attached at Appendix 1.

AHC/77/2016 **RE-INSTATEMENT OF PLAY FACILITY IN MEADOWLANDS ESTATE, DOWNPATRICK**

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding Re-instatement of Play Facility in Meadowlands Estate, Downpatrick (Copy circulated).

Mrs Hillen presented the report stating that subject to the future availability and sourcing of capital funding, the Department for Communities had agreed to provide up to £8000 to facilitate ground testing for a replacement community play facility in the Meadowlands area of Downpatrick.

Mrs Hillen stated the report recommended that the Committee approve to proceed with the work to establish the feasibility of re-instating a community play facility in the Meadowlands area of Downpatrick and support, in principle, the development of play facilities in the Meadowlands estate, subject to confirmation of suitable conditions and successful funding applications.

Councillor Walker proposed that the Committee accept the officer's recommendation stating that Council could work with Downpatrick Community Collective who had completed a lot of excellent work on the Meadowlands estate to date. This was seconded by Councillor Harvey.

Agreed: It was agreed on the proposal of Councillor Walker, seconded by Councillor Harvey that the Committee approve to proceed with the work to establish the feasibility of re-instating a community play facility in the Meadowlands area of Downpatrick.

It was also agreed that the Committee support, in principle, the development of play facilities in the Meadowlands estate, subject to confirmation of suitable conditions and successful funding applications and that officers should contact Downpatrick Community Collective.

AHC/78/2016 **DEA FORA UPDATE**

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding DEA Fora Update (Copy circulated).

Mrs Hillen presented the report stating the nomination process for independent members to each DEA Forum closed on Friday 8th April 2016 and 36 applications had been received from across the seven DEAs by the closing date.

Mrs Hillen advised following assessment of the applications, 18 independent members had been appointed with clarification that had been requested on 13 nominations, being considered at individual private DEA meetings.

Mrs Hillen recommended that, for future meetings, only the action sheets from the seven DEA meetings would come to the Committee due to the volume of minutes and action sheets on the agenda.

Councillor Ó'Muiri proposed that the Committee accept the update on the DEA Fora and asked that DEA Councillors had sight of the minutes and action sheets before they came before the Committee. This was seconded by Councillor Doran.

Agreed: **The update on the DEA Fora was agreed on the proposal of Councillor Ó'Muiri, seconded by Councillor Doran and it was also agreed that DEA Councillors had sight of the minutes and action sheets before they come before the Committee. This was seconded by Councillor Doran.**

AHC/79/2016 REPORT ON THE AREAS AT RISK COMMUNITY EDUCATIONAL CLASSES IN BESSBROOK AND CROSSMAGLEN COMMUNITY CENTRES

Read: Report from Mrs J Hillen, Assistant Director of Active and Healthy Communities, Community Engagement, dated 20 June 2016 regarding update on the Areas at Risk Community Educational classes in Bessbrook and Crossmaglen community centres. (Copy circulated).

Mrs Hillen presented the report stating that Newry, Mourne and Down District Council receive £30,000 from the Department of Communities for both Crossmaglen and Bessbrook Community Centres to facilitate community educational classes. She advised the agreed programme for 2016/2017 was outlined within the report.

Noted: **The report on the Areas at Risk Community Educational Classes in Bessbrook and Crossmaglen Community Centres was noted.**

AHC/80/2016 MINUTES OF PCSP & POLICING COMMITTEE MEETINGS HELD ON 23 MARCH 2016

Read: Minutes of PCSP & Policing Committee Meetings held on 23 March 2016 (Copy circulated)

Mrs Hillen advised the minutes and report of the previous PCSP Meeting and Policing Committee Meeting were attached for noting.

Noted: **The minutes of PCSP & Policing Committee Meetings held on 23 March 2016 were noted.**

LEISURE AND SPORTS

AHC/81/2016 REPORT ON INDOOR LEISURE BUSINESS PLAN REQUIREMENTS

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Indoor Leisure Business Plan Requirements (Copy circulated).

Mr Moore presented the report stating the key corporate objectives relative to indoor leisure were to 'support improved health and well-being outcomes' as well as 'transformed and modernised the Council, providing accessible as well as value for money services.'

Mr Moore advised the report recommended that Council engage support to develop a business plan to map out the Council's vision as above based on marketing; branding; pricing strategy; opportunities for income generation and consistent service proposition. He stated this would involve engagement with a 3rd party.

Agreed: **The report on the Indoor Leisure Business Plan requirements was agreed on the proposal of Councillor Ó'Muiri, seconded by Councillor Brown.**

AHC/82/2016 REPORT ON FITNESS SUITE OPERATIONS FOR INDOOR LEISURE CENTRES

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding fitness suite operations for indoor leisure centres (Copy circulated).

Mr Moore presented the report stating that the Newry Leisure Centre Phase 2 has commenced with provision and space set aside for a fitness suite. He advised this would be an issue for the new Downpatrick Leisure centre and in the next 3-5 years, centres such as Kilkeel, Ballymote and Newcastle may also be considered.

Mr Moore advised the report recommended that officers go to market to obtain quotations from suppliers on the following basis:

- Straight capital purchase
- Lease
- Leisure equipment partner for fixed term

He advised the report recommended that the officers should report back to Council at a later date in conjunction with proposed business plan requirements.

Agreed: It was agreed on the proposal of Councillor Taylor, seconded by Councillor Ó'Muíri to accept the officer's recommendation that officers go to market to obtain quotations from suppliers on a straight capital purchase; lease; and leisure equipment partner for fixed term basis and that officers report back to Council at a later date in conjunction with proposed business plan requirements.

AHC/83/2016 REPORT ON CAFÉ OPERATING MODEL FOR NLC PHASE 2

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding café operating model for Newry Leisure Centre Phase 2 (Copy circulated).

Mr Moore presented the report stating provision and space had been set aside in Newry Leisure Centre for a café which provided Council with 2 separate options. Option 1 would be to purchase and operate 'in-house' i.e. Council decides upon specification, equipment needed and the full operational management of the café. Option 2 would be to initiate the procurement process to allow an Independent to operate which would involve Council entering into a management agreement with a business adopting a specification that reflects the ethos and standards of Newry, Mourne and Down District Council.

Mr Moore advised the report recommended that Council permit officers to proceed with option 2 and aim to appoint a supplier in line with contractor construction deadlines.

Councillor Ó'Muíri proposed to accept the officer's recommendation and asked that local businesses be encouraged to submit expressions of interest in the venture. This was seconded by Councillor Harvey.

Agreed: It was agreed on the proposal of Councillor Ó'Muíri, seconded by Councillor Harvey that officers proceed with initiating the procurement process to allow an independent to operate a café at Newry Leisure Centre Phase 2, ensuring that local businesses are encouraged to submit expressions of interest in the venture.

AHC/84/2016 REPORT ON SOFT PLAY PROCUREMENT FOR NEWRY LEISURE CENTRE, PHASE 2

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Soft Play Procurement for Newry Leisure Centre, phase 2 (Copy circulated).

Mr Moore presented the report advised that as Newry Leisure Centre Phase 2 had commenced construction, provision and space had been set aside for a soft play area and it was recommended that Council permit officers to proceed with a

procurement process with the aim of appointing a supplier in line with contractor construction deadlines.

Agreed: It was agreed on the proposal of Councillor Doran, seconded by Councillor Harte that officers be permitted to proceed with a procurement process with the aim of appointment a supplier in line with contractor construction deadlines.

AHC/85/2016 **REPORT ON LOOSE FIXTURES, FITTINGS AND EQUIPMENT NEEDED FOR NEWRY LEISURE CENTRE, PHASE 2**

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding loose fixtures, fittings and equipment needed for Newry Leisure Centre, Phase 2 (Copy circulated).

Mr Moore presented the report stating numerous loose fixtures, fittings and equipment had been identified that were not currently provided within the tender contract award at Newry Leisure Centre, Phase 2.

Mr Moore advised the report recommended that officers be permitted to proceed with finalising specification of items that were required for Newry Leisure Centre, Phase 2, subject to the adoption of procurement procedures where applicable whilst also ensuring the Council achieved best value for money.

Agreed: The report on the loose fixtures, fitting and equipment needed for Newry Leisure Centre, Phase 2 was agreed on the proposal of Councillor Taylor, seconded by Councillor Ó'Muiri.

AHC/86/2016 **REPORT ON DROWNING DETECTION SYSTEM**

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Drowning Detection System (Copy circulated).

Mr Moore presented the report stating that as part of the new Down Leisure Centre construction specification, an underwater drowning detection system would be installed and the report recommended that Members facilitate a presentation at a future AHC Committee meeting from a specialist supplier to determine if they wish to consider a similar system at other facilities.

Agreed: It was agreed on the proposal of Councillor Harvey, seconded by Councillor Harte that a supplier of the drowning detection system be invited to a future AHC Committee Meeting in order that Members could determine if they wished to consider a system to be installed within other facilities.

AHC/87/2016

REPORT ON SWIM ACADEMY YEAR 1 REVIEW

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Swim Academy Year 1 Review (Copy circulated).

Mr Moore presented the report stating that following the implementation of the STA International Learn to Swim programme last year, it was agreed that a review of the programme would take place.

Mr Moore stated there were 188 responses received to a survey from customers and 28 responses from staff with 98% of customers indicating they enjoyed the activity they attended and 97% of customers stated they would recommend the academy to friends/family.

Mr Moore advised the report recommended that Council continue with the STA swim lesson delivery model with scope for on-going reviews in conjunction with staff and customers and amendments made where applicable and where it was in line with the STA delivery model.

Agreed: **It was agreed on the proposal of Councillor Loughran, seconded by Councillor Walker to accept the officer's recommendation to continue with the STA swim lesson delivery model.**

AHC/88/2016

REPORT ON THE REQUEST TO USE THE ROCK POOL - NEWCASTLE

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding request to use Rock Pool - Newcastle (Copy circulated).

Mr Moore presented the report advising YMCA in Newcastle have asked whether they could operate the Rock Pool one evening per week in July and August on a six-week trial for their own use, when the facility was closed to members of the public.

Mr Moore advised the report recommended that Council accept the request for a six week trial from YMCA and the hourly operational costs be passed onto the YMCA for this period. It also recommended that an assessment be undertaken on the completion of the trial to determine the viability of a partnership between Council and YMCA.

Agreed: **It was agreed on the proposal of Councillor Doran, seconded by Councillor Trainor that Council accept the request for a six week trial from YMCA and the hourly operational costs be passed onto the YMCA for this period.**

It was also agreed that an assessment be undertaken on the completion of the trail to determine the viability of a partnership between Council and the YMCA.

AHC/89/2016

REPORT ON EVERYBODY ACTIVE 2020 DELIVERY PARTNERS

Read: Report from Mr R Moore, Assistant Director of Leisure and Sport, dated 20 June 2016 regarding Every Body Active 2020 Delivery Partners (Copy circulated).

Mr Moore presented the report stating that it had been agreed at the December AHC Committee Meeting that Council appoint five delivery partners to deliver the targets for a six month period only and to seek expressions of interest by an open process from other groups who may be in a position to delivery on the targets.

Mr Moore advised expressions of interest went out to public advert in May with five organisations returning their submissions. These five organisations were assessed against a scoring matrix with all applicants being successful.

The recommendation was that Council appoint Clanrye Group Limited, Ulster Rugby, County Down Rural Community Network, Athletics Northern Ireland and Tollymore FC as the EBA 2020 partners to deliver the targets set by Sport NI.

Agreed: It was agreed on the proposal of Councillor Taylor, seconded by Councillor Loughran that Council appoint Clanrye Group Limited, Ulster Rugby, County Down Rural Community Network, Athletics Northern Ireland and Tollymore FC as the EBA 2020 partners to deliver the targets set by Sport NI.

AHC/90/2016

UPDATE ON COMMUNITY CENTRE PHOTOVOLTAIC INSTALLATIONS

Read: Report from Mr C Óg Mussen, Energy and Sustainability Officer, dated 20 June 2016 regarding Community Centre Photovoltaic Installations (Copy circulated).

Mr Lipsett presented the report stating there was potential for Photovoltaic Installations on a significant number of community centres in the Council area and that due to budget constraints, the following list of community centres should be prioritised in terms of suitability and financial benefits:

- Inverbrena Community Hall
- Mullaghbawn Community Centre
- Whitegates Community Centre
- Killough Community Hall
- Hilltown Community Centre

Agreed: It was agreed on the proposal of Councillor Trainor, seconded by Councillor Harvey that Inverbrena Community Hall, Mullaghbawn Community Centre, Whitegates Community Centre, Killough Community Hall and Hilltown Community Centre be prioritised for Photovoltaic Installations.

HEALTH AND WELLBEING

AHC/91/2016 REPORT ON APPOINTMENT OF PUBLIC ANALYST

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 20 June 2016 regarding Appointment of Public Analyst (Copy circulated).

Mr Devlin advised the Chief Environmental Health Officer's Group had reported that the contract to provide Public Analyst Services for the 11 District Councils had been awarded to Public Analyst Scientific Services Limited.

Mr Devlin stated the report recommended that the persons set out in the report fulfilled the requirements of the Regulations for appointment as Public Analysts on behalf of the Council.

Agreed: It was agreed on the proposal of Councillor Taylor, seconded by Councillor Loughran to accept the officer's recommendation in relation to the appointment of designated people to act as Public Analysts on behalf of the Council.

AHC/92/2016 REPORT ON FOOD SERVICE PLAN 2016

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 20 June 2016 regarding Food Service Plan 2016-17 (Copy circulated).

Mr Devlin advised that under the Food Standards Agency's Framework Agreement on Food Controls, all Local Authorities were required to produce and place before Council a Food Service Plan which was a detailed document outlining all aspects of food control within the Council area, as circulated.

Mr Devlin stated the report recommended that the Food Service Plan for 2016-17 be adopted by Council.

Agreed: It was agreed on the proposal of Councillor Loughran, seconded by Councillor Taylor to accept the officer's recommendation to adopt the Food Service Plan for 2016-17, as detailed in the Officer's report.

AHC/92/2016

REPORT ON AFFORDABLE WARMTH SCHEME 2017

Read: Report from Mr E Devlin, Assistant Director of Active and Healthy Communities (Health and Wellbeing) dated 20 June 2016 regarding Affordable Warmth Scheme (Copy circulated).

Mr Devlin advised the Department of Communities expected to allocate £15.5m ringfenced for Affordable Warmth measures across Northern Ireland for 2016/17 and that due to this decrease in budget the number of surveys expected by Council to deliver to NIHE would be reduced to 506 from 1000.

Noted: The update on the Affordable Warmth Scheme 2017 was noted.

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2015

AHC/93/2016

REQUEST FROM COUNCILLOR BAILIE – VOLUNTARY CONTRIBUTION FUNDING – DOWNPATRICK IRISH LANGUAGE SUMMER SCHOOL

Agreed: On the proposal of Councillor Doran, seconded by Councillor Taylor, it was agreed to exclude the public and press from the meeting during discussion on this matter which related to exempt information by virtue of Paragraph 5 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – “Information in relation to which a claim for legal professional privilege could be maintained in legal proceedings, and the public may, by resolution, be excluded during this item of business.”

Agreed: On the proposal of Councillor Taylor, seconded by Councillor Ó’Muiri, it was agreed the Committee come out of closed session.

Agreed: When the Committee came out of closed session, the Chairperson reported that it had been agreed on the proposal of Councillor Walker, seconded by Councillor Taylor, to refer the matter of Voluntary Contribution Funding – Downpatrick Irish Language Summer School to the SPR Committee for further investigation.

There being no further business the meeting ended at 6.50pm.

For consideration at Meeting of Newry, Mourne and Down District Council to be held on Monday 4 July 2016.

Signed: Councillor M Carr
Chairperson

Signed: Mr M Lipsett
Director of Active and Healthy Communities