

**RECONVENED LEISURE & DEVELOPMENT COMMITTEE MEETING HELD  
TUESDAY 18 JANUARY 2022 (adjourned from 21 December 2021)**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
<b>1.</b>	Apologies	<b>None</b>
<b>2.</b>	Declarations of Interest	<b>None</b>
<b>3.</b>	Ballycastle Museum	<b>Information</b>
<b>4.</b>	CLC and Ballycastle OBC Update	<b>Information</b>
<b>5.</b>	Town Centre Regeneration Plans	<b>Information</b>
<b>6.</b>	Correspondence	<b>None</b>
<b>7.</b>	Matters Reporting to the Partnership Panel	<b>None</b>
<b>8.</b>	Consultations	<b>None</b>
	<b>'IN COMMITTEE' (Items 9-11)</b>	
<b>9.</b>	Air Show Update	<b>Information</b>
<b>10.</b>	Metropole Park Lease Request	<b>To recommend that as asset owner the Leisure and Development Committee recommend 'in principle' to declare some of the land at Metropole Park surplus and consider a lease or licence to CAUS that offers a suitable resolution to this</b>

		<i>request to use Council land; that includes considerations regarding affordability; maintenance; insurance and a 'get-out' clause for both parties</i>
<b>11.</b>	L&D ZBB Position 2022/23	<i>Information</i>
<b>12.</b>	Any Other Relevant Business Notified in accordance with Standing Order 12. (o)	<b>None</b>

UNCONFIRMED

**MINUTES OF THE PROCEEDINGS OF  
THE RECONVENED LEISURE AND DEVELOPMENT COMMITTEE HELD  
IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS AND VIA VIDEO  
CONFERENCE, ON  
TUESDAY 18 JANUARY 2022 AT 7:00 PM (adjourned from 21 December 2021)**

**In the Chair:** Councillor McAuley (C)

**Members Present:** Alderman Baird (R), Duddy (C), Hillis (C), Knight McQuillan (R), Councillors Anderson (C), Bateson (R), Callan (R), Holmes (C), McCaw (R), MA McKillop (R), McQuillan (C), C McShane (R), Nicholl (R), Schenning (R), Watton (C)

**Non-Committee Members** Alderman Boyle (R), Councillors Hunter (R), McGurk (R), Wallace (R), Scott (R), Wilson (R)

**In Attendance:**

**Officers Present:** R Baker, Director of Leisure and Development (C)  
P Thompson, Head of Tourism and Recreation (R)  
J Welsh, Head of Community & Culture (R)  
J Elliott, Interim Head of Prosperity and Place (R)  
N McGurk, Interim Head of Prosperity and Place (R)  
W McCullough, Head of Sport and Well Being (R)  
J Beggs, SIB Project Officer (R)  
P O'Brien, Funding Unit Manager (R)  
H Perry, Museums Manager (R)  
L Scullion, Community Development Manager (R)  
S Duggan, Civic Support and Committee and Member Services Officer (R)  
I Owens, Committee & Members Services Officer (C)

**In Attendance** A Lennox, Mobile Operations Officer (C)  
C Thompson, ICT Operations Officer (C)

Press 3 (no) (R)  
Public 1 (no) (R)

**Key:** (C) Attended in the Chamber  
(R) Attended Remotely

The Chair read the remote meetings protocol at the beginning of the meeting:

*Welcome to the Re-Convened Leisure and Development Committee Meeting held on Tuesday 18<sup>th</sup> January 2022.*

*All those in attendance should be aware that the meeting will be audio recorded.*

*This includes when the meeting is in committee. The public session of the audio recording will be published on Council's website within 2 days of the meeting.*

*Elected Members are reminded that they are personally responsible for any comments that they make at the meeting.*

*Members of the press and public will be required to leave when the meeting goes into committee.*

*If anyone loses connection, please call the number which was sent to you by Democratic Services. The number can be found in the email with the meeting link sent yesterday.*

*Members, please use the chat facility if you wish to speak. For those in the Chamber, please wait until your microphone is switched on before speaking.*

*I would also remind all in attendance that the taking of photographs of proceedings or the recording of proceedings, other than by authorised officers, is prohibited.*

The Director of Leisure and Development undertook a roll call of committee members present.

### **ORDER OF BUSINESS**

The Chair advised that members in attendance at the Leisure Facilities Project Board meeting held on 17<sup>th</sup> January 2022 wished the CLC and Ballycastle OBC update be shared when considering Item 16, to enable all members to provide direction to Officers on potential options.

## 1. APOLOGIES

There were no apologies.

## 2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

## 3. BALLYCASTLE MUSEUM

For information report, previously circulated, was presented by the Head of Community and Culture.

### Purpose of Report

The purpose of this report is to present to Council an update on Ballycastle Museum.

### Background

The Cultural Strategy 2016-21 identified a requirement to carry out an analysis of need and options appraisal for museums facility provision within Causeway Coast and Glens Borough Council. In 2017, Council appointed Blueprint Development Consultancy and Associates to carry out this work.

The appraisal identified a range of issues and challenges in relation to Ballycastle Museum, specifically highlighting the poor state of the existing museum building/site and cited that investment decisions were required by council in order to sustain the collection, while considering the merits of investing in the 300 year old listed museum building itself.

A report with recommendations was brought to Council in May 2018 and subsequently approved. Recommendations included an agreement to complete an Outline Business Case for the Ballycastle museum to establish the feasibility of restoring the listed building, providing interpretative fit out, public toilets and a lift to ensure accessibility within the building.

Council subsequently appointed McGarry Consulting to prepare the Outline Business Case. This was completed and presented, alongside a series of recommendations to committee in November 2019. The business case report concluded that there is a need to preserve and promote local heritage, increase the tourist offering of Ballycastle and regenerate the town (address vacant and underused sites), in particular on Castle Street. The report affirmed that there was also a need to carry out works to ensure there was no further deterioration of the listed building, examine the sustainability, storage and marketing of Council's museums and place any potential development in the context of possible future civic or recreation investments in the town.

In December 2019, Council agreed to proceed with option 2 with outline costs of circa £1,012,459 (costs are currently being updated to reflect the uplift in material costs) as outlined in the business case, including the development of the existing site with a two storey block, disabled friendly toilets, a lift and additional storage compliant with legislation surrounding listed buildings, and that officers bring further reports to Council for consideration in relation to the additional steps contained within the report recommendations prior to proceeding to stage 2 of Council's capital programme.

#### Remedial Health and Safety Works Update

The building itself is Grade B+ listed, with the need to maintain and preserve the asset, given its historical significance, and legislative listing status.

The recommended work to treat woodworm was planned for the winter of 2020 – 2021. Due to the impact of the pandemic, the appointed contractor was unable to move onsite until January 2021. As work commenced with the removal of render and wall finishes, further structural deterioration, primarily in terms of timber structural supports, was identified raising concerns in relation to the structural integrity of the building. Following consultation, the Capital Works Department commissioned an inspection of the building

by structural and electrical engineers, resulting in advice that access to the building should cease until health and safety works were addressed.

Council's Capital Works team appointed a conservation architect (Hamilton Architects) to ensure all works and future capital works meet with Dept. for Communities Historic Environment Division Listed Building Consent.

Following consultation and site meetings with Department for Communities Historic Environment Division, the intervention works for health and safety purposes were to consist of:

- a. Temporary propping to absorb loadings from first floor joists,
- b. Installation of permanent props to support end points of existing floor joists, and generally absorb the loadings over the ceiling area.
- c. Electrical works, to include the separation of 2 no. supplies which enter the building, which has the potential for a health and safety risk.

In June 2021 Council agreed to carry out the necessary intervention works to ensure the Castle Street building is safe. Total: £27, 340+ VAT (estimated)

The contract was awarded for the Gilmore Engineering team to carry out the intervention works.

To date this has included:

- Remainder of propping completed before opening up works commenced.

- Specialist damp and timber sub-contractor appointed who advised on locations for the opening up works.
- All structural timbers deemed 'at risk' by the specialist were exposed to allow their condition to be inspected.
- Several structural timbers, including the structural timbers of the staircase, were identified as being severely decayed.
- Repairs for the structural timbers are currently being designed by a structural engineer. Once these repairs are completed it will allow all props to be removed and enable the unrestricted use of the ground floor of the museum.
- The engineer is also designing propping for the existing staircase, which will enable their safe use again, and provide unrestricted use of the first floor of the building. The original intention was for the props to remain in place, whilst this would have permitted the museum to be used it would have been restrictive.

Once the works have been completed, Estates and Museum Services have scheduled the building to be cleaned, painted and panels and collections reinstalled for seasonal opening in April 2022, subject to the necessary works as described above being completed within the agreed timeframe.

Furthermore, inspections by the conservation architect have followed to establish an annual maintenance plan and associated costs to prevent the building from deteriorating further.

High priority maintenance actions costing circa £12,000 have been identified for 2022/2023 and will be included in the budgets for rates setting process. Medium and low priority actions are included in the NLHF project and will be reviewed following outcome of Development Phase Application next year. It should be noted that the High Priority actions to be subsequently tendered, will not interfere with the public opening of the museum in 2022.

The schedule of works to mitigate against further deterioration does not occur includes:

- Replacement of 4 timber lintels.
- Additional woodworm treatment.
- Replacement of 3 timber sash windows.
- Unblock align and level gutters on all rear elevations.
- Repoint stonework on all rear elevations.
- Repair and fixing of window grill.

#### Update on Recommendations from 2019 Outline Business Case

1. A Council wide museums storage policy is undertaken
2. Online marketing presence should be further developed.
3. Council investigates potential additional usage of the museum building.

4. Council should consider an enhanced role in the operation/delivery of services with Friends of Ballycastle Museum (FoBM).
5. Any significant investment should take place within the context of a new town masterplan/ development plan for Ballycastle.
6. An Equality Impact and Review of Disability access.
7. Museum Services Programming for Ballycastle Museum
8. National Lottery Heritage Fund Main Grants Programme Update

Staff have commenced work for the Development Phase application including the following actions to date:

- a. Digital Marketing strategy commissioned. Draft attached Annex B, previously circulated.
- b. Interpretative designers TOR issued.
- c. Outline interpretative plan drafted.
- d. Development Phase Activity Plan drafted.  
*(Above 2) subject to review by interpretative design team and NLHF*
- e. Key Collections Report completed.
- f. Key storylines identified through survey and FoBM.
- g. Draft Conservation Management Plan has been completed through Capital Works team and Hamilton Architects.

Additional items to be completed for submission:

- Following advice from NLHF *the level of investment in the Activity Plan is to be increased* along with combining the Activity Plan and the Interpretative Plan.
- Capital works for listed building and interpretative fit-out prepared to RIBA Stage 2 Concept Design
- There are number of briefs or Terms of Reference for services to be prepared including:
  - Interpretative design team.
  - Research elements.
  - Additional staff costs to oversee and deliver.

Refined/updated construction costs and schedule for all elements of the Development Phase are required: capital works for listed building to tender ready stage, capital works for interpretative fit-out to tender ready stage and activity plan.

Outline costs and schedule for all elements of the Delivery Phase are required: implementation of capital works for listed building, capital works for interpretative fit-out and activity plan.

The Expression of Interest was based on working assumptions derived from original 2019 Outline Business Case. Indicative cost increases for building

supplies and the impact of COVID19 on activities. More detailed costs will be confirmed as the preparations for the Development Phase Application progress. Officers will bring the draft NHLF Development Phase Application to Council for approval (including proposed council match funding) prior to submission. This will include Stage One design for building and interpretation, NHLF Action Plan, schedule and costs.

Elected members welcomed progress made and thanked officers for their hard work and the Museums Manager advised members of pre-covid footfall, limitations which affected accessibility and space and advised that the planned capital work would enhance heritage in the area.

#### **4. CLC AND BALLYCASTLE OBC UDATE**

For information report, previously circulated, was presented by the Director of Leisure and Development, Head of Sport and Well Being and the SIB Project Officer.

##### Purpose of Report

The purpose of this report is to update Members on the development of Outline Business Cases (OBCs) for the redevelopment of Coleraine Leisure Centre and Ballycastle Leisure Provision.

##### Background

At the start of this year, the Leisure Facilities Project Board requested that previous work on business case development dating back to 2017/18 for the redevelopment of Coleraine Leisure Centre (CLC) and Ballycastle Leisure Centre (BLC) was revisited and presented to the Project Board prior to any decision to re-commence work being taken by the Leisure & Development Committee and Council.

At a full Council meeting on 7<sup>th</sup> September 2021 Members received an updated Strategic Outline Case (SOC) for investment in the redevelopment of Coleraine Leisure Centre and approval was given to commit the resources required to complete the development of an OBC in line with 'Better Business Cases NI' guidance on the new 'Five Case Model'.

At this meeting it was also agreed that the OBC for Ballycastle Leisure Provision (also referred to as Phase II) was to be progressed in parallel with Coleraine Leisure Centre and adopt the same process and approach. Whilst there was initially an ambition to complete OBCs for both projects by December 2021, a delay in getting work started combined with a 6 month turnaround period resulted in a revised project delivery plan which indicated a more realistic target date of March 2022.

## Coleraine Leisure Centre - Outline Business Case

The approved SOC had been revisited to provide an up-to-date position and high level assessment of strategic fit, rationale for intervention, feasible options, value for money, affordability and deliverability.

In order to reduce the significant risks to both affordability and deliverability, the Project Board set a target capital cost of £15m and completion date of within five years. It is noted however that this was set just prior to the considerable increase in construction cost inflation of 10-20% over recent months. The timeframe also reflected the increasing cost to Council of 'Doing Nothing' in terms of the ongoing repair and maintenance which rises exponentially in facilities nearing the end of their economic life and limited income generating capacity of an old centre.

To work towards this target, Officers used the SOC to present initial views on alternate options that reduced the scale and content of the original facility mix and proposed options that are 'right sized' to the current evidence base for need/demand and future market conditions.

The SOC also stressed the need for an OBC to align with other strategic projects currently being considered in Coleraine town and support potential external funding opportunities, including the Levelling Up Fund (LUF).

The SOC contained an assessment of high level costs, benefits and risks and identified *Option 3 – a 'Right Sized' Proposal at Railway Road as the 'Preferred Way Forward' at this initial stage with an estimated capital cost of £15-17m.* The Preferred Option will only be determined following the full OBC development and assessment against the new 'Five Case Model' and will be subject to affordability within the Council's Capital Programme.

Since resources were approved in September, a Steering Group has been established comprising the Director of Leisure Development (SRO), Head of Sport & Wellbeing (PS), Capital Delivery Team (PM), Energy Manager and SIB with external input secured from the original consultancy team: V4 Leisure Services, Ostick & Williams, Architects and Sammon, Quantity Surveyors.

The 'Strategic Case' for investment is being updated to reflect current needs and demands for leisure provision and changing trends since the Covid pandemic. This will make reference to Facility Planning Models and Latent Demand Analysis within the catchment area.

The 'Economic Case' is being appraised with updated technical plans and costings for reduced scale options. This also involves revised schematics for the position of the new centre on the existing site to take account of costs, benefits, and key risks including technical feasibility, planning, service impact and scope for future development.

The 'Financial Case' and affordability analysis will be reviewed with the Finance Team's input on the Capital Programme and a new and emerging external funding strategy is being developed. This necessitates the addition of an

'Enhanced Scheme' that considers additional green energy and wider regeneration works that would improve the projects, ability to avail of significant capital funding opportunities including LUF and NICS (to be announced in 2022/23) and to ensure complementarity with other potential capital projects in Coleraine town.

The 'Commercial Case' and 'Management Case' will be revisited to consider the procurement route that delivers best value, operational income strategy (In-house Transformed projections contained within the 'Shadow Bid'), marketing and sales plan and management/staffing structures for the new leisure centre.

A monthly update is currently provided to the Project Board from the SRO/PS to track progress with a presentation from the consultancy team to be delivered on the design options and costings early in the new year.

### Ballycastle Leisure Provision - Outline Business Case

This OBC will be developed on the basis of a Feasibility Study undertaken by the Capital Delivery Team and extensive community consultation in 2018. The preferred site option from this report was Council's existing site at Quay Road. An alternate option of entering into a partnership with the Marine Hotel for the redevelopment of its disused leisure facilities was explored last year and discounted as not being technically feasible.

In order to reduce the significant risks to both affordability and deliverability, the Project Board agreed a target capital cost of £5m and completion date of within five years. It is noted however that this was set just prior to the considerable increase in construction cost inflation of 10-20% over recent months.

To work towards this target, Officers have presented initial views on alternate options that reduced the scale and content of the original facility mix and proposed options that are 'right sized' to the current evidence base for need/demand and future market conditions.

The OBC will also align with other strategic projects currently being considered in Ballycastle and support potential external funding opportunities, including the Levelling Up Fund (LUF).

Since resources were approved in September, a Steering Group has been established comprising the Director of Leisure Development (SRO), Head of Sport & Wellbeing (PS), Capital Delivery Team (PM), Energy Manager and SIB with external input secured from the original consultancy team: Capaxo and GM Design.

The 'Strategic Case' for investment is being updated to reflect current needs and demands for leisure provision and changing trends since the Covid pandemic. This will make reference to Facility Planning Models and Latent Demand Analysis within the catchment area.

The 'Economic Case' is being appraised with updated technical plans and costings for reduced scale options to take account of costs, benefits, and key risks including, technical feasibility, planning, service impact and scope for future development. This will also consider the future of Sheskburn Recreation Centre and need for community and civic space in the area.

The 'Financial Case' and affordability analysis will be reviewed with the Finance Team's input on the Capital Programme and a new and emerging external funding strategy is being developed. This necessitates the addition of an enhanced scheme that considers additional green energy and wider regeneration works that would improve the projects ability to avail of significant capital funding opportunities including LUF and NICS (to be announced in 2022/23) and to ensure complementarity with other potential capital projects in Ballycastle (Phase I, Ballycastle Museum etc).

The 'Commercial Case' and 'Management Case' will be revisited to consider the procurement route that delivers best value, operational income strategy (In-house Transformed projections contained within the Shadow Bid), marketing and sales plan and management/staffing structures for a new leisure centre.

A monthly update is currently provided to the Project Board from the SRO/PS to track progress with a presentation from the consultancy team to be delivered on the design options and costings early in the new year.

#### Project Delivery Timeframes

Subject to Council approvals, the indicative delivery timeframe to progress both projects through Council's four stage capital process is summarised as follows:

- Stage 0: Strategic Outline Case Update and Resources Approved – September 2021;
- Stage 1: Outline Business Cases Approved – March 2022;
- Stage 2: Full Business Cases (design/planning/procure) Approved – March 2023;
- Stage 3: Construction Completed (up to 24 mths) – March 2025; and
- Stage 4: Handover and Ready for Use - April 2025

The Director of Leisure and Development advised that at the request of elected members and to allow for progression of Outline Business Case, the powerpoint which had been shown to Leisure Facilitates Board meeting on 17<sup>th</sup> January would be shared at the Leisure and Development Committee and that all elected members had been invited to attend. The Director advised that options needed to be further refined and the presentation would provide elected members with the information they require to aid the decision making process in advance of papers being brought to March Leisure and Development Committee.

The Head of Sport and Well Being and the SIB Project Officer shared the powerpoint which will be circulated to elected members and summarised all the options currently shortlisted and invited elected members to provide broader views and give a steer in advance of progression to full Outline Business Case.

Alderman Duddy voiced disappointment at the range of offer available for all of the options given the fact that it was in a tourist area and that Waterworld had closed. Alderman Duddy felt that to futureproof leisure provision proper investment was required suggesting that what was proposed was not fit for purpose and lacked facilities such as a learning pool. Councillor Anderson concurred with Alderman Duddy citing boundary issues as a possible drawback to some of the options.

Alderman Baird felt that there should be a higher aspiration and a better plan referring to the state of the art leisure facility at Armagh Banbridge and Craigavon Borough Council which she suggested the elected members on the Leisure and Development Committee visit.

The Director of Leisure and Development advised that the design of all the pools in the options presented had floating floors which ensured safety and could be used by all ages.

At the request of Councillor C McShane the Director of Leisure and Development advised that a leisure facility could not be operated from the Ulster University campus as it would not be planning compliant in line with Town Centre First Policy. Councillor C McShane questioned the concept of decision making at the Leisure Facilities Project Board meeting and the Director of Leisure and Development assured elected members that the body had no decision-making powers. The SIB Project Officer agreed to provide Councillor C McShane with an update given that she had been unable to attend the recent Leisure Facilities Board meeting.

The SIB Project Officer confirmed that for Ballycastle Leisure Facility in advance of the next Leisure Facilities Board meeting, DEA elected members would be consulted and an analysis done on civic and community space which would follow with a report brought to the Leisure and Development Committee.

## **5. TOWN CENTRE REGENERATION PLANS**

For information report, previously circulated, was presented by J Elliott, Interim Head of Service.

### Purpose of Report

The purpose of this report is to inform members of the outcome of the Department for Communities (DfC) 2020/21 reviews of Ballycastle, Ballymoney and Coleraine Town Centre Masterplans.

## Background

In 2020/21 DfC appointed ARUP to undertake an independent review of the following Masterplans:

1. Ballycastle Town Centre Masterplan (2009);
2. Ballymoney Town Centre Masterplan (2014); and
3. Coleraine Town Centre Masterplan (2012).

See supporting Annexes A-C, previously circulated, for copies of each Town Centre Masterplan reviews.

Each Masterplan is supported with an Action Plan, which provides a framework for taking forward regeneration projects. These actions have been drawn up to contribute positively to the regeneration objectives of each of the towns and are a direct result of stakeholder engagement.

The purpose of the reviews was to determine if the key concepts and regeneration priorities in each Masterplan were still relevant and achievable by Causeway Coast and Glens Borough Council (CCGBC) and the DfC going forward.

As a non-statutory document, all three Masterplans should be used to inform planning and design decisions prior to the planning application stage. Responsibility lies with all key stakeholders to promote such use of the Masterplan review, leading through example and by proactive outreach to key individuals and organisations.

## Key Findings

A summary of the key findings from the review is set out below.

### Ballycastle Town Centre Masterplan Review - 2021

Following the 2021 consultation process, the 2009 Ballycastle Town Centre Masterplan vision was revised as follows:

*“Our vision is for a thriving, well connected and vibrant Ballycastle. Capitalising on an attractive seafront setting, heritage assets and independent character, Ballycastle will become a distinctive, sustainable and welcoming place for all, unlocking local ambition and positive regeneration across the town”*

The six objectives identified in the original Masterplan were reviewed and updated (where appropriate) to ensure the projects and proposals meet and fulfil the cross-cutting objectives. The 2021 revised objectives are:

1. An engaged and shared Ballycastle;
2. An enhanced and contemporary Ballycastle;
3. A distinctive and attractive Ballycastle;
4. A vibrant and diverse Ballycastle;

5. A legible and connected Ballycastle; and
6. A more sustainable and resilient Ballycastle.

The Masterplan Review identified several potential regeneration projects for Ballycastle. This is summarised in the table 1.0 below, previously circulated.

The projects have been informed through earlier engagement on the 2009 masterplan. Project priority and potential timescales for development are set out in more detail in Annex A, previously circulated.

#### Ballymoney Town Centre Masterplan Review - 2020

Following the Masterplan review by Arup, the 2014 Ballymoney Town Centre Masterplan vision continues to remain relevant with a renewed emphasis on encouraging diverse uses within the town centre to create a unique experience for visitors and local users i.e.:

*'Ballymoney will be a welcoming and competitive town that will capitalise on its strong geographical location, rich cultural and historical heritage and distinctive architecture. The town centre will evolve to provide a contemporary mix of uses to enhance the shopping experience, create civic space and encourage a thriving evening economy'*

The 2014 objectives were tested during the review process and it was considered that they remained relevant but they were defined to ensure the Masterplan can achieve upon its vision. Table 2.0 below provides a summary of the updated objectives.

The Masterplan review identified the following six key strategic regeneration projects for Ballymoney:

1. Streetscape improvements and re-configuration of the road space.
2. Finding a long-term development solution for the Linenhall quarter opportunity site.
3. Identifying acceptable and viable proposals for the Backlands.
4. Testing current assumptions and devising a 'best-fit' scheme for Castlecroft.
5. The development of a new transport interchange (all modes but focused on bus and train).
6. The creation of a new civic space on high street.

Project priority and potential timescales for development are set out in more detail in Annex B, previously circulated.

#### Coleraine Town Centre Masterplan Review - 2020

Following the consultation process in 2020, it was felt that the original Coleraine Town Centre Masterplan vision needed to be refreshed to create a new common goal for stakeholders. The new 2020 vision was agreed as follows:

*“Coleraine Town Centre will develop into a vibrant, multipurpose and culturally rich destination, which promotes a unique, high quality environment drawing on its plantation origins. Recognising the growing educational presence in the town, Coleraine will become distinctive through its animated waterfront and improved links to the University and Mountsandel, promoting Coleraine as a destination to work, live and visit.”*

The 8 original objectives identified in the 2012 Masterplan were reviewed and updated as follows:

1. **Realising Opportunities** - Support the development of opportunity sites ensuring high-quality, mixed use design that will improve connections and support the vitality of Coleraine town centre.
2. **Town Centre Diversification** - Create a vibrant, multifunctional town centre which supports existing businesses and promotes new opportunities to meet growing employment, residential, student, leisure and tourism needs.
3. **Increasing Competitiveness** - Attracting inward investment and creating conditions to enable sustained economic growth which aligns with the Council’s low carbon aspirations.
4. **Improving Environmental Quality** - Improving the environmental quality of key routes within Coleraine to create a network of legible streets, and dedicated pedestrian/ cycle routes to achieve a sustainable accessible environment.
5. **Enhanced Movement Network** - Addressing the challenges presented by Coleraine’s road network, forging dedicated pedestrian and cycle connections and promotion of smarter travel choices and digital technology.
6. **Embracing Natural Assets** - Strengthening Coleraine’s historic relationship with the River Bann through wider access improvements and supporting development and uses which engage the water environment.
7. **Cultural Destination** - Securing the future cultural offer and encouraging the on-going revitalisation of Coleraine town centre as a premier culture, arts and entertainment destination supported by attractive public/ event spaces.
8. **Strengthening Wider Links** - Strengthen existing connections through the town centre and create new connections and relationships with Ulster University and the historic Mountsandel site.

The Masterplan review identified several potential strategic regeneration projects throughout Coleraine. These is summarised in the Table 3.0 below, previously circulated.

The projects have been informed through earlier engagement on the 2012 Masterplan. Project priority and potential timescales for development are set out in more detail in Annex C, previously circulated.

### Next Steps

In collaboration with DfC, further update reports will be brought to the Leisure and Development Committee at key milestones in the delivery of each of these Town Centre Masterplans for Ballycastle, Ballymoney and Coleraine.

## **6. CORRESPONDENCE**

There were no items of correspondence.

## **7. MATTERS FOR REPORTING TO PARTNERSHIP PANEL**

There were no matters for reporting to Partnership Panel.

## **8. CONSULTATIONS**

There were no consultations.

### **MOTION TO PROCEED 'IN COMMITTEE'**

Proposed by Alderman Duddy  
Seconded by Councillor McQuillan and

**AGREED** – to recommend that Council move, 'In Committee'.

\* **Press and Public were disconnected from the meeting at 8.10pm**

***The information contained in the following item is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014***

The Chair read the following statement:

*Members, I would remind you that this session is being audio recorded in line with Council's guidance. You are reminded that there should be no other persons present who are not entitled to be - either hearing or seeing consideration of such items, and/or recording the proceedings. Failure to comply could be in breach of Code of Conduct responsibilities. You are reminded that you are personally responsible for any comments that you make.*

## 9. AIR SHOW UPDATE

For information, confidential report, presented by the Director of Leisure and Development.

### Purpose of Report

The Purpose of this report is to update the Leisure and Development Committee on the development work and associated costs in this financial period to prepare for the 2022 International Air show.

### Introduction

In Jan 2020 Council passed a motion to create an international air show: "That this Council would develop a new International Causeway Air show for 2022 to mark the Queen's Platinum Jubilee and explore holding the event every 2 years from 2022. We should make this a key regional event not just for the Borough but for Northern Ireland and therefore explore working in partnership with key partners like the Northern Ireland Office, Ministry of Defence, Department for the Economy, Invest NI and Tourism NI".

### Councillors Working Group

To oversee the development of the 2022 Air show, a cross party working group is established which meets on a quarterly basis and has guided work to date.

### Aims and Objectives

Through the Working Group, the following aims are established:

- Drives economic and tourism benefit through attracting visits, bed nights and spend from Northern Ireland's domestic and international target markets/segments through a high-quality, distinctive programme;
- In doing so - extends the tourism season, while delivering an authentic sense of place based on the heritage, culture and landscape of Causeway Coast and Glens.
- Acts as a regional event for Northern Ireland, which enhances the image, profile and reputation of Causeway Coast and Glens as Northern Ireland's premier rural and coastal tourist destination.
- Acts as an economic driver through linkage to the Northern Ireland aerospace industry, providing a catalyst for creativity, innovation and distinctiveness. The event is supported and promoted by partners and stakeholders within and outside the Council.

### 21/22 Air Show Development Budget

In Jan / Feb 2020 during the rate setting process, £20k was budgeted for Air Show Development Costs. At that time, it was uncertain whether the Air Show would proceed or not in 2022 following the initiation of the 'Call-In' process.

### Organisational Structure

The resources necessary to deliver an Air show do not exist in Council, which therefore requires specialist support, which is being provided by:

- An Air Display Director.
- An Industry, STEM, MoD and Sponsorship Coordinator.

As with any project, the designation and coordination of roles and responsibilities is established through an organisational structure. The organisational structure for the 2022 International Air show is depicted in the following diagram, previously circulated.

### Work Activities

The work activities necessitating an increase to the Air show Development Budget are detailed below:

#### Flying Display Consultant Tasks to 31 March 2022

List previously circulated.

#### Industry, STEM, MoD and Sponsorship Coordinator Tasks to 31 March 2022

(Note that the majority of these tasks are ongoing until the event dates).

#### STEM

- Ongoing liaison with companies/organisations who have either displayed previously at STEM Village or shown previous interest in attendance.
- Specific discussions relating to new exhibitors, including engineering companies, augmented and virtual reality companies, pharmaceutical companies.
- Compare and benchmark ground display attractions at Royal International Air Tattoo (RIAT) and Farnborough International Air show (FIA).
- Site visit to potential new exhibitor at Museum of Innovation, Transport Museum at Cultra.
- Site visits to Ulster Aviation Society (UAS) who will provide extensive ground assets to the Show.
- Liaising with Director of Northern Ireland Science Festival to identify, develop and improve on STEM exhibitors for 2022 and visitor experience.
- Working with Royal Air Force, Army and Royal Navy on STEM village assets.
- Working on understanding and promotion of Women in STEM campaign.
- Work on expanding STEM exhibitors to organisations/companies working in Cyber and Space field.
- Early engagement with Education Authority on participation/involvement with STEM Village.
- Background work on attracting guest speakers to workshops at the STEM

- Village.

#### Industry/MoD Liaison

Ongoing face to face meetings with Invest NI, ADS NI and aerospace industries in Northern Ireland (list previously circulated)

#### Corporate and Spectator Hospitality

Business Engagement Day (details previously circulated)

#### Sponsorship

- Ongoing work to secure Title, STEM and Business Engagement Day sponsors.
- Prepare briefs for potential Title sponsor, telephone calls and meetings arranged.
- Prepare briefs for potential STEM Village sponsor, face to face meetings, video call meetings and telephone conversations.
- Prepare briefs for aircraft display sponsorships packages (to be confirmed when display aircraft confirmed).
- Regular meetings with industry partners on Business Engagement Day sponsorship.
- Research completed to benchmark sponsorship opportunities with other comparable air shows such as Bournemouth, RIAT, Farnborough and Cosford.
- Preparation for marketing material for sponsorship packages.
- Work commencing on local sponsorship packages for businesses in the CCGBC region such as hotels and restaurants.

#### General

Both the Air Display Director and Industry, STEM, MoD and Sponsorship Coordinator are required to attend:

- Planning and Project Board Meetings and additional meetings as required.
- Site visits to the new location.
- Virtual and actual meetings with key stakeholders as and when required.

Both the Air Display Director and Industry, STEM, MoD and Sponsorship Coordinator are required to prepare documents and presentations relating to their subject area of responsibility.

#### Summary

The work of the Events Team is focused upon the General Event Development and therefore this element is financed through salaries.

The additional budget will facilitate the work above up to the 31<sup>st</sup> March 2022. The costs thereafter will be factored into the budget for the 22/23 rate setting process.

## 9. METROPOLE PARK LEASE REQUEST

For information, confidential report, presented by the Director of Leisure and Development.

### Purpose of Report

The purpose of this report is to present to Members a request received by Causeway Urban Sports (CAUS) to lease lands at Metropole Park to develop an urban sports facility.

### Background

In December 2013 CAUS presented to Coleraine Borough Council a proposal to develop a piece of land adjacent to the former Metropole Hotel in Portrush, for the purposes of creating an urban sports facility.

Following the presentation, Coleraine Borough Council took the decision to:  
*"... support in principle, the proposition and land request, however, any decision must be taken in context with the current strategic review of the Dunluce / Metropole and Recreation grounds sites".*

In June 2014, following the presentation of the Recreation Grounds and Dunluce Centre V4 report, Council made the decision there was no perceived conflict between the future use of the Dunluce Centre and an urban plaza development on a section of the land, allowing officers to confirm the approval of the land offer and engage with the CAUS representatives with a view to securing a lease agreement.

This decision allowed CAUS to apply for project funding. The recommendation was supported, and Council approved the offer of land to CAUS for an urban plaza/skateboard park at the Metropole Park in Portrush and requested Officers to prepare a lease agreement.

Officers are not aware of what work to progress this initiative occurred subsequently.

However members of CAUS have been involved in the consultation process for the development of the Recreation Grounds.

### Recent Correspondence

At the June 2020 Leisure and Development Committee an item was raised under Any Other Relevant Business regarding a request to lease lands at Metropole Park.

*'Causeway Association of Urban Sports (CAUS) requests that Causeway Coast & Glens Borough Council consider the granting of a lease of ground at Metropole Park, Portrush, for the development of an urban sports facility'*

This item was referred for discussion at the Land and Property Sub Committee. A report was subsequently presented to the Land and Property Committee on 06 October and following discussion, it was decided that more information was required and as a result the request was referred to the Leisure and Development Committee.

### Redevelopment of Portrush Recreation Grounds

As previously stated members of CAUS have been involved in the consultation process for the development of the Recreation Grounds. The initial concept design for a low level urban sports area on the site was advanced in partnership with CAUS with a number of dedicated engagements facilitated throughout 2020, latterly involving specialist urban sport design input from the Freestyle Collective to ensure a high quality design was achieved.

Consequently, the approved plans now include a low-level 'Urban Plaza' (which is an urban sports park) with a 600m<sup>2</sup> footprint as illustrated in the site plan below. The centre feature is large enough to act as both an active and passive area, opening this park up as social component of Ramore Head. The design details include seating areas using skateable granite low level walls; stairs to connect to main path network; long, multi-hit lines are the objective of this any good plaza, recreating the experience found in the public realm and a centre feature as an aesthetic focal point, skate and ride essential and social gathering area maximising value in the space available.

The low-level 'Urban Plaza' design is intended to be suitable for a wide range of urban activities and abilities including: BMXing, Skateboarding, Scooters, Roller blading, Street Dance and Parkour. The design integrates well with the public realm scheme and the open and inclusive nature of the wider development.

### Legal Opinion

Following the AORB and recent proposal received by CAUS (Annex A), a legal opinion was sought from Council's Solicitor:

Although there was a Council decision by Coleraine Borough Council in 2013, the decision was in principle and is not binding on Causeway Coast and Glens Borough Council.

Council policy has significantly changed since 2013, especially in light of Audit Office advice, therefore further consideration would be required due to the fact that;

- No Heads of Terms have been agreed or discussed.
- The proposal would need to be assessed by the asset holder and Leisure and Development.
- The request could be a duplication of existing plans Council has for Ramore Head i.e. the Recreation Grounds.
- Further options for this activity space would need to be considered through either an expression of interest or tender process.

- Adjacent land has recently been valued at £40,000 per acre and Council had an interested party willing to buy 4 acres of same, proving the commercial sale value of the land. The rental value needs to be established.
- CAUS wish to take a lease of the entire park area (yellow and light blue) which is likely to have a significant commercial value:
- Any lease at less than market value would require DFC approval.
- There is a council decision of 4th May 2021 stating the lands at Dunluce were not for sale, however council are now proposing to give this land under lease to a third party business, which appears to be in contradiction to the council decision.

### Conclusion

Considering the legal opinion above, it is clear that:

The previous decision reached by Coleraine Borough Council is time expired and no longer commensurate with Council's policies and procedures.

A disposal or development process is required to 'release' lands at any Council asset including the Metropole Site.

Market Value should be achieved through a competitive process, otherwise DFC approval is required.

Whilst Council would struggle to build a business case for a further facility, the community could be well placed to secure other funding for an urban sports facility at the Metropole Park, notwithstanding the competitive acquisition of the land and any associated approvals from DfC.

It is therefore clear that this is fundamentally a Land and Property matter.

### Recommendation

It is recommended that Members refer the request from Causeway Urban Sports (CAUS) to lease lands at Metropole Park to the Land and Property Sub-Committee.

Alderman Knight-McQuillan referred to this as a long running issue which needed resolved, saying that CAUS had made a commitment but with no apparent proof of funding or financial capacity.

Alderman Duddy referred to the long period of time which this matter has been discussed by Causeway Coast and Glens Borough Council and legacy Coleraine Borough Council. Alderman Duddy said that it was important to follow Land and Property Policy and ensure any clauses and the view of the legal team were taken into account.

The Director of Leisure and Development advised that fundamentally if the Committee determined the land as surplus the matter would be referred to the Land and Property Sub Committee and would become a legal process and a number of processes could be considered.

Councillor McCaw advised that CAUS were not asking for funding from Council and referred to legacy discussions, however the Director of Leisure and

Development advised that Coleraine Borough Council decision was time expired and no longer stood as confirmed by the Land and Property Solicitor.

Alderman Hillis voiced concern about declaring the land surplus and it no longer being a leisure facility as such and suggested that given the timeline some members may feel a need to show a gesture of goodwill to CAUS. Alderman Hillis felt that at this stage in the meeting clarity from the Land and Property Solicitor on the definition of 'surplus' would be advisable. Alderman Baird concurred with Alderman Hillis suggesting land was at a premium in the Portrush area and was important to retain for a change of use rather than declaring surplus, further requesting that written legal opinion be provided in this regard.

Discussion ensued around the definition of 'surplus' in accordance with Land and Property Policy and the Chair of the Land and Property Sub Committee, Alderman Knight-McQuillan confirmed that it meant that it was no longer required by the Directorate in which it sat but would be transferred to Land and Property Sub Committee for consideration.

\* **The Chair declared a recess at 9.10 pm in order for the Director of Leisure and Development to seek legal opinion.**

\* **The meeting resumed at 9.30 pm**

The Director of Leisure and Development advised that the Director of Corporate Services who oversees the Land and Property Sub-Committee confirmed that the Land and Property Sub-Committee were solely responsible for 'surplus' assets and the Director of Leisure and Development read extracts from the Land and Property Policy to members for clarity.

Proposed by Alderman Knight-McQuillan  
Seconded by Alderman Duddy

- To recommend to Council, that as asset owner the Leisure and Development agree 'in principle' to declare some of the land at Metropole Park surplus and consider a lease or licence to CAUS that offers a suitable resolution to this request to use Council land; that includes considerations regarding affordability; maintenance; insurance and a get out clause for both parties.

#### Amendment

Proposed by Alderman Hillis  
Seconded by Councillor McCaw

To recommend that the Committee explore granting a 25 year lease or licence to CAUS to enable them to apply for grant funding, subject to Planning and a suitable break clause in lease processed through the Land and Property Sub - Committee.

The Chair put the Amendment to the Committee to vote  
6 Members voted For; 7 Members voted Against; 3 Members Abstained  
The Chair declared the Amendment Lost.

The Chair put the Substantive Proposal to the Committee to vote.

12 Members voted For; 0 Members voted Against; 4 Members Abstained.  
The Chair declared the Motion Carried.

## 11. L&D ZBB POSITION 2022/23

For information, confidential report, presented by the Director of Leisure and Development.

### Purpose of Report

The purpose of this report is to provide Members with initial information on the Leisure and Development Directorate Zero Based Budgeting Position for Estimates 2022/23.

### Background

Council has approved the annual budget for Leisure and Development and delegated authority to officers to utilise this budget in the provision of services to the rate payers. The L&D budget for 2021/22 is £10,462, 220.47.

The net budget is a calculation of the forecast:

- Gross Expenditure of £17.611m.
- Gross Income of £7.149m.

The L&D position at month 7 shows a £978K positive variance. The end of year position is estimated to be within budget.

### ZBB Assumptions

The following initial planning assumptions in Table 1 have been included in order to predict the estimates, previously circulated.

### ZBB Movements

Table 2 below shows the estimated variance compared to the 21/22 budget. The assumptions from Table 1 plus operational insights have been inputted and applied against actual expenditure and income based upon a three-year average.

Table 2 – Expenditure and Income Forecasts (previously circulated)

This early forecast indicates:

- An increase in gross expenditure of £3,352,523.02.
- An Increase in gross income of £765,954.49.
- In increase in the net position of £2,586,137.53.

### Service Area Forecast

Table, previously circulated, outlined Net Annual Budget for 2021-22 and 2022-23 and increase/decrease for Community and Culture, Prosperity and Place,

Tourism and Recreation, Sport and WellBeing, L&D Management and the Funding Unit.

Next Steps

The significant inflationary increases specifically in energy / utilities, materials and maintenance, are further exacerbated by the forecast increase in salaries. Furthermore, additional activities, programmes and events add to the 'bottom-line' net increases forecast at this stage of the budget setting process. It is also assumed that Council will not receive any further DFC Covid 19 compensatory payments, hence the reduction in sport and wellbeing income.

This report therefore presents a 'worse case' scenario from which officers will endeavour to identify cost savings and income opportunities for members consideration.

**12. ANY OTHER RELEVANT BUSINESS NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (o)**

There were no items of Any Other Relevant Business.

**MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Alderman Duddy  
Seconded by Councillor McQuillan and

**AGREED** – to recommend that Council move '*In Public*'.

There being no further business the Chair thanked those in attendance and the meeting concluded at 9.40 pm.

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Chair