



**COUNCIL MEETING TUESDAY 7 JULY 2020**

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	Report presented by Tourism and Leisure Manager	
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	<b>8.1</b> NIAO Causeway Coast and Glens Borough Council Audit Strategy 2019-2020 ( <i>Minute Item 4</i> )	<b><i>Agreed to accept report as presented at Committee Meeting 17 June 2020 and convene a Special Council meeting to consider legal opinion</i></b>
	<b>8.2</b> Direct Awards Contracts Approval	<b><i>Update received</i></b>
	<b>IN COMMITTEE (ITEM 8.3)</b>	
	<b>8.3</b> Adoption of the Minutes	<b><i>Adopted including proposals at Item 8.1 above</i></b>
<b>9.</b>	Minutes of Finance Committee meeting held Tuesday 30 June 2020	<b><i>Confirmed Director of Corporate Services agreed to provide accounting summary for debt and reserves</i></b>
<b>10.</b>	Minutes of Leisure and Development Committee Meeting held Tuesday 16 <sup>th</sup> June 2020	
	<b>10.1</b> East Lighthouse Rathlin Island	<b><i>Agreed</i></b>
	<b>10.2</b> Rural Business Development Scheme	<b><i>Agreed</i></b>
	<b>10.3</b> NI 2021 Centenary Working Group	<b><i>Agreed</i></b>
	<b>10.4</b> Leisure and Development Recovery and Outline Business Plans for 20/21	<b><i>Deferred to August Council Meeting</i></b>

11.	Matters for Reporting to Partnership Panel – Local Government Side	<b>None</b>
12.	Conferences	<b>None</b>
13.	Correspondence	
	13.1 The Northern Ireland Housing Council – June Housing Bulletin	<b>Noted</b>
14.	Consultation Schedule	<b>Noted</b>
15.	Seal Documents	<b>Approved</b>
16.	Notice of Motion proposed by Councillor MA McKillop, seconded by Councillor Mulholland  'Housing Waiting Lists'	<b>Referred to Corporate Policy and Resources Committee</b>
17.	Notice of Motion proposed Councillor McCaw, seconded by Alderman Boyle  'Video Conferencing Software'	<b>Referred to Corporate Policy and Resources Committee</b>
18.	Notice of Motion proposed by Councillor Scott, seconded by Councillor Anderson  'Grass Pitch Provision'	<b>Deferred to August Council Meeting</b>
19.	Notice of Motion proposed by Councillor McMullan, seconded by Councillor C McShane  'Rescue of father and two children at White Park Bay.'	<b>Motion CARRIED</b>
	<b>IN COMMITTEE (ITEMS 20 – 23 INCLUSIVE)</b>	
20.	Leisure and Development Report	
	20.1 Lower Bann - Upgrade Marina Facilities at Drumaheglis and Camus	<b>Agreed</b>
21.	Land and Property Report	<b>AGREED Option 2 amend deadline for payment to 1 January 2021</b>

<b>22.</b>	Request from Private Sector Operator to Use Rugby Avenue for Drive-in Event – August 2020	<b><i>Withdrawn from Agenda</i></b>
<b>23.</b>	Minutes of Leisure and Development Committee meeting held Tuesday 16 June 2020 (In Committee Items)	
	<b>Matters Arising</b>	
	<b>23.1</b> Destination Marketing Recovery Plan ( <i>Minute Item 6</i> ) and HALP Recovery Plan ( <i>Minute Item 15</i> )	<b><i>Information</i></b>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL  
HELD REMOTELY ON  
TUESDAY 7 JULY 2020 AT 7:00PM**

**In the Chair** : The Mayor, Alderman Fielding (C)

**Members Present** : Alderman Boyle, Duddy, Finlay, Hillis, McCorkell,  
McKeown, S McKillop and Robinson  
(All Remote Attendance)

Councillors Anderson, Bateson, Callan, Chivers,  
Dallat-O'Driscoll, Holmes, Hunter, Knight-McQuillan,  
McAuley, McCandless, McGurk, McGlinchey, MA McKillop,  
C McLaughlin, McLean, McMullan, McQuillan, C McShane,  
P McShane, Mulholland, Nicholl, Peacock, Quigley,  
Schenning, Scott, Wallace, Watton and Wilson  
(All Remote Attendance)

**Officers Present** : M Quinn, Director of Corporate Services (C)  
A McPeake, Director of Environmental Services  
R Baker, Director of Leisure & Development (C)  
J Mills, Council Solicitor (C)  
P Donaghy, Democratic Services and Central Services  
Manager (R)  
C Thompson, ICT Officer (C)  
A Lennox, ICT Mobile Operations Officer (C)  
W McCullough, Head of Sport & Wellbeing (R)  
P Thompson, Head of Tourism & Recreation (R)  
P Beattie, Head of Prosperity & Place (R)  
J Welsh, Head of Community & Culture (R)  
D Allen, Committee & Member Services Officer (R)  
I Owens, Committee & Member Services Officer (C)

**In Attendance** : Public (1 No) (R)  
Press (2 No) (R)

**C** = Chamber  
**R** = Remote

## **1. THE MAYOR'S BUSINESS**

The Mayor opened the meeting with prayer and welcomed those in the attendance in the Chamber and attending remotely.

*“The Mayor informed members that he has visited a number of Community Groups across the Borough involved in Community Initiatives in response to the Covid 19 pandemic. He visited groups in Bushmills, Ballymoney, Coleraine, Cushendall and Portstewart and was visiting Limavady the following day after the Council Meeting.*

*The Mayor laid a wreath on behalf of the Council for Armed Forces Day in both Coleraine and Ballymoney.*

*On the 1st July the Mayor laid a wreath on behalf of the Council for the Battle of the Somme commemoration at Portstewart War Memorial at the invitation of Portstewart Royal British Legion. The Deputy Mayor laid a wreath in Coleraine.*

*Mayor concluded that he recently met with the DAERA Minister Edwin Poots MLA at a ministerial visit to The Dark Hedges.*

## **2. APOLOGIES**

Apologies were recorded for Councillors Baird, Beattie and McCaw.

## **3. DECLARATIONS OF MEMBERS' INTERESTS**

Declarations of Interest were recorded for the following Members:

- Councillor McAuley in Notice of Motion proposed by Councillor Scott, seconded by Councillor Anderson ‘*Grass Pitch Provision*’
- Alderman McCorkell in Notice of Motion proposed by Councillor Scott, seconded by Councillor Anderson ‘*Grass Pitch Provision*’

Councillor Quigley commended young Yasmis Geddis who received the prestigious Point of Light Award from the Prime Minister for her outstanding service to the community. Yasmin and her family set up the Zachary Geddis Break the Silence Trust in memory of her beloved brother. The trust is a mental health charity helping those who are in crisis. Councillor Quigley asked for this to be noted.

Councillor P McShane enquired why the matter of the ‘call-in’ relating to the legal opinion on the Council’s decision at its meeting on 4<sup>th</sup> February 2020 was not on the agenda as expected. The Director of Corporate Services said she understood it should have been included on the agenda but was not as there it was her understanding that there was still a ‘live’ PSNI investigation connected to the matter and therefore the matter had not been listed on the agenda. Councillor Quigley advised that she had been

advised by the PSNI that the investigation was no longer ongoing. This matter was further explored during discussion of Item 8.

#### **4. MINUTES OF COUNCIL MEETING HELD TUESDAY 2 JUNE 2020**

##### **Coleraine Business Improvement District (Minute Item 9.1)**

Alderman Boyle asked if the Chief Executive had an update on this in light of Covid-19 which could be made available in advance of the Town Team meeting to be held tomorrow. The Director of Leisure and Development agreed this could be provided.

**RESOLVED** – that the Minutes of the Council Meeting held Tuesday 2 June 2020 are confirmed as a correct record.

#### **5. MINUTES OF ANNUAL MEETING HELD MONDAY 8 JUNE 2020**

**RESOLVED** – that the Minutes of the Annual Meeting held Monday 8 June 2020 are confirmed as a correct record.

#### **6. MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD TUESDAY 9 JUNE 2020**

The Chair of the Environmental Services Committee, Councillor McQuillan, presented the minutes and proposed their adoption.

##### **Matters Arising**

##### **6.1 Grass Cutting (Minute Item 18.2)**

Alderman Finlay stated long cut grass had been left lying in heaps when it had been cut and should have been removed.

The Director of Environmental Services informed Members that a request for additional staff for the Estates Team has been approved; this would be Agency staff. This would alleviate current issues on grass cutting and maintenance.

Alderman Finlay thanked Mr McPeake and noted his appreciation of the work undertaken by his staff.

In response to a query from Councillor McQuillan on why Agency staff were to be appointed the Director of Environmental Services informed Members that furloughed staff had been offered the opportunity to be redeployed and only 3 members of staff had taken up the opportunity,

**6.2 Notice of Motion Proposed by Councillor Peacock, Seconded by Councillor Bateson Referred from 2 June 2020 Council Meeting (Minute Item 5)**

Councillor Holmes had been recorded as broadly supporting the Notice of Motion. He sought clarity around whether a new Scrutiny Panel was being set up and felt this may be over and above requirements, going beyond responsible legislation and have potential for a financial burden to Council.

In response Councillor Peacock confirmed that the Scrutiny Panel would remain within current committee structure.

**6.3 Notice of Motion Proposed by Councillor Peacock, Seconded by Councillor Bateson Referred from 2 June 2020 Council Meeting (Minute Item 5)**

Alderman Boyle asked for the last paragraph to be removed 'Alderman Boyle reiterated her plea for Planning Committee Members to share vehicles.'

**6.4 Adoption of Minutes**

Proposed by Councillor McQuillan  
Seconded by Alderman Finlay and

**RESOLVED** – that the Minutes of the Environmental Services Committee Meeting held Tuesday 9 June 2020 are adopted and recommendations therein approved.

**7. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 16 JUNE 2020**

The Chair of the Leisure and Development Committee, Councillor Nicholl, presented the minutes and proposed their adoption excluding Item 23.1 to be discussed 'In Committee'.

**Matters Arising**

**7.1 Destination Marketing Recovery Plan – Point of Accuracy (Minute Item 6)**

Councillor C McShane stated that the minutes indicated that the report was presented by Head of Prosperity & Place. This was incorrect; the report was presented by the Head of Tourism and Leisure.



Councillor C McShane expressed a desire for some of the lesser known and marketed destinations such as Rathlin Island, Dungiven and Waterfoot to be promoted.

## **7.2 Adoption of the Minutes**

Proposed by Councillor Nicholl  
Seconded by Councillor MA McKillop and

**RESOLVED** - that the Minutes of the Leisure and Development Committee Meeting held Tuesday 16 June 2020 are adopted and recommendations therein approved; including point of accuracy at 7.1; excluding Minute Item 23.1 to be discussed 'In Committee' later in the meeting.

## **8. MINUTES OF AUDIT COMMITTEE MEETING HELD WEDNESDAY 17 JUNE 2020**

The Chair of the Audit Committee, Councillor Wallace, presented the minutes and proposed their adoption.

### **Matters Arising**

#### **8.1 NIAO Causeway Coast and Glens Borough Council Audit Strategy 2019-2020 (Minute Item 4)**

Proposed by Councillor Holmes  
Seconded by Councillor Callan

- that the report be accepted as presented at the Audit Committee Meeting Wednesday 17 June 2020.

Councillor Quigley sought clarity from the Director of Corporate Services regarding the status of the live PSNI investigation and the 'call-in' of the legal opinion sought.

#### Amendment

Proposed by Councillor Quigley  
Seconded by Councillor P McShane

- that the findings of the legal opinion sought be made available to all members by 10 am tomorrow.

Councillor Quigley subsequently withdrew this proposal.

Councillor Mulholland asked who had made the decision not to bring the legal opinion sought to the Council meeting. It was suggested by the Mayor at this stage that meeting proceed '*In Committee*'.

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

Proposed by Councillor Mulholland  
Seconded by Councillor Quigley and

**AGREED** – that Council move '*In Committee*'

#### \* **Press and Public left the meeting.**

Councillor Quigley and Councillor P McShane expressed their concern at not getting sight of the legal opinion. They both clarified that they had confirmation from the PSNI there was no live investigation which would prohibit the release of the legal opinion.

Councillor Holmes and Councillor McQuillan requested clarity around this matter also. The Director of Corporate Services confirmed her understanding of the position regarding the PSNI investigation.

#### **MOTION TO PROCEED '*IN PUBLIC*'**

Proposed by Alderman Boyle  
Seconded by Councillor Quigley and

**AGREED** - that Council move '*In Public*'.

#### \* **Press and Public re-joined the meeting.**

The Mayor put the substantive Motion to the Council to Vote. 22 Members voted For, 14 Members voted Against and 0 Members Abstained.

The Mayor declared the Motion **CARRIED**.

Discussion ensued around the issue of provision of legal opinion. Members broadly felt that this should now be available to Council and that there were important outstanding issues for Council to consider.

Some Members felt that the matter could be deferred to the next meeting of Audit by which time the legal opinion should be available to members.

The Director of Corporate Services suggested deferring consultation for a further two weeks and confirmed that the NIAO was available to speak with elected members via zoom and/or remote meetings as and when resources

allowed. The Director clarified that in line with legislation and as per audit strategy the audit process must continue as planned.

**MOTION TO PROCEED 'IN COMMITTEE'**

Proposed by Councillor Wallace  
Seconded by Councillor Boyle and

**AGREED** – that Council move '*In Committee*'

\* **Press and Public left the meeting.**

The Mayor invited the Council Solicitor to give a legal opinion. The Solicitor in consultation with the Mayor confirmed that it was in order for the Mayor to write to the PSNI requesting the current status of any investigation. The Solicitor further clarified to members that fraud investigations are solely a matter for the PSNI.

Members asked the Solicitor who had sight of the legal opinion to date and the Solicitor stated he did not know who had seen it. Members asked if the document should be withheld from persons with an interest and would it be wrong if a person with an interest got sight of it. The Solicitor declined to comment.

**MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Councillor P McShane  
Seconded by Alderman Boyle and

**AGREED** - that Council move '*In Public*'.

\* **Press and Public re-joined the meeting.**

Amendment

Proposed by Councillor Holmes  
Seconded by Councillor Callan

- that Council accept the findings of the report.

Councillor P McShane raised a Point of Order stating there was no need for a further vote or call-in period.

Councillor Quigley said she would withdraw her proposal if the legal opinion was available by 10 am tomorrow. Alderman Duddy stated what Councillor Quigley was requesting was contrary to the Local Government Act and

suggested the Solicitor may wish to give clarity on this. The solicitor declined to comment.

Proposed by Councillor Callan  
Seconded by Alderman McKillop

- that Council hold a Special Meeting to discuss the legal opinion on the Call In. The Mayor or Council Solicitor to write to the PSNI to confirm if the investigation is live and if not that the PSNI confirm its findings and report.”

Councillor Wilson raised a Point of Order under Standing Order 16.4 – that the question now be put. This was seconded by Alderman S McKillop.

- \* **The Mayor declared a recess at 8.36pm.**
- \* **The meeting reconvened at 8.45pm.**

The Mayor put the Motion to the Council to Vote. 37 Members voted For, 0 Members voted Against and 0 Members Abstained.

The Mayor declared Motion **CARRIED**.

## **8.2 Direct Award Contracts Approvals (*Minute Item 8*)**

In response to a request for an update on this item the Director of Corporate Services informed Councillor Mulholland and Councillor McQuillan the anonymous item listed was Zachary Geddis Break the Silence Trust.

## **8.3 Adoption of Minutes**

Proposed by Councillor Wallace  
Seconded by Schenning and

**RESOLVED** – that the Minutes of the Audit Committee Meeting held Wednesday 17 June 2020 are confirmed as a correct record and recommendations therein approved; including proposals at Item 8.1.

Councillor P McShane wished it to be put on record that he was unhappy with the minute.

## **9. MINUTES OF FINANCE COMMITTEE MEETING HELD TUESDAY 30 JUNE 2020**

Councillor Bateson presented the minutes and their adoption.

Councillor Callan voiced his concern that the April, May and June monthly management accounts were still not available. He wished it to be noted that this was of major concern not getting regular and timely accounts. He did confirm he was aware that the position of Chief Finance Officer was being temporarily filled.

Councillor McShane sought clarification on the current debt position and management of reserves going back to 2015. The Director of Corporate Services agreed to provide an update on the accounting position in this regard. The Director further confirmed that this information had been provided to members but appreciated it was amongst reports but not necessarily on one report.

Proposed by Councillor Bateson  
Seconded by Councillor McAuley and

**RESOLVED** – that the Minutes of the Finance Committee Meeting held Tuesday 30 June 2020 are confirmed as a correct record.

## **10. LEISURE AND DEVELOPMENT REPORT**

### **10.1 East Lighthouse Rathlin Island**

Report, previously circulated was presented by the Head of Tourism and Recreation detailing a proposal to work in conjunction with the Department for Infrastructure (DfI) and the Department for Agriculture, Environment, and Rural Affairs (DAERA), in the investigation and advancement of a potential tourism attraction on Rathlin Island. Approval will be sought to proceed to Stage 1 of the Capital Infrastructure Projects Scheme and allow DfI to develop the feasibility and business case prior to further advancement of the project.

The Rathlin Island Action Plan 2016 – 2020 identified as a policy priority the need to develop and promote 'Rathlin tourism and environmental products'. As the lead body for the implementation of the plan, Officials from DfI are investigating the feasibility of developing the East Lighthouse on the Island as a visitor attraction. They have been in negotiations with DAERA, and in order to benefit from the Northern Ireland Rural Development Programme Tourism Scheme, they require Council's involvement as a joint partner. To date, discussions between Council Officials and DfI have been based around the pre-condition that the development of such a project would be cost neutral to Council. Based on this prerequisite, the Department of Infrastructure has proposed that they act as the lead applicant for funding with Council being a co-applicant, supporting the project with a staff contribution.

## Outline Project Description

DfI Officials have developed a proposal that they believe supports the Council's Economic and Tourism strategies, Tourism Northern Ireland's development priorities and the area's local plan. In addition to providing a place of interest for residents of the Borough, it is envisaged that this project will attract out of state visitors and increase dwell time in our area. The project will be centred on the unique and compelling nature of the East Lighthouse site, and linkage of the three lighthouses on Rathlin, with the aim to increase dwell time and visitor spend on the Island helping to contribute to a more sustainable economy. It will be in keeping with Tourism NI's research on the potential of the Island to provide a place where the visitor can 'escape to the life of an islander'.

It is proposed to:

- Renovate the Lighthouse Keepers cottage to provide a space where, for example, the story of the three lighthouses, Robert the Bruce, and the past innovation (Marconi) can be told, as well as potential future innovation and display / sale / production of island crafts. The renovation will include a space for refreshments which will allow the Lighthouse Tower and the wider site to be opened up to visitors.
- Restore the two semi-detached Lighthouse Keepers houses so that visitors can experience life as a Lighthouse keeper on Rathlin including the potential to occupy the buildings for a short time and live as a lighthouse keeper's family. The buildings will also provide an opportunity to link the operation of the three lighthouses together.
- Build a walkway around the seaward facing exterior wall of the site, which will provide a unique experience of viewing the stunning clifftop scenery, the coast of Scotland and the sea channel as a lighthouse keeper would experience it, without necessarily having to climb the Tower (particularly important for those with limited mobility). This walkway would provide a means of displaying the living history of the three lighthouses and the relationship between the islanders and the lighthouses.
- Improve the road access to the site for vehicles, cyclists and pedestrians; and
- Improve signage on the Island to better direct the flow of visitors around the three lighthouse experience.

The total estimate cost of the project is £670,000, and based on successful application the Rural Development contribution could be up to £500,000. DfI and other departments would be required to make a contribution of approximately £125,000. Whist Council would make no financial

commitment to the capital build, as co-applicant it is requested that a contribution is made through the allocation of staff time.

If Council wishes to work with Department for Infrastructure on the development and implementation of this project then we would advance this to Stage 1 of the Capital Works process and prior to completion of Stage 1, develop a memorandum of understanding outlining roles and responsibilities and how a contribution in kind from Council would be delivered. A pre-requisite to this would be that no financial contribution would be available from Council at any stage of the construction or post-construction. Officers from the Tourism and Recreation team would assist in project management. This project is not on the Council's Capital Works schedule as pre-Stage 1.

**It is recommended** that Council approves:

- The development of a Memorandum of Understanding to advance the East Rathlin Lighthouse Tourism Project.
- Council Officials working with the Department for Infrastructure to complete on Stage 1 of the Capital Works process.

Proposed by Councillor C McShane  
Seconded by Councillor MA McKillop and

**AGREED** - that Council approves:

- The development of a Memorandum of Understanding to advance the East Rathlin Lighthouse Tourism Project.
- Council Officials working with the Department for Infrastructure to complete on Stage 1 of the Capital Works process.

## **10.2 Rural Business Development Scheme**

Report, previously circulated was presented by the Head of Prosperity & Place updating Members on funding from Department of Agriculture, Environment and Rural Affairs (DAERA) for the roll-out of a further Rural Business Development Scheme for the financial year 2020-2021.

This is proposed as a follow up to the successful 2019 pilot funded under the Department of Agriculture, Environment and Rural Affairs' Tackling Rural Poverty and Social Isolation Programme (TRPSI). Its key aim is to assist in tackling poverty and social isolation within deprived rural areas. The Scheme's primary aims are to:

- Alleviate financial poverty by enhancing entrepreneurship and growth.

- Alleviate financial poverty by supporting micro businesses in rural areas.

This proposed second round of funding would be re-purposed to support recovery and sustainability post-COVID. This grant is separate from, and complimentary to, the Rural Development Programme which has a minimum grant threshold of £5,000.

#### Programme Criteria

- Micro businesses located in rural areas (*as per NISRA NINIS definition*).
- New businesses must be able to demonstrate they have commenced trading.
- Must demonstrate added value of proposal both to business and impact on recovery and sustainability.
- Must demonstrate ability to complete project and access grant by 31 March 2021.
- Minimum grant awarded £500 with maximum of £4,999.
- Must demonstrate they are ineligible to access similar support from elsewhere.

#### Funding Level

- Grants providing capital support up to a maximum of £4,999 or 50% of total costs.
- Match funding must be in the form of a 'cash' contribution. Labour or 'in-kind' contributions will not be accepted.
- The total cost of a project should not exceed £20,000.

#### 2019 Pilot Outputs – Causeway Coast and Glens Council Area

Total number of successful projects:	19
Total value of grant aid awarded:	£72,089.75
Total value of investment:	£158,965.86 (grant + match funding)

#### **Sectors supported:**

Services: 3	Design: 2
Manufacturing: 2	Construction: 5
Consultancy: 1	Engineering: 3
Food: 2	Equestrian: 1



### Size of businesses supported:

No employees	4
Up to 10 employees	15
TOTAL	19

### Types of businesses supported:

Sole trader	10
Partnership	3
Social Economy	0
Limited Company	6
TOTAL	19

- Number of Enquiries received for the application call: **119**
- Number of applications received: **48**

### 2020 Programme

Councils have completed an evaluation of the 2019 pilot. DAERA has requested a further collaborative business case to consider a second round of the Rural Business Development Scheme, based on the levels of uptake and feedback from the pilot and specifically to further support recovery and sustainability of rural, micro businesses post-COVID.

A Letter of Offer and Contract from DAERA are pending. It is anticipated that this grant would open in July 2020 with a budget in the region of £62,000 with an additional technical assistance payment to council at 15% (£9,300).

### Indicative Timeline

June 2020	DAERA approval for Programme and contract for funding issued.
June 2020	Revision of Programme documentation (Application Form, Scoring Matrices/Criteria) and Programme Promotion.
July 2020	Public calls for Applications.
Aug 2020	Deadline for Applications.
Aug 2020	Screening & Assessment of Applications.
Aug 2020	Issuing of LoOs.
Aug 20/Dec 20	Project delivery.
Jan 20/ Mar 21	Submission of claims / Project Reports (payment made by promoters prior to 31 Mar 2021).

Members should note that, as with all funding from central government, the timeline and other details included above are indicative only.

**It is recommended** that Council accepts the funding on offer from DAERA and agrees to deliver the Rural Business Development Scheme in Causeway Coast and Glens in 2020.

Proposed by Councillor Hunter  
Seconded by Councillor Schenning and

**AGREED** - that Council accepts the funding on offer from DAERA and agrees to deliver the Rural Business Development Scheme in Causeway Coast and Glens in 2020.

### 10.3 NI 2021 Centenary Working Group

Report, previously circulated was presented by the Head of Community & Culture seeking Council's approval for recommendations made from the first meeting of Council's Northern Ireland 2021 Centenary Working Group which took place on the 18<sup>th</sup> June 2020, in order to allow the group's actions to progress.

At the November 2018 Corporate Resource & Policy committee meeting a Notice of Motion was carried and subsequently agreed at the Council meeting held in the same month, stating:

*'That this Council establish a working group, consisting of 6 members by d'Hondt, to explore a programme of events and activities to celebrate the 100th anniversary of Northern Ireland in 2021.'*

The inaugural meeting of the group took place on the 18<sup>th</sup> June, during which a Terms of Reference and series of themes were agreed by the working group for Council's consideration. Both Museums Service and Good Relations provided an overview of projects under development within the respective service areas pertaining to the centenary and the broader historical perspective. Notes of the meeting are attached in *Annex A* (previously circulated).

The Terms of reference agreed by the group (*Annex B, previously circulated*) states that the purpose of the group is:

- To advise Council on a programme of events, initiatives and commemorative activity planned to mark the centenary in an appropriate manner.

- To represent the community and key stakeholders in order to develop a programme of events and initiatives related to the centenary, which will be inclusive and engage all sections of the community.
- To identify and recommend to the Council a budget to deliver the programme.
- To contribute expertise, skills and knowledge from specific areas for the benefit of work of the group.
- To engage with others who are planning similar activity to mark the centenary across Northern Ireland.

Membership is comprised of the following:

- a) Six Elected Members nominated by d'Hondt.
- b) Representatives from Key Organisations/key stakeholders (to be confirmed by members as the programme develops).

The group will be attended by relevant council officers pertinent to the themes and associated programmes which will be developed as part of the remit of the group.

Additionally, Members requested that both the Mayor and Deputy Mayor be invited to participate in the group to enhance programme development in terms of civic events that would be developed over the forthcoming period.

The group agreed the following themes would provide a framework on which to build a programme of events and activities, which will require input from a range of council departments and external stakeholders (yet to be considered):

- Heritage and Culture
- Great Northern Ireland Minds and Innovation
- Sport & Wellbeing and Community Development
- Food, Drink and Entertainment.

No budget was proposed at this point and would be subject to resources available and the nature of the events to be developed.

**It is recommended** that Council approves the key recommendations as agreed by the working group, namely:

1. To adopt the Terms of Reference agreed by the Working Group as contained within the report.

2. To invite the Mayor and Deputy Mayor to participate in the working group due to the civic events that will be developed as part of the programme.
3. To adopt the 4 key themes as contained within the report as a framework to allow the working group to develop relevant activities and events for the centenary.

Proposed by Councillor Callan

Seconded by Councillor Knight McQuillan and

**AGREED** - that Council approves the key recommendations as agreed by the working group, namely:

1. To adopt the Terms of Reference agreed by the Working Group as contained within the report.
2. To invite the Mayor and Deputy Mayor to participate in the working group due to the civic events that will be developed as part of the programme.
3. To adopt the 4 key themes as contained within the report as a framework to allow the working group to develop relevant activities and events for the centenary.

The Head of Health and Well-Being referred to an error in the reporting of first meeting held as follows:-

Nominee for Vice-Chair, Councillor Mulholland

Proposer for Vice-Chair, Councillor Peacock

Seconded for Vice-Chair, Councillor Knight-McQuillan

Councillor Peacock sought clarity that the Mayor and Deputy Mayor sat on this group for information only and did not have voting rights. The Officer confirmed that due to the civic outworking from the group it was agreed that they would be best informed being part of the group.

#### **10.4 Leisure and Development Recovery and Outline Business Plans for 2020/2021**

Report, previously circulated was presented by the Director of Leisure and Development presenting Members with a Recovery and Outline Business Plan for the service areas within the Leisure and Development Directorate.

The Working principles and activities from March to June 2020 were provided in Annex a (Previously circulated)

As Council enters in the Recovery Period, the Fundamental Principle regarding the continuation of existing services, opening of facilities and the initiation of projects/programmes/events is affordability within the constraints of the 2020/2021 Revenue Budget.

As a direct consequence of the UK Government Guidance, applied by the NI Executive in order to inhibit the transfer of Covid 19, the Leisure and Development income generating services and programmes have been curtailed since the later weeks of March 2020. During the period of complete lockdown, a general estimate is that L&D is losing £500k income each month.

Savings to offset the lost income will be derived from:

- Furloughed Permanent Staff.
- Furloughed Agency Staff undertaken by Grafton Recruitment
- Utilities Costs reduced as a consequence of closing facilities (albeit essential maintenance continues).
- Minimal additional staff costs resulting from mileage, expenses and overtime.
- Programmes and activities.
- Supplies and services.
- Events (March to September).
- NI Executive Covid 19 Support from DfC/DAERA /SEFA.

The net budget agreed by Council for the 2020/2021 financial period is £10,332,289. At this stage, the forecast indicates that an additional £842k deficit is the likely end of year position.

The report (previously circulated) detailed the financial approach during Covid 19 recovery; the approach; 5 Stage Plan – Pathway to Recovery; CAPEX; the opportunity and the service area recovery and outline business plans.

The Director of Leisure and Development stated that Members had informed him that they needed more time to consider the report.

Proposed by Councillor Callan  
Seconded by Councillor Anderson

- that Council defer this item to the August Council Meeting after the workshop to be held at the end of July 2020 at which any issues raised can be addressed.

Councillor Nicholl said that Councillor Peacock as party leader had received clarity from Chief Executive that this matter could be taken to a Leisure and Development Committee.

Councillor Callan said that he had received clarity from Chief Executive that this matter would be dealt with at the Workshop on 27<sup>th</sup> July and taken to next Full Council meeting.

Councillor Peacock felt this should be deferred to next Leisure and Development whilst Councillor Callan felt it should be deferred to August Council meeting. Councillor Cara McShane felt it was not the due process for unfinished Committee business to proceed to full Council for decision.

The Director of Leisure and Development explained that this needed to be expedited as there were decisions to be made around opening facilities in light of COVID-19 impact and due to the July recess Full Council was the best option for discussion. The Director further explained that the minutes of the August Leisure and Development would not be ratified until September by which time we would be at the back end of the COVID-19 and the contents of the documents would be redundant.

Councillor Callan felt that the workshop was the best forum to provide responsive and flexible discussions to enable Council to make an informed decision in August. He further clarified that he understood the resource issue around staff having to take summer leave. Councillor Schenning and Councillor Nicholl felt it was appropriate for a Leisure and Development Committee meeting in July.

The Director of Corporate Services said there was a staff resource issue for covering an extra meeting in July due to staff leave. Councillor Callan felt that due to pressure and time which would be lost by delaying that a Workshop be held in advance of decision at Full Council in August.

Discussion ensued about whether the Chair of a Committee could call a special meeting and it was subsequently confirmed by Mayor on referral to Standing Orders that only the Mayor had this power.

Councillor Wilson felt it was now appropriate to proceed with the vote.

#### Amendment

Proposed by Councillor Peacock

Seconded by Councillor Nicholl

- that Leisure and Development Recovery and Outline Business Plans for 2020/2021 be discussed at a specially convened July Leisure and Development Committee.

The Mayor put the Amendment to Council to Vote. 15 Members voted For, 20 Members voted Against and 1 Members Abstained.

The Mayor declared the Amendment **LOST**.

The Mayor put the substantive Motion to the Council to Vote. 21 Members voted For, 1 Member voted Against and 14 Members Abstained.

The Mayor declared the Motion **CARRIED**.

**AGREED** - that Council defer this item to the August Council Meeting after the workshop to be held at the end of July 2020 at which any issues raised can be addressed.

Councillor Nicholl ask that it be put on record that he was unhappy with the vote taken given assurances he had sought from senior management.

#### **11. MATTERS FOR REPORTING TO PARTNERSHIP PANEL – LOCAL GOVERNMENT SIDE**

There were no matters for reporting to the Partnership Panel.

#### **12. CONFERENCES**

There were no conferences for consideration.

#### **13. CORRESPONDENCE**

The Director of Corporate Services presented the correspondence report, previously circulated.

- 13.1** Correspondence was received from The Northern Ireland Housing Council which met on Thursday 11 June 2020 at 10/30am via Conference Call (previously attached).

**It is recommended** that Council note the correspondence schedule.

**AGREED** – that Council note the correspondence schedule.

#### **14. CONSULTATION SCHEDULE**

The Director of Corporate Services presented the report, previously circulated.

The following Consultation documents were presented:

- Department for Communities – Definition of Affordable Housing – Further Stakeholder Engagement Briefing Paper
- Department for Economy – Public Consultation on Parental Bereavement Leave and Pay
- Department of Agriculture and Rural Affairs – Review of Further Education Support and Charging at the College of Agriculture, Food and Rural Enterprise (CAFRE)
- Department of Agriculture, Environment and Rural Affairs – Discussion on the “Future Recycling and Separate Collection of Waste of a Household Nature in Northern Ireland”.
- Department for the Economy – Energy Strategy – Call for Evidence – Publication of Responses.

**RESOLVED** – that Council note the Consultation schedule.

## **15. SEAL DOCUMENTS**

Members were advised of the undernoted items for signing and sealing by Council, approval having been previously granted and all necessary legislative requirements being met.

**15.1** Grave Registry Certificates, No’s 4965– 4984 (inclusive)

**15.2** Agreement Relating to Advance Purchase of a Car

### Other Leases/Licences

**15.3** Deed of dedication between St Canice’s GAA, Dungiven and Causeway Coast and Glens Borough Council

Proposed by Alderman S McKillop  
Seconded by Councillor Mulholland and

**RESOLVED** - that the sealing of documents as listed (Items 15.1-15.3 inclusive) be approved.

## **16. NOTICE OF MOTION PROPOSED BY COUNCILLOR MA MCKILLOP, SECONDED BY COUNCILLOR MULHOLLAND**



*'That this Council notes the significant Housing waiting lists affecting Communities across the district; further notes the need to urgently invest in waste water infrastructure to ensure we can continue building new homes to meet the needs of the people we represent; agrees to write to the Finance Minister to urge him to provide additional resource to the Department for Infrastructure and the Department for Communities to deliver a radical programme of housing new builds.'*

In accordance with Standing Order 15 (6), the Mayor advised the Notice of Motion would be referred to the Corporate Policy and Resources Committee.

**17. NOTICE OF MOTION PROPOSED BY COUNCILLOR MCAW,  
SECONDED BY ALDERMAN BOYLE**

*'Openness and transparency are key values of this Council and therefore we will use video conferencing software to livestream to media and the public all Full Council and Committee meetings, with the exception of "in committee" items and deputations where presenters object. Furthermore, the videos will be recorded and placed on the Council website.'*

In accordance with Standing Order 15 (6), the Mayor advised the Notice of Motion would be referred to the Corporate Policy and Resources Committee.

**18. NOTICE OF MOTION PROPOSED BY COUNCILLOR SCOTT,  
SECONDED BY COUNCILLOR ANDERSON**

*'Grass Pitch Provision*

*Following the recent announcement by the NI Executive that competitive sport can take place from 17<sup>th</sup> July 2020, it is essential that Causeway Coast & Glens Borough Council ensure sufficient grass pitch provision is made available for bookings so that clubs can implement their necessary preseason training programmes and friendly match schedules in order to be prepared for the new competitive seasons resuming early August after a lengthy lockdown, which has also resulted in the loss of essential income to council finances.*

*It is also proposed that the 'No training on grass pitches' rule be relaxed alongside implementation of a 12month rotational maintenance programme. This would replace the current complete closure approach with a common sense approach in order to maximise income from bookings and remove the yearly issue of no pre-season training facilities being available for local clubs, whilst still ensuring the pitches are maintained to a high standard.'*

Proposed by Councillor Scott  
Seconded by Councillor Anderson and

**AGREED** – to defer the Notice of Motion to the August Council Meeting to allow for the Director of Leisure and Development to formalise the outcome of discussions that had taken place.

The Mayor informed Members that a further Notice of Motion would be allowed to be heard under Standing Order 4(3) as urgent business.

**19. NOTICE OF MOTION PROPOSED BY COUNCILLOR MCMULLAN,  
SECONDED BY COUNCILLOR C MCSHANE**

*‘That this Council recognises the bravery of the four young teenagers Michael Quinn, Josh Schnell, Shane McKenna and Niall O’g McGuigan from the Ruairi Og hurling club in Cushendall, when they rescued a father and his two young children when they got into difficulties while swimming at White Park Bay.’*

Councillor P McShane and Councillor MA McKillop also commended the young people involved in the rescue.

Proposed by Councillor McMullan  
Seconded by Councillor C McShane and

**AGREED** - that this Council recognises the bravery of the four young teenagers Michael Quinn, Josh Schnell, Shane McKenna and Niall O’g McGuigan from the Ruairi Og hurling club in Cushendall, when they rescued a father and his two young children when they got into difficulties while swimming at White Park Bay.’

**MOTION TO PROCEED ‘IN COMMITTEE’**

Proposed by Councillor Knight-McQuillan  
Seconded by Alderman Boyle and

**AGREED** – that Council move ‘*In Committee*’.

\* **The Press and public left the meeting.**

**20. LEISURE AND DEVELOPMENT REPORT**

**20.1 Lower Bann - Upgrade Marina Facilities at Drumaheglis and Camus**

Confidential report, previously circulated was presented by the Head of Tourism & Recreation, seeking Members approval to appoint a contractor

to complete works at Drumaheglis and Camus riverside amenities on the Lower Bann, Stage 3 of the Capital Works process.

The Council, as part of its Destination Management Strategy has been looking for opportunities to develop water based activities along the Lower Bann. This project fits with the Lower Bann Recreation and Tourism Study that was funded by the Rural Development Programme (RDP) with the aim to unlock the potential for recreational pursuits and bring benefit to the visitor economy. The original project scoped three sites at Drumaheglis Holiday and Leisure Park, Camus Waterside Pontoon and the Agivey Bridge. The latter was subsequently removed from the project due to technical and land ownership complications

The project is funded by the Rural Development Programme (RDP), Cooperation Projects. Whilst Council is the lead applicant, Waterways Ireland have made a cash contribution to the Council up to a maximum of £30,000 to assist in the delivery of this project. The Council's net cash contribution is zero. The RDP contribution is £217,506.56.

The Lower Bann Rivers Project was originally taken to Council for Stage 1 approval in June 2019, and Stage 2 approval in October 2019. An amendment to the project was agreed in January 2020.

#### Proposals:

- i) Drumaheglis Holiday and Leisure Park. This scheme involves extending the pontoon facilities at the Marina to attract and facilitate private sector operators to use the Lower Bann for water-based holiday and leisure activities. In addition, it is proposed to renovate the fixed high-level pier which is in a bad state of repair and unsuitable for leisure craft.
- ii) Camus (west bank of River Bann-A54). Plans are to install a canoe jetty to the existing pontoon at the site. This will improve access and egress to waterway which is currently restricted at the pontoon facility for canoe and small paddle boat users.

Council will benefit from the refurbishment of the fixed pontoon at Drumaheglis which is in a very poor state of repair. The pontoon extension proposed at the northern end of the site is manufactured from a hot dipped galvanised steel and fibreglass decking boards (life span 25 years plus). These will tie in with the existing pontoons on the site. This facility will also unlock the potential for Council to attract a private sector operator from Drumaheglis and will generate a direct income for Council through a licence agreement for the pontoon use and the rental of a vacant unit within the

site. The Camus canoe steps are low maintenance structures (galvanised steel and fiberglass) linking to the existing pontoon via steel connectors.

**It is recommended** that Elected Members provide approval to advance these projects to completion of Stage 3 of the Capital Works Process. Approval is sought to appoint Active Maintenance Solutions Ltd, the most economically advantageous tender at a figure of £232,007. Elected Members are asked to make an investment decision for match funding this project up to a maximum cost of £30,000 which has already been secured through Waterways Ireland (net cost to Council – nil).

Members welcomed this recommendation saying it was a great tourism offering, a wonderful facility in a lovely countryside setting at the River Bann.

Proposed by Councillor McLean  
Seconded by Councillor McAuley and

**AGREED** - that Council provide approval to advance these projects to completion of Stage 3 of the Capital Works Process. Approval is sought to appoint Active Maintenance Solutions Ltd, the most economically advantageous tender at a figure of £232,007. Elected Members are asked to make an investment decision for match funding this project up to a maximum cost of £30,000 which has already been secured through Waterways Ireland (net cost to Council – nil).

## **21. LAND AND PROPERTY REPORT – CORONAVIRUS ACT 2020 SECTION 83: PROTECTION FROM FORFEITURE OF BUSINESS TENANCIES FOR NON-PAYMENT OF RENT**

Confidential report, previously circulated, presented by the Director of Corporate Services.

The report was presented to Members with information for consideration in relation to the Coronavirus Act 2020 Section 83: protection from forfeiture of Business Tenancies for non-payment of rent.

At its meeting on 12 May 2020 Council was presented with a report relating to the Coronavirus Act 2020 Section 83: protection from forfeiture of Business Tenancies for non-payment of rent. The legislation can be viewed at <https://www.health-ni.gov.uk/publications/health-protection-coronavirusrestrictions-northern-ireland-regulations-2020>.

Correspondence was issued to Council's tenants in May 2020 advising of Council's position in relation to the deferral of rental payments.

Council is requested to consider a date by which it requires payment of rent arrears as a result of the COVID 19 pandemic. Council may wish to consider options for payment of arrears from 30<sup>th</sup> June 2020 as follows:

**Option 1** - Prior to the end of October 2020.

**Option 2** – Prior to the end of January 2021.

**Option 3** – Prior to the end of March 2021 – this option is not recommended as it may present accounting issues due to the age of the debt by that time.

**It is recommended** that Council's deadline for the payment of rent arrears by its tenants as a result of the COVID 19 pandemic (where required) is Option 2 Council's tenants to receive written notification of this deadline.

Proposed by Councillor Knight-McQuillan  
Seconded by Alderman Boyle

- that Council's deadline for the payment of rent arrears by its tenants as a result of the COVID 19 pandemic (where required) is Option 2 but to amend the required payment date to 1 January 2021. Council's tenants to receive written notification of this deadline.

The Mayor put the Motion to the Council to Vote. 32 Members voted For, 0 Members voted Against and 0 Members Abstained.

The Mayor declared the Motion **CARRIED**.

Alderman Duddy expressed concerns about the difficulties around social distancing in some of the Council rented businesses, despite the best efforts of tenants and the possibility of considering a rent reduction to those who had a substantial 'tourism offering'.

The Council Solicitor was invited to comment and said that consideration had not been given to individual cases at this stage. He understood some of the issues around businesses being unable to open due to COVID-19 but further explained that some leases were out of date which could be favourable for some tenants. He expressed the need for fairness across the board to all tenants.

The Democratic Services Manager confirmed that as the officer with overall responsibility for Land and Property she would aim to work with tenants who had been adversely affected by the COVID-19 pandemic. Individual

tenants with any concerns should raise them through the forum of the Land and Property team. Matters raised will be dealt with as required through the Land and Property Committee, Corporate Services Committee for recommendation to full Council.

**22. REQUEST FROM PRIVATE SECTOR OPERATOR TO USE RUGBY AVENUE FOR DRIVE-IN EVENT – AUGUST 2020**

The Mayor informed Members that this item had been withdrawn from the Agenda.

**23. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 16 JUNE 2020 (IN COMMITTEE ITEMS)**

**23.1 Destination Marketing Recovery Plan (*Minute Item 6*) and HALP Recovery (*Minute Item 15*)**

Discussion ensued around the Options tabled at Leisure and Development Committee. Councillor P McShane proposed Option 1 - Issue no refund for the period of closure of caravan sites and alternatively use the money for a tourism and marketing campaign.

There was no support for this proposal.

**MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Councillor McCorkell  
Seconded by Councillor Anderson

**AGREED:** that Council move *'In Public'*.

This being all the business, the Mayor thanked everyone for their attendance and the meeting closed at **10.35pm**.

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Mayor