

**LEISURE & DEVELOPMENT COMMITTEE MEETING (ITEMS 1-19 INCLUSIVE)  
TUESDAY 12 DECEMBER 2017**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
<b>1</b>	Apologies	<b><i>Councillor C McShane</i></b>
<b>2</b>	Declarations of Interest	<b><i>Councillors: Chivers and Douglas Item 7 MA McKillop Item 8, Item 15 and Item 16, McCandless Item 15 and Item 16, Alderman Robinson Item 15 and Item 16</i></b>
<b>3</b>	Minutes of Meeting held 14 November 2017	<b><i>Confirmed</i></b>
<b>4</b>	Enterprise Fund	<b><i>Approve recommendation 1 and 2</i></b>
<b>5</b>	Garvagh Forest Trails Development	<b><i>Approve</i></b>
<b>6</b>	2017 Events Review – Council Managed Events	<b><i>Approve</i></b>
<b>7</b>	Festive Fund Grant Awards 2017	<b><i>For information</i></b>
<b>8</b>	Binevenagh and Coastal Lowlands Landscape Partnership	<b><i>For information</i></b>

<b>9</b>	Improving Beach Accessibility – in Partnership with Mae Murray Foundation	<b><i>For information</i></b>
<b>10</b>	Every Body Active Grants Programme 2017	<b><i>For information</i></b>
<b>11</b>	Correspondence	<b><i>None</i></b>
<b>12</b>	Consultations	<b><i>None</i></b>
<b>13</b>	Notice of Motion Submitted, Proposed and Seconded by Alderman Robinson and Councillor Fielding on Quiet Areas at Council Events	<b><i>Motion carried</i></b>
<b>14</b>	Notice of Motion Submitted, Proposed and Seconded by Councillors Mulholland and Councillor Chivers on Intimidation and Sectarianism	<b><i>Amendment carried</i></b>
<b>15</b>	Public Rights of Way – Lansdowne Lane	<b><i>Approve</i></b>
<b>16</b>	Public Rights of Way – Bath Road	<b><i>Deferred to full Council December 2017</i></b>
<b>17</b>	Holiday and Leisure Parks: Performance Report 2017-2018	<b><i>For Information</i></b>
<b>18</b>	Holiday and Leisure Parks: Fees and Charges 2018-2019	<b><i>Approve</i></b>
<b>19</b>	Funding Unit Staffing Structure	<b><i>Approve</i></b>

**LEISURE AND DEVELOPMENT COMMITTEE MEETING (ITEMS 1-19)  
IN CIVIC HEADQUARTERS, COLERAINE ON  
TUESDAY 12 DECEMBER 2017 AT 7:00 PM**

**In the Chair:** Councillor Duddy

**Members Present:** Aldermen: Hillis, Hickey and Robinson  
Councillors: Baird, Chivers, Clarke, Deighan,  
Douglas, Holmes, McCandless, MA McKillop,  
McLean, Stevenson and Mulholland

**Officers Present:** R Baker, Director of Leisure and Development  
P Beattie, Head of Prosperity and Place  
J Gray, SIB Project Manager  
R Gillen, Coast and Countryside Manager  
P O'Brien, Funding Unit Manager  
P Thompson, Head of Tourism & Recreation  
S McCartney, Holiday and Leisure Parks Manager  
D Hunter, Council Solicitor  
D Allen, Committee & Member Services Officer

**In Attendance:** Councillor P McShane

Press (1 no.)

Public (1 no.)

**1. APOLOGIES**

Apologies were recorded for Councillor C McShane.

**2. DECLARATIONS OF INTEREST**

Declarations of Interest were recorded for:

- Councillor Chivers – Item 7 Festive Fund Grant Awards
- Alderman Robinson – Item 15 Public Rights of Way Lansdowne Road and Item 16 Public Rights of Way, Bath Road
- Councillor Douglas – Item 7 Festive Fund Grant Awards
- Councillor MA McKillop, Item 8, Binevenagh Landscape Partnership Scheme, Item 15 Public Rights of Way Lansdowne Road and Item 16 Public Rights of Way – Bath Road

- Councillor McCandless - Item 15 Public Rights of Way Lansdowne Road and Item 16 Public Rights of Way – Bath Road

### 3. MINUTES OF MEETING HELD TUESDAY 14 NOVEMBER 2017

The Chair advised the minutes of the above meeting were adopted at the Council Meeting 28 November 2017.

**AGREED** – that the minutes of the meeting held Tuesday 14 November 2017 be confirmed as a correct record.

### 4. ENTERPRISE FUND

Report circulated.

The Committee received a report updating Members on the level of applications and scoring panel decisions in respect of the 2017 – 2018 Enterprise Fund as per Leisure and Development Committee decision at the meeting of 08 August 2017, and to provide recommendations in relation to Enterprise Fund awards.

The Enterprise Fund was designed to help those start-up businesses that need assistance in taking the next step in their growth plan. The fund is aimed at supporting new businesses, with a track record of two years or less, to address barriers to growth via innovative approaches.

4 grants of up to £10,000 and up to 10 grants of £1,000 were available.

This fund opened on Monday 16<sup>th</sup> October and closed at noon on Friday 3<sup>rd</sup> November 2017, with expenditure to be completed and claimed by Friday 16<sup>th</sup> March 2018.

Of the 23 applications, totalling £152,664.08, received at closing, 3 were deemed ineligible and the remaining 20 progressed to scoring panel held on Tuesday 7<sup>th</sup> and Friday 10<sup>th</sup> November.

#### Applicants to the £10,000 Scheme

Name of Business	Project Description	Percentage Score	Award
Medicinall Ltd.	Smart Portfolio for doctors	100%	£10,000.00
Ballycastle Sea Tours	Pre-owned Boat	90%	£10,000.00
Glenara Elite Travel	Midi Coach	90%	£10,000.00
Taylor Yates	Product & Marketing	88%	£6,000.00*
Corndale	Equipment	88%	£6,000.00*
Kiwi & Copper	Tools	88%	£6,000.00*

Fiona Shannon Ceramics	Kiln	86%	-
Infuse Artisan Tea	Décor & Furniture	74%	-
Q Review	Online Review Platform	74%	-
Diamond Shine Valeting	Carport & Garage Fittings	64%	-
Dalriada Kingdom Tours	I.T & Website	58%	-
Giant Tours Ireland	Equipment & PR Materials	50%	-
Nine Glens Walking Tours	Laptop, Camera, Clothing	48%	-
SB Joinery	Website & Equipment	46%	-
Barber Beasts	Signage, Access, Décor	46%	-
Rois Oir Boutique	Security & Equipment	38%	-
The Computer Tech Club	Equipment & Advertising	32%	-
			<b>£48,000</b>

If the 3 businesses tied with a score of 88% were each awarded a reduced amount of £6,000, the budget can be fully utilised.

#### **Applicants to the £1,000 Scheme**

Of the 3 applications assessed, 2 achieved the minimum threshold of 65%, as per the agreed criteria and guidelines.

<b>Name of Business</b>	<b>Project Description</b>	<b>Percentage Score</b>	<b>Award</b>
La Dolce Via Ltd.	Equipment	80%	£1,000.00
Dog Friendly Tours	Web Update & Equipment	76%	£1,000.00
Meraki Art	Materials & Room Hire	62%	-
			<b>£2,000</b>

#### **Ineligible Applicants**

As per the Scheme criteria, 3 applicants were deemed ineligible.

<b>Name of Business</b>	<b>Issue</b>
Marinebase	No Business Plan Supplied
Euro Autospares	Not within 2 years
The Dessert Bar Ltd.	Eating Establishment

## **Recommendation 1**

**It is recommended** that Council awards Enterprise Fund grants to businesses 1-6 under the £10,000 Scheme and businesses 1 & 2 under the £1,000 Scheme, totalling **£50,000**.

## **Recommendation 2**

As mentioned at the meeting in which this scheme was agreed, officers requested that any major observations on the improved running of the scheme would be noted and presented for ratification with any funding recommendations. The following changes are requested to the fund for the next call:

1. In issuing this year's funding, officers used a welcome statement for the purposes of targeting specific sectors – in this case:
  - Creative, digital, media, fin tech, health and life sciences.
  - Tourism – specifically business which enhance the local offer, but not attached to accommodation provision – for example, activity businesses.
  - Food – but not eating establishments – aimed at new product development.
  - Small scale manufacturing.
  - Social Enterprises.

**It is recommended** that for the next call of funding, the call is specific to these sectors only.

2. In terms of exclusions to funding, one which was not included, but that Council received applications for, was mobile assets. **It is recommended** that these are deemed ineligible items for the next round of funding. Generally, funding streams for transport or other mobile assets of this nature are specific to transport needs, and it is rare – if ever – that funding allows them.

Upon a query from Councillor Clarke the Head of Prosperity and Place confirmed that beneficiaries of the grants would be monitored on performance of their business every 3 years and that a report would be brought back to the Committee on a yearly basis.

Proposed by Councillor Holmes  
Seconded by Councillor Clarke

### **Recommendation 1**

**AGREED** – to recommend that Council awards Enterprise Fund grants to businesses 1-6 under the £10,000 Scheme and businesses 1 & 2 under the £1,000 Scheme, totalling **£50,000**.

### **Recommendation 2**

As mentioned at the meeting in which this scheme was agreed, officers requested that any major observations on the improved running of the scheme would be noted and presented for ratification with any funding recommendations. The following changes are requested to the fund for the next call:

1. In issuing this year's funding, officers used a welcome statement for the purposes of targeting specific sectors – in this case:
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  - Food – but not eating establishments – aimed at new product development.
  - Small scale manufacturing.
  - Social Enterprises.

**AGREED** – to recommend that for the next call of funding, the call is specific to these sectors only.

2. In terms of exclusions to funding, one which was not included, but that Council received applications for, was mobile assets.

**AGREED** - to recommend that these are deemed ineligible items for the next round of funding. Generally, funding streams for transport or other mobile assets of this nature are specific to transport needs, and it is rare – if ever – that funding allows them.

## **5. GARVAGH FOREST TRAILS DEVELOPMENT**

Report and Appendix circulated.

The Committee received a report from updating Members on the Garvagh MTB Forest Trails Project seeking approval to progress to Stage 2 of the Capital Project Works Programme.

The MTB Forest Trails Project is the development of a project to construct approximately 15kms of cycling and multi-use trails at Garvagh Forest.

Council approval was given in October 2016 to move to stage 1, to advance on the design and feasibility of this project which will provide enhancement of the existing walking product, through the extension of walking trails by a further 5 km and the inclusion of mountain bike cycle trails. In addition, it is proposed to locate the trailhead at the current car park off the Carhill Road and to extend this to accommodate additional car parking spaces.

Council's Capital Projects Team has been engaged to progress the technical aspects of the project including preparation of the planning application and tender documentation. Doran Consulting has been commissioned to undertake an appraisal of the original trail development costs that were prepared by Outdoor Recreation NI, and Architrail is assisting with the development of a business case that has identified final project costs. A business case for the project has now been completed.

The appraisal by Doran Consulting has indicated that total project costs of the initial design would be approximately £691,000. Therefore the net capital cost to Council if approved is £541,000 with the balance of the project to be met by external funding.

Two external funding streams have been identified from Sport NI Everybody Active 2020 Award and the Landfill Community Fund and applications have now been submitted.

Funding source	Amount applied for	Outcome
Landfill Community Fund	£30,000	Successful -subject to securing Sport NI and Council funding
Sport NI – Everybody Active 2020 Award	£120,000	Progressed to Stage 2. Awaiting submission of business case.

This provides £150,000 of external funding towards the project leaving an outstanding amount of approximately £541,000 to be met by Council.

A business case considering all the elements of the project development has been prepared in line with Council's own procedures. This is also required to satisfy the requirements of the Everybody Active 2020 programme (**Annex A**, previously circulated).



Subject to Council and funders' approval, statutory permission and agreement from Forest Service, it is anticipated that construction works can commence in June 2018 and be completed by December 2018.

**It is recommend** that approval is given by the Committee to allow for further development of this project to:

- (i) Approval of the Business Case
- (ii) Commence Stage 2 of the Capital Project Works Project.

Upon a query raised by Councillor Holmes in relation to sponsorship of trails the Head of Prosperity and Place informed Members that no sponsorship had been sought and clarified that he did not envisage any funding issues with this project.

The Director of Leisure and Development clarified that Members were not being asked to make a decision on funding but to approve the Business Case and progression to Stage 2 of the Capital Works Project.

Proposed by Councillor Holmes  
Seconded by Alderman Hickey and

**AGREED** – to recommend that that approval is given by Council to allow for further development of this project to:

- (i) Approval of the Business Case
- (ii) Commence Stage 2 of the Capital Project Works Project.

## **6. 2017 EVENTS REVIEW – COUNCIL MANAGED EVENTS**

Report circulated.

The Committee received a report providing a synopsis of events delivered directly by the Council's Events Team in 2017; an overview on the success of these events and the proposed programme for Council managed events for 2018 - 2019.

Causeway Coast and Glens Borough Council has within its Tourism and Recreation remit a policy on the delivery of, and support for others to deliver quality events across the area, inspiring visitors to stay and spend within the local economy.

With the number and organisational complexity of the Tourism and Recreational Events remit, Officers are seeking approval from Elected Members to agree the event schedule listed in **Table 1**. This will allow

the Events Team to continue with the planning of next year's events and ensure that dates are confirmed and early marketing can proceed (subject to approved budgets).

**Table 1**

<b>Event</b>	<b>Date</b>
Easter Seasonal Programme	Saturday 1 <sup>st</sup> and Sunday 2 <sup>nd</sup> April
Spring Fair	Saturday 14 <sup>th</sup> April
NW200 Race Week Festival	Saturday 12 <sup>th</sup> May to Saturday 19 <sup>th</sup> May
Rathlin Sound Maritime	Friday 25 <sup>th</sup> May to Sunday 3 <sup>rd</sup> June
Salmon and Whiskey	Saturday 16 <sup>th</sup> June to Sunday 17 <sup>th</sup> June
Armed Forces Day	Saturday 23 <sup>rd</sup> June <b>TBC</b>
Rhythm of the Bann	Saturday 23 <sup>rd</sup> June <b>TBC</b>
Seasonal Summer Programme	Monday 9 <sup>th</sup> July - Friday 24 <sup>th</sup> August
Summer Fireworks Evening (Finale of Red Sails) Portstewart	Saturday 28 <sup>th</sup> July
Summer Entertainment and Fireworks Evening Portrush	<b>TBC</b> - 11 <sup>th</sup> or 18 <sup>th</sup> August
Auld Lammas Fair	Sunday 26 <sup>th</sup> to Tuesday 28 <sup>th</sup> August
Air Waves	Saturday 1 <sup>st</sup> and Sunday 2 <sup>nd</sup> September
Seasonal Halloween Events x 4	Friday 26 <sup>th</sup> October to Wednesday 31 <sup>st</sup> October
Atlantic Sessions	<b>TBC</b> - Thursday 15 <sup>th</sup> - Sunday 18 <sup>th</sup> November
Seasonal Christmas light switch-ons (to include Festive Fund)	<b>TBC</b> - November and December

**It is recommended** that Council allow the Tourism and Recreation Event Team to manage and deliver the proposed Council programme for 2018-2019 as listed in **Table 1**.

Councillors Chivers expressed her disappointment that no event for a St Patrick's Day Festival had been included in the schedule for 2018.

The Head of Tourism & Recreation informed Members that resources were not available at this stage but he would look into viability of this and that it could maybe linked in with other events.

In reply to a query from Councillor Chivers in relation to holding Christmas events in smaller towns the Head of Tourism & Recreation clarified that these would continue and that work was ongoing to look at the Christmas celebrations in the Borough as a whole which would include the smaller communities.

The Director of Leisure and Development confirmed that the Armed Forces Day was a one off event for 2017 and that going forward it could be combined with the Rhythm of the Bann Festival.

Members raised concerns that there was no event for Limavady listed in the schedule. The Head of Tourism & Recreation informed Members that Officers are working with the Stendhal Festival and that more information to include Limavady Town in the event would be brought back to the Committee.

Upon a request from Councillor Chivers, the Director of Leisure and Development confirmed that information on the cost of holding St Patrick Day events in previous years would be provided.

Proposed by Councillor Stevenson  
Seconded by Councillor Baird

The Chair put the motion to the Committee to vote. 9 Members voted for, 4 Members voted against and 0 Members abstained. The Chair declared the motion carried.

**AGREED** - to recommend that Council allow the Tourism and Recreation Event Team to manage and deliver the proposed Council programme for 2018-2019 as listed in **Table 1**.

## **7. FESTIVE FUND GRANT AWARDS 2017**

Information report circulated.

Committee was presented with a report updating members on the grants awarded to those organisations who applied for grant aid to help them celebrate Christmas.

Causeway Coast and Glens Borough Council launched the Festive Fund initiative in 2016 to offer assistance to Community & Voluntary Organisations from the smaller towns, villages and hamlets in the Borough to help celebrate Christmas. This fund is specifically designed to mark the lighting of the Christmas tree and help facilitate festive celebrations within the Borough.

With the assistance of the Funding Unit and by using Council's online funding Hub, invitations for the competitive process were issued. To be eligible to apply, organisations had to be from within the Causeway Coast and Glens Borough Council area, have a population of over 100 residents or have been allocated a Christmas tree from Causeway Coast and Glens Borough Council.

Grants of up to £250 are available for eligible projects.

The Funding Unit carried out the Stage 1 eligibility checks on the morning of 15<sup>th</sup> November 2017. 31 applications were received. 27 applications passed Stage 1 eligibility and were passed to assessment for scoring. The grant assessment panel met on afternoon of the 15<sup>th</sup> November 2017 to score these applications. The applications were assessed against the criteria stated above, as advertised in the guidance notes. Applicants were required to attain a score of at least 65% in order to be recommended for funding, in line with Council's grant funding policy.

A summary of the applications received and grants awarded are included in **Annex A** (previously circulated).

Councillor Douglas expressed his disappointment that Burnfoot Community Development Association had not been awarded funding for 2017. The Chair confirmed that Burnfoot Community Development Association could appeal the decision using the appeal process in place.

## **8. BINEVENAGH AND COASTAL LOWLANDS LANDSCAPE PARTNERSHIP SCHEME**

Information report circulated.

Committee received a report advising Members on the successful application to Heritage Lottery Fund for the Binevenagh and Coastal Lowlands Landscape Partnership Scheme.

In November 2017 Heritage Lottery Fund (HLF) announced initial support for a £3.4 million project to the Causeway Coast and Glens Heritage Trust (CCGHT) for the Binevenagh and Coastal Lowlands Landscape Partnership Scheme.

HLF has awarded an eighteen-month development grant of £204,200 to enable CCGHT to develop the five-year project which will be assessed for final approval for the full project amount of £3.4 million through HLF's Landscape Partnership Scheme (LPS). A dedicated office and three-

person development team will be established in the area from January 2018. When the project gains final approval, expected in 2019, five staff will be employed for the five-year delivery phase.

The project aims to develop a better understanding and sense of ownership of these features within the local community, so that the landscape and heritage can be valued and shared by the entire community, across all generations along with visitors to the area.

As a partner of the proposed scheme, Council actively participated in the early consultations and pre-application preparations, and has continued its commitment to the Binevenagh Area of Outstanding Natural Beauty Management Forum.

It is anticipated that Council will be asked to continue to support the scheme throughout the implementation phase, acting as a key driver of the projects through representation on the LPS Board and as a project delivery partner. The request for any future financial support to deliver on Phase 2 has yet to be discussed, and Council will only be able to commit if projects deliver on strategic it's objectives and if resources can be made available.

The information report was noted.

## **9. IMPROVING BEACH ACCESSIBILITY – IN PARTNERSHIP WITH MAE MURRAY FOUNDATION**

Information report circulated.

The Committee received a report providing Members with an update on the progress being made with the Mae Murray Foundation to assist in the delivery of Accessible Beaches within the Council area.

The Mae Murray Foundation is a registered charity, set up and run by volunteers, established to allow people of all ages and abilities to take part in activities, experience the world and enjoy friendship together in an inclusive environment. The Foundation wishes to play an active part in helping local authorities understand the full range of need and improve participation, by offering both design input and partnership.

Council's Coast and Countryside Team have continued to engage with the Mae Murray Foundation to make improved provision at Benone Strand and The Ark, as well as delivering a number of beach participation days which has enabled families and individuals to take part in water based beach activities. In addition, consideration is being given

to other sites within the Borough were additional roll out of the Accessible Beach concept may be appropriate.

Mae Murray Foundation received £18,800 from The Wooden Spoon (The children's charity of rugby) to provide a range of accessible beach equipment which is currently stored at The Ark, Benone Strand.

The roll out of the Accessible Beach concept to other sites is a desired next step. Whilst it must be recognised that it is not reasonably practical to make provision at every coastal site, it is appropriate to have such provision at key locations.

Mae Murray Foundation in conjunction with Council Officers have undertaken an initial review of East Strand, Portrush with a view to offering some suggestions as to what actions would be required to bring facilities towards Changing Places standards, and what level of provision of beach equipment would be appropriate.

Members received a short audio clip.

In reply to a query raised by Alderman Robinson the Chair confirmed that Council had met with Transport NI in relation to additional measures identified to the exterior and on the approach to the Ark to assist with accessibility and that a report would be brought back to Council in February 2018.

Councillor Baird raised issues in relation to the lack of changing facilities and toilet provision in Whitepark Bay and Portstewart Strand. The Coast and Countryside Manager clarified that Council had taken advice from the Mae Murray Foundation to ensure that Council meets the necessary standards.

The Head of Tourism and Recreation confirmed that Council would, however, write to the National Trust and enquire what provision for toilet facilities and changing areas in Whitepark Bay and Portstewart Strand could be made.

The Chair thanked Officers for their work done in conjunction with the Mae Murray Foundation.

The information report was noted.

## **10. EVERY BODY ACTIVE GRANTS PROGRAMME 2017**

Information report circulated.

The Committee received a report providing Members with information on the grants awarded under the Every Body Active Programme.

The Every Body Active Grants Programme is available to local organisations that can both promote and increase participation in physical activity and its development within the Borough.

This funding was previously administered by Sport NI through their Active Awards Programme but has now been transferred to local Councils for distribution. The Every Body Active Grants Programme criteria and the allocation of funding for the programme is predetermined by Sport Northern Ireland. Councils only discretion within the criteria is to determine the maximum amount of funding to allocate for each eligible project.

Priority is given to projects which aim to increase participation among traditionally underrepresented groups, which include:

- Women and girls.
- People with a disability.
- Those living in areas of greatest social need (specifically people living within the top 25% of wards designated by NI Multiple Deprivation Measure Index 2010)

Applicants must also demonstrate how the grant will be used to contribute towards the Causeway Coast and Glens Community Plan under identified themes. Sport Northern Ireland are a statutory partner within the Community Planning process.

Grants of up to £1000 are available for eligible projects.

The Funding Unit carried out the Stage 1 eligibility checks on the morning of 27<sup>th</sup> November 2017. 37 applications were received. 32 applications passed Stage 1 eligibility and were passed to assessment for scoring. The grant assessment panel met on the afternoon of the 30<sup>th</sup> November 2017 to score the applications against the criteria stated above, as advertised in the guidance notes. Applicants were required to attain a score of at least 65% in order to be recommended for funding, in line with Council's grant funding policy.

A summary of the applications received and grants awarded are included within **Annex A** (previously circulated).

The information report was noted.

## 11. CORRESPONDENCE REPORT

There were no items of correspondence listed.

## 12. CONSULTATIONS

There were no consultations listed.

## 13. NOTICE OF MOTION SUBMITTED, PROPOSED AND SECONDED BY ALDERMAN ROBINSON AND COUNCILLOR FIELDING

Alderman Robinson presented his Notice of Motion to Committee as follows:

### QUIET AREAS AT COUNCIL EVENTS

*“That this Council ensures that Council events involving families who have children with additional needs provide for a quiet hour or quiet space, ensuring that social inclusion is maximised for children who currently cannot fully enjoy some events.”*

\* Councillor Mulholland arrived at the meeting at 7.45pm during consideration of this item.

Councillor Robinson read out a statement in favour of his motion:

*“I firstly want to thank the parents who brought this issue to my attention. It is on their request that I have put this motion before council. This is not for individual or political gain, this motion is to ensure equality of opportunity for those children and young people who have additional needs and find the scenario of crowds and noise to be overwhelming.*

*I think that it is only right that I say a public thank you to our events team who, in less than a week, put together the quiet time events at the Christmas light switch on in our major towns following my request. The appreciation has been exceptional and the entire team deserve credit for pulling everything together at short notice.*

*I am bringing this motion to council as I am trying to ensure those who have additional needs where they are not able to cope with crowds or noise, have the equality of opportunity to enjoy council lead events the same as every other child in the Borough.*



*The quiet hour or quiet space has been proven as a success with the pilots run this year. This change, if agreed and made an integral part of our family events, will ensure greater social inclusion for children who can only truly benefit from Borough events if a quiet space or time is available to them. Obviously arrangements on these occasions have to include carers and this must be factored into the arrangements.*

*Having spoken to parents after the Limavady switch on, I can assure this council that the addition of this special service was greatly appreciated by the parents of the children as it was, for some, the first time their children had been able to fully enjoy a council organised event. For the small cost that was incurred, this was a priceless experience for those children and young people.*

*As a parent of a young family, and many others here with children or grandchildren, I hope that all councillors will appreciate the equality of opportunity and cross community value my motion wishes to see.”*

Members strongly supported Alderman Robinson’s motion.

Proposed by Alderman Robinson  
Seconded by Councillor Mclean

The Chair put the motion to the Committee to vote, which was carried unanimously.

#### **14. NOTICE OF MOTION SUBMITTED, PROPOSED BY COUNCILLORS MULHOLLAND AND SECONDED BY COUNCILLOR CHIVERS**

Councillor Mulholland presented his Notice of Motion to Committee as follows:

*“That, in the aftermath of the intimidation of families from a shared housing development in Cantrell Close Belfast, this Council acknowledges the recent statement by the six main party leaders pledging their support for `citizens to live in a society without fear of intimidation, free from sectarianism and condemn all forms of sectarianism, intolerance and threats of violence`, and that this council also affirms the principle of the Good Friday Agreement which promised to citizens "the right to freely choose one`s place of residence" and the "right to freedom from sectarian harassment" and pledges its support for;*

- *The right to employment free from sectarian discrimination, intimidation and attack.*

- *The right to housing and to live in your home free from sectarian attack, intimidation or any other discrimination.*
- *The right to free association, recreation and to socialise at places of choice free from sectarian attack, intimidation or other discrimination.*
- *The right to practice religious faith and worship free from sectarian attack, intimidation or other discrimination.*
- *The duty to report or challenge sectarian speech, attack, intimidation, or other discrimination when witnessed or heard”.*

Councillor Mullholland spoke in favour of the motion stating that there was a collective condemnation from all parties and that each institute should now reaffirm that every person has the right to live their lives free of sectarianism.

Councillor Chivers also commented that members of the public should be able to report sectarianism without fear of intimidation.

Councillor Clarke responded stating that the DUP supported the right to all to live, work and socialise without sectarianism, threats and actual violence, which placed families under great threat.

Councillor Clarke read a statement which detailed his objections to Councillor Mulholland, a member of Sinn Fein, bringing forward the Notice of Motion.

Councillor Mulholland raised a Point of Order that Councillor Clarke’s comments were not relevant. As Councillor Mulholland could not make reference to the relevant Standing Order the Chair allowed Councillor Clarke to continue. *Standing Order 18.6 Definition of a Point of Order – a Point of Order shall relate only to an alleged breach of a Standing Order or statutory provision and the Member shall specify the Standing Order or provision and the way in which he/she considers it has been broke, refers.*

Councillor Holmes stated that he considered the Notice of Motion offensive, equality should not be used and abused.

Councillor Hickey commented that the Notice of Motion had been supported by the six main political parties and that she and her party colleagues would be in support of this.

### **Amendment**

Proposed by Councillor Clarke

Seconded by Councillor Stevenson

- to recommend that this Council acknowledges the recent statement by the six main party leaders in Northern Ireland, pledging their support for 'citizens to live in a society without fear of intimidation, free from sectarianism and condemn all forms of sectarianism, intolerance and threats of violence' and that this Council also acknowledges the obligations under the European Convention on Human Rights which protects citizen's rights.

Furthermore that this Council recognises these and the right to life itself, were denied to thousands of law-abiding citizens by the sectarian actions of all paramilitaries in unjustified, illegal and immoral campaigns; and calls upon all in political life to detest from the practice of eulogizing sectarian murders.

A recorded vote was requested by Councillor Clarke.

The Chair put the **Amendment** to the Committee to vote, 10 Members voted for, 0 Members voted against and 5 Members abstained.

The Chair declared the **Amendment** carried.

For : Aldermen; Hillis and Robinson  
(10) Councillors; Baird, Clarke, Douglas, Duddy, Holmes, McCandless, McLean and Stevenson

Against : None  
(0)

Abstentions: Alderman Hickey  
(5) Councillors; Chivers, Deighan, MA McKillop, Mulholland

\* Councillor Mulholland left the meeting.

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

Proposed by Councillor Stevenson

Seconded by Councillor Holmes

**AGREED** - that the Committee proceed to conduct the following business 'In Committee'.

\* Press and public left the meeting at 8.26pm.

\* Alderman Robinson, Councillors MA McKillop and McCandless left the Chamber during consideration of Item 15 and Item 16.

#### **15. LANSDOWNE LANE, PORTRUSH – PUBLIC RIGHT OF WAY STATUS INVESTIGATION**

Confidential report circulated.

The Committee were presented with a confidential report the purpose of which was to present Members with the findings of an Investigation Report establishing the current status, and to determine the need for an assertion of a public right of way at Lansdowne Lane, Portrush.

District Councils in Northern Ireland have a duty under Section 3 (1) of The Access to the Countryside (NI) Order 1983 to “assert, protect and keep open and free from obstruction or encroachment any public right of way; and for this purpose a district Council may instigate proceedings in its own name”. This duty also requires the investigation of alleged public rights of way, to determine their status under this order.

The purpose of the investigation is to gather evidence both for and against the existence of a public right of way. The role of Council is that of an honest broker in such an investigation.

The Status Investigation Report is at **Annex A**, previously circulated.

**It is recommended** that, based on the evidence outlined in the Status Investigation Report, Council asserts Lansdowne Lane, Portrush, as a public right of way with the status of cartway/carriageway.

**AGREED** – that based on the evidence outlined in the Status Investigation Report, Council asserts Lansdowne Lane, Portrush, as a public right of way with the status of cartway/carriageway.

#### **16. BATH ROAD, PORTRUSH – PUBLIC RIGHT OF WAY STATUS INVESTIGATION**

Confidential report circulated.

The Committee were presented with a confidential report the purpose of which was to present Members with the findings of an Investigation Report establishing the current status, and to determine the need for an assertion of an alleged public right of way at Bath Road, Portrush.

District Councils in Northern Ireland have a duty under Section 3 (1) of The Access to the Countryside (NI) Order 1983 to “assert, protect and

keep open and free from obstruction or encroachment any public right of way; and for this purpose a district council may institute proceedings in its own name". This duty also requires the investigation of alleged public rights of way, to determine whether or not same exists.

The purpose of the investigation is to gather evidence both for and against the existence of a public right of way. The role of Council is that of an honest broker in such an investigation.

**It is recommend** that, based on the evidence outlined in the Status Investigation Report, Council does not assert a public right of way on foot through the site of Nos 4 and 6 Bath Road connecting to the Blue Pool as no additional, substantive evidence supporting the existence of a public right of way on foot has been produced as part of the 2016/2017 investigation.

On a query from Alderman Hillis, the Director of Leisure and Development clarified that Lansdowne Road and Bath Road were two separate issues, the process was the same for both but each case was considered entirely on its own merits.

The Coast and Countryside Manager informed Members that a number of forms had been sent out to the public for completion and to date only 5 had been returned.

The Council Solicitor provided Members with a brief synopsis on Public Right of Ways and the investigation into the particular item under discussion. He also informed Members of other issues in relation to the Right of Way.

The Chair put the recommendation to the Committee to vote. 0 Members voted for, 1 Member voted against and 8 Members abstained.

The Chair called a short recess to obtain legal advice.

\* Recess from 8:45pm – 9.05pm.

The Chair informed Members that under Standing Order 27 – Interpretation of Standing Orders, this item would be now be referred to the full Council Meeting on Tuesday 19 December 2017 for consideration.

\* Alderman Robinson and Councillors McCandless and MA McKillop re-joined the meeting at 9:07pm.

## 17. HOLIDAY AND LEISURE PARKS PERFORMANCE REPORT 2017-18

Confidential information report circulated.

The Committee were presented with a confidential information report informing Members of the financial performance of the Council's Holiday and Leisure Parks during the 2017-18 season, and giving an indication of the perspective of Council's customers.

Council owns and manages holiday and leisure parks, offering facilities for static caravans, touring caravans, motorhomes, tents, wooden holiday pods, and an Aire de Service at Sandhill Drive in Portrush.

The confidential information report was noted.

## 18. HOLIDAY AND LEISURE PARKS FEES AND CHARGES 2018-19

Confidential report circulated.

The Committee were presented with a confidential report setting out the conditions for consistent and effective commercial management of the Council Holiday and Leisure Parks.

The Caravans Act (Northern Ireland) 2011 made an allowance for the annual review of Park Fees, based on any charges such as rates and water charges, inflation, operating costs, sums spent improving the Parks and their facilities, and current market rates.

As noted in the Performance Report, the service, position and business model adopted has led to high site demand at all caravan parks, with demand for static sites at capacity due to pricing being viewed as competitive when compared against other local alternatives.

**It is recommended** the Leisure & Development Committee approve for the coming 2018-2019 season;

- i) In accordance with the Caravans Act (Northern Ireland) 2011 and in order to maintain profit margins, a minimum increase of 2.4% is applied to Static Caravan fees and the change in guidance for the pricing of Seasonal Caravans is approved.
- ii) Taking demand, occupancy levels and locations of the different Parks into consideration, the charge increases listed in Table 3 are applied.

Points raised by Members included budget to improve character of caravan parks, re-investment in park infrastructure, capital costs, net income and savings, comparison of rental systems and annual fees on different sites.

Proposed by Councillor Holmes

Seconded by Councillor Clarke and

**AGREED** - to recommend that Council approve for the coming 2018-2019 season;

- i) In accordance with the Caravans Act (Northern Ireland) 2011 and in order to maintain profit margins, a minimum increase of 2.4% is applied to Static Caravan fees and the change in guidance for the pricing of Seasonal Caravans is approved.
- ii) Taking demand, occupancy levels and locations of the different Parks into consideration, the charge increases listed in Table 3 are applied.

## 19. FUNDING UNIT STAFFING STRUCTURE

Confidential report circulated.

The Committee were presented with a confidential report proposing a staffing resource in the Funding Unit which is required to provide a comprehensive financial and monitoring service in the delivery of Council's Grant Funding Programmes.

In October 2015 the Funding Unit Manager was appointed. This was the only post identified in the Leisure and Development structures for the Funding Unit. The intention was to establish the Unit with one member of staff and allow it to evolve and develop based on the needs of Council. In January 2016 a Grants Officer and a Verification Assistant were recruited through Council's recruitment agency arrangements.

**It is recommended** that Council approve the staffing structure proposed for the Funding Unit.

In response to a query from Councillor McLean the Funding Unit Manager confirmed that both additional posts were required to resource the increasing workload of the Funding Unit, as detailed in the report.

Proposed by Alderman Hickey

Seconded by Councillor MA McKillop and

**AGREED** - to recommend that Council approve the staffing structure proposed for the Funding Unit.

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

Proposed by Councillor Holmes  
Seconded by Councillor Stevenson and

**AGREED** - that the Committee proceed to conduct the following business 'In Public'.

### **20. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (O))**

In accordance with Standing Orders 12(o) 5 items of Any Other Relevant Business had been received and were sent within the timescale

Alderman Hickey raised a Point of Order under Standing Order 12 (o) and raised the query as to why an email had been sent to Members at 11.27am with the addition of two extra items (20.3 and 20.4) which were not relevant to the Leisure and Development Committee and therefore should not be heard, and that it was setting a dangerous precedent.

Alderman Hillis raised a Point of Order stating that this was contrary to Item 12 of the Standing Orders.

The Chair confirmed the order of business was presented as defined by Standing Order 12.

At 9.55pm during consideration of Item 20.1 Aldermen Hillis and Hickey, Councillors Baird, Chivers, McCandless, MA McKillop, Deighan left the meeting.

The Chair declared the meeting inquorate under Standing Order 7 (2) and declared the meeting adjourned.

The Meeting adjourned at 10.00pm. The following Any Other Relevant Business items were not discussed and are to be considered at the reconvening of this Leisure and Development Committee Meeting:

#### **(1) Dunluce Centre, Portrush (Councillor Clarke)**

What cost liabilities have been incurred by Council in respect of the vacant Dunluce Centre since Council agreed its disposal 14 months ago?



**(2) Waterworld (Councillor Clarke)**

Waterworld was agreed for disposal by Council 12 months ago. What steps have been taken to progress the sale and what was the net cost of operating the facility in the 2017 season?

**(3) Car Parking, Coleraine (Councillor Clarke)**

A significant number of fines were issued in respect of unpaid parking at Council car parks in the centre of Coleraine on the first Sunday in December. Signage informing the public of arrangements was contradictory and unclear. Will Council cancel those fines given the problems with the signage; and take further steps to advise the public of the Sunday charging regime for the rest of December?

**(4) Retailers – Coleraine (Councillor Clarke)**

Why is Council's Planning Department vigorously pursuing small retailers in Coleraine town for alleged infringements of planning policy in respect of advertising signage that has been in place for decades?

**(5) DfC Cuts (Councillor Duddy)**

What impact will 4%, 8%, or 12% cuts, have on Council's Grant Funding programme, if DfC implement such cuts as are being predicted?

The impact on staff whose wages are subsidised through DfC funding?

Considering Council are the administrator of grants on behalf of DfC; have any discussions been held with DfC regarding possible cuts?

If so has any consideration been given to how Council will manage any shortfall?

Has any consideration been given to, how this will be communicated, to Community Groups?

If the cuts exceed 12% what value will Council's contribution have on the community? (Will the groups be able to continue with their proposed plans/programme).