

**Causeway Coast and Glens
Borough Council**

Leisure & Development Committee Tuesday 12th January 2016

Table of Key Recommendations

No	Item	Recommendation
2.	Declaration of Interest	<i>None</i>
3.	Minutes of Previous Meeting held 8 th December 2015	<i>Adopt</i>
4.	Ballymoney Community Facilities: Audit of Need and Options Appraisal	<i>Defer to March Leisure & Development Committee Meeting</i>
5.	Generalist Voluntary Advice Tender	<i>Approve</i>
6.	Peace IV Co-operation Programme, 2014-2020	<i>For Information Draft Action Plan to be brought to Council April/May 2016</i>
7.	Economic Development Projects Update	<i>For Information</i>
8.	Portrush Recreation Grounds	<i>Approve</i>
9.	Cushendall Caravan Park – Touring Site Upgrade Works	<i>Approve</i>
10.	Correspondence	<i>Noted</i>
12.	Notice of Motion submitted by Councillor McGlinchey (deferred from Council Meeting 15 th December 2015)	<p><i>that this Council supports the delivery of bypasses at Dungiven and Ballykelly and the continuation of the dualling of the A26 from Frosses to Coleraine and calls on the Minister for Regional Development to publish the findings of the 2012 public inquiry on the Dungiven bypass.</i></p> <p><i>Furthermore, this Council calls on all relevant stakeholders to work towards pursuing, finding and resourcing all current roads projects within the Borough, to ensure an efficient roads network throughout our Borough.</i></p>

Leisure & Development Committee

Minutes of the Meeting of Causeway Coast and Glens Borough Council Leisure & Development Committee, held in Council Chamber, Civic Headquarters, Coleraine on Tuesday 12th January 2016 at 7.00 pm.

In the Chair: Councillor M A McKillop

Members present: Aldermen Hillis, Hickey and Mullan
Councillors Clarke, Douglas, Holmes, Knight-McQuillan, McCandless, McCorkell, McGlinchey, McLean, Mulholland, Nicholl, Stevenson, Wilson

In attendance: R Baker, Director of Leisure and Development
J Welsh, Head of Community and Culture
L Scullion, Community Services Manager
W McCullough, Head of Leisure, Well-Being and Sport
P Caldwell, Capital Projects Manager (Interim)
D Bader, Committee and Member Services Officer

Press (2 No)

Public (2 No)

1. Apologies

There were no apologies.

2. Declarations of Interest

There were no Declarations of Interest.

3. Minutes of the Meeting held on Tuesday 8th December 2015

It was AGREED: that the minutes of the Leisure and Development Committee Meeting held Tuesday 8th December 2015, be confirmed as a correct record.

4. Ballymoney Community Facilities: Audit: Audit of Need and Options Appraisal

The Head of Community & Culture presented the report previously circulated and summarised as undernoted;

The Purpose of this report is to both provide a summary of the Audit of Need and Options Appraisal that has been carried out in relation to Community Facilities in Ballymoney town, and to present a series of recommendations in relation to decision making around future investment in community facilities in Ballymoney.

Causeway Coast and Glens Shadow Council approved a Community Development Strategy in March 2015. One of the key strategic priorities within the strategy is 'Supporting Communities to achieve their maximum level of sustainability', which includes facilitating the strategic development of a Community Centre Policy framework for the Council. It is envisaged that such a framework will put forward Council's position in relation to the provision of, and support for community centres.

An Audit of Community Centres and Halls was carried out in Spring 2015 by the 4 legacy Councils of Ballymoney, Coleraine, Limavady and Moyle in association with Community Foundation NI. The Audit Report mapped out the location, scale and use of those community facilities that fitted the 'community centre' definition ie. a multipurpose centre available for community use and or service provision by a range of user groups or for public hire.

The Report highlighted that there was a need to carry out a wider audit of facilities in the entire area in order to get a full picture of what level of activity and opportunity lies in existing buildings, in order to reduce duplication, promote sharing and increase service provision in local areas.

Alongside the Community Centre strategy development work there were 2 capital projects put forward to the new Causeway Coast and Glens Borough Council by the legacy Ballymoney Borough Council:

- i. Refurbishment works at The Social Centre on Edward Street in Ballymoney; and***
- ii. Acquisition of the former Ballymoney Music Centre from Education Authority (formerly North Eastern Education and Library Board).***

A Pre-planning Business Case was prepared for The Social Centre at Edward Street which highlighted that, in the absence of a wider audit of facilities in the entire Borough area, a Ballymoney Town Based Needs Analysis and a Feasibility Study should be carried out.

As a result, in August 2015, Council approved a recommendation to commission an Audit of Need and Options Appraisal in relation to facilities for community use in Ballymoney in order to help inform decision making in relation to capital expenditure on community facilities in Ballymoney town. Blu Zebra Consultants were commissioned to carry out the piece of work, which was completed in December 2015. A Workshop for Elected Members took place on 10th December. A copy of the report is attached, see Annex A (previously circulated).

The purpose of the study was:

- ***To get a clear understanding of the facilities in Ballymoney Town which are available for use of the local community - available space & how well used;***
- ***To understand the community facility needs of community and voluntary user groups in Ballymoney - what they currently use, how often, and any gaps in provision or provision that isn't fit for purpose;***
- ***To identify a number of options for addressing any gaps that exist either***
 - ***within existing Council owned provision;***
 - ***through proposed Council facility refurbishment or acquisition; or***
 - ***through improved access to community owned facilities.***
- ***To carry out an appraisal of the options for addressing any gaps that exist in community facility provision in Ballymoney Town, framed against the two capital projects that were put forward by the legacy Ballymoney Borough Council in relation to Edward Street Social Centre and the former Music Centre.***

The following approach was undertaken in order to carry out the audit of need:

- ***A list of all known community based facilities in Ballymoney Town was created;***
- ***Site visits were undertaken to all Council facilities and the majority of other facilities, including a site visit to the Music Centre with some Education Authority staff.***
- ***A Facilities Survey was carried out with 37 of the facilities identified (others could not be contacted).***
- ***A User Group Survey was designed and issued to over 200 community groups in the Ballymoney town catchment area - 37 were completed – a 15% response rate.***
- ***The User Group Survey was complimented with stakeholder interviews, including Ballymoney Regeneration Company.***
- ***Telephone interviews took place with all Ballymoney DEA Elected Members.***
- ***On-going meetings took place with Council staff.***

Research was also carried out into the current standard for community facility provision. There is little official guidance on minimum standards for the provision of community facilities in local authorities in Northern Ireland or indeed the rest of the UK. However there are two guidance documents that are useful as a proxy to assist with the analysis of community centre provision. 'Village and Community Halls – Design Guidance' by Sport England provides best practice guidance in relation to size and layout of community buildings. The other. 'Shaping Neighbourhoods: A Guide for Health, Sustainability and Vitality' (an English model created by Hugh Barton, Marcus Grant and Richard Guise), suggests that the catchment population required to sustain one community centre is around 4,000 people.

Some of the key findings of the Audit are as follows:

- 1. There are 48 facilities in Ballymoney that are available for the use of the local community. Of these:**
 - i. Approximately 14 are open to the public broadly without restrictions – 3 of these are Council facilities (Ballymoney Town Hall, Joey Dunlop Leisure Centre and Social Centre on Edward Street)**
 - ii. 12 are open to the public but are restricted in their use as they are membership or congregationally based facilities but which would consider usage by others.**
 - iii. 10 are not open to the public at all and are restricted in their usage as they are membership or congregationally based facilities.**
 - iv. 11 the study could not access any information about, but worked with the assumption that they would be restricted in their usage.**
 - v. 1 is not open but is regarded as a potential “open to all” venue – Music Centre.**
- 2. The Council facilities have an average of 25% occupancy (this relates only to rooms for hire for community use within Joey Dunlop Leisure Centre and the Town Hall).**
- 3. Guidance available, as noted above, states there should be 1 community centre (3,000sqft) for about every 4,000 population. This provides Ballymoney with a current requirement of about 2.5 community centres (8,000sqft) rising to about 4 community centres (12,000sqft) by 2025 (based on Regional Development Strategy projections for population growth within the catchment area).**
- 4. Room hire costs were cited as being a barrier to use of facilities by community groups. Other priority requirements of user groups were location, quality of the facility; opening times; access; car parking and heating.**
- 5. There is poor quality of provision within Edward Street Social Centre.**
- 6. There is a need to utilise, promote and network the existing facilities more effectively, in particular those which are open to the public and are both accessible and neutral.**
- 7. There is a need to network with other facilities to explore how additional community space can be created from the existing supply of ‘restricted’, particularly those that are willing to expand on current usage – e.g. some churches and schools.**

8. ***There is a need to review with a view to standardising the pricing policies of Council-owned facilities. This could result in increased usage if supported by a good promotional campaign.***

9. ***The Music Centre, a centrally located building is currently available under a long term lease agreement from the Education Authority. There is evidence of early demand for the development of the centre as a community/cultural hub from a number of local community and cultural heritage based organisations.***

Options Considered

Options	What this means	Social Centre Edward St	Music Centre	Cost
A Maintain Status Quo (Implement decision of BBC)	The new Council stands by the decision of the previous Council to proceed with the refurbishment of the Social Centre and buys the lease for the Music Centre.	Complete the development - £300k	Lease Only £70k	£400k (incl fees)
B Implement BBC decisions to full effect and invest in Music Centre	The new Council stands by the decision of the previous Council to proceed with the refurbishment of the Social Centre and buys the lease and fully develops the Music Centre.	Complete the development - £300k	Complete capital build £1.2m	Circa £1.5m
C1 Social Centre development	The new Council stands by the decision of the previous Council to proceed with the refurbishment of the Social Centre only.	Complete the development - £300k	-	£300k
C2 Increased capacity at Social Centre	As with the option above but using a larger footprint by expanding the site and using the Scout Hall site to do so.	Expanded development - £400k	-	£400k
D Fully develop the Music Centre as a	Put in place a plan to raise capital for the long term development of the Music Centre with a range of different organisations and	Transfer existing Social Centre activity to existing facilities	Complete capital build £1.2m	Circa £1.2m

medium to long term aim	accessing other funds and not doing anything with the Social Centre.			
E Absorb all additional usage in current facilities	Accept that capital investment at this time is not in the interests of the council; do not proceed with the Social Centre or Music Centre and meet the needs of users by making better use of existing resources. This should encompass negotiating with “single use providers” to see if space such as church halls can be used more creatively.	Transfer existing Social Centre activity to existing facilities	-	-

An Analysis of the capital costs of the options was carried out as well as an analysis of the non-monetary benefits. Costs were weighted at 30% and non-monetary benefits were weighted at 70%, and when the weightings were combined Option E emerged as the preferred option, followed by Option D. (The full scoring can be accessed on pages 33-35 of Audit of Need and Options Appraisal in relation to Community Facilities in Ballymoney Town attached)

1a. The Social Centre on Edward Street is in need of investment, although there are limitations in terms of the site, (one main hall for hire), parking and access. There is a possibility of an expanded site with the adjacent Scout Centre although there is still a restricted site & limited parking. There is an occupancy rate of 29% of available booking slots at the Social Centre. There is a challenge to find a way to invest in this facility that would yield long term benefits for the community and Council.

1b. There is capacity in the Town Hall and Joey Dunlop Leisure Centre for the short and medium term to accommodate significant additional community use including that from the Social Centre. In addition, there are 11 non-council venues which are open and accessible to the public with usable spaces. A proactive campaign would be required to improve the co-ordination of bookings and marketing of these facilities in order to make the best use of the current space and optimise the benefits.

2a. The former Music Centre, a centrally located building is currently available under a long term lease agreement from the Education Authority. Proposals have been put forward by local groups to create a multi- functional community/ cultural hub in the area. The capital cost of completing this project is high but

has the potential to attract external funding from other sources, dependent on the findings of a the business case. There is evidence of early demand for this project from a number of local community and cultural heritage based organisations.

2b. There are at least 48 facilities available for community use in the area, 33 of which are more restrictive of their use by the general public. In order to optimise the use of the available space and new space for the local community a proactive programme could be developed to explore the opening up of those facilities which have more restrictions on their usage, such as churches, schools and sports clubs, for wider community use.

3a. Objective evidence indicates that the most viable option is not to proceed with investment and to meet the needs of users by making better use of existing facilities. User groups from the Social Centre could be accommodated in the Town Hall or Joey Dunlop Leisure Centre and this could also encompass negotiating with “single use providers” to see if space such as church halls can be used more creatively. It is noted that the Social Centre was gifted to Council by the Evergreen Club on the basis that they would be assured a permanent meeting place in perpetuity and it is assumed that Council would wish to honour this. This could for example include free use of a room at the Town Hall.

3b. In conjunction, based on the decision of Ballymoney Borough Council to purchase the lease on the former Music Centre, Council may wish to consider working with interested parties to see if a sustainable Business Case for the former Music Centre can be developed as a medium to long terms aim. This would require a further extension from the Education Authority to delay purchasing the lease on the former Music Centre pending development of a Business Case.

Option E

1. The report demonstrates that:

- Whilst Edward Street Social Centre is no longer fit-for-purpose without significant capital investment;
- Significant capital investment is unlikely to yield benefits for the community and Council.
- Furthermore community facility over-provision does exist and;
- Suitable alternative locations do exist to accommodate the Edward Street Social Centre users.

It was therefore recommended that officers:

- Proceed with the relocation of the Edward Street Social Centre users, to suitable alternative locations.
- Present alternative options to Council for the Edward Street Social Centre site.
- Relevant to wider community group access to existing facilities, review all fees and charges at community facilities to increase occupancy rates.

Option D

2. Relevant to the Ballymoney Music Centre proposal, engage with key stakeholders (including the Education Authority) to develop the concept, economic appraisal, business case and investigate grant funding availability, for Council's future consideration.

In response to a Members query with reference to timescales the Director of Leisure and Development confirmed that the work to review fees and charges at all community facilities over the entire Borough would take approximate 6-9 months. He also confirmed that to proceed with the relocation of the Edward Street Social Centre users to suitable alternative locations could be achieved in 6 months.

Councillor Holmes proposed an amendment seconded by Alderman Hillis; that **Option E be adopted.**

The Director of Leisure & Development clarified that the recommendation was not based on an either or basis, but Option D and E should be adopted in parallel.

Councillor Stevenson proposed a further amendment seconded by Alderman Hickey; **to recommend to Council that the decision be deferred until the next Leisure and Development Committee Meeting in order for further information to be obtained.**

The Director of Leisure and Development reported that should Councillor Stevenson's amendment be adopted Council could then look to provide more up to date information on the Title Deeds.

The Chair put Councillor Stevenson's amendment to the vote and 12 Members voted for and 3 members abstained. The Chair declared the motion carried.

5. Generalist Voluntary Advice Centre

The Head of Community & Culture and Community Services Manager presented the report previously circulated and undernoted;

The purpose of this report is to propose that Council award the tender for the provision of Generalist Voluntary Advice Services for the Borough for 2016-2018, as contained within the Community Development Strategy for Council.

As agreed by Council in October 2015, an open procurement/tendering process has been undertaken for the provision of Generalist Voluntary Advice Services for the Borough for the period April 2016 to 31st March 2018.

This is in line with the outcomes of the review carried out in 2012-13 by the four merging Councils, which focused on options for the commissioning of generalist voluntary advice services at Council level. The conclusions/recommendations of the study were previously presented to elected members who agreed that in the long term, Council will implement a single public tender with a lead partner.

Based on this agreement Causeway Coast and Glens Borough Council released terms of reference through EU Journal notification to publicly procure Generalist Advice Services (1st April 2016 to 31st March 2018) for the whole Borough area. Key outputs, based on legacy Council arrangements and associated with the delivery of the project include:

- **Advice provision to be based in locations in Ballycastle, Ballymoney, Bushmills, Coleraine, Cushendall, Dungiven and Limavady.**
- **All locations to offer the range of provision of generalist advice services stated in the Advice Specification provided by Causeway Coast and Glens Borough Council.**
- **A minimum of 6.5 full-time equivalent advice staff should be employed across the Borough.**
- **The annual target of enquiries is 28,000 per annum.**
- **The advice provider must be able to meet the advice standards and guidelines as set out in the ‘Standards and Guidelines for the Provision of Generalist Voluntary Advice Services’.**
- **Provision must be available for individuals seeking generalist voluntary advice services who do not have English as their first language.**

One valid submission was received by the tender closing date of 10th December 2015. The tender assessment took place on 17th December 2015. The tender was scored on methodology (80%) and cost (20%) with the threshold for appointment set at 65%. The submission received a score as follows:-

Tenderer	Methodology Score (80%)	Price Score (20%)	Total Score (100%)
Citizens Advice Causeway (Lead Partner for Causeway and Glens Advice Services Consortium)	65	20	85%

It was recommended: that Council award the tender for the Causeway Coast and Glens Borough Council: Provision of Generalist Advice Services for the Borough from 1st April 2016 to 31st March 2018 to Citizens Advice Causeway as Lead Partner for Causeway and Glens Advice Services Consortium at a maximum annual cost of £202,000, and subject to the necessary funds being made available through the Department for Social Development and Council.

Councillor Knight-McQuillan proposed seconded by Alderman Hickey and AGREED: **that Council award the tender for the Causeway Coast and Glens Borough Council: Provision of Generalist Advice Services for the Borough from 1st April 2016 to 31st March 2018 to Citizens Advice Causeway as Lead Partner for Causeway and Glens Advice Services Consortium at a maximum annual cost of £202,000, and subject to the necessary funds being made available through the Department for Social Development and Council.**

6. Peace IV Co-operation Programme 2014-2020

The Head of Community & Culture presented the report previously circulated and as undernoted;

The purpose of this report is to provide Members with information on the PEACE IV programme including the required next steps.

The EU PEACE Programmes are distinctive initiatives of the European Union to support peace and reconciliation in Northern Ireland and the Border Region of Ireland. The first PEACE Programme was a direct result of the European Union's desire to make a positive response to the opportunities presented by developments in the Northern Ireland peace process during 1994.

The European Union has continued to provide extensive support to address the economic and social development challenges through three further Programmes - PEACE II (2000-2004), PEACE II Extension (2004-2006) and PEACE III (2007-2013). The combined value of these Programmes (PEACE I, PEACE II and PEACE III) amounts to €1995 million (€1334 million from the European Commission and €661 million from the British and Irish Governments).

The PEACE Programmes have traditionally worked closely with local government structures in Northern Ireland and in the Border Region of Ireland to build bottom-up mechanisms for the implementation of the activities of the programmes. These arrangements are set to continue as a mechanism to assist in the delivery of the PEACE IV Programme at local levels.

Local Councils in both Northern Ireland and the Border Region of Ireland were part of a range of delivery mechanisms in administering significant elements of the PEACE III Programme. These local authorities have again been provided with an opportunity to implement elements of the EU Programme for Peace and Reconciliation (PEACE IV), in each of their respective geographical areas.

The PEACE IV Programme will build upon the experience of previous programmes by tackling the remaining challenges that exist in building positive relationships and developing shared spaces.

As was the case with PEACE III, the new PEACE IV Programme will embed the concept of reconciliation into the objectives and desired results of the Programme. There will be a strong emphasis on promoting cross-community relations and understanding.

Four specific objectives have been identified for PEACE IV. These themes are:

- Shared Education;**
- Children and Young People;**
- Shared Spaces and Services;**
- Building Positive Relations**

All councils wishing to participate in PEACE IV are required to develop a Local Peace & Reconciliation IV Action Plan by identifying the relevant issues in their area, engaging people to participate in how local action plans are developed and implemented, develop relevant partnership arrangements to implement the programme and administer the process.

In essence Councils will be required to carry out two key pieces of work, namely (i) develop a local Peace and Reconciliation Action Plan and (ii) make arrangements and facilitate appropriate Partnership structures. The Council will act as Lead Partner and each Action Plan must be accompanied by a Partnership Agreement.

- (i) Each local Peace and Reconciliation Action Plan will be designed to create and support a locally relevant and focussed programme of activity in line with the Peace IV Programme results and objectives (as provided by SEUPB guidance). Each local plan must demonstrate how it adheres to, and delivers the specific objectives of Peace IV. Action plans can operate for 3-5 years, depending on budget and local need.**
- (ii) The Council's principles and practices of partnership through Community Planning will also serve the requirements of the PEACE IV Programme which requires a partnership approach in its implementation. The SEUPB will not be prescriptive in terms of partnership composition or process, however there is a requirement that representation is balanced, members have appropriate skills and expertise on peace building and reconciliation, and community interests and needs are represented. The Partnership process must ensure effective communication on the development and implementation of the Plan including transparency of decision making. SEUPB require that partnership agreements are in place and that these should ensure equality of contribution from all participating stakeholders.**

There is a closed application process for local authorities applying to the PEACE IV Programme with a rolling call for submission of applications between January and May 2016.

Key Stages in the Application Process

<i>Deliverable</i>	<i>Timescale</i>
<i>Guidance Issued</i>	<i>December 2015</i>
<i>Development Phase Development workshops will be delivered by the SEUPB and attendance from all eligible Councils is mandatory.</i>	<i>December 2015 – May 2016</i>
<i>Submit Stage 1 Application Form</i>	<i>January – May 2016</i>
<i>Steering Committee Stage 1 Decision</i>	<i>8 weeks post application receipt.</i>
<i>Stage 2 Submission</i>	<i>6 Weeks after Steering Committee Decision</i>
<i>Steering Committee Stage 2 Decision and Letter of Offer issue</i>	<i>Within 22 weeks of Stage 2 submission</i>

A total of €69 million ERDF (85%) has been allocated to the Councils for the 2014 – 2020 period to deliver their operations, which will contain projects under the following 3 themes;

- ***Children and Young People***
- ***Shared Spaces and Services***
- ***Building Positive Relations at the Local Level.***

This budget is further matched by the UK and Irish Governments at 15% to provide funding at 100% rate.

The allocations for both Northern Ireland and the Border Region are based on per capita (Census) and deprivation (Trutz Haase Deprivation Index).

Each council area, depending upon its population, have an indicative budget that they can bid for. The indicative budget has been further broken down according to each of the themes.

ERDF & Match (in Euro) and per Theme (over the lifetime of the programme)

Local Authority Area	Peace Action Plan Total (ERDF + Match)	Children and Young People (aged 0-24) Total (ERDF + Match)	Shared Space Total (ERDF + Match)	Building Positive Relations Total (ERDF + Match)
Causeway Coast and Glens	4,400,788	924,817	1,562,605	1,913,364

Administration costs are inclusive of the total allocation at a rate of 15% of the total budget.

From the period January – May 2016 the following activities must be delivered to conform with SEUPB’s timeframe requirements.

- 1. Carry out a comprehensive needs assessment including broad stakeholder consultation, research and analysis and following this, develop and complete a draft Local Peace & Reconciliation Strategy and action plan for the Causeway Coast & Glens Borough Council area.**
- 2. Devise a proposed model for Governance & Partnership Arrangements in line with SEUPB requirements as part of the plan and submission.**
- 3. Present draft plan to Council and submit initial application to SEUPB.**

The Head of Community and Culture confirmed that Council was required to submit the initial Application Form to SEUPB by the end of May and that a draft Action Plan would be brought back to Council during April/May 2016.

7. Economic Development Projects Update

The Director of Leisure and Development presented the report previously circulated and summarised as undernoted;

The report was previously circulated which provided Members with an update on the current position regarding various aspects of ongoing work within the economic development unit, which includes:

- Regeneration Projects**
- Alchemy**
- Regional Start Initiative**
- Rural Development Programme**
- Enterprise Zone Marketing**

Members were reminded that a meeting with staff from OFCOM was scheduled for 18th February, 2016, between 5:30 and 6:30pm, which was open to all Elected Members, Local Action Group Members and stakeholders from the Enterprise Agencies.

Members noted the above item for information.

Alderman Mullan proposed seconded by Councillor Stevenson and AGREED; **that the meeting be continued ‘In Committee’.**

8. Portrush Recreation Grounds

The Head of Prosperity and Place and Regeneration Manager presented the report, previously circulated and as undernoted;

The purpose of this report is to update Members on the Portrush Recreation Grounds project and to recommend that Council places this matter in procurement abeyance.

Council requested that only the Pre-Qualifying Questionnaire stage should be completed and a report subsequently tabled with Council for further consideration before proceeding with a next stage in procurement.

There was one response to the call for submissions. This response from Acme Ideas Ltd. met the criteria as determined by the assessment panel of Ms Wendy McCullough, Mr Jonathan Gray and Mr Alan Jeffers.

It was recommended: that until both the Portrush Regeneration Programme and the future of the Dunluce Centre/Metropole Park become further progressed, Council place this matter in procurement abeyance and advise the respondent, Acme Ideas Ltd., accordingly.

In response to a Members question regarding the Dunluce Centre Portrush, the Director of Leisure and Development confirmed that the Development Brief was currently being worked upon as instructed by the Committees, and that this would be presented to Council at the earliest opportunity.

Alderman Hickey proposed, seconded by Alderman Hill and AGREED: **that until both the Portrush Regeneration Programme and the future of the Dunluce Centre/Metropole Park become further progressed, Council place this matter in procurement abeyance and advise the respondent, Acme Ideas Ltd., accordingly.**

9. Cushendall Caravan Park – Touring Site Upgrade Works

The Capital Projects Manager (Interim) presented the report, previously circulated and summarised as undernoted;

The purpose of this report is to request permission to progress this project to Stage 3 of the Capital Programme Management System (appointment of a contractor and construction of the works).

In October 2015, Members were presented with a report on Cushendall Caravan Park Touring Site which outlined the need to provide upgrade works to achieve the following objectives;

- **Compliance with the fire safety spacing requirements as set out in the Caravan Sites and Control of Development Act 1960 and Model Standards for Touring Caravan Sites 1983**
- **Upgrade electrical supply to compliance with current regulations**
- **Provision of infrastructure and surfaces to enable use in all weathers**
- **Provide an enhanced visitor experience to maximise potential income**
- **Repairs to sea defences to protect the infrastructure for years to come**

Accordingly, Council made the recommendation to approve the progression of this project to Stage 2 of the Capital Programme Management System (detailed design and procurement of a contractor).

The outline design proposals prepared at Stage 1 have now been developed to provide comprehensive detailed designs and specifications to allow procurement of the works.

Expressions of Interest were publicly advertised for Pre-Qualification documents (two-stage procurement process), 27 requests were received and 12 Pre-Qualification documents were returned before the closing date.

The subsequent quality evaluation process was based on a 'pass/fail' criteria and seven companies were shortlisted to tender for the works - Full details of the tender evaluation is contained in the appended Tender Report. (Annex A as previously circulated).

The lowest tender received was in the sum of £181,412.00 which is in excess of the initial budget estimate of £130,000.00.

Further detailed analysis of the tender returns has identified the following reasons for the increase in budget;

Client Additions to Scope of Works (€31,310.00)

- **Provision of WIFI (existing system problematic)**
- **Reinforced grass to caravan pitches (to negate against loss of income on works completion and also provide a reduction in maintenance costs)**
- **Upgrading of additional tarmac surfaces (to make use of on-site equipment to provide a uniform surface finish throughout)**

Design Development (€18,995.00)

- **Drainage works**
- **Road construction make-up**
- **Mechanical & Electrical works**
- **Addition of Provisional Sums and Contingency**

Due to the extent of budget increase, it is considered necessary to defer the investment decision to re-examine the scope of works and design. This will require the preparation of a Bill of Reductions which all tenderers will be invited to price.

As a result of the time necessary to complete this exercise and the caravan park due to re-open in March, the works can be re-programmed to commence in October 2016 to coincide with the end of the caravan season, therefore negating any inconvenience or disruption to park residents.

A report update will be brought back to Council for approval in due course.

It was recommended the Leisure and Development Services Committee approve; the deferral of the investment decision to allow the preparation of a Bill of Reductions to bring the tender price in line with the approved Capital Budget.

Members expressed their disappointment that the problems outlined in the report had not been foreseen.

The Project Manager explained that the initial budget had been prepared with limited information and that officers required more time to research and resolve the issues before bringing back to Council. He also clarified that by deferring the work to coincide with the end of the caravan season, work could commence in October 2016 for completion by the end of the year and would allow for top soil and grass seed to be sown on caravan pitches without any inconvenience or disruption to park residents.

Councillor Holmes requested a short recess to allow for party discussions.

The meeting was adjourned at 20:06 and re-convened at 20:15pm.

Councillor Mulholland confirmed that following discussions with his Party, Sinn Féin would abstain from voting and would revisit the item at the next Council Meeting.

Councillor Clarke proposed seconded by Alderman Hillis: **to recommend that Council approve the deferral of the investment decision to allow the preparation of a Bill of Reductions to bring the tender price in line with the approved Capital Budget.**

The Chair put the proposal to the vote and 12 Members voted for and 3 members abstained. The Chair declared the motion carried.

Councillor Clarke proposed seconded by Councillor McGlinchey and AGREED; **that the meeting be continued 'Out of Committee'.**

10. Policy forum for Northern Ireland Keynote Seminar

Members noted correspondence received from Policy Forum for Northern Ireland inviting Members to attend a seminar on Infrastructure in Northern Ireland - Priorities, Funding and Investment Strategy to be held on Monday 4th February 2016 at the Stormont Hotel, Upper Newtownards Road, Belfast BT4 3LP.

The Director of Leisure and Development stated that any Members wishing to attend should contact the Democratic Services Department.

11. Consultations

There were no consultations.

12. Notice of Motion submitted by Councillor McGlinchey deferred from Council Meeting 15th December 2015

“That this Council supports a bypass for Dungiven, calls on the Minister for Regional Development to publish the findings of the 2012 public inquiry and to progress to the development stage of the process immediately. Furthermore, this council is committed to the delivery of a bypass, to pursuing finding and resources and to working with all relevant stakeholders”

Councillor McCorkell proposed an amendment, seconded by Councillor Stevenson and **AGREED: to recommend that this Council supports the delivery of bypasses at Dungiven and Ballykelly and the continuation of the dualling of the A26 from Frosses to Coleraine and calls on the Minister for Regional Development to publish the findings of the 2012 public inquiry on the Dungiven bypass.**

Furthermore, this Council calls on all relevant stakeholders to work towards pursuing, finding and resourcing all current roads projects within the Borough, to ensure an efficient roads network throughout our Borough.

13. Notice of Motion submitted by Councillor Nicholl deferred from Council Meeting 15th December 2015

“That this Council notes with concern that the levels of Invest NI Funding that has historically come into the Causeway Coast and Glens Borough Council area is, given the levels of deprivation and unemployment, disproportionately much less than other council areas and that this Council will immediately liaise with Invest NI and Governmental Departments to address this without further delay.”

Councillor Nicholl requested an update from Invest NI.

The Mayor confirmed that there had already been significant progress on this and that the Minister from DETI had visited the Borough on a number of occasions and confirmed that there would be some further investment in the area.

The Director of Leisure and Development stated that a monthly meeting took place with the Regional Manager of Invest NI to look at all projects going forward. A meeting had also taken place with DETI.

The Director of Leisure and Development confirmed that during the meeting with Invest NI discussion took place on energy provision in the Causeway Coast and Glens Borough Council area and support for the Enterprise Zone and Airways. He also confirmed that he would continue to liaise with Invest NI to see what could be achieved.

It was AGREED; to recommend that this Council notes with concern that the levels of Invest NI Funding that has historically come into the Causeway Coast and Glens Borough Council area is, given the levels of deprivation and unemployment, disproportionately much less than other council areas and that this Council will immediately liaise with Invest NI and Governmental Departments to address this without further delay.

14. Any Other Relevant Business

14.1 Dungiven Sport and Leisure Facilities (submitted by Councillor Nicholl)

Councillor McGlinchey informed the Chair and Members that this item of Any Other relevant Business had been withdrawn from the agenda.

He confirmed that Members had met with constituents at the Dungiven Centre the previous evening which had been a positive meeting where constituents were able to discuss the project face to face with Members.

Members echoed Councillor McGlinchey's sentiments and that Council must explore every avenue open to see the project through to its fruition.

A commitment was given at the meeting at the Dungiven Centre that Council would ask Officers to review the scheme to consider option to:

- (i) Reduce the scale of the scheme
- (ii) Reduce the cost of the scheme
- (iii) Phase the build of the scheme
- (iv) Seek alternative funding.

The Director of Leisure and Development confirmed that Council would now explore all possible options to a degree of significant determination, in order to see the project through to its fruition.

14.2 Christmas TV Advert 2016 (submitted by Councillor Stevenson)

That Council consider making a Christmas TV Advert for Christmas 2016 to attract people to shop in the area.

During discussion, Members concurred that Causeway Coast and Glens Borough Council look at ways of promoting all areas, by media, during the Christmas period in order to attract new investors to the area.

Councillor Stevenson proposed, seconded by Councillor Wilson and AGREED; **to recommend that Officers look at ways in which the Causeway Coast and Glens Borough Council could be promoted in all areas via media during the Christmas period, and to bring a report back to Council.**

This being all the business the meeting closed at 8.55 pm.