

**LEISURE & DEVELOPMENT COMMITTEE MEETING
TUESDAY 8 NOVEMBER 2016**

Table of Recommendations

No	Item	Summary of key Recommendations
5.	Any other relevant business notified in accordance with Standing Order 12. (o) <u>Cllr Fielding</u> <i>'What is the source of the stones on Portrush East Strand Beach adjacent to the Water Sports Centre; and has this contributed to the loss of Blue Flag Status in 2015 and 2016.'</i>	<i>Information</i>
6	Minutes of Meeting held Tuesday 11 October 2016	<i>Confirmed</i>
7	Management Strategy for the Dark Hedges	<i>Approve transition to Stage 2</i>
8	Proposed Grant Programmes for 2017/18	<i>Approve 13 no. Programmes</i>
9	EU Local Economic Development Funding	<i>Defer application</i>
10	Unity Bridge Project	<i>Finalise work on MoU</i>
11	Ballymoney Social Centre	<i>Extend until 31 March 2017; Bring recommendation to Special Council Meeting 10 November 2016</i>
12	Alchemy Programme Update	<i>Information</i>
13	Limavady Public Realm	<i>Information</i>
14	Rights of Way	<i>Information</i>
12	2017 Irish Open	<i>Information</i>
13	Bonfire Management Framework	<i>Information</i>
14	Ballycastle Sports Facilities	<i>Information</i>

18	Notice of Motion Submitted by Councillors Watton, seconded by Councillor Fitzpatrick, referred from 25 October 2016 Council Meeting <i>Community Rescue Service</i>	<i>Report back on options to financially support Community Rescue Service</i>
19	Staffing Resources for the Events Team	<i>Approve Deputy Events Manager; approve provision of Event Development Officer</i>
20	Staffing Structure for Caravan Parks	<i>Approve proposed structure</i>
21	Appointment of Tourism Marketing and Advertising Provider	<i>Approve appointment of ASG & partners subject to stated conditions</i>

Confirmed

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF
THE LEISURE AND DEVELOPMENT COMMITTEE
IN CIVIC HEADQUARTERS, COLERAINE ON
TUESDAY 8 NOVEMBER 2016 AT 7:05 PM**

- In the Chair** : Councillor Boyd Douglas
- Members Present** : Aldermen – Hillis
Councillors – Callan, Clarke, Deighan, Holmes, Loftus,
McCandless, McCorkell, McLean, C McShane, Nicholl,
Quigley, Stevenson and Wilson
- In Attendance** : Councillor Fielding (Item 5)
Councillor Watton (Item 18)
- Officers Present** : R Baker, Director, Leisure & Development
P Beattie, Head of Prosperity & Place
N Harkness, SIB Project Manager
W McCullough, Head of Leisure, Wellbeing & Sport
P O'Brien, Funding Unit Manager
P Thompson, Head of Tourism & Recreation
J Welsh, Head of Community & Culture
S Duggan, Committee & Member Services
- In Attendance** : Press (1 no.)

1. NOMINATIONS

The Chair advised Councillor Loftus was replacing Councillor McKillop; Councillor Quigley was replacing Alderman Hickey, Councillor Callan was replacing Councillor Knight-McQuillan; for the transaction of business for the evening.

2. APOLOGIES

Apologies were recorded for Alderman Hickey; Councillors McKillop and Mulholland.

3. DECLARATIONS OF INTEREST

Declarations of Interest were recorded for Councillor McLean in Ballymoney Social Centre and Councillor Douglas in proposed Grant Programmes of 2017/18.

4. ORDER OF BUSINESS

AGREED – to change the Order of Business, to receive Any Other Business next.

5. ANY OTHER RELEVANT BUSINESS NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12. (O)

In accordance with Standing Order 12 (o), the following Elected Member gave notice of Items to be considered under Any Other Relevant Business:

Councillor Fielding

'What is the source of the stones on Portrush East Strand Beach adjacent to the Water Sports Centre; and has this contributed to the loss of Blue Flag Status in 2015 and 2016.'

Councillor Fielding, spoke in support of the people who visit Portrush for its beautiful, natural environment, of which beaches form the biggest part. Prior to the collapse of the substandard works on Portrush East Strand beach, it was free of stones, which Councillor Fielding perceived to be deposited from infill from the failed works, now washing in and out with the tide. Councillor Fielding queried Council's long term remedy for the problem.

The Director of Leisure and Development clarified certification of a Blue Flag guaranteed the quality of bathing water and the existence of the stones did not contribute to the loss of the Blue Flag in 2015 and 2016; the settlement agreement for the failed Portrush Environmental Improvement Scheme works included provision of routine maintenance to clear the beach of the stones and provision had been made for it.

The Head of Tourism and Recreation confirmed Councillor Fielding's findings, the basalt stones were likely to be a result of the failure of the works on the promenade and assured Councillor Fielding a clean-up programme to restore the beach was underway.

6. MINUTES OF MEETING HELD TUESDAY 11TH OCTOBER 2016

The Chair advised the minutes of the above meeting were adopted at the 25 October 2016 Council meeting.

Proposed by Councillor Deighan

Seconded by Councillor McCorkell and

AGREED – that the minutes of the meeting held Tuesday 11 October 2016 are confirmed as a correct record.

7. MANAGEMENT STRATEGY FOR THE DARK HEDGES

Report tabled and circulated.

Committee was presented with a report from the Head of Tourism and Recreation seeking approval to progress the Dark Hedges Access project to stage 2 of the Capital Project 4 Stage Process.

Members were asked to consider the Officers' proposal to purchase the 1566sq metres of agricultural land on the eastern side of the Bregagh Road at its junction with the Ballinlea Road. In addition, permission was sought to procure the services for design and project management, including procurement of the necessary construction/landscaping services needed to provide the orientation hub space for the Dark Hedges Experience. (It is anticipated any agreed interventions will be sympathetic to, and in harmony with, any design proposals developed by the Dark Hedges Estate for visitor flow and visitor management within their estate).

It is recommended that Council approve the transition of the project to Stage 2 within Council's capital project management system. If approved, a tender report for the design, procurement and contractor services outlined above will be brought before Council for consideration to ensure the necessary infrastructure is in place to facilitate the pedestrianisation of the Bregagh Road prior to the summer season of 2017.

In response to Member comments, the Director of Leisure and Development clarified the proposal was an outline concept; costings for the purchase of the land were available, however, he did not wish to compromise the position; discussion took place on car parking and coach requirements; a tripartite Memorandum of Understanding, terms of engagement and redress; the Prohibition Order; future site management and replanting and details of The Dark Hedges Preservation Trust.

Councillor C McShane voiced concern at the perceived lack of consultation with residents; the Head of Tourism and Recreation advised he would consult with the stated affected party directly.

Proposed by Councillor Wilson

Seconded by Alderman Hillis and

AGREED – to recommend that Council approve the transition of the project to Stage 2 within Council's capital project management system. A tender report for the design, procurement and contractor services outlined above will be brought before Council for consideration to ensure the necessary infrastructure is in place to facilitate the pedestrianisation of the Bregagh Road prior to the summer season of 2017.

* **Councillors Quigley and C McShane joined the meeting during early consideration of the above matter.**

8. PROPOSED GRANT PROGRAMMES FOR 2017/18

Report tabled and circulated.

The Funding Unit Manager presented a report recommending the annual grant funding programmes for the 2017-18 period.

An elected member funding workshop was held on 13th October 2016, following which the report was presented outlining the programmes for the year ahead along with eligibility and assessment criteria. The Funding Unit prepared a summary document of all Council Grant Funding Programmes for 2017-18, circulated.

	Grant Programme	Intervention Rate %	Min / Max Award
1	Building a United Community Fund (BUCF)	100%	Max of £1,500
2	Community Development Support Grant	75%	Max of £2,000 for groups with premises, max of £1,000 for groups without premises
3	Community Festivals Fund	75%	Awards of £500, £1,500 & £5,000
4	Social Inclusion Grants	85%	Max of £500
5	Culture, Arts and Heritage Grant Scheme	75%	Max of £1,000
6	Individual Artists Bursary Scheme	75%	Max of £200
7	Youth Creative Skills Bursary Scheme	75%	Max of £200
8	Tourism Large Events Funding	50%	Max of £100,000
9	Tourism Small Events Funding	50%	Max of £7,500
10	Policing and Community Safety Grants	100%	To be agreed by PCSP Board
11	Capital Grants Programme	50%	Min of £30,000
12	Sports Development Programme	TBC	TBC
13	Landfill Communities Fund	75%	Max of £30,000 for community grants

Along with the summary document, programme guidance notes have been developed for each grant programme providing information on who can apply, how to apply, the assessment process, the appeals process and who to contact for application support. Applications will open at the end of November 2016 / start of December 2016 and a series of information roadshows have been scheduled to take place throughout the Borough.

It is recommended that Council approve the 13 Grant Funding Programmes as outlined above and detailed in Annex A, circulated, for the period 2017-18, and proceed with advertising and promotion of the Grant Funding Programmes.

Councillor C McShane queried the inclusion of a bursary scheme for Irish Language Scholarships to assist funding young people in the Borough attending Summer School, as was available within legacy Limavady Borough Council.

The Director of Leisure and Development suggested liaising with Foras Na Gaeilge on availability of such funding for the Borough and to bring a report back for members' consideration, as it was envisaged any fair and equitable funding process would not duplicate what another organisation were doing.

Proposed by Councillor C McShane

Seconded by Councillor Nicholl

- To recommend that Council offer a bursary scheme for Irish language Scholarships for young people.

Amendment

Proposed by Councillor Wilson

Seconded by Councillor McCorkell

- To recommend that Council approve the 13 Grant Funding Programmes as outlined above and detailed in Annex A, circulated, for the period 2017-18, and proceed with advertising and promotion of the Grant Funding Programmes.

The Chair put the amendment to the committee to vote, 8 members voted for, 5 members voted against, the Chair declared the amendment carried.

9. EU LOCAL ECONOMIC DEVELOPMENT FUNDING

Report tabled and circulated.

Committee was presented with a report detailing the outcome of test applications to the new EU Local Economic Development funding, the difficulties surrounding those funds, and a recommendation to defer making application.

Committee was informed of the entire picture surrounding the current structural funds and the difficulties surrounding any potential application. However, based on all the evidence above, discussions to date, and inherent risk in accepting these funds, with potential for clawback, the following recommendation was made:

It is recommended that Council defers application until such times as later guarantees can be given that best efforts apply or until the £1000 cost per job limit is reviewed.

AGREED – to recommend that Council defers application until such times as later guarantees can be given that best efforts apply or until the £1000 cost per job limit is reviewed.

10. UNITY BRIDGE PROJECT

Report tabled and circulated.

Committee was presented with a report outlining the next stages for the Unity Bridge Programme between Limavady High School and St Mary's Limavady.

It is recommended that in line with the general travel of direction within the Memorandum of Understanding, Council undertakes to:

- Finalise work on the memorandum of understanding.
- Continue to design stage, and commence the planning process.
- Dependent on the outcome of planning, enable the project path to proceed through the acquisition of an indemnity bond as directed by the funder, Space and Place.

Proposed by Councillor McCorkell

Seconded by Councillor Callan and

AGREED – to recommend that in line with the general travel of direction within the Memorandum of Understanding, Council undertakes to:

- Finalise work on the memorandum of understanding.
- Continue to design stage, and commence the planning process.
- Dependent on the outcome of planning, enable the project path to proceed through the acquisition of an indemnity bond as directed by the funder, Space and Place.

11. BALLYMONEY SOCIAL CENTRE

Report tabled and circulated.

At the Leisure and Development Committee meeting on 10th May 2016, Members agreed that Council officers would liaise with the Evergreen Club and NICVA to identify and explore options in relation to the Social Centre in Ballymoney and bring back to Council for consideration.

It is recommended that Council consider extending the current operating arrangements until 31st March 2017 in order allow time for the legal consideration to be received and reported back to Council.

The Director of Leisure & Development further sought committee's agreement to seek the consent of The Mayor to bring the Committee's recommendation to the Special Council Meeting on Thursday 10 November 2016 in order to ratify the decision in a timely manner.

Committee was content with the process outlined.

Proposed by Councillor Wilson

Seconded by Councillor Stevenson and

AGREED – to recommend that Council extend the current operating arrangements until 31st March 2017 in order allow time for the legal consideration to be received and reported back to Council.

12. ALCHEMY PROGRAMME UPDATE

Report tabled and circulated for information.

Members were provided with a detailed information report, Alchemy is a legacy programme which has been continued from former EU funding programmes. It offers bespoke business support to locally based businesses in the Causeway Coast and Glens Borough Council area. Alchemy is the central point for most business enquiries and is offering direct business support, or links businesses to other relevant support programmes.

13. LIMAVADY PUBLIC REALM

Report tabled and circulated for information.

The public realm works in Limavady is managed through “technical transfer” of funding between the Department for Communities office in Derry/Londonderry, and Transport NI in Coleraine. This arrangement differs from the arrangement between Department for Communities’ Ballymena Office and Council, whereby Council is the Project Client.

Committee was advised proposed work will begin over November and be completed by the end of the financial year. The area in question is slightly beyond the main retail area, however there are two businesses on Connell Street which would be affected by the work. Both have been contacted around access issues, and options to allow them access on delivery days, and ensure customer access are now being discussed.

The Head of Prosperity and Place agreed to consult more widely with PSNI, residents and the local School regarding the works due.

14. RIGHTS OF WAY

Report tabled and circulated for information.

Council’s Coast & Countryside Unit has initiated a number of Right of Way investigations following requests from members of the public.

Members will be updated as matters progress.

The Director of Leisure and Development agreed to investigate and obtain the as-is position regarding the Carrickmore Road/Macool Cottage issue which had been highlighted.

15. 2017 IRISH OPEN

Report tabled and circulated for information.

The Director of Leisure & Development provided Members with information on the initial planning of the 2017 Irish Open, Golf Tourism, The Irish Open 2012 and The Irish Open 2017.

16. BONFIRE MANAGEMENT FRAMEWORK

Report tabled and circulated for information.

Together Building a United Community’ (TBAUC) is the Executive’s Strategy, led by The Executive Office (Formerly OFMDFM) which focuses on the delivery of Good Relations, including providing support to Local Authorities in delivering their statutory duty.

Councillor Wilson welcomed the strategy and stated it would be useful to have Elected Members included on the Working Group.

Councillor C McShane stated the language within the approach should be equated as a primary focus, not secondary in nature.

The Director of Leisure and Development advised Elected Member comments would be taken on board when the report is brought back.

17. BALLYCASTLE SPORTS FACILITIES

Report tabled and circulated for information.

The Director of Leisure and Development presented the April 2009 Moyle District Council Ballycastle "Feasibility Study Leisure / Visitor Facility Final Report".

In accordance with Council's decision to use Staged Gateway Points ("go/no-go points") for all Capital Projects, Officers will continue to investigate and develop all options to identify the optimal solution that meets the sport and leisure service needs in the Ballycastle / Moyle area, is scaled proportionally and consequently aims to achieve sustainability.

Councillor C McShane looked forward to receiving more evidence of the work being undertaken, other than one option which seemed to be presented.

18. NOTICE OF MOTION SUBMITTED BY COUNCILLORS WATTON, SECONDED BY COUNCILLOR FITZPATRICK, referred from 25 October 2016 council meeting

Councillor Watton spoke in support of his Notice of Motion.

"I would like to commend this Motion to Council in view of the sterling work done by Community Rescue Service.

Of the 250 callouts last year throughout Northern Ireland, almost 100 were in this council area. Indeed 50-60 were in the Ballymoney and Coleraine areas with the majority of these in the small section of the River Ban between the Cutts and the Bann Bridge.

In view of the work done and the lives saved I feel that it is only fitting that this Council considers funding of some description to help this group in their work. Derry and Strabane Council have a service level agreement with Foyle Search and Rescue amounting to £15K per year, this group averages about 60 callouts per year. The Lough Neagh Rescue Group are funded by Antrim and Newtownabbey Council for £12K per year and they average about 30 call outs. Some have said that the P.S.N.I fund the C.R.S. to the tune of £50K per year, this is untrue, they only insure their vehicles through them.

Some Councillors have said that acceding to my motion might “open the floodgates”. I would contend that this has already been done, there has been money given, for years, to groups which have very little interaction with the wider community.

As such I would commend this motion accordingly:

That this Council considers financially supporting the Community Rescue Service on an annual basis. This group is saving lives in the Borough and deserves as much consideration as other Council supported organisations”.

AGREED – to recommend that a report is brought back with options to financially support the Community Rescue Service.

MOTION TO PROCEED ‘IN COMMITTEE’

Proposed by Councillor Wilson

Seconded by Councillor McLean and

AGREED - that the committee proceed to conduct the following business ‘In Committee’.

* **Press left the meeting at 9.15 PM**

* **Councillor Watton left the meeting at 9.15 PM**

19. STAFFING RESOURCES FOR THE EVENTS TEAM

Confidential report tabled and circulated.

The Director of Leisure and Development presented a report proposing additional staffing resources required for the management and development of the Council’s Tourism and Recreation Event Services.

It is recommended that Council consider and approve the provision of a Deputy Events Manager to the Tourism and Recreation Event Team.

It is recommended that Council approve the provision of an Event Development Officer to the Tourism and Recreation Event Team.

Proposed by Councillor Wilson

Seconded by Councillor Stevenson and

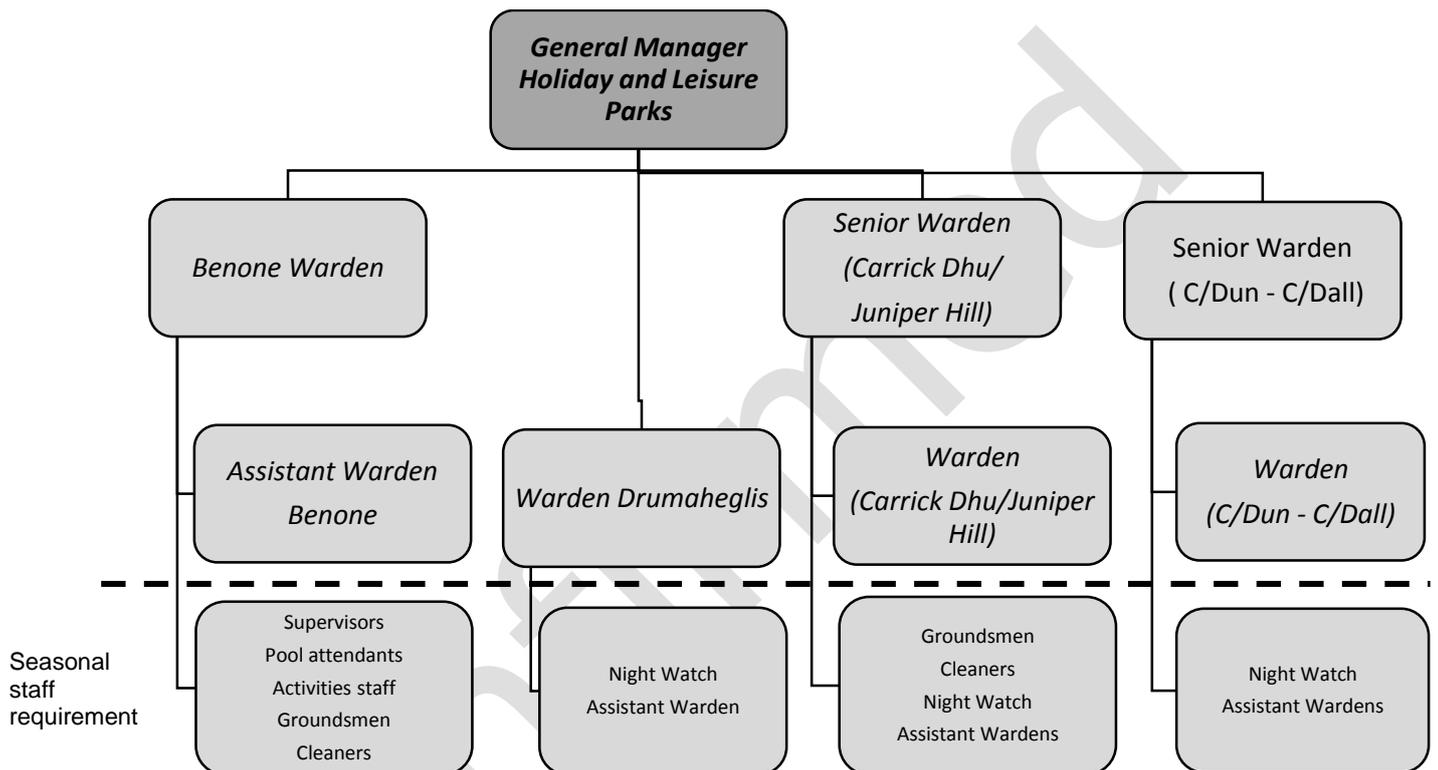
AGREED – to recommend that Council approve the provision of a Deputy Events Manager to the Tourism and Recreation Event Team; that Council approve the provision of an Event Development Officer to the Tourism and Recreation Event Team.

20. STAFFING STRUCTURE FOR CARAVAN PARKS

Confidential report tabled and circulated.

Committee was advised that further to Council's approval of the Organisational Structure to Tier 5 of the organisation, the purpose of this report is to propose an optimised structure for the 6 Council owned Caravan Sites.

Proposed structure:



All Wardens positions are permanent posts (above the dotted line). In terms of numbers of staff, the proposed structure does not change from that presented to Council in November 2015. The appointment of two senior wardens is a material change.

The cost to Council for the change to the structure as proposed is subject to the job evaluation process.

It is recommended that Council consider and approve the proposed structure as outlined in the report.

Proposed by Councillor Wilson

Seconded by Councillor Quigley and

AGREED – to recommend that Council approve the proposed structure as outlined in the report.

21. APPOINTMENT OF TOURISM MARKETING AND ADVERTISING PROVIDER

Confidential report tabled and circulated.

Committee was presented with a report seeking members' approval to appoint the specialist services of a marketing agency to assist the Tourism and Recreation Destination Management team in the promotion of the Causeway Coast and Glens destination.

It is recommended that Council approve the appointment of ASG & Partners subject to clarification of all requested information and agreement of 'the terms and conditions of contract'. This appointment would be for a 12 month period commencing on 1st December 2016. The option to renew this contract for a further year and up to a maximum of three years is requested subject to satisfactory completion of six monthly performance reports and evaluation by Council Officers.

Proposed by Councillor Stevenson

Seconded by Councillor McLean and

AGREED – to recommend that Council approve the appointment of ASG & Partners subject to clarification of all requested information and agreement of 'the terms and conditions of contract'. This appointment would be for a 12 month period commencing on 1st December 2016. The option to renew this contract for a further year and up to a maximum of three years is requested subject to satisfactory completion of six monthly performance reports and evaluation by Council Officers.

MOTION TO PROCEED 'IN PUBLIC'

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

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9.55 PM

Chair