

**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 11 APRIL 2017**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
<b>1</b>	Apologies	<b><i>Councillors: C McShane and MA McKillop</i></b>
<b>2</b>	Declarations of Interest	<b><i>None</i></b>
<b>3</b>	Minutes of Meeting held 14 March 2017	<b><i>Confirmed at Council Meeting held 28 March 2017</i></b>
<b>4</b>	Presentation – NW200	<b><i>Noted</i></b>
<b>5</b>	Foyle District Motor Club Beach Race	<b><i>Approve</i></b>
<b>6</b>	Static Caravan New Pitch Process	<b><i>Defer for one month - Officers to consult with current occupiers</i></b>
<b>7</b>	Landfill Communities Fund (LCF) Grant Award Decisions	<b><i>Approve Option 1</i></b>
<b>8</b>	Irish Open Off Site Activities	<b><i>Noted</i></b>
<b>9</b>	Mountsandel Project Update	<b><i>Noted</i></b>
<b>10</b>	Consultations	<b><i>None</i></b>
<b>11</b>	Ballysally Community Centre	<b><i>Noted</i></b>

<b>12</b>	Any Other Relevant Business (in accordance with Standing Order 12 (o))	<b>None</b>

Unconfirmed

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF  
THE LEISURE AND DEVELOPMENT COMMITTEE  
IN CIVIC HEADQUARTERS, COLERAINE ON  
TUESDAY 11 APRIL 2017 AT 7:00 PM**

**In the Chair:** Councillor Douglas

**Members Present:** Aldermen: Hickey, Hillis  
Councillors: Callan, Clarke, Deighan, Holmes,  
Knight-McQuillan, McCandless, McLean,  
Mulholland, Nicholl, Stevenson and Wilson

**Officers Present:** D Jackson, Chief Executive  
P Thompson, Head of Tourism & Recreation  
W McCullough, Head of Sport and Wellbeing  
S McCartney, General Manager  
P Beattie, Head of Prosperity & Place  
P O'Brien, Funding Unit Manager  
D Allen, Committee & Member Services

**In Attendance:** M Whyte, Director NW200  
F Mackay, Operations Manager NW200  
  
Press (1 no.)

## **NOMINATIONS**

Councillor Callan replaced Councillor McCorkell for the transaction of business for the evening.

### **1. APOLOGIES**

Apologies were recorded for Councillor C McShane and Councillor MA McKillop.

### **2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **3. MINUTES OF MEETING HELD TUESDAY 14 MARCH 2017**

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

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

\* Alderman Hillis and Councillor Mulholland arrived at the meeting at 7.06pm.

#### **4. PRESENTATION – NW200**

Report circulated.

The Committee received a presentation from Mr M Whyte, Director and Mr F Mackay, Operations Manager on the Vauxhall International 2017 North West 200 event to be held 7<sup>th</sup> to 13<sup>th</sup> May 2017.

Mr Whyte briefed members on the background of the NW200, a short history and competitors from the early days to the present.

Mr Mackay discussed the business strategy, benefits to the Causeway region, combined spend, media and digital profile in 2016 and their plans for the 2017 NW200.

A question and answer session followed the presentation.

Mr Whyte informed Members that no figures were available for live streaming but it would ultimately have some effect on attendance figures, however the proposed BBC National Coverage would reach people who had previously been unaware of the NW200 resulting in more visitors, more riders and more revenue.

Members raised concerns over the inflated cost of some accommodation over the NW200 period.

In reply to Members' questions on the cost of staging the NW200 Mr Mackay clarified that it cost £800K/year in the planning, a total of 3 staff were employed, and there were 800+ volunteers. He stated that everything had been done to the best standard so to attract the world's best riders and teams. He also confirmed that they had received £124,000 funding from the Government for 2017.

The Chair thanked Mr Whyte and Mr Mackay for presenting to the Committee.

The Chief Executive remarked on the continued strong partnership between the Council and the NW200.

## 5. FOYLE DISTRICT MOTOR CLUB BEACH RACE

Report circulated.

\* Councillor Wilson left the meeting at 7.39pm.

Committee received a report outlining a request from Foyle District Motor Cycle Club Ltd to run an endurance Motorcross Racing Event at East Strand, Portrush. The format would include riders on solo motorcycles and quad bikes competing on a marked beach course with manmade jumps and artificial 'sandy hills' constructed on the course.

The event is scheduled to take place over two days on the dates of Saturday 21<sup>st</sup> October 2017 (9.00am-4.00pm) and Sunday 22<sup>nd</sup> October 2017 (10.00am-4.00pm). The number of entries will be restricted to 110 competitors and the Foyle District Motor Cycle Club Limited will be responsible for the event in its entirety. Full consideration will be given to ensure that all other beach users are accommodated and that access to Curran Strand and Whiterocks is not prohibited.

Envisaged benefits include:

- Potential for a significant number of day visitors to Portrush for the two days of the event.
- Potential for a significant number of bed nights from competitors and some spectators (110 competitors plus support crew).
- Potential for significant expenditure in the locality.
- Assisting in addressing the seasonality factors experienced in the local economy.

If approval is provided, it will be subject to a number of conditions including:

- Completion and agreement of Council Event Management Plan (including Health & Safety and Emergency Plans).
- Consultation with residents, church groups and beach users, to ensure that no other party is restricted from established regular usage of the site, e.g. Parkrun, Watersports users, St Patricks Church, denial access for residents of Strand Road and visitors to East Strand carpark.
- All Insurance documentation in place.
- Waste Management and environmental re-instatement.

The potential concerns and mitigation measures are highlighted in the report, as previously circulated.

**It is recommended** that the Leisure & Development Committee approve the proposal by Foyle District Motor Cycle Club Ltd, permitting the Beach Race Event to take place on the last weekend of October 2017, subject to the requirement and conditions outlined in the report.

In response to Councillor Stevenson's concerns in relation to litter, the Head of Tourism and Recreation clarified that Foyle District Motor Club had assured Council that any litter left behind after the event would be removed by the Club and their volunteers.

Councillor Nichol left the meeting at 7.45pm.  
Councillor Wilson returned to the meeting at 7.46pm.

In reply to Councillor Knight-McQuillan's concerns in relation to potential damage to the beach, the Head of Tourism and Recreation clarified that all environmental aspects had been discussed with the Club who assured Council that any disturbance to sand levels would be rectified, measures would be put in place to address any potential oil spills, a designated refuelling area would be set up and the beach would be marshalled to protect sand dune areas.

\* Councillor Nicholl returned to the meeting at 7.49pm.

Proposed by Alderman Hickey  
Seconded by Councillor Nicholl and

**AGREED** – to recommend that the Council approve the proposal by Foyle District Motor Cycle Club Ltd, permitting the Beach Race Event to take place on the last weekend of October 2017, subject to the requirement and conditions outlined in the report.

## **6. STATIC CARAVAN NEW PITCH PROCESS**

Report circulated.

Committee received a report detailing the proposed process for the administration of Council pitches that become available, and outlining how the Council can secure best value from new customers seeking released static pitches within our holiday and leisure parks.

A no of 938 units are currently on serviced pitches at Carrick Dhu, Juniper Hill, Cushendun and Cushendall parks, with demand exceeding supply at all locations. On vacation of any one of these pitches, an

opportunity exists to fill this vacancy by upgrading and improving both the pitch and the unit provided. Officers believe that a beneficial method of achieving best value is to invite interested parties to tender for the right to manage the sale of pitches, static units and period of occupation.

Once a pitch and/or a unit is relinquished, Council will issue the necessary administrative documentation to the preferred provider, who will handle all matters relating to the sourcing of a range of static units and the preparation of pitches.

The aim is that new caravans installed on Council's parks as a result of this arrangement will improve the appearance and aesthetics of a park, which will in turn increase demand. The successful tenderer will be able to set their own price for this provision, choose the caravans to be offered, and sell any additional installations as catered for in Council's Licence Agreement.

In order to ensure that all pitches are sold, Council will engage in a procurement process that will deliver a single uniform fee per pitch, plus a percentage figure of each sale completed, for every pitch that will be supplied by Council over the period of the award. At no time will the provider "own" any part of Council's estate, as their involvement will end with the issue by Council of the Licence Agreement to the new occupier.

**It is recommended** that Council officials seek submissions from specialist operators in the static caravan sector as part of a competitive process to secure the right to act as vendor for the installation and sale of new static availability at the Council's holiday and leisure parks, subject to conditions agreed within the terms of appointment.

\* Councillor Wilson left the meeting at 8.10pm.

In response to a query from Members the Head of Tourism and Recreation and Chief Executive explained that Council did not have the resources or expertise required to take on the role, the workflow would be unpredictable, therefore contracting out would be more beneficial to Council.

Proposed by Councillor McCandless  
Seconded by Alderman Hillis

- to recommend that Council officials seek submissions from specialist operators in the static caravan sector as part of a competitive process to secure the right to act as vendor for the installation and sale of new static availability at the Council's holiday and leisure parks, subject to conditions agreed within the terms of appointment.

The General Manager confirmed that Council had engaged in talks with the Occupiers Association and Council had also consulted with the National Caravan Council.

He also confirmed that any tender would be based on the price per pitch rather than the value of the caravan and that the whole process should take no more than 60 days.

### **Amendment**

Proposed by Councillor Clarke

Seconded by Councillor Stevenson

- to recommend that Council defer for one month to allow for consultation with current occupiers of the static caravans.

The Chair put the Amendment to the Committee to vote. 8 Members voted for, 5 Members voted against, there was 1 abstention. The Chair declared the Amendment carried.

**AGREED:** to recommend that Council defer for one month to allow for consultation with current occupiers of the static caravans.

The Chief Executive also clarified that a visit to the caravan sites in question could be facilitated for Members.

## **7. LANDFILL COMMUNITIES FUND (LCF) GRANT AWARD DECISIONS**

Report circulated.

The Funding Unit Manager informed Members of an error on page 2 of the report under Stage 2 Scoring which should read '10 applications were assessed and scored against the full criteria'.

In February 2016 Causeway Coast and Glens Borough Council agreed the Landfill Communities Fund Policy. The policy sets out a framework for the processing of Landfill Communities Fund applications.

The overall aim of the process outlined in the policy is:

*"To ensure a consistent and transparent process with proper and accountable procedures is in place".*

Applications to the fund must be made under one of the objects set out in the Landfill Tax Regulations 1996 (detailed in **Annex A**, previously circulated).

In April 2016 Council appointed the Ulster Wildlife Trust as the Environmental Body to administer the fund on behalf of Council for a three year period.

In November 2016 Council agreed a 2 staged process for application to the Landfill Communities Fund:

- Stage 1 Expression of Interest
- Stage 2 Full Application

In February 2017 Council agreed that 16 out of the 18 Expressions of Interest received before the closing date on 29<sup>th</sup> January 2017 were eligible under Stage 1 eligibility criteria.

In February 2017 Council invited the 16 eligible projects to make a full Stage 2 application to the Landfill Communities Programme via Council's agreed Environmental Body, Ulster Wildlife Trust.

### **Stage 2 Applications**

14 x Stage 2 grant applications requesting a total amount of £259,191.21 were received by the Ulster Wildlife Trust before the closing date on 21 March 2017, (list of applications detailed in **Annex B**, previously circulated).

4 x applications were ineligible as per the criteria.

### **Stage 2 Scoring**

10 x applications were assessed and scored against the full criteria. As per the agreed criteria and guidelines only projects scoring 65% or above can be considered for funding.

As per Council's Landfill Communities Fund Policy, approval of projects is at the sole discretion of Council and will be dependent on the current available LCF funds.

At end of February 2017 the current available funds are £173,000. This will rise by approximately £30,000 by mid-April and another £30,000 by the end of June 2017.

### **Option 1**

Projects 7, 8 and 9 each scored 65%. In February 2017 Council agreed that in the case of a tie break situation following scoring, two objective measures would be used for ranking project: 1) Distance from landfill site; 2) level of match funding provided.

**It is recommended that:**

- Council award funding to projects 1-6 totalling £139,680

*Based out the outcome of the tie break:*

- Council award funding of £30,000 to project 7.
- Council hold project 8 in reserve until April 2017 when funding becomes available.
- Council hold project 9 in reserve until July 2017 when funding becomes available.

### **Option 2**

**It is recommended** that Council reduce each award by 24%, awarding a total of £171,449.31 to projects 1-9.

Proposed by Councillor Stevenson  
Seconded by Councillor McLean and

**AGREED:** to recommend to Council:-

### **Option 1**

Projects 7, 8 and 9 each scored 65%. In February 2017 Council agreed that in the case of a tie break situation following scoring, two objective measures would be used for ranking project: 1) Distance from landfill site; 2) level of match funding provided.

- Council award funding to projects 1-6 totalling £139,680

*Based out the outcome of the tie break:*

- Council award funding of £30,000 to project 7.
- Council hold project 8 in reserve until April 2017 when funding becomes available.
- Council hold project 9 in reserve until July 2017 when funding becomes available.

## **8. IRISH OPEN OFF SITE ACTIVITIES**

Information report circulated.

Committee was presented with an information report providing Members with an overview of the off-site activities and provision being made in the run-up to the arrival of the Irish Open at Portstewart Golf Club, in July 2017.

Work has been progressing across three key areas involving a variety of officers from Council, Tourism NI, PSNI and other agencies, as well as those involved in bringing the tournament to Portstewart.

- Traffic and Transport
- Business and Community Engagement/Animation and Events
- Host Town Physical Preparation and Regeneration

A summary of the work streams and key outputs are detailed in the report. An update will also be brought in June, with final budget allocations, including contributions from Council and Tourism NI.

The information report was noted.

## **9. MOUNTSANDEL PROJECT UPDATE**

Information report circulated.

Committee received an information report providing Members with an update on the work currently ongoing to assess the potential future use of the Mountsandel woodland and the surrounding public amenity on both banks of the River Bann.

It is envisaged that the main body of the work will be completed by mid-summer 2017. Officers aim to present findings to Council in early Autumn.

Councillor McCandless commended the Head of Tourism and Recreation and his team for their hard work.

The information report was noted.

## **10. CONSULTATIONS**

There were no consultations listed.

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

Proposed by Alderman Hickey

Seconded by Councillor Knight-McQuillan

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

\* Press left the meeting.

## **11. BALLYSALLY COMMUNITY CENTRE**

Information Report circulated.

Committee was presented with an information report updating Members on the current situation regarding Ballysally Youth and Community Centre.

The Community Development section of Council, who have recently carried out a mapping exercise of community facilities available in Ballysally, have now prioritised a strategic review of the provision of community facilities therein.

As a result of the process outlined, officers will bring a report to Committee in the coming months including a series of options for consideration in relation to the medium to long term future of the centre.

The information report was noted.

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

Proposed by Councillor Clarke  
Seconded by Councillor Knight-McQuillan and

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

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

There was no other relevant business.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 8.55pm.

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Chair