

Leisure & Development Committee Tuesday 8th December 2015

Table of Key Recommendations

No	Item	Recommendation
3.	Minutes of Previous Meeting held 10 th November 2015	<i>Approved</i>
4.	RNLI Presentation	<i>Note</i>
5.	RNLI Beach Lifeguard Services	<p><i>Issue new agreement and contract for services whereby RNLI are engaged for the provision of beach lifeguarding at the beaches as outlined for a 5 year period up until December 2020.</i></p> <p><i>Approve extension of the RNLI beach lifeguard service to Ballycastle during July and August for the same contracted period at a cost of £12,176.40.</i></p> <p><i>Agree annual increases yearly and capped at no more than 2% up to the end of the contract for services in 2020.</i></p>
6.	Revitalise Programme	<i>Note</i>
7.	Everybody Active 2020	<i>Note</i>
8.	Dervock Facilities Update	<i>Note</i>
9.	Remembering 1916 in the context of the Decade of Anniversaries	<i>Note</i>
10.	Victim Charter	<i>Note</i>
11.	Consultation	
	DHSSPS Public Consultation on Helicopter Emergency Medical Services	<i>Note</i>
12.	Notice of Motion submitted by Alderman Hickey (deferred from Council Meeting 24th November 2015)	<i>Agree as amended</i>
13.	Notice of Motion submitted by Councillor Nicholl (deferred from Council Meeting 24th November 2015)	<i>Agree</i>
14.	Dungiven Sport and Leisure Facilities	<i>Defer</i>
15.	Management of Caravan Parks, Fees and Charges	<i>Approve commercial management of the Council Caravan sites</i>

		<p><i>Apply a fee increase of 3%.</i></p> <p><i>Approve a common Council Licence Agreement.</i></p> <p><i>That the management of Seasonal Pitches is based upon:</i></p> <ul style="list-style-type: none"> <i>a. Seasonal Pitches is limited to a 1/3 of the total available pitches.</i> <i>b. The allocation of Seasonal Pitches sites is based upon the principle that the best sites are made available for the highest daily rate paying customers.</i> <i>c. Seasonal Pitches will be offered to existing occupants based upon 'time served'.</i> <i>d. Any seasonal let is charged at the same amount as a static let on the same caravan park.</i>
16.	East Strand Improvement Works	<p><i>Note update and approve;</i></p> <p><i>The East Strand Environmental Improvement Remedial Works Tender Report (as circulated)</i></p> <p><i>that works progress to "Stage 3" in the Council Capital Project Management System, that being;</i></p> <p><i>Award of the Construction Contract and Appointment of BSG Civil Engineering as the contractor to carry out the works for the Tendered Sum of £ 437,788.59 in accordance with the Tender Report.</i></p> <p><i>Approve an overall budget of £482k for the works to allow for a 10% contingency.</i></p> <p><i>That Members set up a Project Board to oversee delivery of the Project.</i></p> <p><i>That officers keep Members updated on the progress of the legal process to recover the loss and damage suffered by Council.</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 8th December 2015 at 7.00 pm.

In the Chair: Councillor McLean

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

In attendance: R Baker, Director of Leisure and Development
P Thompson, Head of Tourism and Recreation
P Beattie, Head of Prosperity and Place
W McCullough, Head of Leisure, Well-being and Sport
J Welsh, Head of Community and Culture
K Beattie, Ballymoney Museum Service
H Perry, Causeway Museum Service
J Gray, Strategic Programme and Projects Manager
S McLaughlin, Capital Projects Officer
P O'Brien, Funding Unit Manager
A Finney, Committee and Member Services Officer

Also in Attendance: Councillor Duddy
Mr M Grocott, RNLI Lifeguard Manager for Northern Ireland (Item 4)

Press x2

1. Apologies

Councillors MA McKillop and McCorkell.

2. Declarations of Interest

There were no Declarations of Interest.

3. Minutes of the Meeting held on Tuesday 10th November 2015

It was AGREED: that the minutes of the Leisure and Development Committee Meeting held Tuesday 10th November 2015, be confirmed as a correct record.

4. RNLI – Presentation

The Chair welcomed Mr Mike Grocott, RNLI Lifeguard Manager for Northern Ireland to the meeting.

Members received a presentation on the work of the RNLI and the provision of beach lifeguards along the North Coast. Information was provided on the introduction of the beach lifeguard service, their role and the valuable work they do e.g. risk assessments, safety signage and educational programmes. An invitation was extended to Members to visit a RNLI facility.

The Chair thanked Mr Grocott for an informative presentation which was followed by Members' questions and comments.

* Mr Grocott left the meeting at 7.29pm.

5. RNLI Beach Lifeguard Services

The Head of Tourism and Recreation presented the report previously circulated and as undernoted;

The purpose of this report is to:

- ***Outline what has been provided by RNLI by way of provision of a beach lifeguard service for Council managed beaches.***
- ***Present recommendations for future provision of service by RNLI.***

Background

Since 2010 the following recreational beaches have benefited from a beach lifeguard service provided by the Royal National Lifeboat Institution (RNLI).

- ***Benone Strand***
- ***Downhill Strand***
- ***Castlerock***
- ***Portrush West***
- ***Portrush East***
- ***Whiterocks***

This agreement for services between RNLI and the legacy Councils of Coleraine and Limavady expires on the 31st December 2015.

The cost to Council for the delivery of this service for the 2015 season was £113,714.60. This figure covered all associated costs for maintaining a quality service at the above beaches.

When RNLI was initially engaged to deliver the beach lifeguard service for Coleraine Borough Council and Limavady Borough Council in 2010, this replaced the service which had previously been delivered in house by both Councils. This had involved the recruitment and selection of candidates, training, supervision and all equipment supplied by Council. RNLI had already developed and delivered a beach lifeguard programme in England and Wales and after a cost analysis exercise and assessment of service delivery, it was agreed that their services would offer a better and more efficient service for our coastal resort beaches.

Service

As part of the agreement RNLI has been responsible for the following elements;

- ***Recruitment, selection and training of lifeguards.***
- ***Provision of beach lifeguard units.***

- **Provision of all surf rescue equipment including vehicles and watercraft.**
- **Undertaking of beach risk assessments for lifeguard service provision.**

In addition the service also provided;

- **Advice and support to Council with respect to beach and coastal events, beach safety signage and public rescue equipment.**
- **Delivery of the 'Hit the Surf' education programme to a range of primary schools.**

The service is operational during

- **Easter (Portrush - West, East, Whiterocks & Benone).**
- **Weekends and Bank Holidays in May and June (All above named beaches).**
- **Daily from late June – early September (All above named beaches).**

At the request of Council officers, RNLI has been monitoring other sites along the Causeway Coast to assess priority beaches where further lifeguard service provision may be appropriate. After consideration, officers believe that there is sufficient usage and visitor numbers at Ballycastle to warrant an extension of service to include the seafront beach.

A new agreement is now recommended between Causeway Coast and Glens Borough Council and RNLI, assuming the Council wishes to continue with the provision of Lifeguard provision at selected beaches across our Borough. This would need to be on the basis of a single tender action based on the premise that they are the only known provider for this type of service.

Recommendations:

Council approval is sought to issue a new agreement and contract for services whereby RNLI are engaged for the provision of beach lifeguarding at the beaches outlined above for a 5 year period up until December 2020.

Members are also asked to provide approval to extend the RNLI beach lifeguard service to Ballycastle during July and August for the same contracted period at a cost of £12,176.40.

Total costs for the service in 2016 is anticipated to be £128,408.00 subject to contract agreement. (Including Ballycastle)

In the previous 5 year contract, the annual increase in Council's contribution was based on a figure of a 2 % increase. Annual increases are to be agreed yearly and capped at no more than 2% up to the end of the contract for services in 2020.

* Councillor Mulholland joined the meeting at 7.34pm.

It was proposed by Councillor Stevenson, seconded by Councillor Nicholl and AGREED: to recommend that Council issue a new agreement and contract for services whereby RNLI are engaged for the provision of beach lifeguarding at the beaches outlined above for a 5 year period up until December 2020 and;

approve to extend the RNLI beach lifeguard service to Ballycastle during July and August for the same contracted period at a cost of £12,176.40 and that;

total costs for the service in 2016 is anticipated to be £128,408.00 subject to contract agreement. (Including Ballycastle) and;

in the previous 5 year contract, the annual increase in Council's contribution was based on a figure of a 2 % increase. Annual increases are to be agreed yearly and capped at no more than 2% up to the end of the contract for services in 2020.

6. Revitalise Programme

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

The purpose of this report is to provide Members with background information relating to the current Revitalise Programmes underway in Ballycastle and Coleraine with funding awarded from the Department for Social Development.

Background

Revitalisation Programmes seek to improve building frontages and gables and promote designated areas within each town as places for shoppers and visitors, and to improve the overall attractiveness of the areas identified.

Applications were submitted to the Department for Social Development (DSD) by CCGBC for two Revitalise Programmes; Ballycastle Town Centre and Railway Road Area Coleraine and were successfully awarded funding totalling £200K for the period 2 November to 31 March 2016.

Ballycastle were awarded £100k to complete the revitalisation of Ballycastle town centre and Coleraine were awarded £100k to complete Stage 1 of the Railway Road area. CCGBC will match fund the programmes at a cost of £20,500 for Ballycastle and £11,111.11 for Coleraine. The table below shows a breakdown of how this funding will be allocated within each project.

<i>Ballycastle Town Centre Total Budget £120,500</i>	<i>Coleraine – Railway Road Stage 1 Total Budget £111,111.11</i>
<i>Total of 62 properties identified and the project aims to complete improvements to 70% within the designated area.</i>	<i>Total of 29 properties identified and the project aims to complete improvements to 80% within the designated area. Coleraine will also address the area fronting the Railway Place car park.</i>
<i>£115,500 allocated to Revitalise Frontages and gables of businesses.</i>	<i>£107,111.11 allocated to Revitalise Frontages and gables of businesses.</i>
<i>£5000 allocated to Marketing and Promotion of the designated area.</i>	<i>£4000 allocated to Marketing and Promotion of the designated area.</i>

Each programme will be operated simultaneously. The deadline for completion of works to properties is 29th February 2016 and the final deadline for all activity on the project is 31st March 2016. The deadline for the final claim to DSD is 30th April 2016.

Applications will be assessed by a Steering Group set up for each area consisting of Councillors, Ballycastle Town Partnership / Coleraine Town Team and local business representation. The Steering Group will be assisted by representatives from DSD and council officers from Place & Prosperity, Planning and Environmental Services. The following types of work may be considered:

- **Refurbishment and repairs to existing frontages including plaster, woodwork, gutters, downpipes and windows.**
- **Painting of building frontages, window frames, gutters.**
- **Replacement or renewal of shop signage.**
- **Works to building gables.**
- **Feature lighting.**

Update

Ballycastle Programme

- **Applications opened 29th October with a closing date of 6th November. Applications will be considered if funds are still available.**
- **Open meeting held 29th October for businesses in the designated area.**
- **Application clinic hosted by council to assist with the application process.**
- **Assessment sessions currently underway and Letters of Offer will be issued to applicants in due course.**
- **Marketing activity plan being developed.**

Railway Road Area Stage 1, Coleraine Programme

- **Applications opened 5th November with a closing date of 23rd November. Applications will be considered if funds are available.**
- **Open meeting held 5th November for businesses within the designated area.**
- **Application clinic hosted by council to assist with the application process.**
- **Assessment sessions currently underway and letters of Offer will be issued to applicants in due course.**
- **Marketing activity plan being developed.**

Maps of the individual designated areas for both towns were circulated.

The Head of Prosperity and Place responded to Members' questions relating to the regeneration of areas including Linenhall Street in Ballymoney, Lower Captain Street in Coleraine and Garvagh.

7. Everybody Active 2020

The Head of Leisure, Wellbeing and Sport presented the report, previously circulated and as undernoted;

The purpose of this report is to provide Members with information relating to the provision of programmes designed to get “everybody active”, in association with Sport NI and the funded programme referred to as EveryBody Active 2020.

Background

Since 2010 Sport NI has worked in partnership with local councils in the development and delivery of the Active Communities Programme. The success of the programme is characterised by more than 3.5 million participation opportunities realised with the key target areas of women/girls, over 50's, people with a disability and participants from the most disadvantaged wards across Northern Ireland being met.

The four legacy councils of Ballymoney, Coleraine, Limavady and Moyle operated as a consortia in delivering the Active Communities project and activities were delivered by 8 coaches across the four areas. The programme was 100% funded by Sport NI.

Active Communities comes to an end on 31st March 2016 and Sport NI have announced their new intervention and investment programme which is aimed at a continued prioritisation of women and young girls, people with a disability and those living in areas of high social need on the basis of continued under-representation in sport.

EveryBody Active 2020

The EveryBody Active 2020 programme aims to provide four engagement elements which seek to deliver increases in participation among target groups. The aim is to develop and sustain participation in sport across key life-course transition points, from primary to post primary education, and working life to retirement. The four key elements of the EBA 2020 programme are;

Opportunities – providing a range of physical activity and multi-sport programmes.

Workforce development – developing the technical and tactical skills of coaches, officials and volunteers.

Outdoor spaces – establishing more places for self-guided activity e.g. walking trails, cycle routes and pump tracks.

Small grants – supporting grassroots sports clubs, community, voluntary and charity groups.

The Opportunities element will contribute towards the achievement of a number of Sport NI's Corporate Plan priorities for 2015-20 in relation to Sporting Communities. Sporting Communities aims to increase and support

the number of people adopting and sustaining a sporting lifestyle. Through Sporting Communities Sport NI will;

- Lead, co-ordinate and invest in the development and delivery of grassroots sport, extending choice and quality sporting opportunities which engage all;**
- Increase participation in grassroots sport with a target on young people, disabled people, women, older people and people living in areas of greatest need.**

Officers are currently working on developing an Action Plan for submission to Sport NI which will set out the focus for delivery of the opportunities element of EveryBody Active 2020.

This action plan will operate over the four year period from April 2016 to March 2020 and is funded by Sport NI through a grant allocation of £373,458 over the four year period. The plan must be submitted in February for approval with a Letter of Offer to be made by Sport NI for 1st April 2016. The content of the plan will link with the Community Plan for Causeway Coast & Glens Borough Council and Council's Corporate Plan.

The implementation of the action plan may require a coaching delivery element which will be funded from the grant. Current Active Community coaches have been given notice that funding for their posts comes to an end as of 31st March 2016. The appropriate employment legislation guidelines will be followed in respect of this.

Any financial contribution from council towards the programme will be in the form of officer time in coordinating the programme activities across the new borough. Officer involvement will primarily be from within the Sports Development section of Sport & Wellbeing.

Officers clarified a Member's query on the funding available to Council through the Everybody Active 2020 programme and informed Members that the Grant Hub, where community groups can access information on available grants was 'live'.

8. Dervock Facilities Update

The undernoted report, previously circulated was presented to Members;

The purpose of this report is to provide members with information relating to the development of a new Community Centre in the village of Dervock and upgrading of the existing football pitches. This was a legacy project approved and completed by Ballymoney Borough Council.

Background

Ballymoney Borough Council received funding (75% of total cost) from the Northern Ireland Rural Development Programme 2007-13. Grant aid was provided for the sum of £247,500 to build Dervock Community Centre.

Six project objectives were set out;

- 1. To complete capital build of the community centre by 31st March 2015.**

2. *To improve access to sporting, leisure and community facilities by 31st March 2015.*
3. *To hand over the completed centre to Dervock DCA by 31st March 2015.*
4. *To have the official opening of the centre to the community by June 2015.*
5. *To meet average usage levels of 20hours per week.*
6. *To ensure sufficient income is generated to meet annual operating costs of the centre.*

At the same time Ballymoney Council agreed to upgrade the outdoor playing surfaces next to the new Community Centre site and improve the changing facilities for the pitches. The total cost of investment was circa £1.036 million.

In July 2015 Causeway Coast & Glens Officers were approached by members of the local football team, Dervock FC, and asked to review the quality of provision in relation to the new pitches. Their concerns were that the upgrade had not met with expectations and had resulted in pitches which were no better, if not worse, than what they had been using before the upgrade. At the same time members of the local community expressed concern that the Community Centre was not being used and that the capacity did not exist within the community to take control of the operational requirements of the centre.

Subsequent reviews of the full project by officers highlighted the following;

Community Centre

- *Ballymoney Borough Council had failed to meet 5 of the 6 objectives set out in the contract (items 2 to 6 of the above list).*
- *Despite numerous attempts, Ballymoney Borough Council were unable to establish a Company limited by guarantee which was balanced and representative of all key stakeholder/user groups in the village in order to enable transfer via lease to the local community.*

Outdoor facilities

- *The project was completed as per the Council agreed plans which included two IFA minimum standard Adult size pitches (90m x 45m) plus a Junior size / training pitch with floodlights installed on the training pitch and central adult pitch.*
- *The local team, which prior to the upgrade had been using the venue for their "home" matches, were refusing to play on the pitch with floodlights as the size was significantly smaller than any other pitches in the area and in reality was only conducive to juvenile match play. Opposition teams were also stated as being reluctant to play on the pitch.*
- *The second pitch had subsequently been increased in size from the original specification in order to allow the team to use that pitch for match play – width is now 51metres.*

Current position

Community Centre;

In August officers met with an RDP representative. Council was directed to address the lack of progress against the targets as a matter of urgency prior

to any further action being taken by the Department in relation to non-compliance.

Agreed interim actions;

- **Council would put in place interim arrangements to ensure the Centre was immediately available for community use. This included the daily management and upkeep of the building, providing caretaking staff and facilitating bookings.**
- **Council staff would facilitate a user group / forum comprised of representatives from each user group in the village to agree the interim arrangement plus medium to long term plans to develop the role of the community within the facility.**

This work is on-going and Council officers are working on capacity building projects with the local community.

Outdoor facilities;

Officers met with members of Dervock FC and agreed with the current situation regarding the size of the two match pitches, that they were not fit for purpose. The following was agreed;

- **Retention of the floodlights around the main pitch was not viable if Council was to increase the size of the playing surface to an acceptable level. A remedial plan has been developed which will see the size of both pitches increased to the maximum size available on the site which would result in both pitches being comparable with other pitch dimensions in the borough. The action plan will be phased in order to allow the team to continue to play home matches without disruption.**
- **The floodlights will be relocated to another site in the Ballymoney area, it is likely to be the main Riada Playing Fields site to add value to current development works on site. This will increase capacity for training at that facility by a number of teams in the area and should offset associated costs with increased revenue from training bookings.**

The Head of Leisure, Wellbeing and Sport clarified Members' queries on the funding of the floodlights, the size of the football pitch and the possibility of extending the pitch in the future.

9. Remembering 1916 in the context of the Decade of Anniversaries

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

The purpose of this report is to provide Council with an overview of the programme that is being developed through Council's Museum and Good Relations services in order to remember and reflect on the significant historical events of 1916.

Strategic Context

The period 2012 - 2023 marks a number of significant political events which have shaped the sense of British and Irish identity in the 20th century. The

Community Relations Council (CRC) and the Heritage Lottery Fund (HLF) have been working over a number of years to develop approaches that would support how both institutions and communities would remember and reflect in public spaces on the Decade of Anniversaries and key events therein.

Their collaborative efforts have resulted in the production in a set of key Principles of Remembering Decade of Anniversaries which include:

- **Start from historical facts.**
- **Recognise the implications and consequences of what happened.**
- **Understand that different perceptions and interpretations exist.**
- **Show how events and activities can deepen understanding of the period.**

In 2013 NI Community Relations Council (NICRC) and NEP PEACEIII funded Causeway Museum Service Heritage Practice in Contested Spaces Seminar (HPICS), which produced a Declaration for those working in Contested Spaces. In 2014 NICRC and HLF included that Declaration alongside their guiding principles. The HPICS Declaration included:

- **Respect everyone involved.**
- **Engage participants in transformative experiences.**
- **Use, name recognise all expertise in the room in equitable partnership.**
- **Be for the good of the widest section of society.**

CC&G Borough Council's Programme

The programme as presented in Annex A, previously circulated, has been developed by pooling a range of initiatives to create a Borough wide programme of activities. The programme has been developed through Causeway Museums Service 'On the Brink 1914 – 196 Heritage Lottery Fund Project' (legacy areas of Coleraine, Limavady and Moyle), Ballymoney Museums Service 'On the Brink Programme' and Council's Good Relations Strategy.

On the Brink 1914- 1916 Heritage Lottery Fund project

This programme was developed in the legacy Council areas of Coleraine, Limavady and Moyle through Causeway Museums Service for all four legacy councils in association with neighbouring Council areas in order to explore the legacy of World War One in the local area, while encouraging participation and new perspectives through local heritage.

Funded objectives include:

- **Build community capacity to engage with their shared heritage relating to 1914- 1916.**
- **Enhance understanding of the connections between local, national and international events during 1914- 1916.**
- **Promote appreciation of material and built heritage associated with key people and events of World War One in the Causeway and Mid- Antrim areas.**
- **Research interpret and display objects from museum and private collections relating to 1914- 1916.**

- *Provide factual and accurate historical information.*
- *Address contemporary community socio-political concerns through heritage based programming.*
- *Promote volunteering opportunities and provide training in heritage skills to communities.*

Ballymoney Museum ‘On the Brink Programme’

On the Brink and Ballymoney Museum Programme has been developed with the aim of ‘Promoting interpretation of local identities and their diverse traditions and cultures to ensure the support and inclusion of all sectors of our community.’

The programme as presented in Annex A, previously circulated, has been developed by pooling a range of initiatives to create a Borough wide programme of activities. The programme has been developed through Causeway Museums Service ‘On the Brink 1914 – 196 Heritage Lottery Fund Project’ (legacy areas of Coleraine, Limavady and Moyle), Ballymoney Museums Service ‘On the Brink Programme’ and Council’s Good Relations Strategy.

Council’s Good Relations Strategy

The Good Relations Strategy and action plan, part funded by the Office of the First & Deputy First Minister, provides a range of opportunities to deliver on its key priorities of promoting good relations and building positive relationships at local level through promoting expressions of cultural identity, shared and safe communities and improving leadership. This particular programme is aimed at facilitating progressive, positive dialogue in order to increase tolerance and respect and mutual understanding within and between communities.

Causeway Coast and Glens Borough Council People and Culture Programme for 2016

The programme as presented in Annex A, previously circulated, has been developed by pooling a range of initiatives to create a Borough wide programme of activities. The programme has been developed through Causeway Museums Service ‘On the Brink 1914 – 196 Heritage Lottery Fund Project’ (legacy areas of Coleraine, Limavady and Moyle), Ballymoney Museums Service ‘On the Brink Programme’ and Council’s Good Relations Strategy.

The programme reflects the Principles of Remembering the Decade of Anniversaries as follows:

- 1. Start from the historical facts - All exhibitions, workshops and tours are based on research into a wide range of primary original sources – national and regional archives and collections, academic research, our collections as well as local, regional and national newspaper reports at the time.***
- 2. Recognise the implications and consequences of what happened - The programme supports understanding of the consequences and legacy of the events of 1916 within local communities as well as the local connections***

with these events through individuals stories, places connected to them, objects from collections and local places of remembrance.

3. *Understand that different perceptions and interpretations exist - The programme supports the exploration of different perspectives of 1916 by all communities through the evidence provided by newspaper reports at the time and key periods since, objects and images from museum and archive collections, family histories and historic sites*
4. *How events and activities can deepen understanding of the period. - From experience working on contested histories with PEACEIII, HLF and CRC funding, staff use different ways to support understanding. Methodology used includes public activities such as exhibitions and talks as well as more personal and reflective activities such as tours and workshops.*

Feedback from volunteers for 'On the Brink', through their programme of training workshops, study trips, sharing histories and talks, evidences that they have gained a much deeper knowledge of the period in terms of international context, different perspectives and local connections

www.niarchive.org/causeway digital resources being produced for On the Brink 1914- 1916 supports access to all Council's programme materials.

Other resources

Causeway Museum Service has a range of visual materials on different themes available for loan as attached, subject to availability through booking system.

Funding Sources

Each funder will have their own criteria that projects will be assessed on. These are relevant and current programmes however other funds are likely to reopen depending on each organisation's funding cycle and annual grants budget.

Funder	Grant Scheme	Amount	Contact telephone	Contact Email
Heritage Lottery Fund	WW1: Then and Now	£3,000 - £10,000	028 90310120	northernireland@hlf.org.uk
	Sharing Heritage	£3,000 - £10,000		
	Our Heritage	£10,000 - £100,000		
	Young Roots	£10,000 - £50,000		
Big Lottery Fund	Awards for All Northern Ireland	£500 - £10,000	028 90551455	enquiries.ni@biglotteryfund.org.uk

Arts Council NI	Small Grants Programme	£500 - £10,000	028 92623555	info@artscouncil-ni.org
DCAL Ulster Scots Agency	Application for Financial Assistance for Voluntary and Community Groups	Under £5,000 Over £5,000 Over £50,000	028 90231113	Maynard Hanna maynard@ulsterscotsagency.org.uk

Members received a presentation from a Causeway Museum Service officer on the strategic fit and operating principles of the programme and a summary of the activities planned across the Borough.

The officer then responded to Members' questions relating to funding. Discussion followed and it was felt that it is important to present and concentrate on the facts of the historical events and that care is taken on the language used. Members were advised that this is work in progress. Councillor Mulholland added he would like to see an event be held in Loughgiel.

10. Victim Charter

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

The purpose of this report is to provide Members with information on the Victims Charter.

Background

A range of changes have been introduced in Northern Ireland in recent years to improve the services provided to victims and witnesses of crime. In January 2015 a Victim Charter was published that sets out the entitlements of victims, the services that are to be provided and the standard of services that victims can expect to receive as they move through the criminal justice process as well as the obligations on service providers to deliver information, services and support. It follows a victim's journey through the process from first reporting an incident to its conclusion.

The Victim Charter has been placed on a statutory footing as of the 13th November 2015. The Victim Charter is being largely used to transpose the EU Directive establishing minimum standards on the rights, support and protection of victims of crime that came into effect on the 16 November 2015.

To ensure accessibility, a Summary Charter, Easy Read version, Young Person's guide and a revised victim information leaflet have been prepared. The Summary Charter and information leaflet are available in a number of languages.

All of the documents above can be found at the following link:
<https://www.dojni.gov.uk/publications/victim-charter>

A number of other victim related documents can also be found at:
<https://www.dojni.gov.uk/topics/justice-and-law/victims-crime>

11. Consultations

Department of Health, Social Services & Public Safety– Helicopter Emergency Medical Services

Following the Minister's Assembly Statement on 3rd September 2015, the Department of Health, Social Services and Public Safety (DHSSPS) is seeking the views of the public and stakeholders about the key issues related to the establishment of a Helicopter Emergency Medical Service (HEMS). These are: management and funding models, medical staffing models, target patient groups, home base location, and collaboration with other services.

The Committee noted the consultation.

12. Notice of Motion submitted by Alderman Hickey and deferred from Council Meeting held 24th November 2015

“That this Council notes the devastating impact of the planned closure of the Michelin Plant in Ballymena with the loss of 860 jobs; notes the reasons given for the closure including high energy costs and competition within the global market and further notes the cumulative detrimental economic impact to the surrounding areas and calls on this Council to explore all options within its power to support our local businesses in order to preserve the economic viability of the Causeway Coast and Glens Borough and to protect long term jobs and create new employment in this borough”.

Speaking in support of her Motion Alderman Hickey added:

“The rationale for bringing this motion to council is: we as a Council do not want to find ourselves facing a similar situation which Ballymena is currently facing. The successive economic blows with job losses and reasons cited are: high energy costs, competing markets, and there are a multitude of other reasons been given for driving away enterprise from our towns across Northern Ireland.

Local businesses need our council to take urgent action before our major employers find themselves in a similar situation.

I suggest that we should set up an all-party Economic Task Force of local representatives to engage with the major employers in the area, to identify and determine appropriate support.

We could respond to the Minister of Finance and Personnel Consultation Document on, “Non domestic rates,” which opened on 26th October and closes on the 25th June 2016. I believe we should also engage with the Utility Regulator.

I urge you to support the motion in order to assist our large employers in the Causeway Coast & Glens Borough council area.”

It was proposed by Alderman Hickey, seconded by Councillor Mullan: **to recommend that this Council notes the devastating impact of the planned closure of the Michelin Plant in Ballymena with the loss of 860 jobs; notes the reasons given for**

the closure including high energy costs and competition within the global market and further notes the cumulative detrimental economic impact to the surrounding areas and calls on this Council to explore all options within its power to support our local businesses in order to preserve the economic viability of the Causeway Coast and Glens Borough and to protect long term jobs and create new employment in this borough.

Councillor Wilson proposed an amendment, seconded by Councillor McCandless: **“to recommend that this Council notes the devastating impact of the planned closure of the Michelin Plant in Ballymena with the loss of 860 jobs and of JTI, Caterpillar, B&Q and any other large company where there has been any job losses; notes the reasons given for the closure including high energy costs and competition within the global market and further notes the cumulative detrimental economic impact to the surrounding areas and calls on this Council to explore all options within its power to support our local businesses in order to preserve the economic viability of the Causeway Coast and Glens Borough and to protect long term jobs and create new employment in this borough”.**

Discussion followed on broadband coverage, training programmes, the lack of a skilled workforce, supporting existing employers and addressing high energy costs. The Director of Leisure and Development informed members of projects and meetings held by Council to date regarding the economic strategy.

The Chair put the amendment to the vote, 7 Members voted for, and 3 Members voted against. The Chair declared the amendment carried.

13. Notice of Motion submitted by Councillor Nicholl and deferred from Council Meeting held 24th November 2015

Councillor Nicholl presented his motion to Committee as follows: *“That this Council agrees to: Review and where appropriate, remedy its provision of defibrillators across its entire public estate to ensure no gaps exist in adequate service provision. This needs to include our leisure facilities, Council offices, Community centres and areas of high public footfall; Undertake a programme of training for staff who have daily contact with the public in the use of Defibrillators and CPR; and The Council Chairperson in her civic role being requested to bring together charities and campaign groups working in this field along with local Chamber of Commerce Reps and other key stakeholders to shape an action plan for adequate provision of PAD’s (Publically Accessed Defibrillators) in town centre locations alongside provision in shopping centres and highly populated areas”.*

and proposed an amendment to the motion, seconded by Councillor Stevenson to leave out the words ‘Chairperson in her civic role being requested to’ and replace ‘bring’ with ‘brings’. The motion, as amended, was AGREED.

At the request of Alderman Hickey, the Director of Leisure and Development is to confirm the number of defibrillators Council is responsible for and their locations.

Councillor Wilson proposed seconded by Councillor Knight-McQuillan and AGREED; **that the meeting continue ‘In Committee’.**

14. Dungiven Sport and Leisure Facilities

The Director of Leisure and Development updated Members on the current situation with the Dungiven Sport and Leisure Facilities.

It was asked that Members note the update that has been provided and recommended that Members approve;

- The Dungiven Sport and Leisure Facilities Tender Report (as circulated)
- That the Dungiven Sport and Leisure Facilities project progress to “Stage 3” in the Council Capital Project Management System, that being;
- Award of the Construction Contract and Appointment of P&K McKaigue Ltd as the contractor to carry out the works for the Tendered Sum of £2,839,850 in accordance with the Tender Report.
- Accept the DCAL Letter of Offer for £2.5m.
- Approve the LCF application for £339,850 and accept the resulting Letter of Offer.

Following further explanation of the design detail, tender process and funding offers it was proposed by Councillor Nicholl, seconded by Councillor Mullan: **to recommend that Council note the update that has been provided and recommend approval of;**

- **The Dungiven Sport and Leisure Facilities Tender Report (as circulated)**
- **That the Dungiven Sport and Leisure Facilities project progress to “Stage 3” in the Council Capital Project Management System, that being;**
- **Award of the Construction Contract and Appointment of P&K McKaigue Ltd as the contractor to carry out the works for the Tendered Sum of £2,839,850 in accordance with the Tender Report.**
- **Accept the DCAL Letter of Offer for £2.5m.**
- **Approve the LCF application for £339,850 and accept the resulting Letter of Offer.**

Discussion ensued with officers clarifying the funding available through the Landfill Communities Fund and the acceptance of same, the cost of the project, time taken to bring the report to committee and the design standard set by Sport NI.

In view of the additional information provided, Councillor Nicholl withdrew his proposal. It was **AGREED that Party Leads liaise with the Director of Leisure and Development regarding any additional information they require to make an informed decision on the matter and that the matter be deferred to the Council meeting on 15th December 2015.**

15. Management of Caravan Parks, Fees and Charges

The Director of Leisure and Development updated Members on the management of caravan parks, fees and charges and sought Members approval to set the conditions for consistent and effective commercial management of the Council Caravan sites.

Council is requested to consider the following recommendations:

1. The commercial management of Council’s Caravan sites based upon:

The strategy statement for Council owned caravan parks:

- To develop Council's caravan parks to the satisfaction of the customer, for the benefit of the ratepayer.

The strategic Purpose of Council Owning and Managing Caravan Sites:

- Income generation for the benefit of the ratepayer.
- To directly enhance the local tourism economy.
- To indirectly benefit the wider economy in the Borough.

Key Objectives:

- Improved customer consultation and engagement.
 - Create "future proof" infrastructure.
 - Improve the site facilities.
 - Develop the aesthetic appeal of the parks.
 - Increase the income / profitability.
2. Apply a fee increase no less than CPI (0.4%), in order to maintain the general current level of profit for Council.
 3. A common Council Licence Agreement.
 4. The management of Seasonal Pitches based upon:
 - a. Seasonal Pitches is limited to a 1/3 of the total available pitches.
 - b. The allocation of Seasonal Pitches sites is based upon the principle that the best sites are made available for the highest daily rate paying customers.
 - c. Seasonal Pitches will be offered to existing occupants based upon 'time served'.
- * Councillor McGlinchey and Councillor Mullan left the meeting at 10.10pm and 10.13pm respectively during the presentation.

In response to a Member's query regarding the cost and revenue of the golf course at Benone, the Director of Leisure and Development advised the information would be provided. The Director also agreed to confirm whether a proposal to invest in the Benone Complex pool had been previously agreed.

The importance of developing a strategy for the continued reinvestment in the caravan parks was emphasised by a Member. Concern was expressed on the pricing strategy of the touring pitches and discussion followed on the income from these pitches, both to the caravan park and the local area.

Councillor Holmes felt an increase of no less than 1.5% in the fees and charges for 2016/17 was required while Councillor Stevenson felt that a 3% increase would provide the investment needed for Council's assets.

- * Councillor Mulholland left the meeting at 10.39pm.

Discussion followed onto the appointment of the Commercial Caravan Manager and it was suggested to hold a workshop once the manager was appointed looking at this issue in detail including the associated facilities.

There was disagreement around the 3% increase in fees and charges for 2016/17. There was also a suggestion to have a pricing structure for caravan pitches depending on its position within the caravan parks for static, seasonal and touring pitches.

The Director Leisure and Development advised there are many differences in the current practise of Council-owned caravan parks and these will be discussed in the future to maximise the caravan parks potential.

* Councillor Boyd left the meeting at 10.50pm.

1. The commercial management of Council's Caravan sites based upon:

The strategy statement for Council owned caravan parks:

- To develop Council's caravan parks to the satisfaction of the customer, for the benefit of the ratepayer.

The strategic Purpose of Council Owning and Managing Caravan Sites:

- Income generation for the benefit of the ratepayer.
- To directly enhance the local tourism economy.
- To indirectly benefit the wider economy in the Borough.

Key Objectives:

- Improved customer consultation and engagement.
- Create "future proof" infrastructure.
- Improve the site facilities.
- Develop the aesthetic appeal of the parks.
- Increase the income / profitability.

The strategy detailed above was AGREED by Members.

2. Apply a fee increase no less than CPI (0.4%), in order to maintain the general current level of profit for Council.

It was proposed by Alderman Hickey, seconded by Councillor Nicholl: **to recommend that Council apply a fee increase of 1.5%.**

An amendment to the proposal was proposed by Councillor Stevenson, seconded by Councillor Wilson: **to recommend that Council apply a fee increase of 3%.**

The Chair put the amendment to the vote, 8 Members voted for, and 2 Members voted against. The Chair declared the amendment carried.

3. A common Council Licence Agreement.

The licence agreement was AGREED by Members.

4. The management of Seasonal Pitches based upon:

- a. Seasonal Pitches is limited to a 1/3 of the total available pitches.
- b. The allocation of Seasonal Pitches sites is based upon the principle that the best sites are made available for the highest daily rate paying customers.

- c. Seasonal Pitches will be offered to existing occupants based upon 'time served'.

An amendment to the proposal was proposed by Councillor Holmes, seconded by Alderman Hillis and **AGREED: to recommend the management of Seasonal Pitches based upon:**

- a. Seasonal Pitches is limited to a 1/3 of the total available pitches.
- b. The allocation of Seasonal Pitches sites is based upon the principle that the best sites are made available for the highest daily rate paying customers.
- c. Seasonal Pitches will be offered to existing occupants based upon 'time served'.
- d. Any seasonal let is charged at the same amount as a static let on the same caravan park.

* Councillor Stevenson left the meeting at 11.00pm

16. East Strand Improvement Works

The Director of Leisure and Development updated Members on the current situation with the Environmental Improvement Remedial Works, East Strand, Portrush.

It was asked that Members note the update that has been provided and recommended that Members approve;

- The East Strand Environmental Improvement Remedial Works Tender Report (as circulated)
- That the East Strand Environmental Improvement Remedial Works progress to "Stage 3" in the Council Capital Project Management System, that being;
- Award of the Construction Contract and Appointment of BSG Civil Engineering as the contractor to carry out the works for the Tendered Sum of £ 437,788.59 in accordance with the Tender Report.
- Approve an overall budget of £482k for the works to allow for a 10% contingency.
- That Members set up a Project Board to oversee delivery of the Project.
- That officers keep Members updated on the progress of the legal process to recover the loss and damage suffered by Council.

Clarification was given on the level of recovery of losses and damage suffered, the timescale for the remedial works including the conclusion date and the standard of remedial work proposed.

It was proposed by Councillor Clarke, seconded by Alderman Hickey and **AGREED: to recommend that Council notes the update that has been provided and approves;**

- **The East Strand Environmental Improvement Remedial Works Tender Report (as circulated)**
- **That the East Strand Environmental Improvement Remedial Works progress to "Stage 3" in the Council Capital Project Management System, that being;**
- **Award of the Construction Contract and Appointment of BSG Civil Engineering as the contractor to carry out the works for the Tendered Sum of £ 437,788.59 in accordance with the Tender Report.**
- **Approve an overall budget of £482k for the works to allow for a 10% contingency.**
- **That Members set up a Project Board to oversee delivery of the Project.**
- **That officers keep Members updated on the progress of the legal process to recover the loss and damage suffered by Council.**

Councillor Knight-McQuillan proposed seconded by Councillor Wilson; **that the meeting continued 'Out of Committee'**.

This being all the business the meeting closed at 11:15pm.