

**Coleraine Future Town Fund Board Minutes**

**Date of Meeting:** Monday 15<sup>th</sup> December 2025

**Location:** Council Chamber Cloonavin, Coleraine. **Present and Absentees:** List of Attendees detailed below on pages 5-7.

1.	Welcome / Apologies / Minutes & Matters Arising	Gerry McKenna		
	Actions	Lead	Status	Remarks
2.	<b>Update on Joint Sub Group Meeting</b>			
	Further joint sub groups to be arranged to support the CFTF co-design process.	ALL		
2.	<b>CFTF Project Scoring &amp; Prioritisation Process</b>	TH (SIB)		
	Actions	Lead	Status	Remarks
	Update report on potential match funding and meetings required with additional stakeholders to be provided to the Board in January 2026.	HK		
	Plan on a Page template to be presented to CFTF Board in Jan 2026 for approval.	HK		
	ToR to be developed for the Enabling projects as outlined and brought back to the Board.	HK/TH		With Waterways Ireland & CCGBC
3.	<b>CFTF 10-year Vision &amp; Regeneration Plan Submission &amp; Key Decisions Required</b>	TH (SIB)		
	Actions	Lead	Status	Remarks
	Chair, Deputy Chairs and DfC rep to finalise CFTF 10 year Vision & Regeneration Plan and agree updated plan to be submitted to MHCLG (with Approvals 1-6 as set out below agreed by the Board).	HK		

4.	DONM & AOB	Chair		
	Actions	Lead	Status	Remarks
	Press Release to be issued to inform stakeholders that the CFTF 10 year Regeneration Plan had been successfully submitted to MHCLG.	GB		Press release was issued before Christmas and was featured in the Chronicle.
	CFTF 10 Year Vision & Regeneration Plan document will be published once projects and funding agreed and the plan is formally approved by MHCLG.	GB		
	Thursday 29 <sup>th</sup> January @ 6.00pm in Council Chamber Cloonavin.			

**Red**  Not yet commenced  
**Yellow**  In Progress  
**Green**  Complete

1.	Welcome / Apologies Matters Arising	
	<p>GMK chaired the meeting and thanked KY for covering in his absence, and noted the hard work completed by the CFTF Team &amp; Board in getting the first part of the plan submitted on 28<sup>th</sup> November.</p> <ul style="list-style-type: none"> <li>• Roll call of voting board members completed to ensure quorum, completed and confirmed.</li> <li>• Apologies noted, minutes from 27<sup>th</sup> November board meeting shared and agreed.</li> <li>• GMK asked the board if anyone had anything to declare regarding tonight's meeting agenda, Nil response.</li> </ul>	
2.	Joint Subgroup meeting update	HK (SIB)
	<p>HK gave a brief overview on the joint subgroup meeting held on the 4<sup>th</sup> of December and noted the work undertaken to further develop the CFTF emerging projects and programmes.</p> <ul style="list-style-type: none"> <li>• The CFTF team facilitated 3 groups with each table and participants focusing on the 2 of the CFTF investment priorities. Key discussion on potential partners, match funding and strategic alignment with other stakeholders.</li> <li>• KY agreed noting lots of detail and information shared at the meeting.</li> <li>• BOB noted the importance of bringing all the information gathered to fill in the blanks &amp; the importance of having the expert knowledge around the table at the meetings.</li> </ul> <p><b>Action:</b> Further joint meetings of sub groups to take place to support the CFTF co-design process.</p>	

3.	<b>CFTF Project Scoring &amp; Prioritisation Process</b>	<b>HK (SIB)</b> <p>HK updated the board on the CFTF Project Scoring &amp; Prioritisation Process noting that it was still a work in progress and the draft template would be brought back to the board for sign off in January.</p> <ul style="list-style-type: none"> <li>• PA questioned if the CFTF Board would get sight of the draft template before signing off.</li> <li>• HK confirmed that they would.</li> </ul> <p>HK updated the board on the emerging projects and programmes advising that the number of projects had reduced but that no projects had been lost, but there had been duplication and overlap in some places. The Board will be provided with an update on match funding and meetings with other stakeholders at next board meeting.</p> <ul style="list-style-type: none"> <li>• GMK noted the importance on taking the time to get the right information so that projects are scored correctly.</li> </ul> <p>HK shared an indicative timeline for completing the plan on a page for all of the emerging projects and programmes and sifting &amp; scoring of projects:</p> <ul style="list-style-type: none"> <li>• Jan 2026 establish Project finalisation working groups with sub group members to help develop plan on a page for all projects.</li> <li>• Jan – March 2026 develop Plan on a Page for every Project and Programme, this requires some enabling work to be commissioned to inform the detail required to sift and score a number of the key projects.</li> <li>• Sift and Score Assessment Panels to take place March / April 2026.</li> <li>• Update CFTF 4 Year Investment Plan with Agreed Projects and Programmes.</li> </ul> <p>HK provided an overview of a number of enabling projects (scoping studies, feasibility studies/strategies) which will be required to help obtain key information for a number of the projects:</p> <ul style="list-style-type: none"> <li>• Ongoing annual stakeholder engagement – CFTF capacity funding.</li> <li>• Riverside Blueway – Phase 1 Scoping &amp; Strategy report – Waterways Ireland.</li> <li>• Multi Sport and Well being initiative – Scoping &amp; Strategy Report – CCGBC.</li> <li>• Strategy for Parks/Natural Open Spaces (Boroughwide) – CCGBC.</li> <li>• Re-purpose/maximise under-used buildings/assets – Scoping report – CCBGC/CFTF Board</li> </ul> <ul style="list-style-type: none"> <li>• GMK asked the board if they were happy to continue to support the ongoing community engagement noting that this was expected from MHGLC. <b>The Board agreed.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• DJ advised that more detail on the enabling projects would be required for audit purposes, adding that a ToR would be required for these projects before any spend could be approved. HK confirmed that ToR would be developed and necessary approvals sought before any expenditure would take place.</li> <li>• HK replied that budget figures are required by MHGLC for the updated submission on Friday but are only indicative and confirmation has been received that we will not be held to the figures submitted.</li> <li>• GMK noted all figure presented to the Board are indicative at this stage and will be further refined as additional information is obtained for the various projects.</li> <li>• TH noted they will follow full guidance from council in relation to any commissioning of projects.</li> <li>• GMK noted that the principles of what's being proposed to progress the enabling projects are acceptable, with some details to be agreed.</li> </ul>	
4.	<b>CFTF 10-year Vision &amp; Regeneration Plan Submission &amp; Key Decisions Required</b>	<b>HK</b>
	<p>HK presented CFTF Board Decisions required today in order to update the MHCLG Online Submission Documents, advising the CFTF team were meeting with MHGLC on 16<sup>th</sup> December to discuss the submission. It was proposed that a the Chair, Deputy Chairs, RW and the CFTF Team would meet to discuss and finalise the CFTF 10 Year Vision &amp; Regeneration Plan to submit this additional information to MHCLG.</p> <ul style="list-style-type: none"> <li>• <b>Approval 1:</b> Updated CFTF 10 Year Vision &amp; Regeneration Plan - Approve Board Members to meet to finalise any additional information to be added. Agree final changes at CFTF Teams Meeting on 17<sup>th</sup> Dec, with final version submitted on 19th December. <b>Agreed by Board Vote</b></li> <li>• <b>Approval 2:</b> Indicative MHCLG Investment Categories and Pre-approved Interventions as outlined based on emerging CFTF projects and programmes. <b>Agreed by Board Vote</b></li> <li>• <b>Approval 3:</b> CFTF is currently unable to provide an estimated detailed spend profile for the 4-year Investment Plan as it is premature to sift and score at this stage. Therefore, approval is required for the indicative spend forecast for capital and revenue over the 10 Year Regeneration Plan period based on the profiled spend allocation from MHCLG. <b>Agreed by Board Vote</b></li> </ul>	

- **Approval 4:** Confirmation that the CFTF Board has agreed 15% contribution to management costs from delivery funding (revenue). To be kept under review. **Agreed by Board Vote**
- **Approval 5:** Approve an indicative budget of up to £50K from existing capacity funding to commission a scoping study to further develop emerging project to Re-purpose/maximise under used buildings/assets. **Agreed by Board Vote**
- **Approval 6:** Approve an indicative budget of up to £50K per annum from revenue funding to undertake ongoing stakeholder and community engagement activities. **Agreed by Board Vote**

**5. DONM & AOB**

**AOB:**

GB updated the board on marketing & communications, noting the milestone of the Board submission of the 10 Year Vision & Regeneration plan. A press release has also been developed which will be issued to inform stakeholders and maintain awareness in the CFTF and work which is continuing since the community engagement ended. He noted that the prize draw for people submitting survey responses will be completed and promoted.

GB also noted that once the CFTF plan has been approved by MHCLG and projects and funding finalised, that a document will be designed for publication.

**DONM:**

Thursday 29<sup>th</sup> January @ 6.00pm in Council Chamber Cloonavin.

GMK thanked everyone for their hard work in getting the plan submitted and brought the meeting to a close.

Contact Name	Code	Attendance	Organisation
<b>Chair</b>			
Professor Gerry McKenna	GMK	1	Independent
<b>Board Members</b>			
Karen Yates	KY	1	Causeway Chamber Commerce

Contact Name	Code	Attendance	Organisation
Rob Skelly	RS	1	Harbour Commissioner
Inspector Bjorn O'Brien	BOB	1	PSNI
Elaine Donnelly	ED	0	Coleraine Neighbourhood Renewal Partnership (Chair)
Ann McNickle	AMN	1	Causeway Rural & Urban Network,
Jonny McKane	AMK	0	Council of Churches
Ian Donaghey	ID	1	Chairman Coleraine BID, Harbour Commissioner
Jayne Taggart	JT	1	Enterprise Causeway
Duane Farrell	DF	0	The Honourable The Irish Society
Mark Lennox	ML	1	Northern Regional College
Victor Gault	VG	0	Ulster University
Mark Alexander	MA	0	NI Housing Executive
Graeme Stevenson	GS	0	Arts Council NI
Caitlin Bond	CB	0	CCGBC Youth Forum
Charlie Smyth	CS	0	CCGBC Youth Forum
Henry Taggart	HT	0	Coleraine Town Team
Riley McCahon	RMC	1	Coleraine Equality Forum
<b>Local MP</b>			
Gregory Campbell	GC	0	MP
<b>Elected Members</b>			
Councillor Philip Anderson	PA	1	Coleraine DEA
Councillor Niamh Archibald	NA	1	Coleraine DEA
Alderman Yvonne Boyle	YB	1	Coleraine DEA
Councillor Tanya Elder	TE	1	Coleraine DEA (Teams)
Councillor Russell Watton	RW	0	Coleraine DEA
Councillor John Wisener	JW	1	Coleraine DEA
<b>MLAS's Observers</b>			
Caoimhe Archibald	CA	0	Sinn Féin Constituency: East Londonderry.
Maurice Bradley	MB	1	Democratic Unionist Party Constituency: East Londonderry
Cara Hunter	CH	0	<u>SDLP East Londonderry</u>

Contact Name	Code	Attendance	Organisation
Claire Sugden	CS	0	Independent Constituency: East Londonderry
<b>Departmental Observers</b>			
Rhonda Williamson	RW	1	Department for Communities
Alan Keys	AK	0	Department for Infrastructure
Ann Marie Orr	AO	1	Tourism Ireland
Esther Dobbin	ED	0	Tourism NI
Justine Daly	JD	1	MAG Advisor Department for Communities
Yvonne McManus	YMM	1	PSNI
<b>Council Officers</b>			
Niall McGurk	NMG	1	Head of Prosperity & Place
David Wright	DW	1	Head of Finance
Pat Mulvenna	PMV	1	Director Leisure & Development
David Jackson	DJ	1	Chief Executive
Des Donnelly	DD	1	Secretariat to CFTF Board
Shane Mathers	SM	0	Principle Planning Officer
Julienne Elliott	JE	1	Town and Village Manager
<b>SIB</b>			
Hazel King	HK	1	CFTF PM
Therese Hogg	TH	1	Community Engagement (SSU)
Gavin Boyd	GB	1	Communications
<b>Total</b>		<b>28</b>	