

Coleraine Future Town Fund Board Minutes

Date of Meeting: Thursday 28th May 2026

Location: Council Chamber Cloonavin, Coleraine. **Present and Absentees:** List of Attendees detailed below on pages 7-9.

1.	Welcome / Apologies / Minutes & Matters Arising	Gerry McKenna		
	Actions	Lead NMG, JMA	Status	Remarks
2.	Update on the MAG Review 20th April	HK (SIB)		
	Actions	Lead	Status	Remarks
	For noting			
3.	Update on CFTF Enabling Projects	TH HK (SIB)		
	Actions	Lead	Status	Remarks
	For noting			
4.	Panel Assessment Update	TH (SIB)		
	Actions	Lead	Status	Remarks
	DD to share proposed Assessment Panel dates in July.	DD		Shared
	DD to check diary for extra dates in August.	DD		Extra dates confirmed 4 th & 5 th Aug.
5.	Communications & Marketing Update	TH HK (SIB)		
	Actions	Lead	Status	Remarks
	HK to develop the ToR for communications quotations and bring back quotations to the board for approval.	HK		

6.	CFTF Procurement	TH (SIB)		
	Actions	Lead	Status	Remarks
	Direct Award contracts as outlined to be awarded.			
	CFTF team to progress development of a number of ToR for scoping and feasibility studies to inform key projects.			
7.	CFTF Innovation & Driving Change	HK (SIB)		
	Actions	Lead	Status	Remarks
	For noting			
8.	CFTF Events	GB (SIB)		
	Board approval for to progress two key events as outlined (Heritage Network NI 2nd Sept, Joint MHCLG Event with Derry/Londonderry Council Sept/Oct) to be progressed.			
	Book CFTF representation at High street online conference on 22 nd September			
9.	DONM & AOB	Chair		
	Actions	Lead	Status	Remarks
	DD to survey CFTF Board members to review start time of future CFTF Board meetings.	DD		
	DONM Thursday 25 th June 2026 Causeway Enterprise Centre			

Red  Not yet commenced
Yellow  In Progress
Green  Complete

1.	Welcome / Apologies Matters Arising	Chair
	GMK chaired the board meeting, apologies noted and detailed below, minutes shared and agreed. GMK asked members if anyone had a declaration of interest to declare regarding tonight's meeting, nil response. GMK updated the CFTF Board on the MoU from MHCLG to the Council, noting confirmation of receipt had been received and that the first instalment of Pride in Place funding would be paid out to the council as the accountable body by the end of May totalling £591,000.	

	Matters Arising: JE provided an update on Armed Forces Day on 20 th June 2026, and informed the Board that there will be information points and a further AFD meeting next week where CFTF participation would be discussed.	
2.	Update on the MAG Review 20th April	TH HK (SIB)
	GMK noted that the MAG Workshop review had been received and shared with CFTF Board members. TH updated the board on the MAG report which advised that the CFTF Board focus on 4 prioritised, parallel work streams namely; Board governance and structure, heritage, access and movement and programming of projects. The MAG panel also recommended further development of a number of key capital projects as outlined in the final MAG report. In addition, MAG welcomed an opportunity to engage with the Harbour Commissioners as they develop their master plan, and other key partners as the CFTF further develops. • JT noted that the MAG suggestions align with and validate the CFTF engagement so should be considered as one workstream rather than several parallel workstreams. • The Chair noted that MAG brings great ideas and advice to support Board decision making.	
3.	Update on CFTF Enabling Projects	TH HK (SIB)
	HK updated the CFTF Board members on the tender awarded for the Multi Sports and Wellbeing initiative Scoping & Strategy report. HK noted that Coleraine Town Centre Task & Finish Group had been established to identify opportunities to incentivise re-purposing and maximising the use of vacant and under-used buildings and assets across Coleraine town centre. HK advised of River Users Blueway co design workshop held on 27th May with Dorans Consulting and Waterways Ireland where an update on the Blueways feasibility project was provided. Additional Task & Finish groups were being established for Events, festivals and Town safety, as well as one for Mountsandal. HK noted upcoming CFTF Events: • 3rd June – Community Cohesion Final Workshop with Statutory agents • 3rd June – Task & Finish Group Town Centre & Investment • 10th June – Equality Forum Presentation • 11th June – Coleraine Primary Schools Principals Workshop • 12th June – Causeway Pride Health Fair • 2nd July – Housing Associations Workshop	
4.	Panel Assessment Update	HK TH (SIB)
	HK updated the board members on proposed dates for CFTF assessment panel meeting and membership of the panels. Unfortunatley the dates previously proposed in June no longer suited most Board members, so a new set of dates in July would be sent out to all Board members.	

	The councils Funding Unit will help facilitate the assessment panels, and will also set up a number of training sessions in advance of these dates for assessment panel members. • DD to share proposed new dates in July with Board members to identify which dates the panels will be meeting. • RW questioned if panel members would see plan on a page before the meeting so they could assess. Confirmed by HK. • YB noted that she would not be available at the end of July. • HK suggested extra dates can be organised in August.
5.	Communications & Marketing Update TH HK (SIB) HK updated the board on CFTF communications advising that SIB were no longer able to provide communication support to CFTF and noted that the team were working to develop a quotation for an external quotation exercise to identify ongoing communication & marketing support based on councils protocols. • JE questioned if the budget would be at a set amount or percentage & also the length of contract? • HK replied that it would be based on the rate card and GB would help draft the specifications. She advised that the ToR would be developed and brought back to the board for approval. • YB advised that council elections were taking place next year and that this would be important to consider regarding communications. • GMK asked the board members if they were content on Pride in Place branding being used alongside CFTF logo on all branding going forward. Agreed by board. • GMK asked the board members if they were happy to proceed with the development of a CFTF Communications & Marketing quotation. This was agreed by board members.
6.	CFTF Procurement HK TH (SIB) • HK updated the board on a request for a direct award contract for suppliers in relation to ongoing engagement activities and support for the CFTF Board. GMK asked the board members if they were happy to proceed, Agreed by board members. • HK advised that they were seeking the boards approval to commission support from a local property agent to provide support for the development of a town centre property led regeneration scheme. GMK asked board members if they were happy to approve, agreed by board members. • HK advised that they were seeking approval from the board to commission a rapid feasibility study process to bring forward a number of feasibility and scoping studies which will be presented as part of the Plan on a Page. GMK asked the board members if they were happy to approve, agreed by board members. • TH noted that all costings would be brought back to the board members for further approval.

7.	CFTF Innovation & Driving Change TH (SIB)
	TH advised the board of upcoming workshops and meetings including • Innovation Workshop with Causeway Community Planning Partnership 22nd July 2026 • Ongoing discussions with The Executive Office (TEO) e.g. Test & Learn, Urban Villages • NISRA Data project – e.g. Health data development of central repository to share data
8.	CFTF Events HK (SIB)
	HK asked the board's approval to arrange the following proposed events. • Joint MHCLG Event with Derry/Londonderry Council Sept/Oct • NI Heritage Trust Event 2nd of September • High Street Online Conference, 22nd of September Agreed by board members. • HK advised of an online Restoring High Street Conference 2026 and suggested 2 board members take part. • YB advised that councillors have an online training budget that could be used. • JE noted that there may be reduced rates for councillors.
9.	DONM & AOB Chair
	Next CFTF Board meeting at 7.00pm Thursday 25th June 2026 Causeway Enterprise Centre. DD to survey CFTF Board members on start time of future CFTF Board meetings.

Contact Name	Code	Attendance	Organisation
Chair			
Professor Gerry McKenna	GMK	1	Independent
Board Members			
Karen Yates	KY	0	Causeway Chamber Commerce
Rob Skelly	RS	0	Harbour Commissioner

Contact Name	Code	Attendance	Organisation
Inspector Bjorn O'Brien	BOB	0	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	1	The Honourable The Irish Society
Mark Lennox	ML	1	Northern Regional College
Victor Gault	VG	1	Ulster University
Mark Alexander	MA	1	NI Housing Executive
Graeme Stevenson	GS	0	Arts Council NI
Caitlin Bond	CB	0	CCGBC Youth Forum
Charlie Smyth	CS	1	CCGBC Youth Forum
Henry Taggart	HT	0	Coleraine Town Team
Riley McCahan	RMC	0	Coleraine Equality Forum
Local MP			
Gregory Campbell	GC	0	MP
Elected Members			
Councillor Philip Anderson	PA	0	Coleraine DEA
Councillor Niamh Archibald	NA	0	Coleraine DEA
Alderman Yvonne Boyle	YB	1	Coleraine DEA
Councillor Tanya Elder	TE	0	Coleraine DEA (Teams)
Councillor Russell Watton	RW	1	Coleraine DEA
Councillor John Wisener	JW	0	Coleraine DEA
MLAS's Observers			
Caoimhe Archibald	CA	0	Sinn Féin Constituency: East Londonderry.
Maurice Bradley	MB	0	Democratic Unionist Party Constituency: East Londonderry
Cara Hunter	CH	0	<u>SDLP East Londonderry</u>
Claire Sugden	CS	0	Independent Constituency: East Londonderry

Contact Name	Code	Attendance	Organisation
Departmental Observers			
Rhonda Williamson	RW	1	Department for Communities
Alan Keys	AK	0	Department for Infrastructure
Ann Marie Orr	AO	1	Tourism Ireland
Esther Dobbin	ED	1	Tourism NI
Justine Daly	JD	1	MAG Advisor Department for Communities
Yvonne McManus	YMM	0	PSNI
Council Officers			-
Niall McGurk	NMG	0	Head of Prosperity & Place
David Wright	DW	0	Head of Finance
Pat Mulvenna	PMV	1	Director Leisure & Development
David Jackson	DJ	0	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
Garry Mullan	GM	1	Community Planning Officer
SIB			-
Hazel King	HK	1	CFTF PM
Therese Hogg	TH	1	Community Engagement (SSU)
Gavin Boyd	GB	0	Communications
Total		22	