

Coleraine Future Town Fund Board Minutes

Date of Meeting: Thursday 30th January 2025

Location: Large Conference Room Cloonavin

Present and Absentees: List of Attendees detailed below on pages 7&8.

1.	Welcome / Apologies / Introductions	Professor Gerry McKenna		
	Actions	Lead	Status	Remarks
a	An updated list of board members to be circulated to Board members before the next meeting in February.	HK/DD		
2.	Overview of Coleraine Future Town Fund	Niall McGurk (Head of Prosperity & Place, CCGBC)		
	Actions	Lead	Status	Remarks
a	CFTF Board members to receive a copy of the meeting presentation.	DD		
3.	Establishing the CFTF Board	Hazel King (SIB)		
	Actions	Lead	Status	Remarks
a	Board Members to inform HK or DD of their choices for Subgroups.	All		
b	Board Members to inform HK or DD of their choices for Deputy Chair.	All		
c	Subgroups to meet if possible before next Board meeting.	ALL		
d	Process of nominating Deputy Chairs for the operational sub groups to be progressed	HK		To be progressed at February Board meeting
4.	CFTF Board Procedural Business	Hazel King (SIB)		

	Actions	Lead	Status	Remarks
a	Board to review draft ToR and report changes to HK	All		
5.	Developing the Vision and 10-year investment plan	Therese Hogg (SIB), Gavin Boyd (SIB)		
	Actions	Lead	Status	Remarks
a	SIB to commence work on delivery of the community engagement plan.	TH		
b	SIB to commence work on delivery of the communications plan	GB		
c	Costings for the appointment of the graphic designer to support the communications plan to be brought back to the CFTF Board for approval.	GB		
6.	Q & A	Professor Gerry McKenna		
	Actions	Lead	Status	Remarks
a	Cllr Wisener asked how exhaustive was the list of potential investment interventions that were provided in the government guidance for the programme.	HK		
B	Council to advise on Elected Members status on the board (voting or ex-officio role).	DJ		
c	Planners to be invited to be part of the CFTF Board/Sub groups	HK		
7.	Date of Next Meeting			
	6.00pm Thursday 27 th February 2025 in Large Committee Room Cloonavin. Note: Tea, Coffee & Refreshments served from 5.30pm			

Red Not yet commenced
Yellow In Progress
Green Complete

1.	Welcome / Apologies
	GMK started the meeting by inviting Mr Gregory Campbell (MP) and Mr David Jackson (Chief Executive Causeway Coast & Glens Borough Council) to say a few words in relation to the Coleraine Future town Fund initiative. Gregory Campbell welcomed the funding for the Coleraine area and outlined the potential benefits for the town, and thanked Hilary Benn Secretary of State for all of his support in bringing this forward. David Jackson also welcomed the funding and thanked the Board members for their willingness to participate in this exciting project, and the opportunities this will bring for Coleraine. The Chair asked Board members to introduce themselves and their organisations. He noted the apologies listed on Pg 7&8 and that positions to the board from Sport NI, Arts Council NI and the Coleraine Equality Forum were still to be confirmed. Action: An updated list of board members to be circulated to Board members before the next meeting in February.
2.	Overview of the Coleraine Future Town Fund (CFTF)
	NMG provided an overview of the CFTF project, with the key message of: 'Coleraine, £20 million pounds and 10 years'. He advised that the government's Long Term Plan for Towns Programme is all about putting the power in the hands of the people and that it must therefore be community led, with priority local needs identified. He noted that the capacity funding of £200,000 for community engagement had been received by the council and would support development and delivery of a dedicated communications plan as well as a comprehensive programme of community engagement being led by the Strategic Investment Board (SIB). He advised the board that it was anticipated that the final approved CFTF 10-year investment Plan would be submitted to the UK Government before the end of the 2025 financial year and highlighted a breakdown of the current indicative funding profile from government over the next 10 years. The Government has yet to confirm the submission deadline for the investment plan or provide the updated programme guidance. He also presented the 3 investment pillars which the funding could be used to support: Safety and Security, High Streets, Heritage and Regeneration and Transport and Connectivity. He outlined the Coleraine Town Plan's ambition to use the funding to lever additional funds, and the importance of the community engagement in shaping the investment plan.

	GMK thanked NMG for the presentation and noted that the board should think creatively and innovatively. He also noted that there would be opportunities for the Board to invite external expertise from across a range of disciplines to present to the Board. Action: CFTF Board members to receive a copy of the presentation.	
3.	Establishing the CFTF Board	Hazel King (SIB)
	GMCK outlined how SIB had been commissioned by the council to support the establishment of the CFTF Board and development of the CFTF 10-year investment plan and 3 year action plan. He noted the importance of openness and transparency regarding the board's structure and appointment of Board members. HK provided an overview of the board structure and how it was established noting that council was the accountable body for the funding. The guidelines from government for the Long-Term Plan for Towns programme designated the membership of the new town board, with mandatory representation required from the local MP, Elected Members and the PSNI, along with a balanced representation across community, business, voluntary and public bodies. The Board would not be constituted and instead would act in an advisory role. Based on the guidance, a report was presented to council in November 2024 outlining the proposed governance and structure of the new CFTF Board. HK outlined: 1. CFTF Board Structure 2. CFTF current governance HK outlined that there would also be a number of operational sub groups established to support the work of the Board based upon the three investment pillars. A stakeholder engagement sub group would also be established. Deputy Chairs would be nominated from the board to lead on the programme of work for each sub group. HK stressed the importance of community engagement and the key role that the operational subgroups would have. GMK noted that alongside board members, the subgroups could be made up of members who were from outside the board and thanked Board members who had already chosen in which sub group they would like to be involved. He noted that board members had currently chosen the following sub groups: • 6 High Street Regeneration subgroup,	

	• 2 Stakeholder engagement sub group, • 1 Safety and Security • 5 Transport and Connectivity. Nominations were still coming in and asked the board members to add their names to the sub groups on which they would like to sit. He noted that the appointment of Deputy Chairs would not take place at tonight's meeting in order to give remaining Board members an opportunity to submit their choice of sub group. It was hoped that this process would be completed over the coming weeks. He asked board members to inform HK or DD of their choice of sub group. TH provided an overview of the Deputy Chair roles. GMK asked the group to provide details of any of their contacts who may be interested in being part of the subgroups and noted that ideally there should be one subgroup meeting before each board meeting. Actions: Process of nominating Deputy chairs to be progressed. Board Members to inform HK or DD of their choices for Subgroups. Board Members to inform HK or DD of their choices for Deputy Chair (further information to be provided to Board Members on this process). Agreement that one subgroup meeting should take place before each board meeting.	
4	CFTF Board Procedural Business	Hazel King (SIB)
	HK provided an overview of the draft Terms of reference for the CFTF Board, noting that the final version will be completed after the updated programme prospectus and guidance is received from the UK Government. HK outlined that there would be a Declaration of Interest Register set up for the CFTF Board. HK explained that it was the personal responsibility of Board members to complete the Declaration of Interest form / Conflict of Interest forms. The council was also progressing the establishment of a dedicated SharePoint folder for board members to access all future CFTF Board papers. Action: GMK asked the group to review the draft ToR and report back with any comments.	

5.	Developing the Vision and 10-year investment plan	Therese Hogg (SIB), Gavin Boyd (SIB)
	TH provided the group with an overview of the proposed stakeholder engagement programme to support the CFTF which would be delivered over a 12–16-week period. She emphasised the importance and benefits of adopting a place-based planning process. TH socialised a number of important guidance documents including the Living Places Craft Kit (DfC) and the Living Places Urban Stewardship and Design Guide for NI both of which can help to guide the boards thinking on place planning for Coleraine and its future vision and function. TH outline the proposed stakeholder groups and the types of engagement methods proposed. TH explained that this would be discussed in more depth at the stakeholder engagement sub-group. GB provided the board with an overview of the communication plan, including commissioning a local designer to support the development of a CFTF brand, and associated marketing collateral. GMK thanked GB and proposed that SIB commenced work on delivery of the community engagement plan and communication plan. The Board was in agreement. Action: DJ asked for costings for the appointment of the designer to support the communications plan to be brought back to the CFTF Board for approval. It was agreed that GB would bring this information back to the next Board meeting.	
6.	Q&A	Professor Gerry McKenna
	GMK opened the floor for questions from the board. Q1: RW asked how exhaustive is the list of proposed interventions that have been provided in the government guidelines? He noted that the major issue in the Coleraine area is housing and that he would like to see people moving into the centre of the town, but realised the CFTF budget for the funding may not be able to accommodate this level of spend in building social housing. GMK replied that there is an opportunity for the CFTF board to make the area more attractive to encourage people to move into Coleraine town centre. DJ informed the board that he had been speaking to the HE and agreed housing was the biggest issue the area. He was hopeful that there would be opportunities with the CFTF to develop schemes which for example might encourage people to live above the shops in the town centre. He noted the importance of inviting the planners to be part of the CFTF Board.	

	KY noted that moving people back into city centres has been successful in other places and noted the success in Manchester. She agreed that there was not enough affordable housing in the area and noted the difficulty with her own staff finding affordable housing. She agreed that it was a good idea to have people living in the town centre above the shops. Q2: GT noted that to have a vibrant town centre the first thing is to make it a safe area and this is done by having people living there. He questioned if the Elected Members nominated should have full voting rights on the Board as this may exclude them from discussing CFTF at council meetings due to a conflict of interest. Should they be ex-officio members of the Board so they could then fully participate in discussions at council? DJ replied that he would take advice on this and report back to the Board. DJ to advise on Elected Members status on the board (voting or ex-officio role). Planners to be invited to be part of the CFTF Board/Sub groups.	
7.	Action review, next steps and AOB	Professor Gerry McKenna
	GMK advised the board that the next board meeting would be held on Thursday 27th February 2025 at 6.00pm. This date and time was agreed by the board. Members of the Board agreed that this time (6pm) suited them to attend future Board meetings. GMK asked the Board members to: • Provide the names of their contacts and other key stakeholders who may wish to be part of the operational subgroups. • Submit nominations for the Deputy Chair positions (Information will be provided to Board members on the process for this). • Review the draft ToR and inform HK of any changes. He noted that the subgroups were to be confirmed at the next board meeting. GMK thanked the group and brought the meeting to a close at 7.49 pm.	
8.	Date of Next Meeting	
	6.00pm Thursday 27th February 2025 in Large Committee Room Cloonavin. Note: Tea, Coffee & Refreshments served from 5.30pm	

Contact Name	Code	Attendance 30/01/2025	Organisation
Chair			
Professor Gerry McKenna	GMK	1	Independent
Board Members			
Karen Yates	KY	1	Causeway Chamber Commerce
Rob Skelly	RS	1	Harbour Commissioner
Inspector Bjorn O'Brien	BOB	1	PSNI
Elaine Donnelly	ED	1	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
Graham Thompson	GT	1	Causeway Coast & Glens Heritage Trust Board
Mark Lennox	ML	1	Northern Regional College
Victor Gault	VG	1	Ulster University
Mark Alexander	MA	1	NI Housing Executive
TBC		0	Sports NI
TBC		0	Arts Council NI
Caitlin Bond	CB	1	CCGBC Youth Forum
Charlie Smyth	CS	1	CCGBC Youth Forum
Henry Taggart	HT	1	Coleraine Town Team
TBC		0	Coleraine Equality Forum
Local MP			
Gregory Campbell	GC	1	MP
Elected Members			
Councillor Philip Anderson	PA	1	Coleraine DEA

Contact Name	Code	Attendance 30/01/2025	Organisation
Councillor Niamh Archibald	NA	1	Coleraine DEA
Alderman Yvonne Boyle	YB	1	Coleraine DEA
Councillor Tanya Stirling	TS	1	Coleraine DEA
Councillor Russell Watton	RW	1	Coleraine DEA
Councillor John Wisener	JW	1	Coleraine DEA
MLAS's Observers			
Caoimhe Archibald	CA	1	Sinn Féin Constituency: East Londonderry.
Maurice Bradley	MB	0	Democratic Unionist Party Constituency: East Londonderry
Cara Hunter	CH	0	<u>SDLP East Londonderry</u>
Philip McGuigan	PMG	0	Sinn Féin Constituency: North Antrim
Sian Mulholland	SM	1	Alliance North Antrim
Claire Sugden	CS	0	Independent Constituency: East Londonderry
Departmental Observers			
Rhonda Williamson	RW	1	Department for Communities
Alan Keys	AK	0	Department for Infrastructure
Helen McGorman	HMG	1	Tourism Ireland
Ciaran Doherty	CD	1	Tourism NI
Council Officers			-
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
SIB			-
Hazel King	HK	1	CFTF PM

Contact Name	Code	Attendance 30/01/2025	Organisation
Therese Hogg	TH	1	Community Engagement (SSU)
Gavin Boyd	GB	1	Communications
Total			