

**LEISURE & DEVELOPMENT COMMITTEE MEETING
TUESDAY 17 NOVEMBER 2020**

Table of Recommendations

No	Item	Summary of key Recommendations
1.	Apologies	Alderman Baird, Councillors C McShane and Wallace
2.	Declarations of Interest	Alderman S McKillop; Councillors Anderson, Knight-McQuillan, Schenning, Wilson
3.	Minutes of Leisure and Development Committee meeting held Tuesday 20 th October 2020	Confirmed
	Matters Arising	
	3.1 Impact of Covid 19 on the Christmas Festivals Fund (Item 8)	Director of Leisure and Development to follow up with Councillor Schenning
4.	Notice of Motion proposed by Councillor Peacock, seconded by Councillor Nicholl, Referred From 3 November 2020 Council Meeting	Support the Notice of Motion; Correspond with Government Agencies, SOLACE and NILGA
	<i>That this council reviews the application process for council and community grant funding with a view to streamlining the process and ensuring easier access for community organisations. Community Organisations across Causeway Coast and Glens report that our Community grant funding process is extremely demanding and time consuming for often very little sums of money. Our Community Organisations across the area are invaluable to the prosperity of Causeway Coast and Glens and its people and are run by dedicated community volunteers who already have significant demands placed upon them. Council Community Grants should not be a significant burden to these volunteers who give their time and energy to making this a better place to live and we as a Council should be doing all we can to support them.</i>	

5.	Notice of Motion proposed by Councillor Mulholland, seconded by Councillor McCaw, deferred from 18 th March 2020, 15 th September 2020 and 20 th October 2020 Leisure and Development Committee Meetings	Notice of Motion Lost
	<i>This council notes the contribution that young people make to community and civic life in Causeway, Coast and Glens; encourages schools, youth groups and community organisations to become more involved in the life of local government and; resolves to establish a Youth Shadow Council to enhance civic engagement and improve public services that affect young people across this new Council Borough.</i>	
6.	Notice of Motion proposed by Councillor Callan, seconded By Councillor Scott Referred From 3 November 2020 Council Meeting	Support the Notice of Motion; Write to OFMDFM
	<i>That this Council calls for areas within Causeway Coast and Glens Council to be included within the €5 million North West Development Fund to benefit local economic growth, trade and investment, physical environment and community wellbeing.</i>	
7.	RVLC Gym Investment Business Case	Approve the Strategic Outline Case for investment in the gym and equipment offering at Council's major and minor leisure facilities as set out.
8.	Community Development Strategy	Approve of the Final Community Development Strategy 2020-23.
9.	Economic Development Strategy	Agree the themes as presented in the work undertaken by and with Grant Thornton in developing a new Economic Development Strategy for the Borough, as set out.

10.	Alchemy Programme	Agree to allow the award of the contract to deliver key aspects of the Alchemy III Business Support Programme to the selected tenderer immediately upon the completion of the procurement exercise as set out.
11.	Festive Fund Report November 2020	Award grant-aid to projects numbered 1-18 at a total cost of £4,499.00
For Information (Items 12-20 inclusive)		
12.	Apse Benchmarking Position	Director of Leisure and Development agreed to bring the benchmark position prior to starting the April 2021 period.
13.	Destination Management Website Development	Information
14.	Covid Funding Summary	Information
15.	DfC Anti-Poverty Funding Update	Information
16.	Community Centre Strategy	Information
17.	Coleraine Bomb Memorial	Information
18.	Covid 19 Facilities Update	Information
19.	Community Planning Inc Education Authority Youth Voice	Information
20.	Correspondence - Conradh na Gaeilge	Invite Conradh na Gaeilge and Ulster Scots Agency to present to Committee
21.	Matters Reporting To The Partnership Panel	Nil
22.	Consultations	Nil
'In Committee' (Items 23-25 inclusive)		
23.	Advice Services Contract	Option C: Staggered increase of 10%; Increase the budget over the period of 3 years to reach an increase of 10% (of 2020-21 rate) by year 3. This would take the form

		of an increase of 3.33% (of 2020-21 rates) for Year 1 (2021-22), followed by a further 3.33% (of 2020-21 rates) for Year 2 (2022-23) followed by a further increase of 3.33% (of 2020-21 rates) for Year 3 (2023-24)
24.	Holiday and Leisure Parks Rates 2021-22	Approve CPI increase for the coming 2021 - 2022 season as set out
25.	Holiday and Leisure Parks Authority to Purchase	Approve Delegated Authority for the purchase of static caravans with an agreed value over £10,000 where resale is judged to achieve a profit for Council.
26.	Any Other Relevant Business Notified in Accordance with Standing Order 12. (O)	
	26. (i) Flowerfield (Councillor Mulholland)	Received

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF
THE LEISURE AND DEVELOPMENT COMMITTEE
IN CIVIC HEADQUARTERS AND VIA VIDEO CONFERENCE, ON
TUESDAY 17 NOVEMBER 2020 AT 7:00 PM**

- In the Chair:** Councillor Nicholl (C)
- Members Present:** Alderman Hillis (C) McCorkell (R), S McKillop (C);
Councillors Anderson (C), Bateson (R), Callan (R),
Holmes (C), McAuley (C), MA McKillop (R),
Knight-McQuillan (R), McCaw (R), Schenning (R),
Watton (C), Wilson (R)
- Non Committee In Attendance:** Alderman Duddy (C), Robinson (R); Councillors
McCandless (C), Mulholland (R), Peacock (R)
- Officers Present:** R Baker, Director of Leisure and Development (C)
W McCullough, Head of Sport & Wellbeing (R)
P Thompson, Head of Tourism & Recreation (R)
J Welsh, Head of Community & Culture (R)
P Beattie, Head of Prosperity & Place (R)
L Scullion, Community Development Manager (R)
P O'Brien, Funding Unit Manager (R)
P Harkin, Good Relations Manager (R)
S McCartney, Holiday and Leisure Parks General Manager
J Beggs, SIB Project Officer (R)
E McConaghie, Policy Officer (R)
S Duggan, Civic Support & Committee & Member Services Officer (C)
- A Lennox, Mobile Operations Officer (C)
C Thompson, ICT Operations Officer (C)
- In Attendance:** J Hutchinson (R) (Item 5)
M Braniff (R) (Item 18)
L Faulkner-Byrne (R) (Item 18)
- Press (4 no) (R)
Public (1 no.) (R)
- Key:** (C) Attended in the Chamber
(R) Attended Remotely

SUBSTITUTIONS

Councillor Wilson substituted for Alderman Baird; Alderman S McKillop substituted for Councillor Wallace.

CONDOLENCES

The Chair offered sincere condolences to Councillor Cara McShane and Councillor Padraig McShane on the sad passing of their father.

1. APOLOGIES

Apologies were recorded for Alderman Baird, Councillors C McShane and Wallace.

2. DECLARATIONS OF INTEREST

Declarations of Interest were recorded as follows:

- Alderman S McKillop in Alchemy Programme, Alderman S McKillop left the Chamber during consideration of the Item.
- Councillor Anderson in Alchemy Programme, Councillor Anderson left the Chamber during consideration of the Item.
- Councillor Knight-McQuillan in COVID Funding Summary, Councillor Knight-McQuillan did not participate in the Item.
- Councillor Schenning in Advice Services Contract, Councillor Schenning did not participate in the Item.
- Councillor Wilson in Community Development Strategy and Advice Services Contract, Councillor Wilson did not participate in the Items.

3. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 20TH OCTOBER 2020

Summary minute, previously circulated.

Matters Arising

3.1 Impact of Covid 19 on the Christmas Festivals Fund (Item 8)

Councillor Schenning queried how the reallocation of savings towards reducing loneliness in older people was being processed.

The Director of Leisure and Development clarified Council's decision did not allow for a reallocation of funds and advised he would follow up with Councillor Schenning to confirm the matter.

AGREED – that the Minutes of the Leisure and Development Committee meeting held Tuesday 20th October 2020 are confirmed as a correct record.

AGREED – To Change The Order of Business, to receive the 3no. Notice of Motions first on the Agenda and Advice Services Contract considered 'In Committee'.

4. NOTICE OF MOTION PROPOSED BY COUNCILLOR PEACOCK, SECONDED BY COUNCILLOR NICHOLL, REFERRED FROM 3 NOVEMBER 2020 COUNCIL MEETING

That this council reviews the application process for council and community grant funding with a view to streamlining the process and ensuring easier access for community organisations. Community Organisations across Causeway Coast and Glens report that our Community grant funding process is extremely demanding and time consuming for often very little sums of money. Our Community Organisations across the area are invaluable to the prosperity of Causeway Coast and Glens and its people and are run by dedicated community volunteers who already have significant demands placed upon them. Council Community Grants should not be a significant burden to these volunteers who give their time and energy to making this a better place to live and we as a Council should be doing all we can to support them.

Councillor Peacock spoke in support of her Notice of Motion;

"I, like most others in this chamber am in constant communication with community groups across the area and in particular my DEA of Ballymoney.

The consensus from all these groups is that they feel that they are made to jump through hoops for tiny sums of money. Community groups report pages of applications required for small sums like £250. These community organisations are made up of already overburdened community volunteers who give their time to make this a better place to live for us all.

These groups and individuals are known to us and to council and many have been established for decades and have been working with ourselves and legacy councils for just as long and yet we, and other funders, continue with a cumbersome and impersonal funding process which does not recognise this fact. The very fact that these groups are registered with ourselves, attend funding roadshows and facilitate some of our own projects should lead to a reduction in bureaucracy and laborious application processes. We have a role to play in advocating for these groups, looking at our own funding processes but also advocating for them to other funders also.

Local Community organisations report that they get many offers of funding from this council but say they often have to decline, not because they do not need the funding and support, but because they do not have the time or resources to work through the laborious and cumbersome application processes. This is not good enough.

Our Community volunteers have jobs, families and responsibilities over and above their volunteering role in the community and we should be working just as hard to support them.

These community volunteers are invaluable to the prosperity of Causeway Coast and Glens and provide an unmatched service to rural and urban area across the length and breadth of this council area.

We cannot continue to add burden to their already overstretched time and efforts and we, as local government who are supposed to be in tune with and reactive to the needs of our local areas, should be doing all in our power to assist and support these volunteers.

I want Community groups to know that we hear them and we have listened and have taken action. I believe this motion is essential to support our community volunteers to let them know that we value them, we listen to them and then we take action to address their issues.

I encourage you all to support this motion to request that our grants unit review grant application processes, endgame wiry community organisations and take steps to streamline funding processes for community organisations across Causeway Coast and Glens”.

Members spoke in support of the Notice of Motion and issues raised by applicants.

The Director of Leisure and Development clarified the Funding Unit facilitate and administer grant funding processes on behalf of external organisations for example Central Government Departments and EU Funding Bodies in addition to Council set and funded programmes.

During discussion the Funding Manager clarified Council will now write to the Government Departments, specifically Department for Communities, to ascertain what is essential and what is not, to reduce the burden on applicants.

The Funding Manager advised of DfC direction within Letters of Offer, there would be no easement in standard audit procedures, nor relaxation of measures during Covid. The Director of Leisure and Development considered the most appropriate forum to pass the requirement for reconsideration, as a Council-wide approach would be to SOLACE, the Chair requested NILGA also be corresponded with.

The Funding Manager confirmed Council guide, help and assist applicants directly, in the form of roadshows, workshops and claim clinics and further consideration of PR in relation to this would be given.

It was AGREED – to recommend that Council support the Notice of Motion.

5. NOTICE OF MOTION PROPOSED BY COUNCILLOR MULHOLLAND, SECONDED BY COUNCILLOR MCCAW, DEFERRED FROM THE 18TH MARCH 20, THE 15TH SEPTEMBER AND THE 20TH OCTOBER 20 LEISURE AND DEVELOPMENT COMMITTEE MEETINGS.

Addendum notification previously circulated.

This council notes the contribution that young people make to community and civic life in Causeway, Coast and Glens; encourages schools, youth groups and community organisations to become more involved in the life of local government and; resolves to establish a Youth Shadow Council to enhance civic engagement and improve public services that affect young people across this new Council Borough.

Councillor Mulholland spoke in support of her Notice of Motion;

“This motion we present tonight, first and foremostly is not our motion, i.e. myself or Cllr Chris McCaw’s but rather it is the young people’s motion. They came to us to ask us for support, therefore this motion speaks for itself and we welcome the voices of the young people present this evening.

Whilst we acknowledge and recognise the good work that does take place for our young people within this Borough through different types of partnerships, programmes and initiatives; this motion will compliment that ongoing work and highlight however that there is a need for a different model, there is the need for young people themselves to take the lead and agree on the direction that they wish their council to deliver on, albeit with the appropriate support be it this council or any other body. We believe that this motion presented this evening would be complementary to the proposed youth councils being developed by the EA .This proposal would actually involve an actual shadow youth council of Causeway Coast and Glens and this would be driven by the young people themselves.

The young people request that they would like to use the chamber to hold their meetings and that they would be supported initially by perhaps rep of each of our main parties and independents. This could be facilitated on a rota basis and would ensure that motions drawn up would be fed directly into the full council. The group will be looking at becoming constituted further down the line, which will enable them to gain funding for training, including public speaking, good governance, committee members training etc. Funding will also ensure that transport when and if required will be available for anyone who may need it, particularly if they live rurally. This motion reaches out to young people who may live rurally and who are not affiliated with the EA or any other youth organisation. (the finer details of this model can be ironed out at a later stage) (The young people have suggested that initially they would work towards having at least 5 young people representing each of the 4 legacy council areas. This would make up a total of 20 young people initially. The age group will be from 16 years to 24 years old. All policies and checks will have to be carried out before any meetings will initially take place.)

It is important to note that this will not be a political platform as all young people will be there representing themselves. They will have an active interest in their local communities, active citizenship and addressing the many issues facing our young people at this particular time. Motions will be worked up and fed into our full council.

I for one welcome this motion and see it as an opportunity for council to improve public confidence; and relations and to play a role in facilitating a youthful voice that is often not heard; it is a civic responsibility of council to help facilitate interest from our young people; and to encourage and support that interest in public life...This kind of initiative is vital so that the next generation can play a part in influencing change for the better. Young people coming together to discuss issues affecting them and debating how these issues can be actioned has to be welcomed.

To conclude - Thank you for everyone who has spoken on the motion this evening, and I would like to re iterate the great work that is in development stage with regards to The Partnership between EA and CC&GC. We believe that this motion presented this evening would be complementary to the proposed youth councils being developed by the EA .This proposal would actually involve an actual shadow youth council of Causeway Coast and Glens and would be driven by the young people themselves”.

Councillor McCaw stated his support, he advised of the initiative brought by young people, that similar Youth Council's existed and outlined the benefits for the young people.

The Chair invited J Hutchinson to present to Council.

Alderman S McKillop queried whether the Speaker was registered.

The Chair advised he allowed the Speaker to present.

J Hutchinson presented on a Youth Council aligned with the local Council for young people to make decisions along-side its local Council. J Hutchinson outlined the young people would pass Motions to Council to debate and work in partnership with Council.

Councillor McAuley, whilst supporting engaging with youth groups, urged caution duplicating work with the Education Authority and Youth Voice. Councillor McAuley expressed his dissatisfaction with the process of the deputation.

The Director of Leisure and Development provided detail on the separate Youth Voice initiative forming part of a NI wide overall participation structure within Education Authority Youth Services, incorporated as an action for the newly revised Causeway Coast and Glens Community Planning Delivery Plan 2020.

Councillor Schenning, as Council's Youth Champion advised she had attended all Youth Voice meetings and spoke in support of the Notice of Motion, which she believed was not duplication and did see a need for it.

The Chair put the Notice of Motion to the Committee to vote.

5 Members voted For; 10 Members voted Against.

The Chair declared the Notice of Motion lost.

* **J Hutchinson left the meeting at 8.06PM.**

The Chair declared a recess at 8.06pm.

* **The meeting reconvened at 8.08pm.**

6. NOTICE OF MOTION PROPOSED BY COUNCILLOR CALLAN, SECONDED BY COUNCILLOR SCOTT REFERRED FROM 3 NOVEMBER 2020 COUNCIL MEETING

That this Council calls for areas within Causeway Coast and Glens Council to be included within the €5 million North West Development Fund to benefit local economic growth, trade and investment, physical environment and community wellbeing.

Councillor Callan referred to the UK and Irish Governments' Fresh Start Agreement, 2015, the North-West Development Fund approved funding until December 2021, focusing on the three pillars of regional economic growth, regional physical development and regional community and social-wellbeing and worked in partnership with Donegal County Council and Derry City and Strabane District Council.

Councillor Callan requested that Council write to the Office of the First Minister and Deputy First Minister, Executive Office, to request the two legacy North West areas of Coleraine and Limavady are consulted and included in the North-West Development Fund going forward.

It was AGREED – to recommend that Council support the Notice of Motion; that Council write to the Office of the First Minister and Deputy First Minister, Executive Office, to request the two legacy North West areas of Coleraine and Limavady are consulted and included in the funding going forward.

7. RVLC GYM INVESTMENT BUSINESS CASE

Investment in Gym and Equipment – Strategic Outline Case (and Pilot Project at Roe Valley Leisure Centre)

Report, previously circulated, presented by the Head of Sport and Wellbeing to request Members approval of the appended Strategic Outline Case (SOC) at Annex A (circulated) for investment in the gym and equipment offering at Council's major and minor leisure facilities with an

initial pilot project for investment of £50k in Roe Valley Leisure Centre; and permission to proceed to Stage 1 – Outline Business Case (OBC) for investment of up to £1m across all major and minor leisure facilities subject to affordability within the Capital Programme.

Rationale for Investment

The need for intervention and investment in gyms and equipment emerged from the In-house Team's Shadow Bid submission made last year on 5th November 2019. The SOC articulates this case with reference to work undertaken last year as part of the Shadow Bid submission including: industry trends for gyms and fitness, feasibility study undertaken by Alliance Leisure, latent demand analysis undertaken by 4global and an audit of equipment across all major and minor leisure centres.

The strategic case for investment is therefore considered to be both robust and evidence based. Unfortunately, the only reason for delaying the progression of the proposals for investment has been the hugely detrimental impact of the Covid-19 pandemic on the leisure industry and Council's leisure facilities (which are currently operating under a Recovery Plan until 31st March 2021).

The In-house Team has however continued to progress its transformation plans wherever possible and through the analysis contained in the SOC has identified an opportunity for a Pilot Project at Roe Valley Leisure Centre to test 'proof of concept' before finalising the OBC for more significant investment of up to £1m across all major and minor facilities.

Roe Valley Leisure Centre has already had to re-purpose the minor sports hall as an enlarged gym space under the current public health restrictions (reference photo in Section 9 of the SOC). Roe Valley Leisure Centre has also been identified on the basis that it has the highest level of need and demand potential to properly evaluate the benefits of the proposed investment in new gym equipment and reconfiguration of this underutilised space in line with industry trends.

Conclusion

The Strategic Outline Case consider four options (reference Section 6 of the SOC) and identifies the preferred option as follows:

On balance, of the assessment of costs, benefits and risks above Option 4 – Pilot project at Roe Valley Leisure Centre at a cost of £50k is the preferred option. This option represents the most prudent course of action under market conditions and also allows continued in-house transformation and 'proof of concept' to be tested before competing an OBC for investment of £1m in gyms and equipment across the six leisure facilities.

The pilot project will further enhance the minor hall at Roe Valley Leisure Centre on a permanent basis. The proposed concept layout, equipment and breakdown of the cost estimate is detailed below:

It is recommended that Members approve the Strategic Outline Case for investment in the gym and equipment offering at Council's major and minor leisure facilities including the:

- Preferred Option 'Option 4 – Pilot Project at Roe Valley Leisure Centre' at an estimated cost of £50k;
- Permission to proceed to Stage 1 – development of an Outline Business Case for investment of up to £1m across all major and minor leisure facilities subject to affordability within the Capital Programme.
Subject to Council decision, the indicative delivery timeframe to progress Option 4 within the context of the wider OBC development is summarised as follows:
 - Completion of Stage 0: Strategic Outline Case for approval – December 2020;
 - Detailed Layout and Equipment Specification procured and set-up – March 2021;
 - Pilot Project operated and evaluated for 6 months – April to September 2021;
 - Review of Council decision on the preferred management option – September 2021;
 - Completion of Stage 1: Outline Business Case for investment of up to £1m – October 2021.

Councillor Holmes considered the report was lacking in commercial measure and financial payback period.

Councillor Callan requested that a review would be brought back in one-years time and the payback period on the investment set out.

The SIB Project Officer referred Committee to the Shadow Bid report and addendum on commercial analysis and financial projections which was the strong evidence base, he advised of a payback period on £50,000 of one year. The SIB Project Officer took on board Councillor Holmes' comments, the information was not set out in the report presented.

The Director of Leisure and Development clarified the information requested did form part of the Officer recommendation.

Proposed by Councillor Callan
Seconded by Councillor Holmes and

AGREED – to recommend that Council approve the Strategic Outline Case for investment in the gym and equipment offering at Council's major and minor leisure facilities including the:

- Preferred Option 'Option 4 – Pilot Project at Roe Valley Leisure Centre' at an estimated cost of £50k;

- Permission to proceed to Stage 1 – development of an Outline Business Case for investment of up to £1m across all major and minor leisure facilities subject to affordability within the Capital Programme.
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- Review of Council decision on the preferred management option – September 2021;
- Completion of Stage 1: Outline Business Case for investment of up to £1m – October 2021.

8. COMMUNITY DEVELOPMENT STRATEGY

Final Community Development Strategy 2020-2023

Report, previously circulated, presented by the Head of Community and Culture, to present the final Community Development Strategy for 2020-2023 for approval, following amendments that were requested to the final draft Strategy at the Council meeting on 6th October.

Background

The 3-year Strategy has been developed internally by Council's Community Development Team by engaging with and listening to a range of stakeholders including the Community and Voluntary (C&V) sector, elected members, internal Council departments, and statutory partners to help understand the needs and emerging issues in our communities and to shape the direction of this area of work over the next 3 years.

Council approved the Draft Strategy in February 2020 and following a period of public consultation the final Strategy was presented to Leisure and Development Committee on 15th September. The Strategy was subsequently deferred at the Council meeting on 6th October at the request of Alderman McKillop, since the report had not sufficiently dealt with an issue concerning poor collaboration between local groups within their own community.

The following changes have been made and the Final Community Development Strategy 2020-23 was circulated as Annex A.

- Page 21. Engagement with Internal Council Departments and Elected Members:

“In some areas there is a disconnect between local groups operating within their own community; groups are sometimes competing with each other for funding or there is poor communication and a lack of trust with each other, making it difficult for Council to effectively engage within the community. Poor or non-existent structures for collaboration also prevent the local groups from delivering meaningful and efficient community projects. This Strategy should focus on providing support in these areas to ensure and enable good internal community relations and facilitate connections, communication and collaboration.”

(This point is also repeated in the Summary of Key Engagement Findings on pg 24.)

- Page 27. An additional Indicator has been added:

“# community groups that collaborate within their own community and across communities to deliver specific targeted projects and create joined up proposals.”

- Page 28. Key Actions to achieve Outcomes:

“The review (of running costs grant) will consider assisting collaboration between groups providing services in the same area.....in order to increase co-operation”

(This is repeated in the Action Plan, action 1.3 on pg 36.)

- Page 32. Key Actions to achieve Outcomes:

‘We will also facilitate area or community wide forums/ working groups/ meetings where common issues are raised by more than one group or where there are several groups operating in an area with the potential for duplication/ competition for resources. These forums and meetings will identify and facilitate future collaborative approaches and create joined up proposals.’ (This is repeated in the Action Plan, action 3.4 on pg 43.)

- An additional action has been added in 3.4

“Undertake a demonstration collaboration project using a ‘Fair Share’ consensual model within a local community to facilitate shared local decision making to reach an agreement on a proposal/s that provides a local solution to an identified issue with support provided to develop a memorandum of understanding between local partners to deliver the project/s. *Potential partners: Good Relations*”

- Performance measures and targets have also been updated in Actions 1.3 and 3.4

It is recommended that the Leisure and Development Committee recommends to Council the approval of the Final Community Development Strategy 2020-23.

Alderman S McKillop thanked the Officer for recognising her input to the final drafting of the Community Development Strategy document; and to the team for engaging with her, Alderman McKillop commended the excellent work of the department.

Alderman S McKillop advised Committee she had sought and received assurances the changes will strengthen the Community Development Strategy and deliver on the Outcome: Our Communities will be connected. Alderman S McKillop has also been assured Council's Funding Policy will be aligned to reflect the strategic objective of better partnership working within communities, and between community groups, statutory bodies and council across all community development departments.

Alderman S McKillop stated that whilst carrying out duties as Deputy Mayor, she saw first hand the way some local groups collaborated well to deliver for the greater good of the people living in their area and visitors alike, this approach would achieve the best possible outcomes for communities .

Alderman S McKillop stated she felt Council needed to do more to ensure this approach was strengthened across the whole of the Borough. She stated Community and Voluntary groups share a common goal which is to deliver meaningful projects for their communities; and with encouragement and promotion of the values on this approach all community groups will embrace this way of operating. She advised the changes within the document will give Officers the remit to support the groups with much needed collaborative structuring; the strategy will provide the framework to ensure a level playing field for all groups in this regard; it will bring equal funding opportunities and equal opportunity to succeed.

Proposed by Alderman S McKillop
Seconded by Councillor McAuley and

AGREED – to recommend that Council approval of the Final Community Development Strategy 2020-23.

9. ECONOMIC DEVELOPMENT STRATEGY

Report, previously circulated, presented by the Head of Prosperity and Place to:

- Report and finalise the themes which have emerged as a result of work to develop a new Economic Development Strategy for the Borough,
- Give an indicative overview of services / projects for years 1-3, and themes for the next ten years.
- Agree themes for the Growth Deal for Causeway Coast and Glens,

If agreed, there will be a final 8 week period for equality and other screenings and consultations, whereupon the strategy will be returned to

Council for final ratification, with completed budget and KPIs against programmes.

Background

The work for the new Economic Development Strategy (Annex A, circulated) started out in a very different landscape to the one in which we find ourselves now. In September 2019, the claimant count was around 2500 people; the full impact of COVID was still some way off, and the UK had not yet exited the EU into its transition period.

As of time of writing, the claimant count is now around 4900 people; the main Furlough scheme was to come to an end at the end of October, and now continues until the end of March 2021. There remains no final outcome from Brexit, but this will emerge shortly; and more generally, confidence about the future remains, at best 'shaky', especially in the retail, hospitality and small manufacturing sectors.

Local Economic Development is a mix of responding to local business needs, and preparing and responding to changes in the local landscape. On this basis, the main themes emerging from the consultation and wider landscape are Recovery and Renewal.

Consultation

The strategy has been developed with a range of external stakeholders, but obviously the level of engagement has been around electronic and distanced means rather than with one to one consultation, meetings or focus groups.

While the level of feedback has obviously been less than the team would have preferred, the key issues and themes which have emerged have broadly been in keeping with initial findings, as set out in the Emerging Themes document which was presented to Members in August of this year.

The process of developing a new Economic Development Strategy began with a set of emerging themes from local stakeholders, which were followed up by consultation and also augmented with feedback from Elected Members in August 2020, through the Leisure and Development Committee, and the Growth Deal Working Group.

Responses and input included 42 responses to Council's online questionnaire, as well as the stakeholders mentioned above, with a further series of one-to-one calls to the stakeholders on the Economic Advisory Group – enterprise agencies, further and higher education, local chamber and town team members.

Issues arising from Consultation and Feedback (detailed within the report, circulated): - Mega-trends and Local Issues.

Proposals

Two themes were presented at an early stage, and they were dictated by the environment at the time:

- Recovery – looking at support actions which will assist, within the resources available, local businesses at the micro level to continue to trade or survive as a result of Coronavirus/COVID 19 and the subsequent pause that was most of 2020.
- Renewal – While the £72m Growth Deal undoubtedly offers an exciting opportunity to introduce new capital expenditure that can make a significant positive impact on our economy, renewal is not just about new buildings and infrastructure. Our business community needs to evolve and renew to remain competitive.

Recovery (further detail was provided within the full report)

Key Projects under Recovery Themes:

Job search support, job matching, assured skills

Business Start & Survival - *Business Survival, External Support, Localising the Supply Chain* were detailed within the report, circulated.

Renewal (further detail was provided within the full report)

Key Projects under Renewal- *Growth Deal, Re-skilling and Up-skilling for the future economy, Priority Sector Support, The Connected Borough, A Green Borough, A Renewed Place* were detailed within the report, circulated.

Additional Projects

In line with agreement with the NI100 sub-committee, Prosperity and Place will also develop the following initiatives as part of the celebrations of Northern Ireland's 100 year anniversary:

- Business Expo.
- Working with external partners to celebrate local achievements over the past 100 years.
- Promotion of our local producers.
- Town centre dressing.
- Potential enhancement of the Enterprise Fund to develop a one-off Innovation Fund for the year.

A first look at resourcing

There will be an overlap between the current and new Economic Development Strategy in terms of projects, due to funding requirements, as well their continued relevance to the themes. These include:

- Business Start, Alchemy, Taste Causeway, Earn to Learn.
- Council's work with Full Fibre Northern Ireland, the Girona Project, and the Workforce Development Group.
- CC&G Gift Card, data gathering in town centres across the Borough, continued engagement with Chambers of Trade and Town Teams.

- Continuing work with updating and realising town centre masterplans, with the next regeneration work focusing on Ballymoney (in conjunction and with the availability of funding from Department for Communities).

However, as mentioned, the new Strategy indicates some new directions for the Prosperity and Place Unit.

These include:

- Development of Circular Economy project and initiatives which will include employability, sectors for development, and potential increased social economy.
- Implementation of a Digital Strategy for the Borough, which includes infrastructure and skills development.
- Matching funding for a final ERDF-funded Digital Transformation Programme.
- Working with local colleges and Ulster University to explore the potential of developing a local retrofitting programme for public and private buildings, enhancing skills and providing a potential new public service.

While this will not have immediate staffing implications, the next two years' business plans will incorporate project specific staff for projects in the digital sector, employability and regeneration.

It is recommended that Members agree the themes as presented in the work undertaken by and with Grant Thornton in developing a new Economic Development Strategy for the Borough, and that:

- The themes and projects are released for final equality screening and consultation.
- Work now begins on the budget and business plan for the first year of Recovery and Renewal projects as per the strategy.
- The Strategy returns for final ratification, and business plan proceeds with development in line with budget procedures for the new financial year.

Councillor Callan thanked the Officers for the vital piece of work for the Borough.

Councillor Callan considered the Enterprise Zone should form part of the Strategy and requested the re-establishment of the Project Board;

Councillor Callan referred to the Economic Advisory Group, he stated the private and business sector should Lead and Chair/Vice-Chair the Group;

Councillor Callan stressed the requirement for engagement with Ulster University through the Growth Deal in order to maximise leverage, as one of the largest rate payers and employers.

Proposed by Councillor Callan

Seconded by Alderman Hillis and

AGREED – to recommend that Council agree the themes as presented in the work undertaken by and with Grant Thornton in developing a new Economic Development Strategy for the Borough, and that:

- The themes and projects are released for final equality screening and consultation.
- Work now begins on the budget and business plan for the first year of Recovery and Renewal projects as per the strategy.
- The Strategy returns for final ratification, and business plan proceeds with development in line with budget procedures for the new financial year.

10. ALCHEMY PROGRAMME

Continuation of the Alchemy Programme

- * **Alderman S McKillop, having declared an Interest, left the Chamber.**
- * **Councillor Anderson, having declared an Interest, left the Chamber.**

Report, previously circulated, presented by the Head of Prosperity and Place.

The purpose of this report is to request Council's permission to award contract outside of process, for the next phase of Alchemy Programme.

Background

Following the successful delivery of Alchemy Business Support activity over the last 7 years, the Alchemy III Business Support Programme will be the Council's main business growth support provision offered to businesses (including social enterprises) in the Borough.

The proposed intervention will be tailored to meet participants' needs and designed in such a way as to fit into, and play a key role in, the continuum of business support provided by Council and partner organisations.

A successful application for funding from Invest Northern Ireland and the European Regional Development Fund under the EU Investment for Growth and Jobs Programme 2014-2020 was made earlier this year. A grant offer of £164,480 @ 80% on maximum expenditure of £205,600 has now been secured. Council are required to match-fund 20% totalling £41,120 over the 2 year programme to March 2023.

Key Performance Indicators for the programme are:

- Recruit 170 businesses to participate on the programme.
- Deliver 510 days of one-to-one mentoring support.
- Deliver 4 group workshops or online workshops, with a minimum of 10 participants per workshop.

- Produce mid-term evaluation within 1 year of commencing the programme.
- Produce final evaluation by 30 September 2023.
- Undertake all reasonable endeavours to create 94 jobs as a result of support provided by the programme.
- Undertake all reasonable endeavours to refer at least 8 businesses to Invest NI, for their range of support mechanisms.

As a key element of the programme Council needs to appoint a contractor to deliver the one-to-one mentoring and the workshops.

Procurement of Contractor

As per the conditions of the funding, a competitive procurement exercise led by Central Procurement Directorate (CPD) is now being carried out. It is intended that this exercise will lead to the appointment of a contractor by mid-January 2021. CPD have agreed that this should be a fixed price contract in line with the Letter of Offer from Invest NI, i.e. £205,600 and thus tenderers will be scored against a number of qualitative criteria.

In order to commence the contract as soon as possible after scoring has occurred, and to minimise the potential for a break-in-service, it is requested that Council agree to the appointment of the selected tenderer once CPD complete their exercise. Council would receive notice of the appointed contractor at Leisure & Development in February 2021.

The current Alchemy programme funded through ERDF and Invest NI has now almost exhausted its budget (6 months earlier than originally anticipated) due to the heavy demand from businesses earlier this year in the wake of the Covid-19 pandemic.

Thus there is a need to bring forward the start of the new programme to as early as possible in the New Year. Without the new funded programme being in place, Council could either delay support to businesses requesting help or endure 100% of the cost for providing that support.

It is recommended that Council would agree to allow the award of the contract to deliver key aspects of the Alchemy III Business Support Programme to the selected tenderer immediately upon the completion of the procurement exercise. This will in prevent a break in the Alchemy Process. A full tender report will be presented to Committee / Council immediately thereafter.

Proposed by Councillor Callan

Seconded by Councillor MA McKillop and

AGREED – to recommend that Council allow the award of the contract to deliver key aspects of the Alchemy III Business Support Programme to the selected tenderer immediately upon the completion of the procurement exercise. This will in prevent a break in the Alchemy Process. A full tender report will be presented to Committee / Council immediately thereafter.

11. FESTIVE FUND REPORT NOVEMBER 2020

Festive Fund Grant Awards 2020

Addendum report, previously circulated, presented by the Funding Manager.

The purpose of this report is to make decisions on grants awards for the Christmas Festive Fund 2020-21.

Background

Causeway Coast and Glens Borough Council launched the Christmas Festive Fund in 2015 to offer assistance to Community and Voluntary Organisations from the smaller towns, villages and hamlets in the Borough to help celebrate Christmas. This fund is specifically designed to help local groups and community organisations from small towns, hamlets and villages to celebrate Christmas by organising events and activities in their local communities.

To be eligible to apply, organisations had be from the smaller towns, villages or hamlets within the Causeway Coast and Glens Borough Council area, have a population of over 100 residents or have been allocated a Christmas tree from Causeway Coast and Glens Borough Council.

Grants of up to £250 are available for eligible projects.

Criteria table was set out within the report.

Outcome

20 applications were received by the closing date. The Funding Unit carried out the Stage 1 eligibility checks on 10th November 2020. 19 applications were passed for scoring. The applications were assessed and scored against the criteria above, as agreed by Council in November 2019 and stated in the guidance notes. Applicants were required to attain a score of at least 65% in order to be recommended for funding, in line with the agreed threshold.

No of applications received	20
No of ineligible applications	1
No of unsuccessful applications at scoring	1
No of applications successful applications	18

Members are advised that every year applicant organisations from the same villages or hamlets are encouraged to work together to ensure that any planned activity involves the entire community in that locality, with only one application per area being considered. This year we have 2 x applications from Cloughmills. Cloughmills Community Association's project is for a Christmas meal to be delivered to the elderly and vulnerable; Cloughmills Community Action Group's project is for Santa to tour the village and drop

festive gifts to children. Given the current restrictions in terms of bringing people together both applications have been accepted for this year's fund.

A summary of the outcome including applications received, the scores attained and grants recommended were included in Annex A of the report, circulated.

It is recommended that Council award grant-aid to projects numbered 1-18 at a total cost of £4,499.00.

Proposed by Councillor Schenning

Seconded by Councillor MA McKillop and

AGREED – that Council award grant-aid to projects numbered 1-18 at a total cost of £4,499.00.

The Chair advised the following Items were presented as read and were for information.

12. APSE BENCHMARKING POSITION

*** Councillor Anderson re-joined the meeting at 8.48PM.**

The Association of Public Sector Excellence (APSE) Performance Benchmarking.

Report, previously circulated, to provide Members with an update on progress with the APSE Performance Benchmarking process within Leisure and Development including proposed indicators.

Background

The context for Council's benchmarking activity is set out in its Duty to Improve within the Local Government Act (Northern Ireland) 2014, Part 12, Section 91-(1)-(b) which states that "A council must use the information it collects under section 90 to compare its performance, in so far as is reasonably practicable, with the performance of other councils in exercising those or similar functions during the financial year to which the information relates and during previous financial years."

Council's level of regional and national benchmarking of its performance has been limited and has regularly been the subject of NIAO Audit Recommendations. Council's Section 95 Audit and Assessment Report 2019/20 from the NIAO stated that:

- "Council should continue working with other councils and the Department to agree a suite of self-imposed indicators and standards. This will enable meaningful comparisons to be made and published in line with its statutory responsibility. Significant progress by all councils is essential in the coming year to allow a broader range of functions to be compared."

- "We expect that further progress by all councils will be necessary in the coming year to allow a broader range of functions to be compared."

APSE led National Performance Benchmarking

Council has taken the positive step and joined with 9 of the 10 other Northern Ireland Councils to be part of the “Northern Ireland Project”. This is the National Performance Benchmarking Framework that is led and facilitated by APSE Performance Networks. Through membership of this network, Council will now be subject to and contribute data against over 160 Performance Indicators across 12 Services areas. Council will now be able to extensively benchmark its performance against that of other Councils in Northern Ireland in order to comply with its statutory duties, identify areas for improvement, share good practice and increase accountability of its performance through public reporting.

APSE performance networks is the largest voluntary public sector benchmarking service across England, Scotland, Wales and Northern Ireland. The network has been collecting performance data on key frontline service areas since 1999, and the Northern Ireland project has been benchmarking data across Councils here since 2015. APSE is used by over 200 local authorities across the UK and it leads the way in local government benchmarking. The size of APSE’s membership gives added benefits to members by being able to offer a wide variety of comparator groups.

The Leisure and Development Directorate will be reporting against 42 Performance Indicators over 4 Service areas and these are set out in the tables below. Members are asked to note that the proposed indicators for arts, heritage and community development may be subject to amendments, pending further clarification from APSE representatives in relation to queries regarding datasets.

The training and development for staff who will be involved in this process has been ongoing, and Council believes that this is a valuable and positive step towards our ongoing aim to foster a culture of service improvement.

Benchmarking Indicators were illustrated within the report.

Next Steps

Council will be involved in the “Second Batch” data submission exercise in January 2021, which will provide an opportunity to accurately benchmark significant areas of performance in 2019/20 against nine other Councils in Northern Ireland. Moving forward the relevant and applicable APSE performance indicators will be included in, and reported through, Service Business Plans and will act as a valuable set of supplementary performance indicators to each Service area’s own business related measurable outcomes and indicators.

In response to Councillor Holmes the Director of Leisure and Development agreed to bring the benchmark position prior to starting the April 2021 period.

13. DESTINATION MANAGEMENT WEBSITE DEVELOPMENT

Destination Marketing Website

Report, previously circulated, to update Council on the proposed new Visit Causeway Coast and Glens destination website which was agreed by Council in June 2020 to assist as part of the Covid 19 recovery plan for the tourism and hospitality sector.

Background

The current destination website was built in 2013 and in this age of rapid digital advancement is considerably out of date in terms of presentation and functionality. A proposal to revamp the website was submitted to Council in June 2020 as part of the destination marketing recovery programme.

Pre-web design research was conducted in 2019 and highlighted the need for a new destination website that would deliver on user expectations and functionality requirements for a tourism site. At that time, it was thought a budget in excess of £30,000 would be required to build a standalone site that would meet the needs of the consumer. Annual maintenance costs and hosting charges would also apply. Concurrently, Tourism Northern Ireland were revamping their destination website discovernorthernireland.com and were investigating options to procure a web development solution that could be replicated across the regional destinations through a licensing agreement.

Limitations of the current destination website

The research concluded that current visitcausewaycoastandglens.com site no longer meets the needs of user. Certain elements are no longer working due to technical issues including the data feed link from discovernorthernireland.com which provides much of the content for the site. Again, due to advances in digital technology the site does not allow the flexibility and functionality required for current marketing best practice, including full mobile responsiveness i.e. how it looks on tablets and mobile phones, SEO optimisation, e-marketing opportunities and online booking.

Partnership working with Tourism Northern Ireland

Following a procurement exercise conducted by Tourism Northern Ireland, a specialist tourism web design company (Simpleview) was appointed to redevelop discovernorthernireland.com and provide a tried and tested ready-made web solution to regional partners under license. Simpleview have designed websites for over 900 destinations worldwide. Following this appointment, discussions took place between Tourism Northern Ireland, Simpleview and Council's destination team to discuss a partnership approach to revamping visitcausewaycoastandglens.com. The proposed licensing agreement included a complete support and training package, negating the need for annual hosting and maintenance contracts with third parties and ad hoc upgrades and refinements at additional costs. The new

design proposal offered a fully responsive site across all digital devices and the functionality of the national tourism website, while allowing for individual destination branding and control over content.

Financial Assistance

Council granted approval to proceed with the partnerships option in June 2020 and a Deed of Indemnity was subsequently forwarded by Tourism Northern Ireland with the added bonus of financial assistance. It was agreed and signed last month. The licensing agreement is in place for an initial period of two years with an option to renew for a further three years. Tourism Northern Ireland will cover the cost of the core replicate site build (without extra features) and the running costs for the first two years up to February 2023. The funding package is valued at is £34,905.

Timeline for delivery

At present, four destinations have agreed to sign up as partners with TNI (Visit Derry, Newry, Mourne and Down, Fermanagh Lakelands and Causeway Coast and Glens. The website development for visitcausewaycoastandglens.com is scheduled for January 2021, with a build timeline of 8 weeks and an expected launch date of March 2021. During this time the current website will continue to be available, supported by active social media platforms for the Visit Causeway Coast and Glens' destination.

14. COVID FUNDING SUMMARY

Report, previously circulated, to inform members of the Covid19 grant programmes which were managed and administered by Council on behalf of Government Departments and external funders.

Background

In response to the Covid19 Pandemic Government Departments and funders moved quickly to make funding available to support the grass roots response to supporting vulnerable, isolated and elderly people and also to make funding support available for the local Business Community. Council's Funding Unit were responsible for the administration and management of the Covid 19 Grant programmes.

Covid-19 Community Support Grant Programmes

The Department for Communities made £80,700 of funding available for the first strand in April 2020.

The primary focus of the Department was to ensure that financial interventions targeted those citizens most in need of urgent support. The funding was provided to assist council in supporting voluntary and community organisations undertaking actions in response to the coronavirus pandemic.

The Department for Communities directed that the funding to align to the broad Community Support Programme objectives and support actions in line with the following interventions:

- ✦ Financial - to those on low income and at risk due to financial stress.
- ✦ Food - access to food (whether due to cost or availability) for those most in need.
- ✦ Connectivity - to those living alone or in rural and border areas that are likely to experience greater challenges in accessing services.

The Fund first opened on 8th April 2020 and remained open until all funds had been allocated. The following 3 strands closely followed strand 1 and upheld the same 3 key criteria. They remained open until the funding available under each strand was fully allocated.

Applications to the fund were invited through Council's online funding hub. Applicants could apply for up to £2,000 and organisations were permitted to submit applications under each of the 4 strands. Guidance notes and criteria were developed and advertised through a variety of mediums including social media, twitter, and Council's website. All previous grant applicants to Council were emailed and advised of the fund. All community and voluntary sector organisations registered with Council's Community Development Section were emailed and advised of the fund and local community networks were also advised of the fund.

Total income received and source of funding was illustrated in a table within the report.

Overview of applications and total expenditure was illustrated in a table within the report.

Breakdown by Strands (Annexes A-D provide a list of grant recipients) was tabled within the report.

Covid-19 Business Revitalisation Grant Programme

The Covid-19 pandemic resulted in many businesses in our local towns having to stop trading and relying on the various Covid-19 emergency support schemes to survive.

A financial aid package including £340,000 from the Department for Communities for investment in urban settlements with a population of 5000 or more along with £109,000 from the Department of Agriculture, Environment and Rural Affairs (DAERA) aimed at smaller settlements was provided to Council to support businesses within the Causeway Coast and Glens Bough Council area.

The fund was established to address the challenges presented by the public health safety measures which are required for businesses to operate safely and for members of the public to feel safe. Applicants were able to apply for grants of up to £1,500. (£500 for PPE and £1,000 for small items of capital)

The Fund opened on Monday 03/08/2020 and remained open until all funds had been allocated, table illustrated within the report.

The full breakdown of businesses supported was attached as Annex E within the report.

15. DfC ANTI-POVERTY FUNDING UPDATE

DfC Food Poverty & Financial Inclusion Update

Report, previously circulated, to provide Members with an update about the Anti-Poverty Stakeholder Steering Group and Action Plan and funding received from Department for Communities (DfC) to support the voluntary and community sector as it continues to recover and help citizens to get through the COVID-19 pandemic.

Background

The Department for Communities has made 3 funds available to Councils to help respond to the Covid 19 pandemic. The funds are as follows:

Covid 19 Community Support Fund	
- Tranche 1	£80,700
- Tranche 2	£126,227
Covid 19 Access to Food Fund	£63,113
Covid 19 Financial Inclusion Partnership Fund	£58,147

An information report was provided to the committee in September 2020 in relation to the first aspect of the funding package, namely the Covid 19 Community Fund 2nd tranche which has now been fully awarded.

A further information report was provided to the committee in October 2020 in relation to the Covid 19 Access to Food Fund and the Financial Inclusion Partnership Fund. The Leisure & Development Committee requested that this item remain on the agenda for regular updating to the Committee.

Update

Covid 19 Community Support Fund

The Department, through its COVID-19 Community Support Fund, initially allocated £80,700 to Council in April 2020. When this budget was allocated, Council subsequently opened second and third strands of this grant programme with Good Relations and PCSP funding contributions. A further award of £126,227 for a second tranche of the DfC COVID-19 Community Support Fund was received in September.

Council were required by the Department to continue to allocate the funding in line with the three broad DfC criteria:

- Financial - to those on low income and at risk due to financial stress.

- Food - access to food (whether due to cost or availability) for those most in need.
- Connectivity - to those living alone or in rural and border areas that are likely to experience greater challenges in accessing services.

Some headline monitoring information in relation to the DfC COVID-19 Community Support Fund was circulated in a table within the report.

Access to Food and the Financial Inclusion Partnership Fund

Council has secured interim approval from DfC to appoint a consultant through SIB. Work has commenced to establish an Anti-Poverty Stakeholder Steering Group to facilitate those organisations whose core business is tackling poverty in the Borough in order to ensure a collaborative and co-ordinated approach to developing an 18 month Anti-Poverty Action Plan and to address the key performance measure and outcomes associated with the DfC programme, as well as additional priorities which address broader poverty related issues. Planning is underway for the engagement process to develop the action plan.

Alongside development of the Action Plan, proposals submitted by Council for the Access to Food and the Financial Inclusion Partnership Fund have been approved and following receipt of a letter of offer from DfC on 5th November these projects can now proceed:

- Building capability of local infrastructure in the four main registered food banks with funding for purchase and installation of necessary equipment and sustainability mentoring support;
- Collation of a directory of local poverty intervention services and roll out an awareness raising campaign;
- One to one wraparound support programme for people experiencing poverty who aren't currently availing of services to improve their financial wellbeing.

The full allocation will be expended, following DfC sign off, by 31st March 2020.

16. COMMUNITY CENTRE STRATEGY

Council Community Centre Perception Study & Strategy

Report, previously circulated, to provide Members with information about a consultation that is currently underway in relation to Councils Community Centres which will help inform a Community Centres Strategy for Causeway Coast and Glens.

Background

The vision for Council's community centres as highlighted in Council's Strategic Framework for Community Centre Provision (Oct 2016) is;

“To have shared, welcoming, accessible, fit for purpose community centres which provide a range of activities and services to address the needs of all sections of the community”

The development of a Community Centres Strategy is one of the key actions of Councils Community Development Strategy and also forms part of the Shared Spaces and Services programmes in the Peace IV Action Plan in relation to perceptions of shared spaces in the Borough.

As part of the Peace IV Shared Spaces and Services priority area, funded through SEUPB, Council has secured the services of Lorraine McCourt Consulting and MRNI Research Ltd to undertake a study in relation to perceptions of Councils Community Centres and an analysis of operating models for future community centres provision that will increase the accessibility and use of community centres, and ensure a coherent approach to community centre provision that meets the current and future needs of the whole community.

Currently Council has a total of 17 Community Centres, 12 of which are managed directly by Council and 5 of which are operated by community groups through a Shared Management Agreement. In addition, Council offers grant aid to support community owned facilities through its Community Development Support Grant.

Consultation

A Residents Survey is currently live to invite views of residents of their perceptions of Council's community centres. The survey can be accessed at:

<https://www.surveymonkey.co.uk/r/CausewayCoastandGlensCommunityCentres>

MRNI Research Ltd will also use a sampling method to draw a representative and relevant sample of 500 adults across the Causeway Coast and Glens Council area through a mix of on-line and telephone contact.

Other consultation activities will take place via Zoom and include focus groups with representatives of the PUL and CNR communities and other Section 75 groups as well as with representatives of the 5 community groups operating Council centres through the Shared Management Agreement.

An area focused consultation event will take place for each of the 12 Council owned and operated centres to seek the views of centre users and community stakeholders in that area. These meetings will also take place via Zoom and have been promoted through Councils social media platforms as well as a press release to local papers and e-invite distribution to Councils community and voluntary group database. The dates of these events were detailed within the report, circulated.

The consultation period will run during November and early December with a draft report expected mid-December. A workshop for Elected Members will be held via MS Teams on Thursday 19 November 2020 at 8.00pm.

17. COLERAINE BOMB MEMORIAL

Consultation on the erection of a memorial for victims of the 1973 Coleraine Bomb

Report, previously circulated, to provide Members with an update following Council's decision in April 2018 to consider the erection of a permanent memorial to those who lost their lives in the Coleraine Bomb of 1973, following appropriate consultation.

Background

On 12 June 1973 there were two car bombs in the town of Coleraine. The first bomb exploded at 3pm in Railway Road and killed 6 people and a second bomb exploded in Hanover Place in the town.

Prior to the 45th anniversary of the Coleraine bombing, on 24th April 2018, Council passed a notice of motion in relation to the Coleraine Bombings which included direction that Council *“give consideration, following appropriate consultation, to the erection of a permanent memorial to those who lost their lives”*.

Approach

In response to Council's decision, officers are progressing with consultation regarding same and have appointed external support through LJ Consultancy, funded by the Good Relations Programme, to carry out an independent consultation on the erection of a permanent memorial. This will inform the progression of, and will feed into, the equality screening process relating to the aforementioned decision of Council.

The consultation will produce a report on the findings and will include options for Council's consideration, including artist sketches of potential design options for a memorial, as well as identifying potential associated risks / community impacts. These findings are due to be presented to Council in February 2021 and will form part of the equality screening process associated with the decision.

The purpose of the consultation is to determine:

- Opinion on a permanent structural memorial to those who lost their lives in the 1973 bombing,
- Location of the potential memorial,
- Potential design.

The following stages will be applied to the consultation:

Stage 1

Consult directly with the families of the victims and identify those who were directly affected by the bombing to discuss the consultation and establish their views relating to the Council decision. Feedback will be collected

through written comments, informal conversations, and formal interviews or alternative methods depending on the needs of participants.

Prepare a short briefing document outlining other examples from across Northern Ireland that have responded to issues surrounding the erection of permanent memorials associated with the conflict

The process of consultation will take into account that individuals and families living in the area at the time of the bombing may have moved further afield and as such engagement through press, social media, key community contacts and victims groups will form part of efforts to engage those directly impacted as a result of the Coleraine bombing.

Stage 2

To identify and consult with key organisations that have knowledge and experience with victims, survivors and families who can contribute and feed into the consultation report. This will include both voluntary, community and statutory organisations including councillors. Engagement at this stage will explore challenges surrounding memorialisation; good practice both regional and international; structure and location; impact on community relations; managing sensitivities, and the language used to recognise the past.

Stage 3

The final stage is to consult with the wider general public. This element of the consultation will also include local businesses in Coleraine town itself and will focus on public opinion, potential location(s) and design options. Respondents will have an opportunity to respond in written format or alternatively a member of the project team will meet with them in person or online.

Stage 4

Preparation of a report under the three key themes of:

- Views on the memorial,
- Location of the memorial,
- Style and structure of a memorial.

Next steps

The consultation will produce a report on the findings and will include options for Council's consideration, including artist sketches of potential design options for a memorial, as well as identifying potential associated risks / community impacts. The results will feed into the equality screening process which will be reviewed based on the consultation feedback. An initial equality screening report was attached in Annex A, circulated.

It is anticipated that the report will be presented to Council in February 2021, following the completion of stage 4 of the project

18. COVID 19 FACILITIES UPDATE

Report, previously circulated, to provide Members with an update on the current position with regards to the restrictions on facilities as a result of NI Executive Covid 19 Legislation.

Background

Following the NI Executive direction, the update below is relevant for a 4 week period effective from Friday 16th October to the 13th November 2020, subject to further NI Executive Legislation.

Sports and Community Facilities

Council's swimming pools will remain open, but on a reduced schedule for lane swimming only. Family sessions, school or club swimming in the pools cannot be accommodated.

While gym areas remain open for individual training, group exercise classes cannot be facilitated. Online classes are being devised as an alternative.

Council's grass and synthetic pitches are closed now that training and matches have all been suspended, subject to ongoing discussions with the governing bodies for Football, Ruby and GAA.

Community Centres will close except for essential childcare bookings.

Touring Van and Camping Facilities

All facilities for touring caravans, camping and glamping at its Holiday and Leisure Parks will close.

The Parks affected include Benone, Carrick Dhu, Cushendall, Cushendun, Juniper Hill and Drumaheglis.

There will be no restrictions on static caravan van access, however all toilet, shower and communal spaces are closed.

Cultural Facilities

Flowerfield Arts Centre in Portstewart, Roe Valley Arts and Cultural Centre in Limavady and Ballymoney Museum are also closed.

19. COMMUNITY PLANNING INC EDUCATION AUTHORITY YOUTH VOICE

Education Authority (EA) Youth Services Youth Voice Initiative

*** Alderman McKillop returned to the Chamber at 8.51PM.**

Addendum report, previously circulated, introduced by the Head of Community and Culture to provide members with information about the Youth Voice initiative which forms part of a NI wide overall participation structure within Education Authority (EA) Youth Services.

Youth Voice is a sub-regional structure funded and supported by EA Youth Services with proposed links to every District Council across Northern

Ireland. The initiative will work in collaboration with a range of Community Planning Statutory Partners, local EA Youth Services and the local community & voluntary sector. A vital role of the initiative is to represent the views of young people to decision makers.

Background

Legislation is now in place for young people to have a say in the development of services and policies that affect their lives, namely:-

- The Children's Services Co-operation Act NI (2015).
- The Education Authority (EA) – Priority for Youth (2013).

Youth Voice has been incorporated in a draft action for the newly revised Causeway Coast and Glens Community Planning Delivery Plan 2020 (currently draft pending wider consultation).

The action is led by Council's Community Development Team and focuses on the provision of a borough wide inclusive participative engagement platform to connect more voices to local decision-making bodies for the benefit of all Community Planning partners.

Youth Voice within this context will provide opportunities for young people to actively participate in consultations and engagement with consideration of the views of other young people. Intensive levels of training and leadership development will be provided by EA Youth Services personnel with links into a wider regional structure of activities.

EA Youth Services has stressed that the 4 existing local Youth Councils in Causeway Coast and Glens representing a younger age group 12 to 18+ years and representing the four legacy Council areas, will continue as part of their active citizenship theme and welcome continuing engagement by Council's Youth Champions (usually the Mayor and Deputy Mayor) with these group's activities.

The local Senior Youth Officer is Deirdre Bradley who is first point of contact. Four local Youth Councils are being formed as part of a progression in the EA participative framework ranging through Local Voices, Thematic Voices towards the proposed Youth Voice initiative and onward to regional Networked Voices.

Recruitment to Youth Voice

Each Youth Voice group will be recruited every two years with the young people committing to a 2 year term. It is proposed that 24 young people will be recruited from the Causeway Coast and Glens Borough Council area as Youth Voice members aged between 16 –21 years. Recruitment will take the form of an independent and open process promoted in schools, further education colleges, outreach and detached events, Youth Service and Council networks and other opportunities. Each Youth Voice will aim to be representative from across the council area (each DEA) and of Section 75 groupings.

Next Steps were detailed within the report, circulated.

20. CORRESPONDENCE REPORT

Addendum report, previously circulated, presented by the Director of Leisure and Development.

Seachtain na Gaeilge (Irish Language Week)

Correspondence has been received from Conradh na Gaeilge regarding Irish Language Week requesting that Council considers promoting the event across the Borough,

It is recommended that the Leisure and Development Committee considers the content of the correspondence.

Councillor Bateson supported inviting Conradh na Gaeilge to present to Committee, supported by Councillor MA McKillop.

Councillor Callan referred to Ulster Scots Language Week and requested Council invite the Ulster Scots Agency to present.

Proposed by Councillor Bateson

Seconded by Councillor MA McKillop

- to recommend that Council invite Conradh na Gaeilge and Ulster Scots Agency each to present to Leisure and Development Committee.

21. MATTERS REPORTING TO THE PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

22. CONSULTATIONS

There were no consultation documents.

MOTION TO PROCEED 'IN COMMITTEE'

Proposed by Councillor Schenning
Seconded by Councillor Callan and

AGREED – to recommend that Council move *'In Committee'*.

23. ADVICE SERVICES CONTRACT

Generalist Advice Contract 2021-2024

Report, previously circulated, presented by the Head of Community and Culture to present the findings of a review that was undertaken of the Generalist Advice Contract for Causeway Coast and Glens and to seek approval from Members to proceed to commission the service for a one year period from 1st April 2021 to 31st March 2022, subject to the necessary funds being made available through the Department for

Communities (DfC) and Council, with an extension clause to allow the contract to be extended for 2 further periods of one year each.

Background

The Department for Communities (DfC) provides funding for Generalist Advice Provision through the DfC District Councils Community Support Programme (CSP) which contains a ring-fenced amount for frontline advice provision which is then matched by Council.

Total Core contract for Generalist Advice provision 2020-21	DfC(Community Support Programme) contribution	Council contribution
£213,387	£99,481	£113,906

The current contract for provision of Generalist Advice Services in the Borough was awarded, following an open procurement exercise, to Community Advice Causeway (CAC) (Lead Partner for Causeway and Glens Advice Services Consortium consisting of Community Advice Causeway and Limavady Community Development Initiative (LCDI)) for the period 1st April 2018 to 31st March 2019, with an extension for a 2 further years, as allowed for by an extension clause in the contract, and is due to end on 31st March 2021.

In preparation for commissioning the service from April 2021, Williamson Consulting were commissioned to carry out a review of the current 3 year contract to allow preparation for commissioning the service from 1st April 2021.

Findings and Recommendations of the Report

The Report of the Review of the Generalist Advice Contract was circulated as Annex A.

Key Findings were presented within the report, circulated.

Report Recommendations

The recommendations for developing a new commissioning agreement for advice in the Causeway Coast and Glens area were listed i – x within the report, presented.

Options for Consideration

The recommendations of the report (i – x above, excluding iii.) present some changes to the targets, methods of delivery, monitoring and reporting which can be written into a new specification for commissioning the service.

Report Recommendation (iii) recommends that in order to be able to meet the demand and reflecting increasing costs of delivery (the budget allocation has not increased in the 5 years of Council) an increase in contract value of 8 - 10% would be required, possibly increased by stages over the contract period.

An 8% increase in the contract would result in an increased budget requirement of £17,071 per year. A 10% increase would result in an increased budget requirement of £21,339. Given the financial constraints that Council is operating under three budget options are proposed (Options A-C below):

Option A: Maintain the status quo

Allocate a budget at the same rate as 2019-20 (subject to DfC funding).

Total Contract 2021-22, 2022-23 & 2023-24	DfC	Council
£213,387	£99,481	£113,906

Option B: Staggered increase of 8%

Increase the budget over the period of 3 years to reach an increase of 8% (of 2020-21 rate) by year 3. This would take the form of an increase of 2% (of 2020-21 rates) for Year 1 (2021-22), followed by a further 2% (of 2020-21 rates) for Year 2 (2022-23) followed by a further increase of 4% (of 2020-21 rates) for Year 3 (2023-24).

Total Contract 2021-22 (increase of 2% from 2020-21 rate)	DfC	Council
£217,655	£99,481*	£118,174
Total Contract 2022-23 (further 2% increase from 2020-21 rate)	DfC	Council
£221,922	£99,481	£122,441
Total Contract 2023-24 (further 4% increase from 2020-21 rate)	DfC	Council
£230,458	£99,481	£130,977

*At this stage DfC are unable to provide confirmation of the value of annual funding to be awarded for Advice provision in 2021-22 or subsequent years.

Option C: Staggered increase of 10%

Increase the budget over the period of 3 years to reach an increase of 10% (of 2020-21 rate) by year 3. This would take the form of an increase of 3.33% (of 2020-21 rates) for Year 1 (2021-22), followed by a further 3.33% (of 2020-21 rates) for Year 2 (2022-23) followed by a further increase of 3.33% (of 2020-21 rates) for Year 3 (2023-24).

Total Contract 2021-22	DfC	Council
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(increase of 3.33% from 2020-21 rate) £220,492	£99,481	£121,011
Total Contract 2022-23 (further 3.33% increase from 2020-21 rate) £227,599	DfC £99,481	Council £128,118
Total Contract 2023-24 (further 3.33% increase from 2020-21 rate) £234,725	DfC £99,481	Council £135,244

Recommendation

Giving consideration of the three options above, proceed to commission the service for a one year period from 1st April 2021 to 31st March 2022, subject to the necessary funds being made available through the Department for Communities (DfC) and Council, with the possibility of the contract being extended for 2 further periods of one year each i.e. 1st April 2022 to 31st March 2023 and 1st April 2023 to 31st March 2024, subject to the necessary funds being made available through the Department for Communities (DfC) and Council, and satisfactory performance.

Councillor Knight-McQuillan welcomed the changes to the reporting and introduction of measurement by contact. Councillor Knight-McQuillan considered the Council area will come under a lot of pressure for advice in connection with redundancy and employment matters.

Proposed by Councillor Knight-McQuillan
Seconded by Councillor Anderson and

AGREED – to recommend that Council approve Option C: Staggered increase of 10%;
Increase the budget over the period of 3 years to reach an increase of 10% (of 2020-21 rate) by year 3. This would take the form of an increase of 3.33% (of 2020-21 rates) for Year 1 (2021-22), followed by a further 3.33% (of 2020-21 rates) for Year 2 (2022-23) followed by a further increase of 3.33% (of 2020-21 rates) for Year 3 (2023-24).

24. HOLIDAY AND LEISURE PARKS RATES 2021-22

Confidential report, previously circulated, presented by the Head of Tourism and Recreation.

The purpose of this report was to set the conditions for the consistent and effective commercial management of the Council Holiday and Leisure Parks.

This report will present the following recommendations to Council:

- Fees and Charges for the 2021 - 2022 Season.

The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

It is recommended the Leisure & Development Committee approve for the coming 2021 - 2022 season;

- In accordance with the Caravans Act (Northern Ireland) 2011 and so as not to reduce margins, an increase of 1.2% to Static and Seasonal Caravan Licence fees. Note that any increase of more than CPI would be expended on improvements to the Holiday and Leisure Parks.
- Taking demand, occupancy levels and locations of the different Parks into consideration, the charges for Non-Static accommodation types listed in Table 2 are applied.

Councillor Holmes congratulated the work Council are doing and are seeing the benefits.

Proposed by Councillor Holmes

Seconded by Councillor MA McKillop and

AGREED – to recommend that Council approve for the coming 2021 - 2022 season;

- In accordance with the Caravans Act (Northern Ireland) 2011 and so as not to reduce margins, an increase of 1.2% to Static and Seasonal Caravan Licence fees. Note that any increase of more than CPI would be expended on improvements to the Holiday and Leisure Parks.
- Taking demand, occupancy levels and locations of the different Parks into consideration, the charges for Non-Static accommodation types listed in Table 2 are applied.

The Director of Leisure and Development advised a report would be forthcoming in due course, regarding new investment.

25. HOLIDAY AND LEISURE PARKS AUTHORITY TO PURCHASE

Special Delegated Authority for the Purchase of Static Caravans

Confidential report, previously circulated, presented by the Head of Tourism and Recreation.

The purpose of this report is to request approval for the Council's Holiday and Leisure Parks (HALP) service to purchase and sell static caravans and services at levels above the current procurement procedures in order to generate additional income for Council.

The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Recommendation

The Leisure and Development Committee is asked to approve Delegated Authority for the purchase of static caravans with an agreed value over £10,000 where resale is judged to achieve a profit for Council.

(This applies to resale of vans from existing customers and vans supplied by external agents for siting and sale on Council's Holiday and Leisure Parks).

Proposed by Alderman Hillis

Seconded by Councillor McAuley and

AGREED – to recommend that Council approve Delegated Authority for the purchase of static caravans with an agreed value over £10,000 where resale is judged to achieve a profit for Council. (This applies to resale of vans from existing customers and vans supplied by external agents for siting and sale on Council's Holiday and Leisure Parks).

MOTION TO PROCEED 'IN PUBLIC'

Proposed by Alderman Hillis

Seconded by Councillor Watton and

AGREED – to recommend that Council move 'In Public'.

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

(i) Flowerfield (Councillor Mulholland)

Barrier and security lights etc to be installed at Flowerfield arts centre car park area.

Councillor Mulholland outlined the concerns from residents involving anti-social behaviour and cars in the evenings at Flowerfield Car Park.

The Director of Leisure and Development provided costings for the request made by Councillor Mulholland.

The Chair suggested Members liaise with Officers and PSNI to explore avenues to remedy the issues.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9.34pm.

Chair