

**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 15 JUNE 2021**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<i>Nil</i>
2.	Declarations of Interest	<i>Alderman Baird, Councillors Schanning, Knight- McQuillan, McAuley and Nicholl</i>
3.	Minutes of Leisure and Development Committee Meeting held Tuesday 18 <sup>th</sup> May 2021	<i>Confirmed</i>
4.	Presentation from Coleraine Football Club	<i>Received</i>
5.	Any other relevant business notified in accordance with Standing Order 12. (o)	
	(iii) Request for Metropole Park Land Lease (Councillor Mulholland)	<i>Defer to Land and Property Sub-Committee</i>
	<b>FOR DECISION (Items 6-11)</b>	
6.	Seaport Avenue Coastal Erosion	<i>Approve Stage 1 and 2 of the Capital Works Programme</i>
7.	Dungiven Bowling Project	<i>Approve Option 2</i>
8.	Digital Transformation Programme	<i>Approve the signing of Collaboration Agreement</i>
9.	Enterprise Fund	<i>Approve funding to all 15 businesses noted</i>

10.	NI 100 Projects	<b>Approve the award amounts for the Stain Glass Window in Coleraine Town Hall</b>
11.	Harry Gregg Foundation	<b>Approve Option 3 initially and Option 2 going forward</b>
	<b>FOR INFORMATION (Items 12-14)</b>	
12.	PCSP Annual Report	<b>Noted</b>
13.	Tranche 2 Town Centre Recovery Fund	<b>Noted</b>
14.	Capital Project Update	<b>Recommend completion of the OBC 2<sup>nd</sup> phase Ballycastle Leisure Facility by Dec 21</b>
15.	Correspondence Request to acknowledge the cultural contribution made by two sons of Portstewart, Henry McCullough and Jimmy Kennedy	<b>Options paper to next Leisure and Development Committee</b>
16.	Matters Reporting to the Partnership Panel	<b>Nil</b>
17.	Consultations	<b>Nil</b>
	<b>FOR CONFIDENTIAL CONSIDERATION (Item 18-19)</b>	
18.	HALF Recovery Plan	<b>Approve allocation of refund for seasonal and static licence holders, less 50%</b>
19.	Ballycastle SEC	<b>Approve £2.758m Investment</b>
20.	Any other relevant business notified in m accordance with Standing Order 12. (o)	
	<b>(i)</b> Please provide an update on progress with Dfl and PSNI around parking issues at Garvagh Forest. (Councillor Holmes)	<b>Noted</b>
	<b>(ii)</b> That Causeway Coast and Glens Council provide a £500 bursary for the John Hewitt	<b>Proposal Lost</b>

	International Summer School 26-31 <sup>st</sup> July 2021 in Armagh. (Councillor McCaw)	

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF  
THE LEISURE AND DEVELOPMENT COMMITTEE  
IN CIVIC HEADQUARTERS AND VIA VIDEO CONFERENCE, ON  
TUESDAY 18 MAY 2021 AT 7:00 PM**

- In the Chair:** Councillor McAuley (C)
- Members Present:** Alderman Baird (C), Hillis (C), Fielding (C)  
Bateson (R), C McShane (R) McCaw (R),  
Schenning (R), Callan (C), Watton (C)  
Knight-McQuillan (R), MA McKillop (R), Nicholl (R),  
Holmes (C), McQuillan (C)
- Non Committee Members** Alderman Robinson (R) and McCorkell (R). Councillors  
Mulholland (R) and Wilson (R)
- Substitutions:** Alderman Fielding substituted for Councillor Anderson  
Councillor McQuillan substituted for Councillor Wallace
- Officers Present:** R Baker, Director of Leisure and Development (C)  
W McCullough, Head of Sport and Wellbeing (R)  
P Thompson, Head of Tourism & Recreation (R)  
J Welsh, Head of Community & Culture (R)  
L Scullion, Community Development Manager (R)  
J Elliott, Town and Countryside Manager (R)  
M Clark, Economic Development Officer (R)  
I Owens, Committee and Members Services Officer (C)
- In Attendance:** Item 4 (All remote)  
Bobby Farren  
Timothy Robinson  
Simon Magee  
Colin McKendry
- A Lennox, Mobile Operations Officer (C)  
C Thompson, ICT Operations Officer (C)
- Press 2 (no) (R)  
Public 2 (no) (R)

**Key: (C)** Attended in the Chamber  
**(R)** Attended Remotely

The Chair read the remote meetings protocol at the beginning of the meeting:

*Welcome to the Leisure and Development Committee Meeting.*

*I extend a welcome to members of the press and public in attendance. You will be required to leave the meeting when Council goes into committee. You will be readmitted by Democratic Services Officers as soon as the meeting comes out of committee. I would also remind you that the taking of photographs of proceedings or the recording of proceedings for others to see or hear is prohibited.*

*If you are having technical difficulties try dialling in to the meeting on the telephone numbers stated on the chat and then Insert the Conference ID code.*

*If you continue to have difficulties please contact the number provided on the chat at the beginning of the meeting for Democratic Services staff and ICT staff depending on your query:*

*The meeting will pause to try to reconnect you.*

*Once you are connected*

- Mute your microphone when not speaking.*
- Use the chat facility to indicate to that you wish to speak. The chat should not be used to propose or second.*
- Please also use the chat to indicate when you are leaving the meeting if you are leaving before the meeting ends.*
- Unmute your microphone and turn your camera on when you are invited to speak.*
- Only speak when invited to do so.*
- Members are reminded that you must be heard and where possible be seen to all others in attendance to be considered present and voting or your vote cannot be counted.*

The Director of Leisure and Development undertook a roll call of committee members present.

The Mayor agreed to change the order of business to permit Councillor Mulholland to speak on Agenda Item 19 (iii) of Any Other Relevant Business.

## **1. APOLOGIES**

There were no apologies recorded.

## **2. DECLARATIONS OF INTEREST**

Councillors Schenning, Knight-McQuillan and McAuley in Item 9 - Northern NI 100 Grant Programme. Alderman Baird, Councillors MA McKillop and Nicholl in Item 18 - Ballycastle SEC as members of the Planning Committee

Having declared an interest members did not participate in these Items.

### **3. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 18<sup>th</sup> MAY 2021**

Summary minute, previously circulated.

**AGREED** - to recommend that the Minutes of the Leisure and Development Committee meeting held Tuesday 18<sup>th</sup> May 2021 are confirmed as a correct record.

### **4. PRESENTATION FROM COLERAINE FOOTBALL CLUB**

The Chair invited B Farren and T Robinson from Coleraine Football Club to make their presentation summarised as follows:

- Coleraine Showgrounds Development will potentially be known as North West Regional Stadium;
- The Showgrounds and Coleraine Football Club will celebrate 100<sup>th</sup> Anniversary in 2027;
- All aspects of the Club are cross community;
- NIFL Irish Premiership league games played 18-19 home games per year with 21,600 supports through the turnstiles (on average);
- The Club has brought great pride to the area;
- Revenues are being reinvested;
- Research indicates economic and social investment opportunities.
- In terms of Benefit Realisation the presenters hoped for international games, attract back major tournaments, structured programmes, develop local partnerships and social capital;
- Breakdown of Phase 1, 2 and 3 associates costs were provided;
- Funding and Status breakdown figures were provided.

There was cross party support for the proposal and members welcomed the initiative sighting that it would be economically and socially good for the town of Coleraine and the surrounding area and would result in a stadium fit for purpose which would host local, national and international footballing.

At the request of elected members the Club representatives assured elected members that they continued to engage with the organisers of Supercup to keep the door open for potentially returning to Coleraine.

After discussion on funding The Director of Leisure and Development confirmed that the next step in the process would be a parallel piece of work to include the affordability of capital funding and a working arrangement going forward between Causeway Coast and Glens Borough Council and Coleraine Football Club. In terms of the Levelling Up Fund the Director of Leisure and Development if Coleraine Football Club wish to apply for the Levelling Up Fund at any tranche level this would be undertaken on a partnership basis.

The Chair thanked Coleraine Football Club for the presentation and agreed that the proposed project was exciting for the area.

Proposed by Councillor McQuillan  
Seconded by Councillor Watton and

AGREED to recommend that Council consider affordability of capital funding for the North West Regional Stadium whilst establishing a working arrangement between Causeway Coast and Glens Borough Council and Coleraine Football Club.

All members present were in agreement.

- \* **Bobby Farren, Timothy Robinson, Colin McKendry and Simon Magee left the meeting after consideration of this Item.**

## 5. ANY OTHER RELEVANT BUSINESS NOTIFIED IN ACCORDANCE WITH STANDING ORDERS 12.(o)

(iii) Request for Metropole Park Land Lease (Councillor Mulholland)

Councillor Mulholland read from a script as follows:-

*“Thank you chair for affording me the opportunity to bring this item under AOB this evening. This is not a new request but has failed to progress through to completion.*

*Causeway Association of Urban Sports (CAUS) requests that Causeway Coast & Glens Borough Council consider the granting of a lease of ground at Metropole Park, Portrush, for the development of an urban sports facility. The area requested would be the ‘brick-a-day’ area as was previously agreed by the then Coleraine Borough Council (CBC). CBC Leisure & Development Committee Minutes extract, dated 10<sup>th</sup> December 2013: “Recommended: That Council supports, in principle, the proposition and land request”*

*Causeway Coast & Glens is one of the few Council areas in Northern Ireland without a dedicated facility for urban sports, with such facilities now located in Belfast, Banbridge, Carrickfergus, Comber, Derry/Londonderry, Newtownards and Portavogie. Other facilities are under construction / approved for Newtownabbey, Ballymena and Newry.*

*CAUS would wish to develop an appropriate facility at Metropole Park. An agreement to lease of this area of land by Council will allow CAUS to work, in partnership with Council, to progress with various funding opportunities to achieve this facility.*

*The various benefits this proposal will bring include:*

*An Urban Sports Park is a shared space where everyone can have fun and challenge themselves and where all ages and abilities can interact;*

*Create access to new high-quality local spaces with a range of activities for local & wider community use;*

*Regenerate a neglected area to create a more attractive area, engaging with communities in innovative approaches in their use and maintenance of this area;*

*Improve community cohesion and build new relationships within and between communities so that residents can appreciate and gain respect for each other;*

*Enable communities and individuals to develop healthier lifestyles by taking part in physical activities due to increased accessibility to affordable recreational spaces”*

Councillor McCaw concurred with Councillor Mulholland's remarks, however some elected members while welcoming the proposal felt that the forum for discussing this matter was the Land and Property Sub Committee.

Proposed by Alderman Hillis

Seconded by Councillor McCaw and

**AGREED** - to recommend that Council defer to the Land and Property Committee for further consideration.

All members present were in agreement.

## **6. SEAPORT AVENUE COASTAL EROSION**

Report, previously circulated, was presented by the Head of Recreation and Tourism.

### Purpose of Report

The purpose of this report is seek approval for immediate repair works to failed sea defence infrastructure at Seaport Avenue, Portballintrae, and to carry out a site investigation and ground assessment to determine the stability and potential for future erosion within the targeted locality.

### Background

The bay at Portballintrae has suffered in the past from coastal erosion. In May 1997 timber groynes were installed on the beach, as well as a timber palisade along the base of the cliff.

In 2005 further works were carried out to protect the cliff from wave attack and erosion and enhance retention of sand on the beach.

In 2014 a site inspection of the cliff face concluded that there was some movement along the edge of the cliff. This movement was limited to the surface topsoil strata and the overhanging vegetation, with the underlying cliff strata remaining intact.

Since 2014 there has been damage to the timber palisade at the toe of the cliff and it is no longer providing satisfactory protection from direct wave attack.

### Ownership

Ownership of the beach, cliff face and land behind, including the road is in Council's title and legal opinion has confirmed that the Council is responsible to take action to mitigate against further erosion and ensure safety of members of the public traversing the roadway.



### Current Situation

Council Officers have met with Officials from NIEA, who have advised that immediate intervention is required to reinstate any damaged sea defences at the toe of the cliff (see Annex A, previously circulated).

### Proposals

The Tourism and Recreation team, in conjunction with the Capital Works team, would like to undertake repair works to the palisades and associated sea defences at the toe of the cliff. In addition it is proposed to carry out a wider assessment and condition of the ground, cliff face and toe at the western side of the bay, adjacent to Seaport Avenue. This will require the appointment of specialist services and localised site investigations to assess the ground conditions, determine the stability and the potential for erosion. Proposals for actions to address future erosion will be investigated. Whilst no significant erosion is anticipated over the summer months, Officers would like to fast track the Capital Works Programme by integrating Stage 1 and Stage 2, to allow repair works in the early autumn. This will help to avoid difficult working conditions and possible additional erosion. It is therefore proposed to bring back to Council procurement details for the appointment of contractors etc to the August Leisure and Development meeting.

### Cost

The Capital Works team has estimated that the costs of completion will be in the region of £50,000.

### Recommendation

It is recommended that the Leisure and Development Committee approve:

Complete on Stage 1 and Stage 2 of the Capital Works Programme to allow immediate intervention works to prevent further erosion at the toe of the cliff. The tender report to be brought back to August Leisure and Development Committee for further consideration (estimated cost £30,000).

Councillor Holmes suggested an alternative to the recommendation made by officers and the Head of Recreation and Tourism offered to raise the issue with the Capital Works team if it was the wish of elected members.

Proposed by Councillor Schenning

Seconded by Councillor MA McKillop and

**AGREED** to recommend that Council Complete on Stage 1 and Stage 2 of the Capital Works Programme to allow immediate intervention works to prevent further erosion at the toe of the cliff. The tender report to be brought back to August Leisure and Development Committee for further consideration (estimated cost £30,000).

All members in attendance were in agreement.

## 7. DUNGIVEN BOWLING PROJECT

Report, previously circulated, was presented by the Head of Sport and Well-Being.

### Purpose of Report

The purpose of the paper is to update Members on progress to date with the development of the Dungiven Bowling Project and request Stage 1 approval of the Outline Business Case and permission to proceed to Stage 2 of Council's four step capital approval process.

### Background

In 2017 Council agreed to prioritise a list of 10 capital projects. In compliance with Stage 1 of the Council's four-stage capital project management process the next stage for each project was the development of an OBC.

Although the Dungiven Bowling Project is not a 'Prioritised Project', the impetus to progress was the imminent sale and disposal of the old Dungiven Sports Pavilion site which was home to Dungiven Outdoor Bowling Club.

Consequently, a Strategic Outline Case (SOC) was presented to Council in June 2020 and approval was granted to proceed with the development of an OBC for a replacement bowling green at the Dungiven Sports Centre site on Curragh Road, Dungiven.

Following the approval of the SOC and at the request of Council, Dungiven Bowling Club vacated the site in September 2020 and have recently entered into an interim arrangement with Limavady Bowling Club to use their facilities this 2021 season (April – September) and potentially next 2022 season.

Council has now agreed the disposal of the old site with an anticipated capital receipt of up to £230k (less outstanding loans and disposal costs) which is not legally binding and subject to final contract).

The OBC has been developed with reference to the strategic need identified in the Pitches Strategy 2018 and on the basis of local consultation to assess community needs, primarily with Dungiven Outdoor Bowling Club.

The appraisal process, carried out in line with government guidance sets out to confirm:

- That need and demand exists for the development of new bowling provision;
- The site location, nature and scale of any development; and
- The overall benefits and value for money from any investment proposed.

The OBC has been prepared by Strategic Investment Board and included as Annex A (previously circulated).

### Need and Demand Assessment

A needs and demand for the project was completed (table previously circulated):

The following conclusions are drawn from the needs and demand assessment:

- The Pitches Strategy highlights the limited provision of bowling greens in the south/south west of the Borough with Limavady Recreation Club (some 9 miles away from Dungiven);
- The Pitches Strategy also makes a recommendation to “Consider a new approach to supporting lawn bowls including the provision of synthetic greens”;
- The socio-economic needs of the area indicate that Dungiven is ranked 145th of 890 in relation to MDM – ranked in the top 17% in Northern Ireland and deprived in many of the other domains;
- With closure of the old sports centre in 2016 the club has no changing or toilet facilities and played on a very heavy grass surface which has constrained the development of the club in recent years;
- As a result of the closure of the old Dungiven Sports Pavilion and disposal of the Chapel Road site, the Club’s new facility needs include: bowling green (40mx35m), changing and toilet facilities, floodlighting, team shelters and small storage unit;
- The analysis above indicated that’s the club is currently utilising 50% of a bowling green’s typical weekly capacity with much greater potential usage;
- The Club has outlined its plans for doubling its membership base and broader usage of the bowling green which could achieve up to 80% weekly utilisation of the green during the bowling season (and potentially 60% all year round if synthetic surface and floodlighting in place);
- There is no displacement concerns and instead the potential for additionality and greater value for money from the projects location at the Dungiven Sports Centre site.

#### Objectives

- The following objectives are identified for the project over the first five years:
- Enhance the Dungiven Bowling Club’s development with increased club membership from 28 to 56 over five years (depending on the preferred option). The club sees a great deal of potential in growing under-age membership and female membership. This will be achieved through the delivery of a Club Development & Community Recreation Plan;
- Develop a community outreach programme to promote a range of community activities (i.e. to people who are not club members). This will be achieved through the delivery of a Club Development & Community Recreation Plan;
- Achieve better value for money from use of Council green provision through increased income from community hire of facilities and reduced cost of annual maintenance. It is expected that the annual subvention will be reduced by relocating activity to the new facility at Dungiven Sports Centre;
- As a result of the above to increase and sustain participation levels and therefore maximising the health and wellbeing benefits of sport and physical activity within the local community; and
- To ensure that the new capital project is well managed and delivered on time, to budget and high quality standards.

#### Options Analysis

- The Strategic Outline Case approved by Council in June 2020 identified three high-level options with Option 3 selected as the preferred way forward (table previously circulated):

- The Capital Delivery Team were requested to carry out feasibility work on the site at Curragh Road with the key findings summarised below:
- Synthetic bowling green a clear preference for both Council (as per Pitches Strategy) and Dungiven Bowling Club to develop the club and sustain broader usage throughout the year;
- The performance specifications and dimensions for the green and trench for competitive play were agreed with the club to adhere to governing body standards (set by the Irish Bowling Association);
- Site investigation carried out to establish ground conditions and underground services which identified the need for sewer diversions to facilitate green drainage;
- Provision for additional walls and fencing to meet retaining wall requirements; and
- Potential for wider site enhancements, including pathways and additional car park provision to effectively complete development on the site.

The proposed site for location of the new bowling green adjacent to the new Dungiven Sports Centre was previously circulated.

On the basis of the above assessment, the options were progressed to full economic appraisal of costs, benefits and risks:

- Option 1 - Do Nothing: no bowling green provision in Dungiven resulting in Dungiven Bowling Club seeking alternative facilities or permanent ground share arrangement;
- Option 2 – Development of a new synthetic green (Standard Specification) with floodlighting, fencing, sheltered viewing on the Curragh Road site (which Council owns and maintains) and access to Dungiven Sports Centre for changing, toilets and storage space for equipment;
- Option 3 – Development of a new synthetic green (Enhanced Specification) with floodlighting, fencing, sheltered viewing, storage unit and enhanced site works on the Curragh Road site (which Council owns and maintains) and access to Dungiven Sports Centre for changing and toilets.

#### Economic Appraisal & Preferred Option

In line with government guidance, the economic appraisal assessed costs, benefits and risks (previously circulated). Also circulated was a summary of the results of the monetary, non-monetary and risk analyses:

Based on the preceding analysis, Option 2 – ‘Development of a new synthetic green (Standard Specification) with floodlighting, fencing, sheltered viewing on the Curragh Road site (which Council owns and maintains) and access to Dungiven Sports Centre for changing, toilets and storage space for equipment is the Preferred Option. The basis for this selection is outlined below:

Lowest capital cost of £343k and therefore more affordable option within the Council’s Capital Programme with potential net cost of £113k if the proceeds from the disposal of the old site of up to £230k are taken into account (subject to final legal contract);

Lowest net present value of the ‘do something ‘ options over economic life of asset;

Lowest risk option reflecting the risk of the projects development within the local community setting; and

High non-monetary benefits from regular and sustained participation in sport, particularly in terms of social cohesion and addressing rural needs within the local community.

The proposed layout for the preferred option, Option 2 was previously circulated

#### Project Costs and Affordability

Previously circulated was a table which summarised total project costs and how the proposed project may be funded.

As noted above Council has now agreed the disposal of the old site with an anticipated capital receipt of up to £230k (less outstanding loans and disposal costs) which is not legally binding and subject to final contract. The Capital Programme currently has a planning figure of £190k included for Dungiven Bowling Project which would need to be reviewed if the project proceeds to Stage 2 and the final investment decision.

In terms of ongoing revenue funding, Council is committed to the annual forecasted subvention of £2,000 per annum (as detailed in Section's 6.3/6.4 of the OBC). It is noted that the financial arrangements with the club and broader community used need to be considered within a priority booking system through the Dungiven Sports Centre.

#### Recommendation

It is recommended that the preferred option, Option 2 - 'Development of a new synthetic green (Standard Specification) with floodlighting, fencing, sheltered viewing on the Curragh Road site (which Council owns and maintains) and access to Dungiven Sports Centre for changing, toilets and storage space' is progressed to Stage 2. This will allow the project to proceed to detailed design and full business case for a final investment decision to be taken by Council subject to affordability within the Capital Programme.

Subject to Council decision on the preferred option, the indicative delivery timeframe to progress to investment decision and completion dates are summarised as follows:

Stage 1: Outline Business Case for approval – June 2021;

Detailed Design and Planning Application – December 2021;

Stage 2: Full Business Case for Investment Decision – January 2022;

Stage 3: Appoint Contractor – February 2022;

Project construction (6 months) – August 2022; and

Stage 4: Project ready for use – September 2022 (prior to commencement of 2023 bowling season in April).

To expedite project delivery and meet Council's Capital Project Approval Process a governance structure proportionate with the investment will be established (see OBC Section 10).

At the request of Alderman McCorkell the Head of Sport and Well-Being confirmed that discussions had taken place with the Bowling Club and they were in agreement with the proposal.

At the request of Councillor Watton the Director of Leisure and Development that the proposal on the table did not refer to asset disposal which was a separate matter.

Proposed by Alderman McCorkell  
Seconded by Councillor Holmes

**AGREED** to recommend to Council the preferred option, Option 2 - 'Development of a new synthetic green (Standard Specification) with floodlighting, fencing, sheltered viewing on the Curragh Road site (which Council owns and maintains) and access to Dungiven Sports Centre for changing, toilets and storage space' is progressed to Stage 2. This will allow the project to proceed to detailed design and full business case for a final investment decision to be taken by Council subject to affordability within the Capital Programme.

All members in attendance were in agreement.

## 8. **DIGITAL TRANSFORMATION PROGRAMME**

Report, previously circulated was presented by the Economic Development Officer.

### Purpose of Report

The purpose of this report is to inform Council of the Digital Transformation Programme and request permission to sign the cross-Council Collaboration Agreement.

### Background

The Digital Transformation Programme is a new business support initiative that is designed to support over 1000 businesses across Northern Ireland to improve their productivity by incorporating digital technologies into their businesses. It will be delivered through a range of workshops and one to one mentoring.

It has been designed to provide further support to businesses as they aim to recover and re-build from the effects of the Covid-19 pandemic.

Funding has been secured from Invest Northern Ireland and the European Regional Development Fund against the total programme costs of £1.2million, with councils contributing £342,200. An 11 council split implies CCAGBC will provide match funding of £31,109.

### Programme Details

The new Digital Transformation Programme will provide a platform for businesses to understand the digital options which are available to them, plan the next steps in their digital journey and create value for their customers in an increasingly competitive economy.

The workshops will show Northern Ireland businesses how they can adopt existing and proven technologies to help them transform their business models, improve productivity and create value for customers and will appeal to businesses in all sectors including manufacturing, retail, tourism, hospitality and construction.

The Programme, which will commence in September 2021, will also offer 198 businesses (18 per Council area) with the highest potential for digital transformation an opportunity to be selected for one-to-one digital innovation mentoring. The mentoring will explore how their business can adopt digital technologies to deliver transformational change with the completion of a Digital Acceleration Plan.

#### Programme Targets and Outcomes

Targets and outcomes have been set for the programme and are confirmed in the Letter of Offer to Antrim and Newtownabbey Borough Council who are acting as lead council (previously circulated)

#### Next Steps

Antrim and Newtownabbey Borough Council are finalising a Programme Collaboration Agreement for all 11 Councils to sign and once this is in place, they can move forward with the procurement of delivery organisation(s). It is hoped that delivery to businesses will begin in September and will continue until 31st March 2023.

#### Recommendation

It is recommended that Members confirm that they are content for the Chief Executive to sign the Collaboration Agreement as confirmation of Council's involvement in the Digital Transformation Programme.

Proposed by Councillor McQuillan  
Seconded by Councillor Holmes and

**AGREED** to recommend that Council confirm that they are content for the Chief Executive to sign the Collaboration Agreement as confirmation of Council's involvement in the Digital Transformation Programme.

All members in attendance were in agreement.

## **9. ENTERPRISE FUND**

Report, previously circulated was presented by the Economic Development Officer.

#### Purpose of Report

The purpose of this report is to update members on the level of applications and scoring panel decisions in respect of the Enterprise Fund 2021.

#### Background

The Enterprise Fund seeks to help young businesses, under two years old, who need assistance in taking the next step in their growth plan. The funding is to address barriers to growth via innovative approaches.

Grants of up to £5,000 are available. The 2021 Enterprise Fund grant had a reduced upper limit (previously £10,000), with the aim of assisting more businesses.

This grant opened on Monday 12<sup>th</sup> April 2021 and closed at noon on Friday 14<sup>th</sup> May 2021, with expenditure to be completed and claimed by Friday 18<sup>th</sup> February 2022.

Initial Eligibility Criteria as follows:

- All applicant businesses must be within the Causeway Coast and Glens Borough Council area and actively trading commercially.
- All applicants must have completed the Business Start Programme – available through Enterprise Causeway and Roe Valley Enterprises – within the last two years – or have a fit for purpose business plan from other sources completed within the last two years.
- All applicants must have a bank (or other financial institution) account for the sole purpose of their business – i.e., separate from personal finances.

#### Pre-Application Support

Guidelines were made available to all interested businesses and included full details in respect of levels of award, exclusions and assessment and scoring processes. A named contact was also provided to potential applicants wishing to discuss their idea pre-application.

The Enterprise Fund was publicised in all local papers and on Council's social media platforms and Council's Business Support e-zine, prior to the call opening.

There were 74 enquiries to the fund, via telephone and email, by businesses wishing to discuss criteria and requirements. Full support was given to all potential applicants during the funding call.

#### Enterprise Fund Scoring

Of the 34 applications received at closing, 11 were deemed ineligible – reasons included trading over 2 years, failure to supply a business plan, failure to supply a bank statement -and the remaining 23 progressed to scoring panel held Tuesday 18<sup>th</sup> – Thursday 20<sup>th</sup> May 2021. Panel consisted of:

- Business Development Manager.
- Economic Development Officer.
- Economic Development Officer.

15 businesses scored above the 65% threshold and are eligible for funding as previously circulated

#### Recommendation

That Council agrees to award funding to all 15 businesses noted above, under the auspices of the 2021 Enterprise Fund totalling £62,381.83.

Councillor Holmes welcomed the return of the Enterprise Fund sought data on the post evaluation outcome which the Economic Development Officer agreed to provide.

At the request of Councillor Knight-McQuillan the Director of Leisure and Development agreed to check if it had been agreed at the NI 100 Working Group that this fund would be renamed.

Proposed by Councillor Holmes

Seconded by Councillor Knight-McQuillan

**AGREED** to recommend that Council agrees to award funding to all 15 businesses noted above, under the auspices of the 2021 Enterprise Fund totalling £62,381.83.

The Chair wished The Economic Development Officer well in his forthcoming retirement and thanked for the many years service given to Council.



**\* Councillor McCaw left the meeting at 8.20 pm**

## **10. NI 100 PROJECT**

Report, previously circulated, was presented by the Head of Community and Culture.

### Purpose of Report

The purpose of this report is to seek approval in relation to the following aspects of Council's NI 100 Programme, specifically:

- Procurement to commission the design and installation of a stained glass window at Coleraine Town Hall.
- Approval of the NI 100 grants application and award details as recommended by the NI100 Working Group to successful applicant groups.

### Background

A report was provided to the Leisure & Development Committee at its meeting of the 19th January 2021, outlining the proposed programme of activities and associated budgetary requirements. The committee approved an indicative budget of £20,000 for the design and installation of a stain glass window in Coleraine Town Hall and up to £80,000 for a NI100 Grants Programme. This was ratified by full Council on 2<sup>nd</sup> February 2021.

At its meeting on 16<sup>th</sup> March the Leisure & Development Committee approved the detail of the NI100 Small Grant Programme. This was ratified by full Council on the 30<sup>th</sup> March.

Furthermore, at its meeting on 18<sup>th</sup> May the Leisure & Development Committee recommended that the £9,000 uncommitted budget from the Culture Arts & Heritage Grant Programme be transferred to the NI 100 Small Grant Programme. This was subsequently ratified by full Council on the 1<sup>st</sup> June.

### Coleraine Town Hall Stained Glass Window

Council has agreed that the NI 100 Stained Glass Window project will be a Council led internal process. The Council Working Group, Historical Advisory Group and the Hon the Irish Society will lead on the design, content and location for the window.

In line with the Council's procurement procedure, a quotation specification was prepared to include the design, manufacture and installation of a stained glass window to be located in Coleraine Town Hall. Quotations were sought from five suppliers with a closing date for submissions of Friday 30<sup>th</sup> April 2021.

One quotation was received. The quotation was from Chris McClintock Stained Glass and was for £20k (Inc VAT).

At Council's NI100 Working Group meeting held on the 20<sup>th</sup> May, members approved, subject to council agreement, the appointment of Chris McClintock Stained Glass for the design, manufacture and installation of the NI 100 Stained Glass Window in Coleraine Town Hall at a cost of £20,000 (inc vat).

## Council's NI100 Grant Programme

The purpose of the NI100 Grant Programme is to provide funding for community and voluntary groups to contribute to an overall programme of events and activities to mark the 100th anniversary of Northern Ireland by celebrating people, places and products through community, cultural and sporting activities with an opportunity for good relations activities and to build awareness of the anniversary.

Successful applicants to the NI100 Small Grant Programme were required to focus on at least one of the four programme themes and meet at least one of the outcomes of the overall programme. The level of grant aid for groups to encourage collaboration and avoid potential duplication at a local level are as follows:

- Single organisations - maximum grant of £1,500.
- Two organisations working together: maximum grant of £3,500.
- Three or more organisations working together: maximum grant of £5,000.

The grant programmes were opened for applications on 7<sup>th</sup> April with a closing date of 5<sup>th</sup> May 2021. A total of 44 applications to a total value of £147,098 were received by the closing date.

The NI100 Grants Assessment Panel, nominated by the NI100 Working Group and consisting of the Chair and Vice-Chair of the Working Group and the Mayor, reviewed and approved 31 of the 44 applications that scored in excess of the 65% threshold. 13 applications were unsuccessful.

The total value of the successful applications for eligible costs was £116,881; the budget of £89,000 equated to 76.15% of the eligible costs requested in the successful applications.

Recommendations were presented to the NI100 Working Group at its meeting on 20<sup>th</sup> May along with several options for consideration in relation to how the available budget would be awarded since the programme was oversubscribed.

The NI100 Working Group proposed that each of the successful applications would be offered a standard reduced amount 76.15% of the eligible costs requested.

A list of the applications received, the assessment scores and maximum eligible funding amount recommended are listed in Annex A (previously circulated).

## Programme Update

Details of the current programme are available to view on council's website page <https://www.causewaycoastandglens.gov.uk/ni-100>. A copy of the live programme is also attached in Annex B (previously circulated). In the month of May there have been 2,106 views of this page. Additionally, social media coverage in the same month included a total reach of 45,664 with 2,347 reactions, comments and shares and 3,258 post clicks on Facebook while Council's Twitter account recorded 10,402 impressions and 566 engagements. A full progress report in terms of programme implementation will be provided to the committee in August.

## Recommendations

- It is recommended that Council approve the appointment of Chris McClintock Stained Glass for the design, manufacture and installation of the NI 100 Stained Glass Window in Coleraine Town Hall at a cost of £20,000 (inc vat) as laid out within section 3.0 of this report.

- It is recommended that Council approve the award amounts as recommended by the NI100 Working Group to successful applicants as laid out within section 4.0 of this report.

Alderman Baird welcomed the fantastic response to the grants programme and the progress being made with the stain glass window which she felt would be a welcome addition to Coleraine Town Hall.

**\* Alderman McCorkell left the meeting at 8.40 pm**

Proposed by Councillor Callan  
Seconded by Alderman Baird and

**AGREED** to recommend that Council approve the appointment of Chris McClintock Stained Glass for the design, manufacture and installation of the NI 100 Stained Glass Window in Coleraine Town Hall at a cost of £20,000 (inc vat) as laid out within section 3.0 of this report.; that Council approve the award amounts as recommended by the NI100 Working Group to successful applicants as laid out within section 4.0 of this report.

All members in attendance were in agreement.

**11. HARRY GREGG FOUNDATION**

Report, previously circulated, was presented by the Director of Leisure and Development.

Purpose of Report

The purpose of this report is to recommend to Members a strategic direct investment in the Harry Gregg Legacy Foundation.

Background

On Tuesday 18 May 2021 the Harry Gregg Legacy Foundation (HGLF) made a presentation to Council's Leisure & Development Committee, outlining a capital legacy project for the late Harry Gregg. Inspired by the OnSide Youth Zone Model in England the project concept is for a Coleraine Youth Sport Zone which they estimate will require capital investment of £6 - £10million.

The project was presented in 3 development stages:

Stage 1 – Feasibility Study. This stage involves early design options, a review of possible project sites, a community survey and a visit to OnSide Youth Zones in the North West area of England. This stage is estimated to cost £15,000, will establish the principle of the project and seeks to secure buy in from external funding bodies.

Stage 2 – Pre-Application Notification (PAN) process. This stage is estimated to cost £5,000 and will enable the HGLF to make a formal planning application.

Stage 3 – Formal Planning Application. This stage involves full design, environmental studies, development of a full business case, legal advice and support. This stage is estimated to cost £22,000.

In response to the presentation, Members requested that officers bring a report to June L&D Committee with provision for Council to consider making an investment in the project.

### Proposal

The Harry Gregg Legacy Foundation propose to conduct a feasibility study which will include:

- Developing a range of site options including Coleraine Town Centre and University sites.
- Identify the project components of the Youth Sports Zone.
- Management and governance options.
- Project funding strategy.
- Project running costs and income strategy.
- Identifying partners with defined roles and responsibilities.
- Technical assessment of the project (planning, costs, risks).

### Options

Option 1: Do nothing – no investment is made in the project on the basis that this request for funding does not align to any existing grant programme, process or procedure.

Option 2: Develop a new technical support grant programme open to a range of applicants – this would require a significant budget to be set aside which has not been considered in any of the L&D budgets for this year. This option is not feasible in the 21/22 financial year.

Option 3: A direct strategic investment – the objectives of the Foundation should be strategically aligned to Council and the outputs/outcomes must also be aligned to Council strategies.

Project alignment to the Community Plan:

The outputs to be delivered by the Harry Gregg capital legacy project are aligned to the three main population outcomes in the Community Plan:

- A healthy safe community.
- A sustainable accessible environment.
- A thriving economy.

The Causeway Coast and Glens Community Plan has a number of intermediate outcomes that are most relevant. The first four fall under “A Healthy Safe Community” and Outcome 9 under “A Thriving Economy:” (previously circulated)

#### Recommendation

**It is recommended** that the Leisure & Development Committee considers the options outlined in section 4.0:

Option 1: Do nothing.

Option 2: Develop a new technical support grant programme.

Option 3: Direct Strategic Investment of £15,000 in the Stage 1 feasibility study for the Harry Gregg Legacy Foundation. Funding for Stages 2 & 3 (i.e. the Planning Process) being subject to Council’s consideration of the outputs recommended by the feasibility study.

Note that the separation of the stages and applying a ‘go / no go’ point generally aligns to Council’s Capital Project Management Process.

The Director of Leisure and Development confirmed that at this stage there were no grant programme available to take this forward and reminded members that Council projects would be agreed at each stage of the process. At the request of Councillor McQuillan the Director of Leisure and Development confirmed that this could set a president.

Proposed by Councillor McQuillan  
Seconded by Councillor Callan

To recommend Option 3: Direct Strategic Investment of £15,000 in the Stage 1 feasibility study for the Harry Gregg Legacy Foundation. Funding for Stages 2 & 3 (i.e. the Planning Process) being subject to Council’s consideration of the outputs recommended by the feasibility study.

#### Amendment

Proposed by Councillor Bateson  
Seconded by Councillor Nicholl

To recommend Option 3: Direct Strategic Investment of £15,000 in the Stage 1 feasibility study for the Harry Gregg Legacy Foundation. Funding for Stages 2 & 3 (i.e. the Planning Process) being subject to Council’s consideration of the outputs recommended by the feasibility study;

And going forward

To recommend Option 2: Develop a new technical support grant programme.

The Chair put the Amendment to the Committee to Vote  
10 Members voted For; 4 Members voted Against; 0 Members Abstained  
The Chair declared the Motion Carried.

The Director of Leisure and Development reminded elected members that the Harry Gregg Foundation was a request for revenue funding and Coleraine Football Club was a request for capital funding.

## **12. PCSP ANNUAL REPORT**

For information report, previously circulated, was presented by the Director of Leisure and Development.

### Purpose of Report

The purpose of this report is to present the PCSP Annual Report 2020-21 for committee's information.

### Background

Under the Justice Act (Northern Ireland) 2011, a Joint Committee was established to oversee the work of Policing and Community Safety Partnerships. It consists of representatives of the Department of Justice and Northern Ireland Policing Board. The committee provides strategic direction to PCSPs.

As per legislative requirement, all PCSPs must submit an Annual Report to the Joint Committee not later than 3 months after the end of the financial year i.e. by 01 July each year and submit the report to Council for information.

The report covers both the work of the Policing Committee and the wider PCSP and must contain specific information as to how the PCSP has carried out its functions on engagement and enhancing community safety.

This report contains general information on the exercise of functions, both in terms of policing and community safety and was previously circulated.

## **13. TRANCHE 2 TOWN CENTRE RECOVERY FUND**

For information report, previously circulated, was presented by Town and Village Manager.

### Purpose of Report

The purpose of this report is to inform Members on the progress of the Second Tranche of the Town Centre Covid Recovery Programme, funded by DfC, DAERA and Dfl for town centres and rural businesses.

### Background as per the March Report

In July 2020 Council was awarded £390k in funding from DfC for Town Centre Recovery Plans to be delivered in two tranches. The Department for Infrastructure (DfI) and the Department for Agriculture, Environment and Rural Affairs (DAERA) also made funds available to support town centre and rural business recovery, resulting in the overall package as follows:

<b>Department</b>	<b>Amount</b>
DfC	£390k
DfI	£395k
DAERA	£109k
<b>TOTAL</b>	<b>£894k</b>

The first tranche of funding was administered by Council as Covid grant-aid to town centre businesses and rural businesses.

The second tranche of funding will support medium to longer term recovery/actions, with the following criteria being applied by the Government Departments:

- Project spend must be capital.
- Funding aimed at helping town centre recovery.
- Deadline for spend extended to 30<sup>th</sup> September 2021.

#### Progress / Update

A Steering Group comprising Council, DfC and DAERA Officers has been formed and meets monthly to monitor project progress.

The projects are scrutinised by the Steering Group members to ensure adherence to the objectives, outputs and outcomes are on track as detailed within the letter of offer.

Monitoring Assessment reports are completed and filed with DfC quarterly.

Projects are progressing and an update is provided on all projects in Annex A, previously circulated.

Tranche 1 grant aid funding. At the time of writing claims are being processed. Once confirmed a request for any slippage to be transferred to Tranche 2 projects will be submitted to the funders.

Shop Local promotion. April 2021, reopening promotional videos for Ballycastle, Ballymoney, Coleraine and Limavady commissioned and broadcast from 23<sup>rd</sup> via social media. Interviewed the business owners viewing figures at time of writing – reach 27,000 and engagement 3,400.

Post project attitudinal surveys will be conducted to measure outcomes from the programme.

Elected members welcomed and noted this for information report and thanked the Town and Village Manager for the work undertaken in rolling out the projects supported.

## **14. CAPITAL PROJECT UPDATE**

For information report, previously circulated, was presented by The Director of Leisure and Development.

#### Purpose of Report

The purpose of this report is to update members on the ongoing work to develop and deliver capital projects associated with the Leisure and Development Service Areas.

#### Background

In 2017 Council agreed to prioritise a list of 10 capital projects. In compliance with Stage 1 of the Council's four-stage capital project management process the next stage for each project was the development of an OBC.

The prioritised list was previously circulated to members.

Since 2017, Council has made a number of decisions to advance the aforementioned capital projects and include other projects primarily due to the availability of grant funding. In every case, a project has required a Council decision to advance onto and through the 4 Stages of the Council's Capital Project Management Process.

#### Current Status

Previously circulated was an overview of the capital projects associated with the Leisure and Development Service Areas. Therefore this does not represent the full list of Capital Projects in various stages of development, which are the responsibility of Environmental or Corporate Services.

Note, all costs are net and therefore exclusive of grant funding.

Note, all projects are subject to affordability within the constraints of the Capital Programme.

Councillor McShane proposed that the Ballycastle Phase 2 OBC be completed by Oct 2021, however the Director of Leisure and Development said that he would be unable to resource this at present and would have to re-allocated resources if it was the wish of elected members. Councillor Callan referred to the many other capital projects which need to be developed including Coleraine Leisure Centre and Councillor Holmes referred to the huge number of projects earmarked for capital funding.

Proposed by Councillor C McShane  
Seconded by Alderman Baird

To recommend that Ballycastle Phase 2 OBC be completed by Dec 21

The Chair put the Proposal to the Committee to vote  
8 Members voted For; 6 Members voted Against; 0 Members Abstained  
The Chair declared the Motion Carried.

Councillor Bateson asked the Director of leisure and Development for an update on the Larchfield Project and the Director agreed to provide this to the member outside of the meeting.

## **15. CORRESPONDENCE**

Correspondence has been received from Mr Sam Burnside was previously circulated to members regarding a proposed art installation to acknowledge the cultural contribution made by two sons of Portstewart, Henry McCullough and Jimmy Kennedy.

Alderman Fielding pointed to Portstewart being the homeplace of the artists and felt it was appropriate to highlight their poetry and recognise their contribution as artists.



Proposed by Alderman Fielding  
Seconded by Councillor Schenning and

**AGREED** to recommend that Officers bring an options paper back to the Leisure and Development Committee for further consideration.

All members in attendance were in agreement.

## **16. MATTERS REPORTING TO THE PARTNERSHIP PANEL**

There were no matters for reporting to the Partnership Panel.

## **17. CONSULTATIONS**

There were no consultative documents.

### **MOTION TO PROCEED '*IN COMMITTEE*'**

Proposed by Alderman Baird  
Seconded by Councillor MA McKillop

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

\* **Press and Public were disconnected from the meeting at 9.40pm.**

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

## **18. HALF RECOVERY FUND**

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

### Purpose of Report

This purpose of this report is to outline the continued impact of the COVID19 pandemic on Council's Holiday and Leisure Parks (HALPs). The report recommends that Council refunds a percentage of the fees for Static and Seasonal licence holders. This refund will be based on the approach taken by Council in June 2020.

### Background

Council's six Holiday and Leisure Parks have been operating on a restricted basis, on the direction of the NI Executive and specifically the Health Protection (Coronavirus, Restrictions) (No. 2) Regulations NI 2020

Since 26<sup>th</sup> December 2020 until 30<sup>th</sup> April 2021, static caravan customers could only access the HALP if they met the following criteria:

- People staying for work related purposes.

- Vulnerable people.
- Those in emergency situations.
- People unable to return to their main address.

In effect, the HALPs were closed to the vast majority of customers.

This was the third 'lockdown' to impact on Holiday and Leisure Parks.

- First lockdown from 23 March 2020 – 26 June 2020 (Council part-refunded user fees).
- Second lockdown from October 2020 – December 2020 (touring, camping facilities closed but no impact to Static and Seasonal users).
- Third lockdown applied stringent restrictions to Holiday and Leisure Parks from 26 December to 30<sup>th</sup> April.

Licence holders lost the benefit and enjoyment of being able to access the HALPs from 26 December 2020. Unless customers have met the criteria detailed in the NI Executive's regulations (above), the vast majority have been unable to access their Caravans at weekends until St Patrick's day, and at any time since then until 30<sup>th</sup> April. This creates a similar scenario to the first period of lockdown and closure from 23 March 2020 to 20 July 2020.

#### Case for Partial Refund for Static and Seasonal Licence Holders

The restrictions on access to HALPs had been due to Government direction, not a decision made by Causeway Coast and Glens Borough Council. Council has now opened the Parks as per current government permissions, allowing access for users of static and seasonal vans, and also touring vans.

Officers are asking that Elected Members consider applying an approach similar to that of 2020, whereby a partial refund was given to licence holders for the period 23 March 2020 to 26 June 2020. This approach was approved at the June 2020 Leisure and Development Committee meeting.

As stated, the potential refund would replicate the approach used for last year's refund. This will be based on a calculation on the number of days' access lost to users at the HALPs. Calculations will be based on two distinct periods:

- 26 December 2020 to the end of March 2021.
- 1 April 2021 to the 30 April 2021.

It is proposed that a single refund payment is issued based across the two financial years when customers were restricted on their access to HALPs. This will reduce the cost and administration resources required for reimbursement.

#### Proposed Approach taken for Refund

Officers therefore propose that any agreed refund from the period 26 December 2020 to full opening would be based on the calculation of a refund for the number of days with restricted access, less 50%.

#### Department for Communities COVID income fund

An application is being considered by Finance to DfC in order to recover lost income for the periods during which the restrictions have been applied.

#### Recommendation

Elected Members are asked to approve the allocation of a refund for seasonal and static licence holders, less 50%. This will be for the period 26 December 2020 to 30 April 2021.

At the request of elected members the Director of Leisure and Development confirmed that the refund was over two financial years due to the closures from 26.9.20 to 30.4.21 and that the refund would not impact on the positive variance position for the Directorate. The Director of Leisure and Development further confirmed that although the parks had not been populated there was an element of maintenance and security cost during this period, thus the 50% proposed for consideration.

Proposed by Councillor McQuillan  
Seconded by Alderman Fielding

**AGREED** to recommend that Council approve the allocation of a refund for seasonal and static licence holders, less 50%. This will be for the period 26 December 2020 to 30 April 2021.

All members in attendance were in agreement.

## **19. BALLYCASTLE SEC**

Confidential report, previously circulated was presented by The Head of Sport and Well-Being.

### Purpose of Report

The purpose of the paper is to update Members on progress to date with the development of a new Shared Education Campus (SEC) and community sports facilities in Ballycastle; and to request approval for a £2.758m investment that will enable the lead partners, Department for Education / Education Authority (DE/EA) to appoint the recommended contractor from a recent procurement exercise.

Members are requested to note that this decision is subject to:

- Planning permission being granted (scheduled for June)
- Affordability within Council's Capital Programme. This will constitute the Final Investment Decision and will allow the project to proceed to 'Stage 3 – Construction'.

### Background and Approvals to Date

In August 2017 Members gave Stage 1 - Outline Business Case approval for proposed upgrades and enhancements to the community sports facilities within the plans for a new Ballycastle Shared Education Campus.

The Ballycastle SEC will accommodate both Ballycastle High School and Cross and Passion College in a new school building and provide new shared sports facilities across the two existing school sites.

The project was announced by the Minister of Education in July 2014 as part of the Fresh Start Programme. This project requires a total investment of £50m and will see new and unique facilities created for the benefit of 1,180 pupils in the Ballycastle

area. DE/EA has cited this as one of their top priorities and it is likely to be the first Shared Education Campus in NI.

A site plan illustrating the original enhancements/upgrades to the sports facilities for community use is included as Annex A, previously circulated:

- Conversion of grass soccer pitch to 3G and floodlighting;
- Floodlighting to Astro Turf Hockey pitch;
- Floodlighting to 3G GAA pitch;
- Upgrade of 3 court sports hall to 4 court; and
- Upgrade of changing and ancillary accommodation.

In August 2017 indicative Council capital investment in the project was c.£2.3m. The estimated cost if Council was to independently develop facilities of this scale was estimated in the region of £6m. The OBC also projected an annual operating net cost (subvention) of c.£50k and appended non-binding Heads of Terms for inclusion in a future Shared Facilities Management Agreement with DE/EA to secure long term community use.

In March 2018 Members approved an agreement to indemnify DE/EA for design team costs in the event that Council withdrew from the project. The agreement is contained within a non-binding Heads of Terms approved by Council with a maximum indemnity figure of £100k.

In January 2019 Members were given an update on approved funding for the project from the Peace IV Shared Spaces Programme. The award received from Special European Union Programme Body (SEUPB) was for the sum of €3.1m for the community sports facilities element which, subject to final design/construction costs, would potentially secure 100% capital funding for the project alongside revenue funding for delivery of the Shared Services Community Development Plan.

In November 2019 Members received an update on the project and reaffirmed Council's ongoing commitment to the project followed by the submission of a letter to DE confirming the same. This commitment being non-dependent on external funding but still subject to a final investment decision and affordability when the facilities are designed and procured.

### Project Update

The Council has remained committed to delivering shared community sport facilities as part of the overall development of the Shared Education Campus in Ballycastle. As Project Board members, Officers have been involved as project partners throughout the development and design process and have kept SEUPB informed of progress.

Notwithstanding this commitment, Council recognises that the shared community sports element represents a small part (c.7%) of the overall capital build across the two existing school sites. Council as a minor project partner is therefore subject to delays on the overall programme timeframe and consequent risks of time overrun beyond the SEUPB Peace IV Programme deadline of December 2023.

These broader programme risks have been highlighted from the outset and Council has been open and transparent with SEUPB in exploring various options to

accelerate spend on the original application to maximise the development of the shared community sport facilities.

Since late 2019 there has been a proactive re-scoping of the project to ensure delivery of agreed outcomes within SEUPB deadlines. Over the past year, Council has been able to negotiate a re-phasing of construction works which will enable some of the shared community sport facilities to be developed at the start of the construction programme in Phase 1.

Unfortunately, the overall Programme timeframe slipped significantly as a result of the Covid-19 pandemic, subsequent furloughing of the design team and resultant delays to the planning application which was submitted in May 20. Consequently, the Detailed Design and Cost report was not approved by DE until December 20.

On receipt of the Detailed Design and Cost Report, Council met with SEUPB to discuss the options available and agreed to prepare a 'Re-scoping Proposal' to outline the potential impact on project costs, benefits and risks set out within the original Economic Appraisal.

EA has recently completed the procurement process for a contractor with a final investment decision and appointment of contractor scheduled for approval by DE and Council in June 21. These approvals are dependent upon Planning Permission being granted by Council.

The most recent Programme indicates an overall project completion date of April 2025. The revised construction timeframe will enable shared community usage to commence from January 2023 with full usage of the shared community sport facilities on the Cross and Passion site from April 2025. The updated five year Shared Spaces Community Development Plan is included as Annex B, previously circulated.

#### Tender Report and Cost Apportionment

The EA managed the procurement process and have approved the Tender Report dated 19 May 2021 which is included as Annex C, previously circulated.

Following a Pre-Qualifying Questionnaire process, tenders were invited via the eTenders on-line portal from six suitably qualified and experienced bidders. Six tenders were subsequently returned by the due date and time. The Tender Report examines the preferred tender submission in terms of compliance with the works information; clarity of the activity schedule versus works information; comparison with the Pre Tender Estimate; its competitiveness; value for money; whether it is a fair and reasonable submission on which to base interim valuations & assessments and whether it is a suitable basis for the EA to enter a formal contract with a contractor.

The Tendered Total of the prices in the sum of £38.997m is 1.64% higher than the Pre-Tender Estimate. According to the Tender Report this represents value for money and recommends acceptance of winning tender by the Education Authority.

In addition to the Tender Report, Currie & Brown also conducted a detailed cost apportionment exercise to determine the funding required from DE, Council and EA Youth Service towards the Main Campus Building, Sports Hall Building, Sports Pavilion (and Pitches) and the Youth Building. The cost apportionment schedule confirms a contribution from Council of £2.758m against the agreed enhancements/upgrades to the sports facilities for community use. The Summary Tender Cost Apportionment is included as Annex D, previously circulated.

Council Officers have reviewed the detailed cost apportionment and are content with the rationale for a cost increase of c.20% from the original indicative capital cost of £2.3m in 2017 to £2.758m in 2021. This being attributable to the detailed design requirements for community use, increased specifications for sports club use, additional costs to facilitate the re-scoping of the project to develop some facilities in Phase 1 and general construction cost inflation over 4 years, exacerbated by a recent rise in market prices (post Brexit and Covid).

### Key Risks

There are a number of key risks to be managed in the delivery of this project within the target time, cost and quality constraints:

**Planning Permission** - As noted above a major Planning Application was submitted in May 20 which has generated significant interest by both statutory bodies and local residents. Given the scale and complexity of the project and the number of objections received to date it is viewed as a 'contentious decision' by the Planning Department. DE/EA along with the design team have continued to address any concerns, revise plans and mitigate against any residual planning risks and are awaiting the planning determination scheduled in June 21.

**Peace IV Funding** - Council Officers continue working closely with DE/EA and SEUPB representatives to manage the risk associated with the extended construction programme and remain optimistic of a successful outcome. The Re-scoping Proposal submitted earlier this year which indicates potential project spend of up to £2m within the Peace IV Programme deadline of December 2023 is currently under consideration. A decision will be taken by SEUPB in the coming months on Council's delivery of the Peace IV programme outcomes and maximum retention of the original capital grant.

**License Agreement** - A review of the draft Shared Facilities Agreement (SFA) is ongoing to ensure that Council achieves best value for money from the capital investment of £2.758m in the project and from an ongoing revenue commitment in the shared community facilities at the new shared education campus. The original agreed Heads of Terms which were developed in partnership by both DE, EA and Council to reflect a fair apportionment of revenue costs and now provide the frame of reference for this review of the SFA. It is noted that the draft SFA will not require final approval until the new facilities are brought into use. Officers have reviewed the draft SFA and sought initial legal advice from Council's L&P solicitor and highlighted initial concerns: Term of the Agreement, Termination Clauses, Demise/Maps, Common Parts Liability, Annual Service Charge and Obligations on Council. The SFA also requires detailed review from Council's internal stakeholders in Operational Management, Estates, Energy Management and Finance to ensure that SFA is operationally deliverable.

### Conclusions

At this stage of the project's development, the following conclusions can be drawn:

**Affordability** – Now that Tender Prices have been confirmed, the current Letter of Offer from SEUPB for a capital grant of £2.55m would result in capital deficit for Council of c.£200k. However, if this is superseded by the Re-scoping Proposal submitted to SEUPB for retention of up to £2.0m this would result in capital deficit for Council of c.£750k. As a 'worst case' planning scenario a provision for £1.3m has been made within Council's Capital Programme. As the project progresses to a

'shovel ready' state, Officers will continue to pursue other funding opportunities to reduce any capital deficit for Council with a potential opportunity under the Department for Communities/Sport NI's 'Your School Your Club' programme.

Value for Money – The capital costs have been verified within the Tender Report as providing Value for Money. In addition, the original benefits in terms of community usage, increased participation in sports and physical activity and cross community use can still be delivered with the original project target of 13,534 beneficiaries still achievable (as per the Shared Spaces Community Development Plan). This confirms the value for money for the project as broadly consistent with the original OBC approval. As noted above under 'Key Risks' there will be an ongoing revenue commitment required which can only be determined when the Shared Facilities Agreement is agreed. Only then can the overall Value for Money over the projects economic life be compared with the original OBC, taking account of estimated £50k annual operating net cost (subvention).

Project Management - Officers will continue to monitor the projects progress through 'Stage 3 – Construction' with representation on the Project Board and review delivery in line with agreed tender cost, construction programme timelines and to the quality specifications agreed for community sports usage and operational delivery under a Shared Facilities Agreement.

#### Recommendation

Members are requested to approve the £2.758m investment to enable the lead partners Department for Education / Education Authority to appoint the recommended contractor from the Tender Report.

Members are requested to note that this decision is subject to Planning Permission being granted and affordability within Council's Capital Programme. As noted above, this will constitute the Final Investment Decision and will allow the project to proceed into 'Stage 3 – Construction' which is due to commence in January 2022 and complete in April 2025.

Members are requested to note the ongoing management of the 'Key Risks' outlined above and the need to revert back to Council with updates on Planning, SEUPB Peace IV funding and the Shared Facilities Agreement in due course.

Councillor Holmes pointed to the set back to this project caused by Covid and welcomed the multi-faceted element of the venue being of use to the community in the evenings.

Councillor C McShane thanked officers for the transparent, detailed and comprehensive report and referred to the laborious process and the number of stakeholders involved in this project

Proposed by Councillor C McShane  
Seconded by Councillor Holmes and

**AGREED** to recommend that Council approve the £2.758m investment to enable the lead partners Department for Education / Education Authority to appoint the recommended contractor from the Tender Report.

All those in attendance were in agreement.

## **MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Alderman Baird  
Seconded by Councillor McQuillan

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

### **18. ANY OTHER RELEVANT BUSINESS NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12. (O)**

(i) Please provide an update on progress with Dfl and PSNI around parking issues at Garvagh Forest. (Councillor Holmes)

Councillor Holmes asked for an update regarding the parking and safety issues at this venue.

The Head of Recreation and Tourism said that Garvagh Forest continued to exceed expectations in terms of usage and traffic and that as a result of the site meeting on 29.4 he had written to Dfl.

The Head of Recreation and Tourism confirmed that Dfl have initiated a consultation paper and the PSNI will continue to monitor the situation - it is suggested that visitors, where possible park in the town and walk the short distance.

The Head of Recreation and Tourism agreed to provide elected members an analysis of engagement undertaken by his team to date with regard to the Garvagh Forest parking and safety issue.

Councillor Holmes referred to the footbridge and the Head of Recreation and Tourism said this currently sat with the Funding Unit who were seeking to secure relevant funding with developments fed back to the Leisure and Development Committee.

(ii) Causeway That Coast and Glens Borough Council provide a £500 bursary for the John Hewit International Summer School 26-31<sup>st</sup> July 2021 in Armagh. (Councillor McCaw)

As Councillor McCaw had left the meeting Councillor Schenning proposed that a bursary to be temporarily re-opened. The Director of Leisure and Development expressed concern that to do this would be stepping outside of process and that at this stage the proposer did not have a seconder.

The Head of Community and Culture spoke on the timeline during the funding opportunity and confirmed that the fund was not over subscribed.

Alderman Baird felt this was an exceptional case and requested that officers reconsider and show flexibility given the adverse affect the pandemic had on arts funding.

It was the view of some elected members that to move outside of the process was unwise and would show inequity.

Proposed by Councillor Schenning



Seconded by Alderman Baird

Recommended that Council consider opening the grant opportunity for a brief window to allow applicants to avail of funding.

The Chair put the proposal to the committee to vote  
6 Members voted For; 6 Members voted Against; 0 Members Abstained  
The Chair using his casting vote, voted against  
The Chair declared the Proposal Lost.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 10.15 pm.

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Chair