

**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 18 OCTOBER 2022**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<b><i>Councillors Callan and Holmes</i></b>
2.	Declarations of Interest	<b><i>Councillor Anderson</i></b>
3.	Minutes of Leisure and Development Committee Meeting held Tuesday 20 September 2022	<b><i>Signed as a correct record</i></b>
4.	Ballycastle EI Scheme	<b><i>To recommend that Council approve the commencement of the Ballycastle town centre EIS with the appointment of an ICT to complete the Stage One Works during 2022/23 and 2023/2024</i></b>
5.	Go For It Programme	<b><i>To recommend to Council Option 1 - To notify Lisburn and Castlereagh City Council of Council's intention to extend the Enquiry Handling, Marketing, MIS and Programme Management contracts for an additional year from 01 April 2023 to 31 March 2024 as part of an 11-council approach pending outcome of the outline business case for the future proposals for Council-led Entrepreneurship Support Services post 2023</i></b>

6.	Festive Fund	<i>To recommend that Council award grant-aid to projects numbered 1-21 listed in Annex 1, previously circulated, at a total cost of £5,193.33</i>
7.	Jubilee Programme Review	<i>Information</i>
8.	Digital Infrastructure Update	<i>Information</i>
9.	DAERA Rural Business Scheme	<i>Information</i>
10.	Correspondence	<i>None</i>
11.	Matters Reporting to Partnership Panel	<i>None</i>
12.	Consultations	<i>None</i>
<b>IN COMMITTEE (Items 13 – 18)</b>		
13.	Good Relations Audit and Strategy	<i>To recommend to Council the Panel recommendations that the proposal received from The Junction Peace and Reconciliation Initiative is accepted at the sum of £10,000 exclusive of VAT</i>
14.	Tourism Experience Development Programme	<i>To recommend to Council appointment of Runda to facilitate a 2022/23 Experience Development Programme within the Causeway Coast and Glens area. This work is in line with the tourism product development remit</i>
15.	Appointment of Creative & Marketing Services Agency	<i>To recommend to Council appointment of ASG and Partners to assist the Councils Tourism and Recreation Teams when required, with specialist creative and marketing</i>

		<b>services. This work will include the buying of third party media services, in line with Council's Destination Marketing Plans</b>
<b>16.</b>	Cruiser Hire Appointment Drumaheglis	<b>To recommend that Council note the amendment required in the Leisure and Development Report dated 16 November 2021 and approve Bann River Cruises Ltd as the successful bid to operate a leisure cruiser hire business at Drumaheglis Marina for one year from 1 April 2022, and extend it by a further four years, subject to an annual review after 12 months</b>
<b>17.</b>	Garvagh Land Acquisition	<b>To recommend that Council approve the acquisition of the lands at Churchtown Road, Garvagh, prior to being taken to the Land and Property Sub-Committee for consideration as an asset to be placed under the Tourism and Recreation remit; Caveat that Legal advice be provided at the Council meeting in accordance with the Northern Ireland Audit Office Extraordinary Audit direction</b>
<b>18.</b>	Portrush to Bushmills Greenway Feasibility	<b>To recommend that Council approve that Officers, assisted by AECOM, approach the identified landowners to establish if the land required for this project is likely to become available via voluntary sale agreement and to bring a</b>

		<b><i>further report back to the Committee</i></b>
<b>19.</b>	Any other relevant business notified in accordance with Standing Order 12. (o)	<b><i>None</i></b>

**MINUTES OF THE PROCEEDINGS OF THE LEISURE AND DEVELOPMENT  
COMMITTEE HELD IN THE COUNCIL CHAMBER AND VIA VIDEO  
CONFERENCE ON TUESDAY 18 OCTOBER 2022 AT 7.00 PM**

**In the Chair:** Councillor McCaw (C)

**Members Present:** Alderman Baird (C), Duddy (C), Hillis (C),  
Knight McQuillan (R), A McQuillan (C)  
Councillors Anderson (C), Bateson (R), Hunter (R)  
McAuley (C), MA McKillop (R), C McShane (R), Nicholl  
(R), Schenning (R), Watton (C)

**Officers Present:** R Baker, Director of Leisure and Development (C)  
J Welsh, Head of Community and Culture (R)  
P Harkin, Good Relations Manager (R)  
N McGurk, Interim Head of Prosperity and Place (R)  
P Thompson, Head of Tourism and Recreation (R)  
P Gillen, Coast and Countryside Manager (R)  
K McGonigle, Destination Manager (R)  
P O'Brien, Funding Unit Manager (R)

**In Attendance:** C Thompson, ICT Operations Officer (C)  
A Lennox, Mobile Operation Officer (C)

Press 1 (no) (R)

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

## **SUBSTITUTIONS**

Councillor Hunter substituted for Councillor Holmes.

The Chair advised Committee of its obligations and protocol whilst the meeting was being audio recorded; and with the remote meetings protocol.

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

### **1. APOLOGIES**

Apologies were recorded for Councillors Callan and Holmes.

### **2. DECLARATIONS OF INTEREST**

Councillor Anderson declared an interest in Agenda Item 5, Go For It Programme – having declared an interest Councillor Anderson did not participate in the item and left the Chamber during discussion.

### **3. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 20 SEPTEMBER 2022**

Summary minute, previously circulated.

The Chair advised the Minutes of the Leisure and Development Committee meeting held Tuesday 20 September 2022 were presented for noting and confirmed as a correct record.

### **4. BALLYCASTLE EI SCHEME**

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

#### **Purpose of Report**

The purpose of the report is to seek approval from Members to proceed to Stage One of the Capital Projects Management Process and appoint an Integrated Consultancy Team (ICT) for the Ballycastle Town Centre Environmental Improvement Scheme.

#### **Context**

Following a review in August 2021 of the existing Ballycastle Masterplan, the Department for Communities (DfC) recognised the need for:

*“High quality public realm at the Diamond as a key priority project going forward. Stakeholders noted the importance of allocating public space post-covid, enhancing the pedestrian experience and ‘greening’ the town to improve the overall character and aesthetics. This proposal should be prioritised and could act as a catalyst for other projects.”*

DfC officers have advised that there will be funding assistance available in 2022/23 and 2023/24 for the appointment of an ICT to develop the appropriate design and implementation plan; subject to a 50% match funding contribution from Council.

The ICT brief for Stage One only will include the following:

- Audit of existing conditions around the Diamond area;
- Partnership working and public consultation to understand impact of public realm improvements on traffic/road operations and agree preferred option;
- Scheme design proposals and cost options;
- Economic appraisal;
- Engagement and consultation with key stakeholders and the public; and
- Develop technical design; procure and appoint a contractor (subject to funding).

#### **Current position**

DfC requires Council to commission an ICT through Council’s existing capital framework and proceed with completing Stage One by summer 2023. The estimated cost of the Stage One is c£120k, with £60k total contributions

required from both DfC and Council over the 2022/23 and 2023/24 financial years i.e. £30k per annum.

### **Next Steps**

Subject to Council approval, Stage One will commence by engaging Council's Capital Team to appoint an ICT before December 2022.

### **Recommendation**

**It is recommended** that Council approves the commencement of the Ballycastle town centre EIS with the appointment of an ICT to complete the Stage One works during 2022/23 and 2023/2024.

Proposed by Alderman Duddy  
Seconded by Alderman A McQuillan

- To recommend to Council, that in advance of the rates setting process and given a potential spend of £200,000 for proposals on this agenda that the following Items are deferred for discussion as part of the rates setting process:-

Item 4 - Ballycastle EI Scheme

Item 5 – Go For It Programme

Item 13 - Good Relations Audit and Strategy

Item 14 – Tourism Experience Development Fund

Item 15 - Appointment of Creative & Marketing Services Agency

Item 17 – Garvagh Land Acquisition

Alderman Duddy spoke of those who were already struggling that he did not wish to add to the burden of a rates increase and referred to ongoing pay negotiations and rising energy costs. Alderman Duddy said there was agreement at the last Finance Committee meeting there would be difficult decisions to be made in advance of the rates setting process.

The Chair said this was an unprecedented request and ruled that he wished to take each agenda item in turn and advised that proposals could be made accordingly.

Alderman Baird said she disagreed with the proposal and welcomed the report, applauding the hard work of Council staff, citizens and Chamber of Commerce in bringing this to fruition. Alderman Baird spoke of the potential for the Diamond area of Ballycastle and said she was aware of how resilient traders in Ballycastle had been throughout the pandemic

### Amendment

Proposed by Alderman Baird  
Seconded by Councillor C McShane

- To recommend that Council approve the commencement of the Ballycastle town centre EIS with the appointment of an ICT to complete the Stage One works during 2022/23 and 2023/2024.

Councillor C McShane pointed to the small amount of money this proposal would cost and subsequently there was an exchange between Councillor C McShane and Alderman Duddy.

The Chair reminded those in the meeting that they were responsible for everything they said, Elected Members should be addressed by their correct title and there was to be no further party political speeches, in accordance with Standing Orders.

Alderman Hillis said he understood the rationale for the proposal by Alderman Duddy that he was also concerned about a potential rate increase given the current economic climate, however wished the agenda items to be dealt with individually and the matters w subject to agreement at the Council meeting.

At the request of Councillor Watton, Alderman Duddy clarified the deferral within his proposal was for 8-10 weeks or sooner, in order to determine finances in relation to the Leisure and Development Directorate.

The Director of Leisure and Development advised that with regards to the 2023/2024 rates setting process, there were two key factors which would impact on remaining revenue for this financial year:-

1. Ongoing Trade Union negotiations which are not yet concluded;
2. Macro energy position.

The Director of Leisure and Development advised that in light of this, he was unable to provide financial predictions.

Councillor MA McKillop welcomed the report. At the request of Councillor MA McKillop the Head of Prosperity and Place confirmed the report applied to the Diamond area and car parks in Ballycastle and not North Street.

\* **Councillor Schenning joined the meeting remotely at 7:24pm.**

The Chair put the Amendment to the Committee to vote  
9 Members voted For; 6 Members voted Against; 0 Members Abstained  
The Chair declared the Amendment Carried

**AGREED** – to recommend that Council approve the commencement of the Ballycastle town centre EIS with the appointment of an ICT to complete the Stage One works during 2022/23 and 2023/2024.

\* **Councillor Anderson, having declared an interest left the Chamber during consideration of this item at 7.35pm.**



## 5. GO FOR IT PROGRAMME

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

### **Purpose of Report**

The purpose of this report is to inform Council of the proposed additional programme costs related to the one-year extension of the Go for It Business Start Programme on behalf of the 11 councils, commencing 1<sup>st</sup> April 2023 and to seek approval to proceed. This is a statutory requirement and will continue to be post 31 March 2023.

### **Background**

The overarching aim of the Business Start Programme is to ensure the most effective and efficient model for the delivery of business start-up support services in Northern Ireland that is best able to:

- Support new business starts, to achieve economic growth and assist local Councils in delivering on their responsibility for supporting enterprise awareness and activity;
- Provide an accessible and cost-effective service that can seamlessly align with other Council and partner services;
- Identify high growth potential starts for referral to Invest NI's client management services; and
- Improve rates of start-up survival.

The Business Start programme delivers practical support to individuals seeking to establish a new business in NI and includes the following elements:

- Initial Enquiry;
- One to One Mentoring;
- An Online Business Support Tool;
- Development of a viable bespoke Business Plan;
- Aftercare Support; and
- Regional Marketing Campaign using a mix of media channels including local promotional activity at Council level.

This is supported by a centralised enquiry handling system and a shared CRM/Management Information System.

Council has previously approved a one-year extension of the Go for It Business Start Programme. To ensure continuation of business support from 01 April 2023 in the absence of funding from the UKSPF. Costs approved to date are only for the Business Plan element of the programme and a decision is now required on the costs associated with other programme elements e.g., Marketing, Enquiry Handling, Programme Management and Management Information System.

Indicative costs for these elements are now available as all 11 Councils have approved the one-year extension of the Business Plan element.

Lisburn City and Castlereagh Council, in their capacity as lead Council on this programme, has provided additional indicative costs at Council level including Marketing, Enquiry Handling, MIS [Management Information System] and Programme Management (see Annex A, previously circulated). Currently Belfast City Council operate the MIS and Lisburn City and Castlereagh Council deliver Programme Management and Enquiry Handling. The marketing element is managed by Derry City and Strabane District Council.

Members should note that the indicative total overall cost with no contingency for operating the Business Start Up Programme within Causeway Coast and Glens Borough Council for 2023-24 is anticipated as £112,374. This is dependent on an 11-council collaborative approach and will apply if no alternative external funding becomes available in-year. If Council was to deliver this programme independently, it would have considerable resource implications in setting up the required systems for the additional costs highlighted in Annex A, previously circulated.

The current iteration of the programme which is part funded by the NI ERDF Investment for Growth and Jobs Programme is scheduled to end on 31 March 2023 and currently no external funding sources are available in the immediate term.

This Programme contributes directly to the Job Creation objectives set for Councils and measured annually by DfE. The Causeway Coast and Glens statutory targets for 2023/24 are currently profiled as 213 business plans produced and 128 jobs created.

## **Options**

Option 1 – To notify Lisburn and Castlereagh City Council, in their capacity as lead Council for this programme, of Council's intention to extend the Enquiry Handling, Marketing, MIS and Programme Management contracts for an additional year as part of an 11-council approach pending outcome of the outline business case for the future proposals for Council-led Entrepreneurship Support Services post 2023.

Option 2 – To notify Lisburn and Castlereagh City Council, in their capacity as lead Council, that Council does not intend to extend the Enquiry Handling, Marketing, MIS and Programme Management contracts as outlined for an additional year from 01 April 2023 to 31 March 2024; hence significantly increase the risk of not achieving its statutory business plan and jobs targets for 2023/24.

## **Recommendation**

**It is recommended** that the Leisure & Development Committee recommends to Council the adoption of Option One i.e.

**Option 1** – To notify Lisburn and Castlereagh City Council of Council’s intention to extend the Enquiry Handling, Marketing, MIS and Programme Management contracts for an additional year from 01 April 2023 to 31 March 2024 as part of an 11-council approach pending outcome of the outline business case for the future proposals for Council-led Entrepreneurship Support Services post 2023.

This is a statutory requirement and will continue to be post 31 March 2023. The total cost of Option One is £41,973 with financial spend to be incurred in the 2023/2024 period.

Proposed by Councillor C McShane  
Seconded by Councillor Schenning

- To recommend to Council Option 1 - To notify Lisburn and Castlereagh City Council of Council’s intention to extend the Enquiry Handling, Marketing, MIS and Programme Management contracts for an additional year from 01 April 2023 to 31 March 2024 as part of an 11-council approach pending outcome of the outline business case for the future proposals for Council-led Entrepreneurship Support Services post 2023.

Councillor C McShane and Councillor Schenning said that anything Council could do to support business at this time was welcomed.

Alderman A McQuillan said he was aware this was a Statutory requirement that he wished make a proposal that it be deferred a couple of months until rates setting process was complete.

The Chair ruled this was a direct opposite and he would proceed to take a vote on the proposal.

Councillor McShane requested a recorded vote.

The Chair put the Proposal to the Committee to Vote.

9 Members voted For; 1 Member voted Against; 4 Members Abstained.

The Chair declared the Motion Carried.

**AGREED** - To recommend that Council approve Option 1 - To notify Lisburn and Castlereagh City Council of Council’s intention to extend the Enquiry Handling, Marketing, MIS and Programme Management contracts for an additional year from 01 April 2023 to 31 March 2024 as part of an 11-council approach pending outcome of the outline business case for the future proposals for Council-led Entrepreneurship Support Services post 2023.

## Recorded Vote Table

For (9)	Alderman Baird, Hillis
	Councillord Bateson, Hunter, McCaw, MA McKillop, McShane, Nicholl, Schenning
Against (1)	Alderman A McQuillan
Abstain (4)	Alderman Duddy, Knight-McQuillan
	Councillord McAuley, Watton

\* **Councillor Anderson returned to the Chamber at 7.50 pm.**

### **6. FESTIVE FUND**

Report, previously circulated, presented by Funding Unit Manager.

#### **Purpose**

The purpose of this report is to recommend grant decisions and awards for the Christmas Festive Fund 2022-23.

#### **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 mark the lighting of the Christmas tree and help facilitate outdoor festive celebrations within the Borough.

To be eligible to apply, organisations have to 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.

#### **Overview of the Fund**

To help local groups and community organisations from small towns, hamlets and villages to celebrate Christmas by organising outdoor events and activities in their local communities. All activities must comply with government restrictions on events.

Projects/events must take place between 25<sup>th</sup> November and 17<sup>th</sup> December 2022.

Activities must be cross community and open for all residents offering an opportunity for all within the locality to participate.

#### **Level of Grant Aid**

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

## Criteria for Assessment

Criterion	Pass	Fail
1. Evidence of a developed project; with a date within the scope of the advertised fund (activity to take place between 25th November to 17th December)		
2. Outdoor Event / Open for all the community		
3. Suitable planning for events with a sufficiently completed Risk Assessment including preventative Covid-19 measures, if required as per current regulations.		
4. Full itemized breakdown of costs provided		

## Outcome

26 applications were received by the closing date. The Funding Unit carried out the Stage 1 eligibility checks, 5 applications were deemed ineligible, and 21 applications were passed for assessment. The applications were assessed against the agreed criteria.

No of applications received	26
No of ineligible applications	5
No of unsuccessful applications at assessment	0
No of successful applications	21

A summary of the outcome including applications received and grants recommended is included in Annex 1, previously circulated.

## Recommendation

**It is recommended** that Council award grant-aid to projects numbered 1-21 listed in Annex 1, previously circulated, at a total cost of £5,193.33.

Recommended by Councillor Bateson  
Seconded by Councillor Nicholl and

**AGREED** - To recommend that Council award grant-aid to projects numbered 1-21 listed in Annex 1, previously circulated, at a total cost of £5,193.33.

Alderman Baird said she was pleased the local villages were receiving this funding for assistance with Christmas trees, lights and switch-on's and spoke of the work undertaken by those involved with the community.

The Chair advised the following items were for information.

## 7. JUBILEE PROGRAMME REVIEW

For information report, previously circulated, presented by the Head of Community and Culture.

### **Purpose of Report**

The purpose of this report is to provide members with evaluation data on the Platinum Jubilee Programme, including performance targets/outputs achieved and associated costs.

### **Project Performance**

There are **a total of 5 projects as resourced through the Jubilee budget**, 4 complete and 1 ongoing. Additional information included in Annex A & B, previously circulated.

### **Additional Projects**

A total of 17 additional projects were delivered as part of existing business plans, with the approval of the Working group, provided additionality, cost neutral to the specific budget allocated to the Jubilee programme. Additional information included in Annex A & B, previously circulated.

- Queens Jubilee Sporting Celebration
- The Queen's Platinum Jubilee exhibition 2022
- Jubilee Oral History
- Jubilee Talks
- Intergenerational project
- Playful Museum Festival- sensory storytelling & craft workshops
- Children's Storybook
- Primary School workshops
- Royal Connections
- Vintage Tea Dances
- Kids Themed Creative Workshops
- Adults Themed Creative Workshops
- Big Stitch Up
- Outside Visual Projection
- Jubilee Film Screenings
- 70th Wedding Anniversaries

With the exception of the Royal Connections project, all have been successfully completed. Royal Connections is scheduled to be complete in 23/24.

**Performance Measures, further details are contained in Annex B, include:**

#### Total number of projects - 22

- Workshops/Events/Activities/Exhibitions –91
- Publications/book – 1
- Digital and physical Royal Connections heritage trail (1 –yet to be completed)
- Groups Supported – 82
- Participants – 3422

- Presentation to Centenarians – 8
- Newborn babies presented with a teddy – 135

## **PR**

Press releases, web coverage and social media posts on Council's digital platforms include;

- 45 Press releases issued
- Social media – 14 posts received - people reached 88,908, post clicks 10,379

The Jubilee programme pages of the website had nearly 15,000 page views from December last year. The majority of activity was during May and June with 80% of page views during this time.

The press releases relating to the Jubilee programme on the website received a total of just over 6,000 page views, while a BBC radio interview was undertaken for the Museum's 'Royal Connections' project.

Additional social media statistics relating to specific projects (hosted by other social media accounts) are contained within Annex B

## **Programme costings**

Budgetary details are attached in Annex A, however in summary:

Total Programme Expenditure	92,813.85
Income grant	26,943.18
Net contribution from service budgets	27,970.56
Additional net cost to council (Jubilee budget)	38,030.00
Surplus (from agreed Jubilee budget)	11,970.00

Alderman Knight-McQuillan wished to put on record her thanks to Officers and staff involved in the Jubilee programme who had wholeheartedly fulfilled their commitments to the programme and welcomed the fact it came in under budget. Alderman Knight-McQuillan said she looked forward to the Jubilee window being installed in Coleraine Town Hall as a lasting legacy to our late Queen, who sadly passed away not long after the Jubilee celebrations.

## **8. DIGITAL INFRASTRUCTURE UPDATE**

For information report, previously circulated, presented by the Head of Prosperity and Place.

### **Purpose of Report/ Background**

The purpose of this report is to provide members with an update in relation to the delivery of Council's Digital Strategy.

### **Background**

In January 2021, Council endorsed the Digital Strategy for the Borough. The Digital Strategy provides a clear vision within the digital sector to drive, accelerate and sustain economic and social development throughout the Borough. It will

also help support any potential digital initiatives which emerge as part of the Causeway Coast and Glens Growth Deal.

The Digital Strategy was developed in parallel with, and informed by, the Economic Development Strategy for Causeway Coast and Glens and takes into account a range of digital strategies, initiatives and developments from the UK and beyond that establish the context for development in the Borough.

The Digital Strategy specifically focuses on three key areas i.e.:

- a) **Digital Infrastructure** – To ensure current and emerging digital technologies are available and accessible to all.
- b) **Digital Sector (including businesses)** – To support digital transformation of key economic sectors to ensure their sustainability and growth.
- c) **Digital Skills** – To establish a digital skills ecosystem for the Borough – both directly within the Borough, and as a conduit for skills regionally and beyond.

### **Progress/Update**

Progress on all elements of the Digital Strategy is outlined in the Outcome Based Analysis report attached as Appendix 1, previously circulated.

## **9. DAERA RURAL BUSINESS SCHEME**

For information report, previously circulated, presented by the Head of Prosperity and Place.

### **Purpose of Report**

The purpose of the report is to update members on the delivery of the Rural Business Development Grant Scheme funded by Department of Agriculture, Environment and Rural Affairs (DAERA) for the financial year 2022-2023.

### **Context**

This grant is funded under DAERA's Tackling Rural Poverty and Social Isolation Programme (TRPSI) the primary aims of which are:

- Alleviate financial poverty by enhancing entrepreneurship and growth
- Alleviate financial poverty by supporting micro businesses in rural areas

This grant scheme is being delivered by the 11 councils concurrently, to further support recovery and sustainability post-COVID.

Across NI, the call opened on Wednesday 04 May 2022 and closed on Friday 31st May 2022.

### **Programme Criteria**

- Micro businesses located in rural areas (*as per NISRA NINIS definition*)
- New businesses must be able to demonstrate they have commenced trading



- Must demonstrate added value of proposal both to business and impact on recovery and sustainability
- Must demonstrate ability to complete project and access grant by 11 Nov 2022
- Minimum grant awarded £500 with maximum of £4,999
- Must demonstrate they are ineligible to access similar support from elsewhere

### **Funding Level**

- Grants providing capital support up to a maximum of £4,999 or 50% of total costs
- Match funding must be in the form of a 'cash' contribution. Labour or 'in-kind' contributions will not be accepted
- The total cost of a project should not exceed £20,000

### **Pre-Application Support**

The grant was widely advertised in local press, DAERA website and on Council's website and social media channels.

Guidance Notes were made available to all interested businesses and included full details in respect of level of award, exclusions and assessment and scoring processes. Named contact was also provided to potential applicants wishing to discuss their idea pre-application. Interested businesses were required to attend a mandatory pre-application workshop to be eligible to apply to the scheme.

There was a high level of interest in the fund, totalling 128 telephone and email enquiries, by businesses wishing to discuss criteria and eligibility. Full support was given to all potential applicants during the funding call.

### **Assessment and Scoring**

- 60 applications were received:
- 13 applications were ineligible.
- 47 applications progressed to assessment and scoring.
- 42 applications scored above the 65% threshold for funding and were recommended to DAERA for funding (**See Annex One**)
- 5 applications did not score above the 65% grant threshold and were therefore unsuccessful (**See Annex Two**)
- Random sampling of the assessments was undertaken by DAERA before approval to proceed to Letter of Offer Stage.
- All successful applicants attended a mandatory Letter of Offer workshop prior to commencing their projects.

Annex One – Recommended to DAERA for Funding, previously circulated.

## **10. CORRESPONDENCE**

There was no correspondence

## 11. MATTERS REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to partnership panel.

## 12. CONSULTATIONS

There were no consultations

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

Proposed by Alderman Baird  
Seconded by Councillor Watton and

**AGREED** – to recommend that Leisure and Development Committee move '*In Committee*'

***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.***

\* **Press were disconnected from the meeting at 8.00 pm.**

## 13. GOOD RELATIONS AUDIT AND STRATEGY

Confidential report, previously circulated, was presented by Head of Community and Culture.

### **Purpose of Report**

The purpose of this report is to request approval to appoint The Junction Peace and Reconciliation Initiative to carry out an audit and 3 year strategy for Council.

### **Recommendation**

**It is recommended** to Council the Panel recommendations that the proposal received from The Junction Peace and Reconciliation Initiative is accepted at the sum of £10,000 exclusive of VAT.

Proposed by Councillor Schenning  
Seconded by Alderman Baird and

**AGREED** - To recommend to Council the Panel recommendations that the proposal received from The Junction Peace and Reconciliation Initiative is accepted at the sum of £10,000 exclusive of VAT.

#### **14. TOURISM EXPERIENCE DEVELOPMENT PROGRAMME**

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

##### **Purpose of Report**

The purpose of this report is to seek Council's approval to appoint a facilitator to deliver, with the tourism and hospitality sector, opportunities through improving the visitor experience, The Experience Development Programme.

##### **Recommendation**

**It is recommended** that the Leisure and Development Committee recommends the appointment of Runda to facilitate a 2022/23 Experience Development Programme within the Causeway Coast and Glens area. This work is in line with the tourism product development remit.

Councillor C McShane referred to the support provided by the Tourism and Event teams and of the huge benefit to the area.

Proposed by Councillor MA McKillop  
Seconded by Councillor C McShane and

**AGREED** - To recommend to Council appointment of Runda to facilitate a 2022/23 Experience Development Programme within the Causeway Coast and Glens area. This work is in line with the tourism product development remit.

#### **15. APPOINTMENT OF CREATIVE AND MARKETING SERVICES AGENCY**

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

##### **Purpose of Report**

The purpose of this report is to seek Council's approval to appoint a creative and marketing agency to provide design solutions and undertake media buying responsibilities for the Council's Tourism and Recreation remit.

##### **Recommendation**

**It is recommended** that the Leisure and Development Committee recommends the appointment of ASG and Partners to assist the Council's Tourism and Recreation Teams when required, with specialist creative and marketing services. This work will include the buying of third party media services, in line with Council's Destination Marketing Plans.

The Head of Tourism and Recreation advised the provision was availed of as and when required as most of the work was carried out by inhouse teams.

Councillor MA McKillop referred to the outdoor shower at Waterfoot beach and referred to issues with holes in the path.

Councillor Schenning and Alderman A McQuillan questioned the lack of competition for this project.

The Head of Tourism and Recreation explained that smaller projects would not be as attractive to tender for as less profit margin.

Alderman A McQuillan asked why there was a requirement to enter into contracts given the inhouse staff complement.

The Head of Tourism and Recreation advised that much of the work was undertaken by staff and the cost of out sourcing was half what it previously cost in legacy Coleraine Borough Council.

The Head of Tourism and Recreation further advised that due to economies of scale, outsourcing allowed enhanced buying power and confirmed the provision is paid for and availed of, as required.

Proposed by Councillor MA McKillop  
Seconded by Councillor Schenning and

**AGREED** - To recommend to Council appointment of ASG and Partners to assist the Councils Tourism and Recreation Teams when required, with specialist creative and marketing services. This work will include the buying of third party media services, in line with Council's Destination Marketing Plans.

## **16. CRUISER HIRE APPOINTMENT DRUMAHEGLIS**

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

### **Purpose of Report**

The purpose of this report is to advise Elected Members of an inaccuracy in the Report tabled in Nov 2021, relating to the appointment of a leisure cruiser hire business to operate at Drumaheglis Marina and Holiday Park. Elected Members are asked to note the corrected details and make adjustment to the recommendation to full Council.

### **Recommendation**

**To recommend that** Leisure and Development Committee is asked to note the amendment required in the Leisure and Development Report dated 16 November 2021 and approve Bann River Cruises Ltd as the successful bid to operate a leisure cruiser hire business at Drumaheglis Marina for one year from 1 April 2022, and extend it by a further four years, subject to an annual review after 12 months.

Proposed by Councillor McAuley  
Seconded by Councillor Watton and

**AGREED** - to recommend that Council note the amendment required in the Leisure and Development Report dated 16 November 2021 and approve Bann River Cruises Ltd as the successful bid to operate a leisure cruiser hire business at Drumaheglis Marina for one year from 1 April 2022, and extend it by a further four years, subject to an annual review after 12 months.

At the request of Councillor Hunter, the Head of Tourism and Recreation provided information on White River Charters in relation to Drumaheglis Marina use.

Councillor Watton said he had recently visited Drumaheglis Marina and was impressed by the surroundings.

- \* **The Director of Leisure and Development left the Chamber at 8.25 pm.**

## **17. GARVAGH LAND ACQUISITION**

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

### **Purpose of Report**

The purpose of this report is to seek approval from Members to progress negotiations with Land & Property Services for the acquisition of lands at Churchtown Road, Garvagh.

### **Recommendation**

**It is recommended** that the Leisure and Development Committee recommends the acquisition of the lands at Churchtown Road, Garvagh, prior to being taken to the Land and Property Sub-Committee Committee for consideration as an asset to be placed under the Tourism and Recreation remit.

Proposed by Alderman Knight-McQuillan

Seconded by Councillor Bateson

-to recommend that acquisition of the lands at Churchtown Road, Garvagh, prior to being taken to the Land and Property Sub-Committee Committee for consideration as an asset to be placed under the Tourism and Recreation remit.

Alderman Knight McQuillan and Councillor Bateson welcomed the proposal and referred to ongoing parking issues due to footfall and how popular the forest had become. Councillor Bateson enquired about the status of the footbridge and the Head of Tourism and Recreation advised that negotiations continued with the Primary School regarding a future option.

Alderman A McQuillan said that given the Extraordinary Audit findings a Legal opinion should be sought with regards to entering into any land transactions.

The Head of Tourism and Recreation advised he had spoken to the Director of Environmental Services who had clarified that due process would be followed in advance of entering into any land transactions.

- \* **The Chair declared a recess at 8.30 pm to consider request to receive legal advice**
- \* **The meeting resumed at 8.40 pm.**

The Chair advised the Council Solicitor was not in attendance at the meeting and suggested deferring receipt of Legal advice to the Council meeting in November by way of a caveat.

Alderman Duddy reiterated Alderman A McQuillan's request for legal advice referring to submissions and commentary at the previous Council meeting and the need for a 'belt and braces' approach in light of guidance from Department for Communities.

The Chair sought the agreement of the proposer Alderman Knight-McQuillan and seconder Councillor Bateson for inclusion of the caveat requested.

Alderman Knight-McQuillan said she believed this was a transfer of lands and not a commercial land deal, however agreed and Councillor Bateson said he was in agreement.

Proposed by Alderman Knight-McQuillan  
Seconded by Councillor Bateson and

**AGREED** - To recommend that Council approve the acquisition of the lands at Churchtown Road, Garvagh, prior to being taken to the Land and Property Sub-Committee for consideration as an asset to be placed under the Tourism and Recreation remit;

Caveat that Legal advice be provided at the Council meeting in accordance with the Northern Ireland Audit Office Extraordinary Audit direction.

\* **The Director of Leisure and Development re-joined the meeting at 8.50 pm.**

## **18. PORTRUSH TO BUSHMILLS GREENWAY FEASIBILITY**

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

### **Purpose of Report**

The purpose of this report is to provide Members with an update on the feasibility study undertaken into the potential for a Greenway between Portrush and Bushmills.

### **Recommendations**

**It is recommended** the Members approve that Officers, assisted by AECOM, approach the identified landowners to establish if the land required for this project is likely to become available via voluntary sale agreement and to bring a further report back to the Committee.

Elected Members welcomed the project saying since the pandemic people were more keen to enjoy the outdoors and hoped to attract additional visitors to the borough where they could walk, run or cycle, more safely.

Alderman Hillis asked how Council overcame issues acquiring land.

The Director of Leisure and Development explained that if land owners were not predisposed it was problematic as the project was about connecting a previous railway or tramline Bushmills to Portrush and a safe way to facilitate walking running and cycling.

In response to queries from Elected Members, the Director of Leisure and Development said the project was subject to approval of Government and available funding, which could include partnering with private sector investment.

Councillor McAuley asked for clarity on the associated risk, given the land deal disposition in light of the Extraordinary Audit.

The Director of Leisure and Development advised the proposal was subject to a final investment decision by Council and the relevant Government department and reminded Elected Members that everything Council do in preparation for a business case is at risk, until a final investment decision is taken.

Proposed by Alderman Hillis  
Seconded by Councillor McAuley and

**AGREED** - To recommend that Council approve that Officers, assisted by AECOM, approach the identified landowners to establish if the land required for this project is likely to become available via voluntary sale agreement and to bring a further report back to the Committee.

**19. ANY OTHER RELEVANT BUSINESS NOTIFIED IN ACCORDNACE WITH STANDING ORDER 12. (O)**

There was no other relevant business to consider.

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

Proposed by Councillor Schenning  
Seconded by Alderman Duddy and

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

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9.10 pm

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Chair