



**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 20 FEBRUARY 2024**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<i>Nil</i>
2.	Declarations of Interest	<b><i>Councillor N Archibald, Bateson, Kennedy, Schenning</i></b>
3.	Minutes of Leisure and Development Committee meeting held Tuesday 23rd January 2024	<b><i>Confirmed as a correct record</i></b>
4.	Members will receive a presentation from Causeway Connections	<b><i>Received</i></b>
5.	Pitches Strategy Review	<b><i>To recommend that Council note the Mid-Term update report on the Pitches Strategy and approve the following recommendations to be actioned over the remaining term of the strategy:</i></b> <ul style="list-style-type: none"><li><b><i>• Remedial Works - the indicative provision suggested of £0.5m per year should be earmarked for planned preventative repair and maintenance of sports pitches within the Capital Programme;</i></b></li><li><b><i>• Prioritised Projects - the Mid Term update report should be used to revisit and inform Council's prioritised list of capital projects for sports</i></b></li></ul>

		<p><b>pitch provision. The projects highlighted above that have not been progressed could then be progressed to business case subject to affordability and Committee/Council approval;</b></p> <ul style="list-style-type: none"> <li>• <b>External Capital Grant Programme – the growing need and demand for 3G provision from underage sports teams should be considered within the design of a new external grant programme subject to affordability and Committee/Council approval; and</b></li> <li>• <b>Policy position on rubber crumb in 3G pitches – the use of rubber crumb in existing and planned 3G pitches to be kept under review and considered within future business cases and new investment decisions for Committee/Council approval.</b></li> </ul>
<p><b>6.</b></p>	<p>Small Settlements Regeneration Programme Armoy</p>	<p><b>To recommend that Council accepts the recommendation to withdraw the Planning application for the Armoy Active Travel Path and remove the project from the CRSSRP. This funding will be reallocated to other Project A proposals that can be delivered on agreement with the funders. In</b></p>

		<b>addition, the Armoyle Active Travel Path will be retained on the Capital Programme long list of projects</b>
<b>7.</b>	Tourism Events Funding Programme 24-25	<p><b>To recommend to Council</b></p> <p><b>a) That funding is awarded, under the Tourism Events Funding Programme, as outlined in Table 1, with a sliding scale applied based on scores totalling £399,989.67.</b></p> <p><b>b) That Tourism Events are permitted to build event reserves to maximise sustainability and meet the future needs of events.</b></p>
<b>8.</b>	The Glens Visitor Information Provision	<p><b>To recommend that Council approves: Appointment of Glens of Antrim Historical Society as the Causeway Coast and Glens Council's preferred candidate for the provision of Visitor Information Services at a cost of £20,000.</b></p> <p><b>This appointment would be for a twelve-month period commencing on 1st April 2024 to 31st March 2025 with the option to extend for two further periods of 12 months each from 1st April, subject to satisfactory performance and council budgets.</b></p>

9.	DfE Draft Tourism Strategy Consultation Response	<b>To recommend that Council is asked to consider Annex C and recommend approval to forward this to the Tourism Strategy team at the Department for Economy, by way of a supplementary commentary from Causeway Coast and Glens Borough Council</b>
10.	Waterfoot Storm Damage Repairs	<b>To recommend that Council to complete on Stage 1 of the Capital Works prior to advancement of this project.</b>
11.	Whiterocks Coastal Erosion Works	<b>Information</b>
12.	Landfill Community Fund	<b>Information</b>
13.	Growth Deal Executive Programme Board Minutes	<b>Noted</b>
14.	Correspondence	<b>Information</b>
15.	Matters Reporting to the Partnership Panel	<b>Nil</b>
16.	Consultations	<b>Nil</b>
	<b>For Confidential Consideration (Items 17-22 inclusive)</b>	
17.	Generalist Advice Services Contract	<b>To recommend that Council award the tender for the Causeway Coast and Glens Borough Council Provision of Generalist Advice Services for the Borough from 1st April 2024 to 31st March 2025, with the possibility of extension for 2 further periods of one year each, subject to satisfactory delivery</b>

		<b><i>of service, to Community Advice Causeway at a maximum total annual cost of £260,487, exclusive of VAT and subject to the necessary funds being made available through the Department for Communities and Council</i></b>
<b>18.</b>	Growth Deal Branding	<b><i>To recommend that Council approve design 2a as the finalised design choice for the Growth Deal branding.</i></b>
<b>19.</b>	Small Settlements Regeneration Programme Tender Report, Gortnaghey	<b><i>To recommend that Council proceeds with Option 2 - Construction of Gortnaghey Path and the appointment of E.Quinn Civils Ltd for a contract sum of £244,412.50 (exc.VAT). It is also recommended that a contingency of 10% is added resulting in an overall figure of £268,853.75 (excluding fees). Council's total contribution to the project totals £13,992.</i></b>
<b>20.</b>	Perception Services Tender Report	<b><i>To recommend to Council that the contract is awarded to the CARD Group for the contract sum of £18,295 + VAT.</i></b>
<b>21.</b>	Energy Tender Report	<b><i>To recommend to Council that the that the contract is awarded to Action Renewables for the contract sum of £28,200 (excl. VAT).</i></b>

<b>22.</b>	HALP Maintenance Works	<b><i>to recommend that Council approve the purchase of 3 pods at Cushendall, and the refurbishment of the existing 2 pods, as a variation to the approved works agreed previously at the November Leisure and Development Committee Meeting. The total estimated cost for the project detailed within this Report remains at £31,000. The Revenue spend will be allocated to HALPs Maintenance and Repair budget</i></b>
<b>23.</b>	Any Other Relevant Business Notified in Accordance with Standing Order 12. (o)	
<b>(i)</b>	Skateboard equipment in Station Square (Councillor Holmes)	<b><i>Information</i></b>

**MINUTES OF THE PROCEEDINGS OF THE LEISURE AND DEVELOPMENT  
COMMITTEE HELD IN THE COUNCIL CHAMBER AND VIA VIDEO  
CONFERENCE ON TUESDAY 20 FEBRUARY 2024**

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

**Members Present:** Alderman Callan (C), McAuley (C), Stewart (C);  
Councillors Anderson (C), N Archibald (C), Holmes (C),  
Kennedy (C), Kyle (C), McCully (C), McGurk (R),  
McShane (R), Schenning (C), Stirling (C), Watson (C),  
Wisener (C)

**Non Committee  
Members Present:** Alderman Y Boyle (R), S McKillop (R), Knight McQuillan (R)

**Officers Present:** D Jackson, Chief Executive (C)  
P Mulvenna, Director of Leisure and Development (C)  
P Thompson, Head of Tourism and Recreation (R)  
W McCullough, Head of Sport and Wellbeing (C)  
J Welsh, Head of Community and Culture (C)  
N McGurk, Head of Prosperity and Place (C)  
P O'Brien, Funding Unit Manager (C)  
S McCartney, Holiday & Leisure Parks General Manager (R)  
K McGonigle, Destination Manager (R)  
G Fall, Events Manager (R)  
N McFadden, Small Settlement Project Coordinator (R)  
J Beggs, SIB Project Officer (R)  
L Scullion, Community Development Manager (R)  
J Beggs, SIB Project Officer (R)  
J Keen, Committee & Member Services Officer (C)

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

D Evans, Causeway Connections (C) (Item 4)  
W Erskine, Causeway Connections (C) (Item 4)  
M Bell, Causeway Connections (C) (Item 4)

Press 2 no. (R)  
Public 1 no. (R)

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

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**

There were no apologies recorded.

## 2. **DECLARATIONS OF INTEREST**

Councillor N Archibald declared an interest in Item 17- Generalist Advice Services Contract. Having declared an interest Councillor N Archibald left the Chamber during consideration of the Item and did not participate or vote on the Item.

Councillor Bateson declared a non-pecuniary interest in Item 7 – Tourism Events Funding Programme 24-25; as a committee member of the Kilrea Fairythorn Association. Having declared an interest Councillor Bateson left the Chamber during consideration of the Item and did not participate nor vote.

Councillor Kennedy declared an interest in Item 7 – Tourism Events Funding Programme 24-25. Having declared an interest Councillor Kennedy left the Chamber during consideration of the Item and did not participate nor vote.

Councillor Schenning declared a non-pecuniary interest in Item 12 – Landfill Community Fund as an employee of LCDI who had applied for the fund and also Item 17 – Generalist Advice Services Contract as an employee of LCDI. Having declared an interest Councillor Schenning left the Chamber during consideration of these Items and did not participate nor vote.

## 3. **MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 23 JANUARY 2024**

Summary previously circulated.

**AGREED** – to recommend that the Minutes of the Leisure and Development Committee meeting held Tuesday 23 January 2024 were confirmed as a correct record.

## 4. **MEMBERS WILL RECEIVE A PRESENTATION FROM CAUSEWAY CONNECTIONS**

Alderman McAuley stated that Members were made aware at 5pm this evening that two people named on the proposal are stating they know nothing and have nothing to do with this matter. Alderman McAuley further advised that one of the individuals stated they are on the document as a Member of Sandelford Heritage Group, clarifying it is Mountsandel Discovery and Heritage Group that she is the Chair of to repudiate her connection to this. Alderman McAuley requested an explanation, if 20% of the people listed as supporting this document are not in support, it puts the integrity of it into question.

D Evans responded advising there has been a misunderstanding; that consent had been provided by everyone listed either verbally or in writing; that he had a conversation with the individuals mentioned at an event at Ulster University,



they both said they would support the proposal and had possibly forgotten. D Evans stated that he would clarify with them and if they want their names removed from the document this can be done.

In response to further questions from Alderman McAuley, D Evans confirmed there was no ill intent; admitted that he should have received written consent for supporters to be included in the document; that half the people listed are aware of the document and presentation to Council, the other half, he had a conversation with them. D Evans stated the purpose of the proposal is to discuss an idea with the Committee Members.

Alderman McAuley stated he understood this is a proposal coming forward and questioned if D Evans understood the concerns raised and stated he was uncomfortable with the presentation going forward.

Councillor Kyle stated it may be wise to speak to the people on the document before continuing with the presentation.

It was agreed by the Committee Members to continue with the presentation.

The Chair invited D Evans, Causeway Connections to present.

D Evans introduced Causeway Connections as an organisation which links people who have gone to school or university in the area back to the area once they have moved on. D Evans referred to the PowerPoint slide comparing Causeway Coast and Glens with Cornwall and Galway to show the potential to develop tourism in the area. D Evans highlighted the lack of 4\* and 5\* hotels; the short tourist season and the lack of signature indoor centres. D Evans stated the need for a proactive approach to tourism development; the merit in marketing tourism and agreeing a tourism strategy for the next 5 -10 years; stating the benefit would be spread throughout the Borough.

M Bell stated this is an ideas presentation and thanked the Committee for their time.

W Erskine asked if Council were happy with what they they are getting out of it and welcomed ideas and feedback from Committee Members.

In response to questions, D Evans stated there are 4 main signature attractions Causeway Connections would like to promote – a Championship golf course at Magilligan, a US Presidents Centre, Causeway Galleries and a Bird Centre; each of these projects have significant donors or private investors who are willing to provide funding. In response to further questions, D Evans questioned if Council were happy with their approach to tourism, it is currently a very reactive approach; the purpose of this presentation is to put in place a vehicle for product development; a business case and evidence will be presented at a later stage. D Evans stated Causeway Connections is focused on moving forward, have private investment and alternative income and provided examples of how the tourist season could be extended in the area. D Evans referred to the Tourism NI strategy and emphasised the need for

signature attractions in the area. D Evans stated that there is no criticism of the Council and they want to deliver on the unfulfilled potential, emphasising the need to develop new product and investment in tourism. D Evans confirmed the proposal includes the whole Borough; sustainable tourism is achievable, and this is about investment in the area.

In response to questions the Chief Executive stated it was his understanding that the Causeway Coast & Glens Tourism Partnership naturally came to an end due to a reduction in members and it was no longer viable. The Chief Executive confirmed there has been work completed in coastal resorts and they are more vibrant now; although there are challenges with second homes and more traffic.

\* **D Evans, M Bell, W Erskine left the meeting at 8:15pm**

## **5. PITCHES STRATEGY REVIEW**

Report, previously circulated, was presented by the Head of Sport and Wellbeing.

### **Purpose of Report**

The purpose of this paper is to update Members on a Mid-Term Review of the Pitch Strategy 2020-25 and request approval of the recommendations to be actioned over the remaining term of the strategy.

### **Background & Approvals to Date**

In March 2019, Members received a report on the draft Pitch Strategy. This report was deferred for approval subject to a Members Workshop. This approach provided the opportunity for consultation with each DEA councillor grouping, allowing for Members' input and agreement of the proposals relevant to specific geographical areas of responsibility.

In October 2020, the strategy was updated following Section 75 consultation, Rural Needs Impact Assessment and Members feedback and approved by Council. The strategy was subsequently published on Council's website and has been a key reference document in the development of multiple Business Cases for new projects delivered in recent years. An overview of the original Pitch Strategy is provided below for ease of reference.

### **Pitch Strategy 2020-25**

Council commissioned independent sports sector specialists, Otium Leisure Consultancy to undertake a Facility Audit and Pitch Strategy to include 8 different outdoor facility types: Association football, Rugby, Gaelic games, Cricket, Tennis, Hockey, Outdoor bowls, Multi-use games areas/small sided games/kick about areas.

The key outputs for the Pitch Audit and Strategy were summarised as follows:  
Part 1 – Audit of Existing Provision: Audit the design, distribution, demand/supply information and condition of each of around 100 sites hosting Council and community/club owned outdoor 'pitches' and associated changing

facilities in the Borough. This audit is to include all natural turf and synthetic 'pitches' for association football, Gaelic games, rugby, hockey, tennis, cricket, athletics, outdoor bowls, multi-use games areas and small sided games/kick about areas. Make recommendations and provide indicative costs in relation to any identified remedial works or further technical investigations necessary. Part 2 – A Pitch Strategy: Review the current hot and cold spots for pitch provision identified in the Facilities Strategy 2015 and combine this with additional condition and use pattern research to make recommendations for a prioritised 'pitch' (and associated changing provision) investment strategy for the Borough and provide indicative cost estimates.

The Pitches Strategy should set out a 5-year plan and make area specific recommendations and provide cost estimates in relation to a range of options. The Strategy recommendations should also take account of levels of deprivation and barriers to access such as disability or rurality etc. The following tables deal with facility developments at Council-owned sites that will be Council-led. Each recommendation is given a priority rating based on the extent of its impact on adequacy of provision and related issues such as the cost of maintenance and the potential to benefit health & well-being of the community.

The total indicative capital cost for 22 priority recommendations is £9.925m\* summarised as follows (table circulated).

*\*Note: The indicative project costs included above are now dated and do not reflect construction hyperinflation during 2021/22.*

### **Mid-Term Update**

Council commissioned Otium Leisure Consultancy to carry out the mid-term review on the Pitch Strategy. The high level brief for this update was to:

- Conduct a review of strategic recommendations and progress made with the delivery new capital projects despite affordability constraints and the Covid pandemic;
- Carry out site visits on any new facilities developed to determine the overall quality and accessibility of provision;
- Update strategic context for new strategies/legislation e.g. DfC Sport and Physical Activity Strategy;
- Demographic review of population coverage using up-to-date population statistics (2021 census data) to assess and determine current level of need;
- Identify emerging recommendations for consideration e.g. growth in underage and female teams within the high participation sports and new EU regulations regarding use of microplastics in 3G pitches.

As part of this review, Officers provided the opportunity for workshops with each of the political party leads to ensure the needs of local DEA Members were taken into account.

To help understand the aspirations typical of many sports clubs in the Council area, case studies on six clubs are presented in Annex A (circulated). These case studies supplement the 12 'other provider' clubs which responded to the invitation to update the status of their facility need for this review.

For some years now the use of rubber crumb infill material in third generation sports surfaces has been debated in the European Union and beyond. The debate has focused on two main concerns; (i) the risk of carcinogenic properties and, (ii) the environmental impact of the presence of rubber infill. The environmental impact concern has resulted in legislation which bans the use of rubber infill, a microplastic, in 3G pitches. Annex B (circulated) presents a short explanation of the position and the longer term implications for Northern Ireland.

The Mid-Term update report was concluded in January 2024 and the full report is included at Annex C (circulated). A summary of progress against the 22 recommendations is provided below:

1. Develop additional floodlit 3G provision where need is evidenced - No additional 3Gs developed, however plans for Ballycastle Shared Education Campus include 2X3G & 1X2G. All three pitches will be floodlit. Community use of these pitches and of the planned four-court sports hall at the campus will be available outside curriculum time. The case studies – Annex A – highlight growth in underage participation and the need for a borough-wide review of 3G floodlit facility provision. This should take account of the new EU regulations with regard to the use of microplastic infill material.
2. Consider existing pitches across the Borough that have playability issues for remedial work to the playing surface and/or changing accommodation - Estates carry out routine maintenance programme. Extensive drainage remedial work approved by Council for Burnfoot Pitch commencing 2024. The work at Burnfoot includes upgrading changing accommodation.
3. Extend the existing changing accommodation at Riada Playing Fields - No progress as yet. An early options appraisal was considered some years ago. The need for changing accommodation remains unchanged. This need has been reaffirmed in the recent case study – see Annex A.
4. Implement an appropriate Pitch Usage Policy and maintenance programme - No progress as yet. Remains relevant. A Pitches Policy will lead to efficiency improvements and get the most out of the Council's pitches estate.
5. Identify Council sites surplus to requirements and consider their future use - No progress as yet. Over time the list of surplus pitches may change therefore it's important to review the list on a regular basis. Remains relevant.
6. Depending on the long term future of the club there is a need to replace the changing accommodation at Armoy Rugby Club - Armoy Rugby Club folded with falling numbers, poor accommodation and competition from close-by clubs, the club could not be sustained. The club's site at Lime Park, owned by the Council and now leased to a local community association is currently home to Causeway American Football team, with

- a walking track created for Park Run events and aspirations for an outdoor recreation/wellbeing location.
7. Consider the development of a changing pavilion in Riada Playing Fields – No progress as yet, however it's understood a business case is under development. Recent works to the AstroTurf pitch have upgraded the playing surface and lighting.
  8. Replace the ageing surface on the AstroTurf pitch at Quay Road, Ballycastle - Since the Pitches Strategy was developed the Council now proposed to develop a new leisure centre for Ballycastle at Quay Road, utilising the footprint of the AstroTurf pitch. A new AstroTurf pitch is proposed for the Ballycastle Shared Education Campus, with community use outside curriculum time.
  9. Consider the value of a continuing tennis presence in Portrush in view of the proposed redevelopment of Portrush Recreation Grounds - Portrush Recreation Grounds has been redeveloped with LUF and DFC funding and no longer includes tennis courts. Portrush Recreation Grounds now offers inclusive cycling paths, an urban plaza, adventure play, a natural turf bowling green, a half size synthetic bowling green and a modern pavilion whilst vehicle parking has also been enhanced.
  10. Carry out upgrade to the tennis pavilion in Ballycastle, including toilet provision and maintenance issues - No progress. Routine maintenance continues.
  11. Support clubs in their aspirations for improved club-based facilities - Council Capital Grants operated 2017-19 with £0.75m budget for sport and community applications, however, the grant programme is presently suspended. The programme has benefited several community organisations, including Eoghan Rua GAC in the development of a second pitch. The need for a capital grants programme remains relevant, as evidenced in Section 7 of the report which presents consultation with other facility providers and in the case studies in Annex A. This may be provided in the form of major capital grants and/or technical assistance grants to determine feasibility/business case for investment, as found in other local authorities. Any grant programme should be designed to maximise the potential community benefits, including partnership bids for multi-sport projects that may be eligible to apply to Sport NI funding programmes in the future.
  12. Ensure existing Council facilities for association football in the Limavady area are used to their full potential - The room formerly used by the pigeon club has been converted to a changing places facility for use by users of the adjoining accessible play area. The need to match changing accommodation capacity to the number of pitches remains. Consideration of additional 3G pitch provision should take account of the training needs of three mass participation sports in Limavady – association football, gaelic games, rugby – in any site assessment process.
  13. Develop additional grass pitch facilities in the Dungiven area - No progress as yet. St Canice's and St Patrick's clubs continue to grow. Their need for a pitch remains relevant, however, it is understood that the local college and the clubs are currently exploring the possibility of an application to Sport NI/DfCs 'Your School Your Club' funding programme.

14. Consider the development of improved tennis provision in the Coleraine area in respect of scale of provision and playing surfaces - One of the two clubs, Coleraine Tennis Club, no longer operates from Anderson Park. There has been recent investment to maintain the playing surface and improve lighting. With only one club now operating from Anderson Park, facilities there are more likely to suit demand.
15. Consider the design of future indoor facility developments regards their suitability for indoor cricket practice - No progress as yet. This recommendation could be considered in the design of new sports halls.
16. Consider a new approach to supporting lawn bowls including the provision of synthetic greens - A new full size synthetic green has been developed at the Dungiven Sports Centre and a synthetic training green developed at the Portrush Recreation Grounds alongside a full-size natural grass green.
17. Consider the development of MUGA's at Cushendall, Limavady, Dungiven, Castlerock, Dervock, Cloughmills and Portrush - Cloughmills Pitch progressed to site acquisition for new full size grass pitch only and more recently a wider review of a potential site for a sports-specified MUGA within the village and a possible application to the 'Your School Your Club' funding programme. The Council has developed some MUGAs, funded by PEACE and/or Small Settlements funding programmes since the strategy was adopted.
18. Consider re-development of the Council's shale pitches where this is possible - No progress as yet. The Council's shale pitches are not in use. Remains relevant.
19. Consider the potential to improve grass pitches in line with evolving grass pitch technologies, such as sand fibre natural grass - No progress as yet. Remains relevant. (UU Coleraine upgraded a pitch to sand fibre natural grass in 2017).
20. Consider supporting cricket clubs with specialist equipment to assist the delivery of training sessions and in maintenance of grass surfaces - No progress as yet. Remains relevant.
21. Develop perimeter walking/jogging paths (with lights) at a range of club and Council facilities - Perimeter jogging path included as part of the development of Quay Road site. Also under consideration for Roe Mill site. Council has made a decision not to progress the Ballymoney to Ballycastle Greenway but is considering a route between Portrush and Bushmills.
22. Develop a multi-sport synthetic training area at Rugby Avenue Playing Fields - No progress as yet. Remains relevant.

### **Key Conclusions**

It is important to note that the Pitches Strategy does not commit Council to investment, instead the research/analysis supports the development of project Business Cases that may attract Council funding or new external funding opportunities e.g. UK Government Levelling Up Fund/Community Ownership Fund, DfC/Sport NI, Peace Plus/Small Settlement Fund etc.

As noted above, the Covid pandemic has inhibited progress up to the mid-point of the strategy period. In addition, the Council's more restricted financial

position during the early years of the strategy also slowed down progress with pitch projects that could not secure substantial external funding from other sources.

As highlighted above the indicative project costs included above are now dated and do not reflect construction hyperinflation during 2021/22. The indicative investment required of £9.925m could be uplifted by 50% to £14.88m to forecast financial need more accurately.

The original Pitches Strategy highlighted the ongoing need for repair and renewal and adequate lifecycle budget provision to maintain the playability value of the existing 100 pitches. This is essential in covering costs for replacing synthetic surfaces, remedial drainage to grass pitches, replacing fencing, maintenance of changing pavilion, new goal posts etc.

A new Pitches Strategy will be commissioned in 2024/25 and developed for approval in March 2025 to ensure continued planning and prioritisation of investment in sports pitches across the Borough.

### **Recommendations**

Members are asked to note the Mid-Term update report on the Pitches Strategy and approve the following recommendations to be actioned over the remaining term of the strategy:

- **Remedial Works** - the indicative provision suggested of £0.5m per year should be earmarked for planned preventative repair and maintenance of sports pitches within the Capital Programme;
- **Prioritised Projects** - the Mid Term update report should be used to revisit and inform Council's prioritised list of capital projects for sports pitch provision. The projects highlighted above that have not been progressed could then be progressed to business case subject to affordability and Committee/Council approval;
- **External Capital Grant Programme** – the growing need and demand for 3G provision from underage sports teams should be considered within the design of a new external grant programme subject to affordability and Committee/Council approval; and
- **Policy position on rubber crumb in 3G pitches** – the use of rubber crumb in existing and planned 3G pitches to be kept under review and considered within future business cases and new investment decisions for Committee/Council approval.

In response to questions, the Head of Sport and Wellbeing confirmed that The Heights Football Club has been lobbying for investment; this pitch is not a prioritised project and the priority list does need updated. In response to further questions the Head of Sport and Wellbeing clarified Armoy Community Association has a lease for Lime Park Playing Fields; if Armoy Football Club wish to use the grounds they need to liaise with Armoy Community Association and explained the rationale for Armoy Community Association obtaining a lease from Council; it is easier to apply for funding with the lease in place. The Head of Sport and Wellbeing confirmed Rathlin Island has been referenced and the

priority is to review the prioritisation of projects; Elected Members will have to direct Officers on what to prioritise.

The Chief Executive confirmed it is a priority of the new Director of Leisure and Development to review the priority list; a draft paper has been prepared regarding capital grants and will be shared with the Leisure and Development Committee.

The Director of Leisure and Development stated she has taken on board comments made regarding the disconnection between Leisure and Development Directorate and Environmental Services in relation to maintaining pitches and will ensure to work in such a way as the two services are lined up.

In response to questions the SIB Project Officer advised the report is a midterm review and the next review will provide more detailed data. The SIB Project Officer advised further information can be provided to Members.

Proposed by Councillor Schenning  
Seconded by Councillor McShane and

**AGREED** - to recommend that Council note the Mid-Term update report on the Pitches Strategy and approve the following recommendations to be actioned over the remaining term of the strategy:

- **Remedial Works** - the indicative provision suggested of £0.5m per year should be earmarked for planned preventative repair and maintenance of sports pitches within the Capital Programme;
- **Prioritised Projects** - the Mid Term update report should be used to revisit and inform Council's prioritised list of capital projects for sports pitch provision. The projects highlighted above that have not been progressed could then be progressed to business case subject to affordability and Committee/Council approval;
- **External Capital Grant Programme** – the growing need and demand for 3G provision from underage sports teams should be considered within the design of a new external grant programme subject to affordability and Committee/Council approval; and
- **Policy position on rubber crumb in 3G pitches** – the use of rubber crumb in existing and planned 3G pitches to be kept under review and considered within future business cases and new investment decisions for Committee/Council approval.

## 6. SMALL SETTLEMENTS REGENERATION PROGRAMME ARMOY

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

### **Purpose of Report**

The purpose of this report is to seek a decision from Members regards the proposed Armoyn Cycle Path project as part of the Covid Recovery Small Settlements Regeneration Programme (CRSSRP)



## **Background**

The CRSSRP is funded through the Department for Communities [DfC], the Department of Agriculture, Environment and Rural Affairs [DAERA], and the Department for Infrastructure [DfI] and an agreed contribution from Council. In January 2022 Council approved the three-strand approach for the CRSSRP which was submitted to the funding body for approval and a Letter of Offer was accepted in March 2022.

The CRSSRP aims to deliver the following projects under each theme:

- **Project A - 14** regeneration projects across 10 villages.
- **Project B - 6** buildings brought back to economic use through Restore & Reactivate Programme.
- **Project C - 3** active travel projects.

The proposed Armoy Cycle Path falls under Project A.

## **Current Position**

CRSSRP has delivered a very successful project in Armoy by way of an extensive upgrade to the Church Road Playpark. This project was completed in October 2023 and involved upgrades to existing equipment and the introduction of new accessible play equipment. The project was funded via a cocktail of funding (DAERA - £64,000, DfC - £5,018, Council - £50,104) and has been well received by the local community.

Also, under Project A it was proposed to enhance the current path from the village to link to Lime Park and encourage Active Travel and to create a safe cycle route between the two locations. However, despite strenuous efforts by specialist technical consultants, there is no scheme design achievable that will satisfy current Department for Infrastructure [DfI] regulations in relation to crossing from the cycle path (across a 60 MPH road) into Lime Park. Objections have also been raised by DfI through the Planning process. Current DfI regulations dictate that a controlled crossing will need to be designed into the scheme if it is to receive DfI approval. Both Annex A (circulated) and Annex B (circulated) provides further supporting correspondence from the independent technical consultants and DfI officials.

This matter was discussed in detail at the January 2024 SSRP Steering Group (including representatives of the project funders DfI and DfC) and the outcome was that due to time and budget restrictions on the CRSSRP, the preferred course of action was to recommend withdrawal of the project from the CRSSRP and to re-allocate the associated DfI funding to other projects that could be delivered within the parameters of the Programme.

Officers therefore recommend that the Planning application is withdrawn, and that the proposal be removed from the CRSSRP. This will allow DfI's funding of

£109K, to be transferred to other Project A proposals that can be delivered within this Programme following agreement with the funder.

### **Recommendation**

**It is recommended** that the Leisure and Development Committee accepts the recommendation to withdraw the Planning application for the Armoy Active Travel Path and remove the project from the CRSSRP. This funding will be reallocated to other Project A proposals that can be delivered on agreement with the funders. In addition, the Armoy Active Travel Path will be retained on the Capital Programme long list of projects.

In response to questions the Small Settlements Project Co Ordinator advised that it is his belief that the the 30mph speed limit has been refused by the Department for Infrastructure due to the amount of work required and legislation; this does not fit into the time frame Council is working on.

In response to questions, the Head of Prosperity and Place advised that it is too late to make changes to the current scheme due to timescales and budget; other funding streams can be considered.

Councillor Watson requested that Council make representation to the Department for Infrastructure regarding extending the footpath at Lime Park Playing Fields, the Chief Executive confirmed he will do this at their meeting the following day.

Proposed by Councillor Kennedy  
Seconded by Councillor Watson                      and

**AGREED** - to recommend that Council accepts the recommendation to withdraw the Planning application for the Armoy Active Travel Path and remove the project from the CRSSRP. This funding will be reallocated to other Project A proposals that can be delivered on agreement with the funders. In addition, the Armoy Active Travel Path will be retained on the Capital Programme long list of projects.

- \* **Having declared an interest in the Item Councillor Bateson vacated the Chair, at 8.53pm, and left the Chamber during consideration of this Item.**
- \* **Alderman Callan, Vice Chair, assumed the Chair during consideration of the Item.**

## **7. TOURISM EVENTS FUNDING PROGRAMME 24-25**

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

### **Purpose of Report**

The purpose of this report is to present the results of the assessment process for the Tourism Events Funding Programme 2024-2025.

## **Background**

The Tourism Events Fund is administered as a competitive process via the Council's online funding hub. The fund is established for the purpose of supporting new and existing event organisers, with outputs that align with the broad aims and objectives of the Council's Destination Management Strategy.

## **2024 - 2025 Application Process**

This process is facilitated by the Funding Unit, utilising Council's online funding hub. Advertisements were placed in local newspapers, the Council's website and social media channels. Mailshots were also distributed to Council's mailing lists.

The application process opened on Monday 11<sup>th</sup> December 2023 with the following key dates and deadlines:

- Sessions with Council's Events Team were available to applicants between 9<sup>th</sup> – 12<sup>th</sup> January 2024 to outline the changes to the fund criteria and answer questions pertaining to the parameters.
- Applications closed on 26 January 2024.

## **Event Funding Eligibility Criteria 2024-2025**

The Tourism Event Funding Programme provides two grant options, namely the Tourism Events Growth Fund and Tourism Large Events Fund. The outline criteria for both funds are listed below for information.

**Tourism Events Growth Fund** – Events with an overall budget of between £10,000 and £30,000 which attract more than 600 visitors to the Borough, takes place over a minimum of 2 consecutive days (minimum of 5 hours on each day) and encourages overnight stays. Applicants must demonstrate how they will promote the Borough as a tourism destination through branding and marketing activities. In addition, they must demonstrate economic support / benefit from hosting the event and how they will promote the area to the domestic market. The level of grant award available is up to 50% of total project costs, up to a maximum grant award of £15,000.

**Tourism Large Events Fund** – Events with an overall budget in excess of £30,000 which attract more than 3,000 visitors to the Causeway Coast and Glens Borough, takes place over a minimum of 2 consecutive days (minimum of 5 hours on each day) and encourages overnight stays. Applicants must demonstrate how they will promote the Borough as a tourism destination through marketing activities. In addition, they must demonstrate economic support / benefit from hosting the event and how they will promote the area to the domestic market and appeal to international visitors. The level of grant award available is up to 50% of total project costs, up to a maximum grant award of £100,000.

## **Assessment Process**

The assessment panel, made up of Officers from the Tourism Events Team and the Funding Unit, met between 30 January and 5 February 2024 and applications were assessed against the agreed criteria, including full event details and delivery (including event management plan), event sustainability

and skills retention, economic support / benefit, media and marketing impact (including marketing plan), options for further event development and enhancing the visitor experience connected with the event.

Each criteria within the scoring matrix is weighted and a minimum threshold pass rate is applied at 65%. Successful applicants must attend a project initiation meeting and are offered feedback on their application and areas that could be improved on in the future. Unsuccessful applicants are offered an opportunity for feedback on improvement if they wish to apply in the future.

### **Summary of Applications**

A summary of the applications received with scoring achieved can be seen in table 1 below (circulated).

Council received 12 applications. Danny Boy Jazz & Blues Festival withdrew its funding application. There were 6 successful applications from the Large Fund and 4 successful from the Growth Fund, requesting a combined total of £431,146.

### **For Consideration**

In the period 2023/24 the allocated budget for the Tourism and Recreation Tourism Event Funding Programme (TEFP) was £400,000. The following allocations are based upon a planning assumption that this sum remains the same for 2024/25.

After assessment of all applicants, a shortfall of £31,146 has been identified. In 2018/19 and 2019/20, when the Tourism Events Fund was oversubscribed, Council applied a consistent approach to reducing monies through a sliding scale.

### **Application of Sliding Scale**

Officers have applied a sliding scale as detailed in Table 1 above.

For applications scoring between 90% and 100% - award 97.38% of eligible amount requested.

For applications scoring between 80% and 89% - award 94.88% of eligible amount requested.

For applications scoring between 70% and 79% - award 92.38% of eligible amount requested.

For applications scoring between 65% and 69% - award 89.88% of eligible amount requested.

### **Maximising Sustainability**

The purpose of Council's Grant Funding Policy is 'To have a consistent, customer focused process with relevant assessment and evaluation procedures with appropriate appeal and monitoring systems in place.'

As per section 5.2 of the Policy, one of the objectives is to ensure that all funding and grants allocated will:

- Maximise sustainability (economic, environmental and social).

In order to help achieve this, it is proposed that tourism events are encouraged and supported to develop an Event Reserve. It is noted that Tourism Northern Ireland (TNI) have adopted this approach to event sustainability. All funded events must demonstrate how they will move towards sustainability or how they intend to grow. Consideration will be given when events are building cash reserves for financial sustainability.

Events which show a profit will be considered on a case by case basis and funding may be reduced in line with the principle of “additionality” and “sustainability”. Profit should be carried forward into the next year’s event reserves; this should be clearly shown in the financial statements. If the event income or expenditure changes from the budget submitted this could have an impact on the final payment amount. If the budgeted expenditure drops by 10% or more, Council reserves the right to reduce the funding offer and final payment.

### **Recommendations**

**It is recommended** that the Leisure & Development Committee recommends to Council;

- a) That funding is awarded, under the Tourism Events Funding Programme, as outlined in Table 1, with a sliding scale applied based on scores totalling £399,989.67.
- b) That Tourism Events are permitted to build event reserves to maximise sustainability and meet the future needs of events.

Proposed by Councillor N Archibald  
Seconded by Councillor Schenning and

**AGREED** - to recommend to Council

- a) That funding is awarded, under the Tourism Events Funding Programme, as outlined in Table 1, with a sliding scale applied based on scores totalling £399,989.67.
- b) That Tourism Events are permitted to build event reserves to maximise sustainability and meet the future needs of events.

\* **Alderman Callan vacated the Chair at 8:58pm.**

\* **Councillor Bateson returned to the Chamber and assumed the Chair at 8:58pm.**

## **8. THE GLENS VISITOR INFORMATION PROVISION**

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

### **Purpose of Report**

The purpose of this report is to seek Member’s approval for the provision of a Visitor Information Service in the Glens of Causeway Coast and Glens Borough Council area.

## Background

The Destination Management team manage five networked Visitor Information Centres (VICs) within the Borough. It also manages one non-networked office. A gap existed in the provision of a visitor information service within the Glens. Council addressed this in the form of a service level agreement with an operator in the Glens. This contract will come to an end on 31 March 2024.

## Visitor Information Centre provision

The visitor servicing remit sits alongside marketing, trade engagement and product development within the overall Destination Management structure. The key element of responsibility within the visitor servicing remit is the management of the Visitor Information Centres. There are five networked VICs within the Borough: Ballycastle, Bushmills, Ballymoney, Limavady and Portrush. There is also one non-networked office, Rathlin Boathouse. The seasonal offices are Bushmills, Portrush and Rathlin Boathouse and are open from Easter to September / October.

The VIC's which have year round opening hours provide the VIC remit as well as a front of house provision for other service areas within Council, for example, Roe Valley Arts Centre, Ballymoney Town Hall and Portnagree House in Ballycastle.

The table below (circulated) shows the total visitor enquiry figures from Cushendall LIO from 2019 – 2023. It ranked 7<sup>th</sup> out of 7 for visitor enquires, but 2<sup>nd</sup> out of 7 for out of state visitors, 60% of the visitors in 2023 were international.

## Procurement Process

Following procedures detailed in the procurement policy, Causeway Coast and Glens Council invited quotations from experienced operators to provide 'Visitor Information Services' in the Glens. The procurement process for this appointment took place via E-Sourcing and expressions of interest were sought. A Terms of Reference was issued (Annex A (circulated)) and one company responded. The submission deadline was Friday 12<sup>th</sup> January 2024. The following company submitted documentation:

Glens of Antrim Historical Society

## Summary

	Score	Rank
<b>Glens of Antrim Historical Society</b>	100	1st

## Recommendation

**It is recommended** that Council approves:

Appointment of Glens of Antrim Historical Society as the Causeway Coast and Glens Council's preferred candidate for the provision of Visitor Information Services at a cost of £20,000.

This appointment would be for a twelve-month period commencing on 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 with the option to extend for two further periods of 12 months each from 1<sup>st</sup> April, subject to satisfactory performance and council budgets.

Councillor Watson spoke on behalf of Councillor McMullan, that while he welcomes the funding for the Glens Visitor Information Centre he queried the need for the last two stipulations of depending on satisfactory performance and Council budget, considering the satisfactory provision they provide and also considering Council Officials have already stated that they want the centre kept open.

The Head of Tourism and Recreation advised the stipulations are in the Terms of Reference and need to be adhered to, by whoever has the contract.

Councillor Watson stated she is content with the recommendation, it was just how it will read to the Visitors Centre.

Proposed by Councillor Watson  
Seconded by Councillor Kennedy and

**AGREED** - to recommend that Council approves:  
Appointment of Glens of Antrim Historical Society as the Causeway Coast and Glens Council's preferred candidate for the provision of Visitor Information Services at a cost of £20,000.

This appointment would be for a twelve-month period commencing on 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 with the option to extend for two further periods of 12 months each from 1<sup>st</sup> April, subject to satisfactory performance and council budgets.

## **9. DFE DRAFT TOURISM STRATEGY CONSULTATION RESPONSE**

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

### **Purpose of Report**

The purpose of the report is to inform Elected Members that the Department for Economy (DFE) has recently launched a public consultation on a draft Tourism Strategy for Northern Ireland which outlines a 10 Year Plan to increase the value of tourism.

### **Background**

At the January 2024 full Council Meeting, under the Consultation Schedule, the following was included for Members' attention:

*The draft Tourism Strategy for Northern Ireland: 10 Year Plan sets out our vision and mission for the growth of the tourism sector in Northern Ireland over the next decade. It will help position the region internationally as an attractive place to visit, making our visitors feel welcome whilst at the same time helping*

*to make the lives better of all our citizens. It will seek to deliver on the objectives of 10x by generating economic growth that is sustainable, inclusive and innovative.*

• <https://www.economy-ni.gov.uk/news/consultation-launched-draft-tourism-strategy>

The closing date for public consultation returns was extended to Friday 2 February 2024. The Destination team within the Tourism and Recreation service provided an Officer response to the consultation questionnaire issued by DFE (Annex B (circulated)). Officers have advised Officials from DFE that an expanded response will be taken to the February Leisure and Development Committee Meeting for Elected Members' consideration (Annex C (circulated)).

### **Introduction to the Tourism Strategy for Northern Ireland - 10 year Plan**

The draft strategy sets out a vision that seeks to establish Northern Ireland as a year-round world class destination which is renowned for its authentic experiences, landscape, heritage and culture, and which benefits communities, the economy and the environment with sustainability at its core. (See Annex A (circulated)).

This is proposed to be a key enabler of the Department for Economy's 10x Economic Vision, to help position the region internationally as an attractive place to visit, making our visitors feel welcome whilst at the same time helping to make the lives better for all who live here.

It is based on five themes and seeks to strive for a new and ambitious growth trajectory that is:

- **Innovative** and uses our creative skills.
- **Inclusive** by bringing opportunities for all.
- **Sustainable** for generations.
- **Attractive** to visitors and investors.
- **Collaborative** to deliver a shared vision.

The document identifies the key challenges and opportunities for growth.

### **Supplementary Response and Commentary**

For Members' consideration, Officers have prepared further commentary on the draft Tourism Strategy for Northern Ireland as provided in Annex C (circulated), and subject to Elected Members' approval, will forward to the Tourism Strategy Team at the Department for Economy.

### **Recommendation**

The Leisure and Development Committee is asked to consider Annex C and recommend approval to forward this to the Tourism Strategy team at the Department for Economy, by way of a supplementary commentary from Causeway Coast and Glens Borough Council

In response to questions the Head of Tourism and Recreation advised that the Destination Management team have engaged with Tourism Alliance who have



provided evidence of lobbying for electronic travel provision and Council will continue to pursue this with the Tourism Alliance. The Head of Tourism and Recreation advised that Council have a close working relationship with Tourism NI in relation to tourism development and promotion; in terms of timescales the strategy is with Department of Economy Officials who will finalise the strategy and will hand it back to Tourism NI to deliver. Council does not have a tourism strategy because we want to work closely with Tourism NI to ensure that Council, as Teir 2 providers of strategic tourism delivery, fit in and align with the Tier 1 strategic approach from Tourism NI. Now this strategy is coming towards fruition, Council are working towards developing a 10 year destination management strategy for 2025 -2035. The consultation response details a need for a better collaborative approach across the agencies and the Chief Executive of Tourism NI will forward this on to the Department for the Economy.

The Director of Leisure and Development agreed that a collaborative approach is required; a clear action plan is required for what Council want to achieve and Tourism NI are happy to work with Council; Tourism NI Senior staff will meet with Council to work on moving forward; this can be opened to include Elected Members.

Proposed by Councillor McShane  
Seconded by Alderman Callan and

**AGREED** - to recommend that Council is asked to consider Annex C and recommend approval to forward this to the Tourism Strategy team at the Department for Economy, by way of a supplementary commentary from Causeway Coast and Glens Borough Council

## 10. WATERFOOT STORM DAMAGE REPAIRS

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

### **Purpose of Report**

The purpose of this report is to update Members on a coastal erosion issue at Waterfoot Beach and to seek approval to allow Officers to enter into Stage 1 of the Capital Management process to assess and scope options for repair.

### **Background**

The bay at Waterfoot has suffered in the past from coastal erosion. At the beginning of November 2023, the European windstorm Ciaran severely affected the beach entrance and chestnut paling and sea defences. The storm removed approximately three to four feet of sand off the beach damaging the gabion wall and raised footpath above the beach. (Please see images 1 – 3) Inspections were carried out by Coast & Countryside and the Estates team and deemed that in the current condition the access along the path posed a serious Health & Safety risk to members of the public accessing the beach. The Estates team secured the access by blocking off with barriers and signage. Ownership of the beach, gabions, and land behind, including the hinterland is in Council's title and Council is responsible to take action to mitigate against

further erosion and ensure safety of members of the public traversing the footpath.

### **Proposals**

The Tourism and Recreation team, in conjunction with the Capital Works team, would like to undertake repair works to the sea defences and path. 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. Officers would like to initiate the Capital Works Programme Stage 1, to allow the potential for repair works. Subject to the Capital Works, and Council decision making process, Officers would be keen to initiate and complete repairs prior to November 2024. This will help to avoid difficult working conditions and possible additional erosion later in the year.

Initial analysis indicates that the likely costs will be in the region of £60,000 (subject to completion of Stage 1 and Stage 2). Based on the visit to site and the discussions with Councils Infrastructure team the length of the wall to be repaired is approximately 80m.

### **Options**

As per the Framework document for Marine and Coastal Engineering, it is recommended to appoint the Consultants Byrne Looby to prepare the Stage 1 Feasibility and Outline Design report.

### **Recommendation**

It is recommended that the Leisure and Development Committee recommends to Council to complete on Stage 1 of the Capital Works prior to advancement of this project.

In response to questions, the Head of Tourism and Recreation advised the damage referred to in Cushendall will be monitored and repairs will be costed. The Head of Tourism and Recreation referred to pictures in the report adding detail of the work that will be completed in Waterfoot as a result of the storm damage in Waterfoot.

Proposed by Councillor Schenning  
Seconded by Councillor McShane and

**AGREED** - to recommend that Council to complete on Stage 1 of the Capital Works prior to advancement of this project.

## **11. WHITEROCKS COASTAL EROSION WORKS**

The Chair presented the report, previously circulated, as read.

### **Purpose of Report**

The purpose of this report is to present to Elected Members a request from Royal Portrush Golf Club to use the lower car park at Whiterocks Coastal Park

as a site compound and to access the beach to undertake the construction of additional rock armour on Curren Strand / Whiterocks Beach.

### **Background**

Staff from Tourism & Recreation have been in discussions with Royal Portrush Golf Club with respect to the construction of twenty metres of additional rock armour along the beach at Whiterocks. These coastal protection works have been deemed necessary to offer further protection to the dune land from coastal erosion in proximity to the 5<sup>th</sup> hole and 6<sup>th</sup> tee.

Royal Portrush Golf Club has obtained all necessary permissions to undertake these works and has submitted a Request to Use Application to Land & Property for the site compound and beach access.

### **Proposal**

The contractor working on behalf of Royal Portrush Golf Club requires access to the beach to draw sufficient stone to extend the existing rock armour. Material will be brought to site, stored in the site compound and then be drawn onto the beach.

The site compound and a corridor onto the working area on the beach will be fenced off from the 12<sup>th</sup> February – 10<sup>th</sup> March 2024. Visitors will continue to be able to access the beach, the toilets and the other car parks within the site. A window to undertake these works has been identified in February 2024 when the tides are most favourable. The works will be complete within a three-week window in advance of St Patrick's Day and the Easter holidays.

Signage to advise beach users has been installed in advance of the works. Royal Portrush has agreed to inform households on Strand Avenue / Whiterocks in advance of the works. Council approval has been provided under the scheme of delegation, through the Land and Property department. The ariel image below (circulated) details the contractors compound layout and the temporary pedestrian access route on and off the beach.

Pre and post site inspections will be undertaken through Coast & Countryside and Estates with additional site meetings as required.

Committee NOTED the report.

In response to questions the Head of Tourism and Recreation confirmed the works mentioned have been through Land and Property department for consideration.

## **12. LANDFILL COMMUNITY FUND**

Report, previously circulated, was presented as read.

### **Purpose of Report**

The purpose of this report is to inform members of the recommendations for grant awards to ENTRUST (Landfill Regulator) for projects to be supported under the Landfill Communities Fund in the 2023-24 period.

## **Background**

The Landfill Communities Fund (LCF) is regulated by ENTRUST (Landfill Regulator) and managed by Her Majesty's Revenue & Customs (HMRC). The Landfill Communities Fund is an innovative tax credit scheme that enables Landfill Operators to use some of their landfill tax to directly fund projects that improve the lives of communities living within a 10-mile radius of the landfill sites.

Causeway Coast and Glens Borough Council operate the Craighuiller landfill site just outside Portrush and are able to claim a credit against their landfill tax liability, they then make this contribution to Ulster Wildlife, the registered Environmental Body who administers this fund on behalf of Council.

Applications are assessed and scored by Ulster Wildlife and Funding Unit Officers. Successful projects are submitted to ENTRUST (Landfill Regulator) whose role is to ensure that the LCF monies are spent by organisations on projects which comply with the objectives set out in The Landfill Tax Regulations 1996.

## Strategic Context

Causeway Coast and Glens Borough Council review and agree the Landfill Communities Fund Policy and programme on an annual basis.

The policy sets out a framework for the processing of Landfill Communities Fund applications. The overall aim of the process outlined in the policy is:

*“To ensure a consistent and transparent process with proper and accountable procedures is in place”.*

In November 2023 Causeway Coast and Glens Borough Council agreed the Landfill Communities Fund programme and criteria for 2023-2024. (See Annexes A, B, & C (circulated)).

Council further agreed that the fund would be a rolling grant programme, remaining open throughout the year until available funds are allocated, with Officers bringing reports into Council to inform members of the outcome of the process.

## Eligibility

Applications are accepted from properly constituted, not for profit community or voluntary based organisations. Projects must be located within a 10 mile radius of the 2 licensed landfill sites in the Causeway Coast and Glens Borough Council area. (Craighuilliar Landfill site, 45 Craighuilliar Road, Portrush BT56 8NN or Craigmores Landfill Site, Craigmores Road, Garvagh, Coleraine BT51 5HF).

Applications must be made under one of the following Objects set out in the Landfill Tax Regulations 1996:

Object D	Public Parks and Amenity
Object DA	Conservation of Biodiversity; or
Object E	Restoration of Religious Buildings or Buildings of Architectural or Historical Interest

### **Assessment Overview**

Landfill Communities Fund is a rolling fund and will remain open until all available grant-aid is committed for the year, or Council closes the fund.

6 applications were received (3 in December 2023, 1 in January 2024 and 2 in February 2024) with requests totalling £90,000.

All 6 applications passed the stage 1 eligibility assessment and proceeded to full assessment and scoring.

All 6 applications were assessed and scored against the stage 2 criteria, scoring above the 65% minimum threshold. (Full criteria set out in table 1 (circulated)).

### **Grant Awards**

There are sufficient funds available to award grant aid to all successful applications.

#### **Fund Awards**

1. Funding awards for projects 1-6 totalling £90,000 have been recommended to ENTRUST, the Landfill Regulator leaving £65,297 remaining in the budget.
2. The Landfill Communities Fund will remain open for further applications.
3. A full list of the 2023-24 awards are available at Annex D (circulated).

Committee NOTED the report.

## **13. GROWTH DEAL EXECUTIVE PROGRAMME BOARD MINUTES**

The Chair presented the Minutes of the Growth Deal Executive Programme Board meeting held 17th January 2023, as read.

Committee NOTED the report.

## **14. CORRESPONDENCE**

The Chair presented the correspondence report, previously circulated, as read.

### **Purpose of Report**

The purpose of this report is to present Correspondence for Members consideration.

The following items are listed:

**(i) Correspondence from the Mary Peters Trust requesting a financial contribution from Council (Dated 24 January 2024)**

The Mary Peters Trust is a charity which provides encouragement and financial support to young athletes across Northern Ireland. Awards have recently been made to 11 young people within the Causeway Coast and Glens Borough. A financial contribution has been requested from Council for the financial year 1 April 2024 to 31 March 2025 to help them to maintain the level of support offered.

**(ii) Correspondence from Causeway Chambers (Dated February 2024)**

Causeway Chamber have provided an update on current work and their key priorities for 2023-2026 for information.

**Recommendation**

**It is recommended** that Members note the contents of the correspondence and consider the request made by the Mary Peter's Trust for a financial contribution from Council.

In response to questions about the correspondence from the Causeway Chamber the Chief Executive advised the correspondence is a general update and no response is required.

Committee NOTED the report.

**15. MATTERS REPORTING TO THE PARTNERSHIP PANEL**

There were no matters to report to the Partnership Panel.

**16. CONSULTATIONS**

There were no consultations.

The Chair asked Councillor Holmes if he wished to take the item of Any Other Relevant Business at this point. Councillor Holmes stated to consider it '*In Committee*'.

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

Proposed by Councillor Schenning  
Seconded by Councillor N Archibald and

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

\* **Public and Press were disconnected from the meeting at 9:35pm**

***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.***

- \* **Having declared an interest in the Item Councillor N Archibald left the Chamber during consideration of this Item.**
- \* **Having declared an interest in the Item Councillor Schenning left the Chamber during consideration of this Item.**

## **17. GENERALIST ADVICE SERVICES CONTRACT**

Confidential report by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

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

### **Purpose of Report**

The purpose of this Report is to present the outcome of the public procurement exercise to secure a provider for a Generalist Advice Service for the Borough from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 subject to the necessary funds being made available through the Department for Communities (DfC) and Council budget availability, with an extension clause to allow the contract to be extended for 2 further periods of one year each and to seek Council approval to appoint the successful bidder.

### **Recommendation**

**It is recommended** that Council award the tender for the Causeway Coast and Glens Borough Council Provision of Generalist Advice Services for the Borough from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025, with the possibility of extension for 2 further periods of one year each, subject to satisfactory delivery of service, to Community Advice Causeway at a maximum total annual cost of £260,487, exclusive of VAT and subject to the necessary funds being made available through the Department for Communities and Council.

In response to questions, the Head of Community and Culture provided an explanation of the difference between a client and a contact and explained one client could have several contacts with the service. The Head of Community and Culture provided detail of the system used to gather data across Northern Ireland and how this data can be accessed; the figures are reviewed on a quarterly basis. The Head of Community and Culture advised how Council share information regarding the service for example through the use of targeted PR campaigns and partners familiar with the service.

Proposed by Alderman Callan  
Seconded by Alderman Stewart and

**AGREED** – to recommend that Council award the tender for the Causeway Coast and Glens Borough Council Provision of Generalist Advice Services for the Borough from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025, with the possibility of extension for 2 further periods of one year each, subject to satisfactory delivery of service, to Community Advice Causeway at a maximum total annual cost of

£260,487, exclusive of VAT and subject to the necessary funds being made available through the Department for Communities and Council

\* **Councillor N Archibald returned to the Chamber at 9:53pm.**

\* **Councillor Schenning returned to the Chamber at 9.53pm.**

## **18. GROWTH DEAL BRANDING**

Confidential report by virtue of paragraph 5 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Confidential report, previously circulated, was presented by the Director Leisure & Development/ Head of Prosperity & Place

### **Purpose of Report**

The purpose of this report is to request Members approval on the preferred design for the Growth Deal brand.

### **Recommendation**

**It is recommended** that the Leisure & Development Committee recommends to Council their selection for the finalised design choice for the Growth Deal branding.

Proposed by Councillor McGurk

Seconded by Alderman Callan

- to recommend that Council approve design 2a as the finalised design choice for the Growth Deal branding.

The Chair put the Motion to the Committee to vote.

11 Members voted For; 5 Members voted Against; 0 Members Abstained.

The Chair declared the motion carried.

**AGREED** – to recommend that Council approve design 2a as the finalised design choice for the Growth Deal branding.

## **19. SMALL SETTLEMENTS REGENERATION PROGRAMME TENDER REPORT, GORTNAGHEY**

Confidential report by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Confidential report, previously circulated, was presented by the Head of Prosperity & Place

### **Purpose of Report**

The purpose of this report is to inform Council of the outcome of the procurement process to appoint contractors to undertake the construction of a new path link between the village and the local GAC sports ground in



Gortnaghey as part of the Covid Recovery Small Settlement Regeneration Programme (CRSSRP).

### **Options**

The following options are now being presented for consideration

**Option 1** – ‘Do Nothing’ i.e., do not proceed with this project under the CRSSRP and retain the project on the capital works programme list.

**Option 2** - Construction of Gortnaghey Path and the appointment of E.Quinn Civils Ltd for a contract sum of £244,412.50 (exc.VAT). It is also recommended that a contingency of 10% is added resulting in an overall figure of £268,853.75 (excluding fees). Council’s total contribution to the project totals £13,992.

### **Recommendation**

**It is recommended** that the Leisure & Development Committee recommends to Council their preferred option regarding the construction of a new path link in Gortnaghey as noted in section 4.0 above.

Proposed by Councillor McGurk  
Seconded by Councillor Schenning and

**AGREED** – to recommend that Council proceeds with **Option 2** - Construction of Gortnaghey Path and the appointment of E.Quinn Civils Ltd for a contract sum of £244,412.50 (exc.VAT). It is also recommended that a contingency of 10% is added resulting in an overall figure of £268,853.75 (excluding fees). Council’s total contribution to the project totals £13,992.

## **20. PERCEPTION SERVICES TENDER REPORT**

Confidential report by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Confidential report, previously circulated, was presented by the Head of Prosperity & Place

### **Purpose of Report**

The purpose of this report is to inform Council of the preferred contractor to undertake Perception and Opinion Surveys of the six urban towns as designated within Causeway Coast and Glens Borough Council.

### **Recommendation**

It is recommended that the Leisure and Development Committee recommends to Council that the contract is awarded to the CARD Group for the contract sum of £18,295 + VAT.

In response to questions, the Head of Prosperity and Place confirmed the main purpose of the perception and opinion surveys is to gain funding and explained that the surveys need to meet certain standards. He also confirmed other options have been explored in relation to completing the surveys, the proposed

approach is the most cost effective. In response to further questions, the Head of Prosperity and Place advised the company will devise the questions for the surveys, that feedback from the Department for Communities on previous surveys and work completed is positive and information provided to the Department for Communities needs to be up to date.

Alderman McAuley requested a report on town development is brought to the Leisure and Development Committee.

Proposed by Councillor McCully

Seconded by Councillor Schenning and

**AGREED** – to recommend to Council that the contract is awarded to the CARD Group for the contract sum of £18,295 + VAT.

## 21. ENERGY TENDER REPORT

Confidential report by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Confidential report, previously circulated, was presented by the Head of Prosperity & Place.

### **Purpose of Report**

The purpose of this report is to update Members on the outcome of the Invite to Tender (ITT) for proposals to assist Council in developing a Boroughwide Energy Scoping Study for Causeway Coast & Glens Borough Council.

### **Recommendations**

**It is recommended** that the Leisure & Development Committee recommends to Council that the that the contract is awarded to Action Renewables for the contract sum of £28,200 (excl. VAT).

Proposed by Councillor Wisener

Seconded by Alderman McAuley and

**AGREED** – to recommend to Council that the that the contract is awarded to Action Renewables for the contract sum of £28,200 (excl. VAT).

## 22. HALP MAINTENANCE WORKS

Confidential report by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

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

### **Purpose of Report**

The purpose of this report is to ask for Elected Members' approval to make an adjustment to the agreed proposals for Winter Works, regarding the camping pods at Cushendall Holiday and Leisure Park (HALP).

### **Recommendations**

**It is recommended** the Leisure & Development Committee recommends to Council to approve the purchase of 3 pods at Cushendall, and the refurbishment of the existing 2 pods, as a variation to the approved works agreed previously at the November Leisure and Development Committee Meeting. The total estimated cost for the project detailed within this Report remains at £31,000. The Revenue spend will be allocated to HALPs Maintenance and Repair budget.

Proposed by Councillor Anderson  
Seconded by Councillor Kennedy and

**AGREED** – to recommend that Council approve the purchase of 3 pods at Cushendall, and the refurbishment of the existing 2 pods, as a variation to the approved works agreed previously at the November Leisure and Development Committee Meeting. The total estimated cost for the project detailed within this Report remains at £31,000. The Revenue spend will be allocated to HALPs Maintenance and Repair budget.

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

#### **(i) Skateboard Equipment in Station Square (Councillor Holmes)**

*Could we have an update on the repair to the skateboard equipment in Station Square? (Councillor Holmes).*

The Head of Sport and Wellbeing confirmed the Memorandum of Understanding with RAWEE ended in October 2023. The Head of Sport and Wellbeing stated a report will be presented to the next Leisure and Development Committee meeting providing options of how to move forward with the maintenance of the current site.

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

Proposed by Councillor Schenning  
Seconded by Alderman Stewart 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 10.39pm.

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Chair