

Causeway Coast and Glens Borough Council

Leisure & Development Committee Monday 14th September 2015

Table of Key Recommendations

No	Item	Recommendation
3.	Declaration of Interest	<i>None</i>
4.	Minutes of Previous Meeting held 11 th August 2015	<i>Adopt</i>
6.	Friends of Glenariffe Recreation & Community Facility	<i>Endorse and subject Business Case</i>
7.	Leisure and Sport Facilities Strategy	<i>Adopt original strategy presented to L&D150811</i>
8.	Generalist Voluntary Advice Services	<i>Award Tender to Causeway Citizens Advice Bureau</i>
9.	Human Trafficking Secondary Legislation Consultation	<i>Endorse Departments Proposals</i>
10.	Economic Development Strategy Update	<i>Further detail on programmes to follow when available</i>
11.	Rural Development Programme Update	<i>Noted</i>
12.	Integrated Culture, Arts and Heritage Strategy	<i>Noted</i>
13.	Carrick Dhu Infrastructure Works	<i>Award Tender to BSG Civil Engineering Ltd and Appoint 10 members of the L&D Committee to Project Board using d'Hondt</i>
14.	Matters for reporting to Partnership Panel	<i>None</i>
15.	Any Other Relevant Business 15.1 Garvagh Museum	<i>Investigate</i>

Leisure & Development Committee

Minutes of the Meeting of Causeway Coast and Glens Borough Council Leisure & Development Committee, held in Council Chamber, Civic Headquarters, Coleraine Office on Monday 14th September 2015 at 7.00 pm.

In the Chair: Councillor M A McKillop

Members present: Aldermen Hickey, Hillis and Mullan
Councillors Clarke, Holmes, Knight-McQuillan, McCandless, McGlinchey, McLean, Mulholland, Nicholl, Wilson

In attendance: R Baker, Director of Leisure and Development
P Beattie, Head of Prosperity and Place
W McCullough, Head of Leisure, Well-being and Sport
J Gray, Strategic Advisor
C Toner, Democratic Services

Also in Attendance: F Major, M Murray, J McIntosh (Item 5)

1. Apologies

Councillors Douglas and McCorkell

1.1 Non Attendance

A statement from the DUP party on behalf of party member, Councillor Stevenson, stated that, in his view, the rescheduling of the meeting was not legally constituted. This was recorded as not being an apology.

2. Opening Remarks

The Chair extended her sincerest sympathies on behalf of Members to Alderman Campbell on the passing of his wife Jean and, as a mark of respect, a minutes silence was observed.

Praise and thanks was extended on behalf of Members, to officers and organising partners involved in the success of this year's Air show, Airwaves.

3. Declarations of Interest

There were no Declarations of Interest.

4. Minutes of the Meeting held Tuesday 11th August 2015

It was **AGREED: that the minutes of the Leisure and Development Committee Meeting held 11th August 2015 be confirmed as a correct record.**

5. Friends of Glenariffe – Presentation

Mr J McIntosh was welcomed to the Meeting before providing Members with a short presentation on the Friends of Glenariffe Recreation and Community Centre and provided details on the project to date.

Following the presentation, Members extended their praise to the group on the level of fundraising achieved and commended the high volume of work carried out to date. In response to a Members question, it was advised that a Business Plan was available for members to review on request.

6. Friends of Glenariffe Recreation & Community Facility

The Head of Leisure, Well-being and Sport presented the report previously circulated and summarised as undernoted;

Friends of Glenariffe is a company limited by guarantee with charitable status set up in early 2010, with the following aim:

“To create a state of the art, accessible, inclusive recreation and community facility which will transform a currently disused space, bring communities together and encourage healthier lifestyles for all.”

The group was established to manage the design, build and running of a new Recreational and Community Centre in Glenariffe. A 25-year lease is in place from the start date of the project build signed by the trustees of Oisins CLG which includes permission to use their land for the project. Discussions are also at an advanced stage to formalise (upon securing of project funds) an associated agreement with the trustees which safeguards the role of the recreational and community building - namely to provide a facility and associated services which are available and accessible to the local community for the duration of the lease.

Key objectives of the organisation are as follows:

- 1. To build the capacity of the local community through the provision of an accessible and inclusive local space and place.***
- 2. To promote a healthier and more active lifestyle for local children, young people, adults and the elderly living in or near Glenariffe.***
- 3. To increase social inclusion by transforming a currently under-used space into a facility which will cater to the needs of the whole local community.***
- 4. To support local economic regeneration through enhanced service delivery and opportunities generated by the new facility.***
- 5. To promote and actively seek partnership working opportunities which facilitate links with community groups, support organisations and statutory agencies to help better connect local people and communities.***

Friends of Glenariffe recognise the project as an opportunity to have a significant positive impact on the quality of life of the whole community,

significantly increase access to services which support social and educational development, plus enhance the local environment.

To date the group has generated circa £170,000 through fundraising events and membership fees. This money has been raised to both contribute towards the cost of building the new Glenariffe Recreation and Community Centre and also to help develop partnerships, connect communities and deliver the project's main objectives.

In March 2014, the organisation commissioned an extensive community survey to provide an update on community needs, the results of which have been published as a feasibility study. The community consultation process included a range of engagement opportunities: public meetings, drop-in sessions, door-to-door surveys and focus groups, and internet surveys to ensure that all sections of the community were consulted.

There has also been engagement with Moyle District Council and local councillors who have supported the project and recognised that Glenariffe has a lack of community space.

In order to achieve the projects aims, Friends of Glenariffe are planning to submit applications for support funding to a number of organisations, including the Big Lottery "Space & Place" programme (August 2015). They are also planning on applying to the Sport NI Strand Two fund in September / October 2015. The funders of both application processes will have an expectation that each project is supported by the council area within which it is based.

The group is submitting a request to Causeway Coast & Glens Borough Council for consideration on two levels;

- 1. Council endorses the project as bringing benefit to the local area and compatible with its strategic priorities for the borough.**
- 2. Council considers the project to be a significant return on investment opportunity which maximises any financial contribution Council might make to the overall cost of the project. Investment request - £250,000.**

In order for Council to give due consideration to the above requests the project's business case should be subject to analysis against Council's capital investment criteria adopted in December 2014. In the absence of any Community Facility strategy it is recognised that these investment criteria provide the best form of scrutiny by which to judge external projects submitted to council for endorsement and/or funding. Such assessment should also take account of other opportunities for funding available to the project which may alleviate pressure on future capital investment by Council, Council's Community Development Strategy 2015-18 and Causeway Coast & Glens Council Strategy 2015-19.

It was proposed by Alderman Mullan seconded by Councillor Mullholland and AGREED; **To recommend that Council subjects the Business Case for a Recreational & Community Facility in Glenariffe to assessment using Council's own capital investment criteria, giving due consideration to the following;**

- Other funding opportunities available to the project.**

- Recommendations contained within the Community Development Strategy 2015-18.
- Strategic objectives of the Council 2015-19.
- Officers to bring the results of the assessment back to Council for further consideration and decision.

7. Leisure and Sports Facilities Strategy

The Head of Leisure, Well-being and Sport presented the report previously circulated and summarised as undernoted;

The draft Sport and Leisure Facilities Strategy was brought before the August 2015 Leisure and Development Committee and full Council for Members approval. At Council, Members instructed that officers further consider and bring back clarifications and recommendations in relation to the prioritisation of Sport and Leisure Facility Projects in the new Council Area in accordance with Section 10, Strategy Objectives, within the draft Strategy document; ie. The prioritisation of external projects that have an element of funding and require an additional Council contribution or match funding.

Members also commented on the Summary of Need which has been reconsidered.

Sport and Leisure Facility Strategy

Accordingly, Section 8 – Summary of Need and Section 10 – Strategy Objectives of the draft Strategy have been revised and the amended draft Sport and Leisure Facilities Strategy is now attached to this report for Members further consideration.

Summary of Need

The revised presentation of the Summary of Need is given below. It is of note that this summary only provides a high level overview of need across the new area and that the underlying detail is contained within the mapping presented;

- *In the west of the area there is marginal unmet demand for gym stations. Other demand is mainly met but there are need issues in terms of facility condition and artificial grass pitch accessibility in the Dungiven vicinity.*
- *There is significant unmet demand for pool and gym visits in the greater Coleraine area, indicating that the existing facilities are undersized. There are also condition issues in the Portrush and Coleraine facilities.*
- *A similar situation exists in the Ballymoney area in relation to unmet demand for pool and gym facilities.*
- *Currently in the east there is unmet demand for all services, indicating a lack of facilities. Whilst the scale of the demand may be relatively low, there are also seasonal population, tourism and economic development considerations to take account of.*
- *There are over 100 grass pitches in the area for which detailed condition /playability data is required.*

Strategy Objectives

The expanded Strategy Objectives for facility Development are given below;

Development

- ***Use evidence base to secure funding from SNI / DCAL and others.***
- ***Develop an affordable Facilities Capital Investment Plan for CC&G – over a ten year term (incorporating a Priority Investment Plan with Outline Business Case for first phase investments).***
- ***“Sweat the assets” – get the most from existing facilities.***
- ***Open up access to school, club and other facilities for wider community use.***
- ***Work in partnership with external groups to develop projects which;***
 - ***provide an opportunity for servicing acknowledged community need,***
 - ***can be judged against Council’s own investment criteria and***
 - ***provide a method for optimising return on investment by council in conjunction with other funding options.***

It is recognised in the draft Strategy that some need is best met by Council’s own facilities while other need can best be met by working in partnership with external partners such as schools, the community and private sectors and clubs.

New development proposals, partnership opportunities and potential funding sources are arising regularly and Council Strategy needs to be flexible enough to ensure that these opportunities can be evaluated and maximised for the good of the area.

To this end, an annually updated Council Sport and Leisure Facility Implementation Action Plan can be brought to Council to take account of such new and emerging opportunities.

Additionally, as recognised in the draft Sport and Leisure Facilities Strategy, Council investment in non-Council facilities can provide a cost effective way to meet local need. This requires that any such investment is properly conditioned with the necessary legally binding public access agreements to ensure that any part-publically funded facilities continue to meet the need for the life of the public investment.

Accordingly, Council can initiate an annual Sport and Leisure Facility Capital Grant Scheme incorporating the necessary evaluation and controls to compliment the annual Council Sport and Leisure Facility Implementation Action Plan and best ensure delivery of Council’s strategic objectives.

Members sought clarity from the Director of Leisure and Development in terms of the amendments to the strategy.

Following a discussion on the subject, an amendment was proposed by Councillor Holmes and seconded by Councillor Wilson to recommend to Council to adopt the original Sport and Leisure Facility Strategy presented to Leisure and Development Committee on 11th August 2015.

A further proposal followed by Councillor Mulholland, seconded by Councillor Nicholl, to recommend that Council adopt the amended version of the Sport and Leisure Facility Strategy as presented to the Committee.

On being put to the vote the chair declared the amendment carried with 7 votes for and 6 votes against.

8. Generalist Voluntary Advice Services

The Director of Leisure and Development presented the report previously circulated and as undernoted;

Following an extension to legacy Council provision for a six month period as agreed by the Shadow Council in December 2014, an open procurement/tendering procedure has been undertaken for the provision of Generalist Voluntary Advice Services for the Borough for the final six months of the current financial year, to commence 1st October 2015. This process has been undertaken in line with the Shadow Council's Procurement Policy.

Key outputs associated with the delivery of the service include:

- ***Advice provision to be based in locations in Ballycastle, Ballymoney, Bushmills, Coleraine, Cushendall, Dungiven and Limavady, reflecting provision provided by the four legacy Councils and scoped as appropriate through the Williamson Report, 2009.***
- ***All locations to offer the range of provision of generalist voluntary advice services stated in the Advice Specification provided by Causeway Coast and Glens Borough Council.***
- ***A minimum of 6.5 full-time equivalent advice staff should be employed across the Borough.***
- ***The annual target of enquiries is 28,000 per annum.***
- ***The advice provider must be able to meet the advice standards and guidelines as set out in the 'Standards and Guidelines for the Provision of Generalist Voluntary Advice Services'.***
- ***Provision must be available for individuals seeking generalist voluntary advice services who do not have English as their first language.***

One valid submission was received by the tender closing date of 25th August 2015. The tender assessment took place on 27th August 2015. The tender was scored on methodology (80%) and cost (20%) with the threshold for appointment set at 65%. The submission received a score as follows:-

Tenderer	Methodology Score (80%)	Price Score (20%)	Total Score (100%)
Causeway Citizens' Advice Bureau (Lead Partner for Causeway and Glens Advice Services Consortium)	53	20	73%

Recommendation

It was proposed by Alderman Hickey seconded by Councillor Mulholland and AGREED;
To recommend that Council award the tender for the Causeway Coast and Glens Borough Council: Provision of Generalist Voluntary Advice Services for the Borough from 1st October 2015 to 31st March 2016 to Causeway Citizens' Advice Bureau as Lead Partner for Causeway and Glens Advice Services Consortium at a maximum total cost of £101,138.00.

9. Human Trafficking Secondary Legislation Consultation

The Director of Leisure and Development presented the report, previously circulated and as undernoted;

The Department of Justice is undertaking a targeted consultation around a proposal to bring forward three pieces of secondary legislation under the Human Trafficking and Exploitation (Criminal Justice and Support for Victims) Act (Northern Ireland) 2015 and the Modern Slavery Act 2015. The consultation period is from 30 July 2015 to 22 October 2015.

Views are invited on the following:

Statutory Rule No 1 amends the list of human trafficking and slavery offences and adds civil orders to facilitate cross-border enforcement. It also allows the courts in Northern Ireland to impose Slavery and Trafficking Prevention Orders (STPO) in respect of those convicted in other jurisdictions within the United Kingdom.

Statutory Rule No 2 would enhance the existing notification regime for offenders who are subject to a Slavery and Trafficking Prevention Order (STPO). The current basic notification requirements are informed by existing notification regimes for violent and sexual offenders and require offenders to:

- *Provide personal information to PSNI within 3 days of an STPO being made.*
- *Notify any change in circumstance.*
- *Periodic notification to PSNI regardless of change in circumstance.*
- *Notify any absence of more than 3 days from notified residence.*

The Department is now seeking to enhance these arrangements to include:

- *Notification of bank accounts and credit cards to PSNI and changes to same.*
- *Notify PSNI of any travel outside the United Kingdom except to the Republic of Ireland.*
- *Notify PSNI of any travel to Republic of Ireland for a period of 3 days or longer.*

In addition to the proposed Statutory Rules above, the Department also invites comment on two associated issues:

- (i) Application to the court for an SPTO and*
 - (ii) Information about release or transfer of offenders.*
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- (i) The Department is of the view that it is appropriate that the power to make an application for an STPO should remain with PSNI.*

- (ii) *The Department is of the view that specific regulations to require notification of release or transfer are unlikely to be needed in Northern Ireland and believes that it would be sufficient to amend existing arrangements to include offenders who are subject to STPOs.*

Secondary Legislation under the Modern Slavery Act 2015

The proposed Statutory Rule to the Modern Slavery Act intends to specify certain Public Authorities in Northern Ireland who would then have a duty to co-operate with the UK Independent Anti-Slavery Commissioner, Kevin Hyland OBE.

The proposal is that the following authorities, which are broadly reflective of those specified in England and Wales, should be specified under the regulations:

- *The Chief Constable of the Police Service of Northern Ireland*
- *The Regional Health and Social Care Board; and*
- *The five Health and Social Care Trusts.*

While local Councils have not been specified in the list above, the Department is seeking views on the merits of their inclusion. As the duty to co-operate with the Commissioner only came into force on 31 July 2015 in England and Wales, it isn't possible to assess the exact resource implication in order to determine how it might apply here, however it is anticipated that it would potentially involve the provision of information to and meetings with the Commissioner.

This proposal is considered to be in line with responsibilities that Council both currently hold in relation to community safety, through the Policing & Community Safety Partnerships and will have through the Transfer of Powers from the Department of Social Development in respect of community development.

The Department of Justice is proposing that it should also be a specified public authority given its policy development and legislative functions and the potential for some of its agencies to play a role in the identification of potential victims.

Views are invited on the above proposal and whether there are any additional public authorities who should co-operate with the Commissioner. Consultees are also invited to submit any additional equality, regulatory and financial implications which may be relevant to the implementation of the secondary legislation.

It was proposed by Councillor Clarke, seconded by Councillor Knight-McQuillan and AGREED; To recommend to Council to endorse the three pieces of secondary legislation under the Human Trafficking and Exploitation (Criminal Justice and Support for Victims) Act (Northern Ireland) 2015 and the Modern Slavery Act 2015 (Annex A-C). In relation to the Secondary Legislation under the Modern Slavery Act 2015, it is recommended to Council to endorse the Department's proposals to consider a range of authorities, which may include Councils, to be specified under the regulations.

10. Economic Development Strategy Update

The Head of Prosperity and Place presented the report, previously circulated and as undernoted;

The work plan for economic development and regeneration was adopted earlier in 2015. However, as part of the ongoing development of the plan, more in-depth actions and targets were to be presented to Council as the first year progressed.

At this stage, several key factors remain to be put in place:

- ***Completion of the Prosperity and Place structure and full team complement – some staff continue to work on certain legacy issues.***
- ***Allocation of ERDF funding, with scoping documents for new programmes agreed.***
- ***Full transfer of the activities under the Regional Start Initiative (Business Start Programme), Social Enterprise Programme and Regeneration function.***
- ***Council still awaits confirmation of the Enterprise Zone designation and anchor tenant.***
- ***The proposed Smart Grid project has now been agreed to progress to outline business case stage.***

In some cases, these delays will be to Council's advantage as the new functions bed down, reactive priorities emerge, and legacy projects are finalised.

What this means:

The team is currently concentrating on developing a first year of research, background information and quick wins until some of the above issues are resolved. In short – there is much to “get on with”.

The grid attached to this report represents some interim actions and targets which are in place at this stage of the year.

This represents rates-funded projects which are underway, and further targets for non-funded projects will be developed as working teams are put in place over the next four weeks.

In short, this first tranche of activity and that of the rest of 2015/16 will be the bedrock for those moving forward in the next two years, and will establish information bases within Council that have been lacking to date across the four legacy areas.

There are, however, some areas of intervention which have no monetary cost attached and which are currently underway:

- ***Development of the local business database, communications plan and marketing material for the unit.***
- ***Collation of broadband and connectivity information for the new Borough – this will feed into year 2 activity.***

- **Development of a database of available workspace, both public and private, and ongoing vacancy database for the borough's retail spaces.**
- **Preparation of programmes for years 2 and 3 of the work plan which reflect the input of funding from the Local Economic Development Measure of the new Competitiveness funds.**
- **Development of new area marketing material in conjunction with Invest Northern Ireland to better our FDI proposition; developing INI overseas contacts and establishing communications with these and other individuals to "spread the word".**

Members comments are welcomed for consideration, however, it should be noted that as the programme develops further over the next 2-3 months with the placement of project teams, further updates will be brought to committee.

Action	Programme	Cost to Council	Initial Targets
To stimulate and support business start-ups	Pre-Enterprise Programme including a focus on <ul style="list-style-type: none"> • Rural • Women • Youth Disadvantaged Areas/Groups 	£25,000	Commenced 2015 targets: 5 individuals into employment 6 into self-employment 8 into further education or other vocational programmes (delivery by Enterprise Agencies)
To stimulate and support business start-ups	Regional Start Initiative including a focus on <ul style="list-style-type: none"> • Rural • Women • Youth • Disadvantaged Areas/Groups 	£246,265 (transferred budget from DETI/Invest NI)	Ongoing Function not yet transferred, however, programme will continue to be delivered by Invest NI through the Enterprise Agencies until 31 March 2016 INI Target: 234 business plans
To assist local businesses to grow by becoming more competitive and innovative	Alchemy Programme (one to one support provided by Council through this programme to local businesses)	£145,000	Programme to commence in September Target: 80 businesses to receive one to one mentoring, with a

			<p>minimum of 1% increase in cumulative profit</p> <p>5 businesses to move into INI's export support structure</p>
To assist local businesses to grow by becoming more competitive and innovative	Legacy Projects – projects which are in the finishing stages, and passed over from the legacy councils	£106,107 – funding only required for 2015/16	<p>Completed</p> <p>6 projects now completed across the four legacy council areas; final evaluations underway; spend complete</p>
To support local Chambers & Trade organisations to develop & sustain the retail sector	Development Programme - Work with Chambers to develop Action Plan (yr 1)	£5,000	Currently under discussion with chambers – to be completed by March 2015
To stimulate & support social enterprise in the local Council area.	Social Enterprise Programme – a transferring function and budget	£35,000	<p>Ongoing</p> <p>Programme has not yet transferred – enquiries to Social Enterprise Hubs being fielded by agreement with Belfast City Council</p> <p>Target: 9 social enterprises to be offered mentoring support through Hubs</p>
To develop and promote the local Agrifood sector to compete and reach export markets	<p>Agrifood Tourism Network</p> <p>(Causeway Food Tourism Network - branding action)</p>	£5,000	<p>Commenced</p> <p>Small promotion programme for local food enterprises – based on the production of pre-agreed marketing collateral</p> <p>Target – disbursement to 50 food businesses around the new Borough; to be developed further in Year 2 in line with Northern Ireland Year of Food</p>
To develop and promote the local Agrifood sector to compete and	Journey to Market II	£30,000	<p>To be developed</p> <p>Year 1 will mainly be based on the previous</p>

reach export markets			programme undertaken by the legacy Councils
To develop a Town Centre Management Programme across the new Council area	Town and Village Regeneration Prioritisation Plan	£8,000	<p>Commenced</p> <p>Terms of reference developed – to be circulated August and completed by November. Outputs will include:</p> <ul style="list-style-type: none"> • Review of all Masterplans conducted & achievable actions identified against selection criteria. • Research completed and Action Plan in place to address gaps. <p>Commenced</p> <p>Virement towards match funding for completion of these schemes in 2015</p>
	Matching funding for 2 further ReVitalise Schemes – Ballycastle and Railway Road	£20,000	
To develop a Town Centre Management Programme across the new Council area	Causeway Speciality Market	£25,000	<p>Ongoing</p> <p>Continuation of existing programme, with plans and costings for extension across Borough to be completed by November</p>
To develop a Town Centre Management Programme across the new Council area	Town Centre Management Programme	£50,000	<p>Commenced</p> <p>Database for town centre businesses in CC&GBC developed by Nov 2015</p> <p>100 Town User Surveys conducted for each town in the CC&GBC by November 2015</p> <p>Business Survey conducted for each town in CC&GBC area by November 2015</p>

			<p>Town Team Causeway established – if agreed by all four chambers</p> <p>4 existing main town health checks updated</p> <p>Two existing Coleraine town events to be completed over the remainder of the year – Coleraine Goes Country</p>
<p>To stimulate & support business start-ups in the tourism sector</p> <p>To assist local tourism businesses to grow by becoming more competitive & innovative</p> <p>To work in partnership to develop projects & initiatives to extend the tourist season.</p> <p>To develop a business offer in the towns and villages, which attracts tourists and tourist spend.</p> <p>To assist local businesses to benefit from opportunities arising from events, such as British Open, North West 200, Air Show etc.</p>		£45,000	<p>Under development</p> <p>Under development in conjunction with Tourism and Recreation</p>
<p>To assist local businesses to exploit & benefit from</p>	<p>Continue to support R&D related to renewable energy sector leading to Economic Appraisal –</p>	£100,000	<p>Commenced</p> <p>Moving to stage 1 outline business case approved by Council in August –</p>

opportunities arising from the Renewable Energy Sector	Smart Grid, Identification of opportunities from Marine Energy & Waste Management.		terms of reference currently being developed
<p>To assist local businesses to exploit opportunities arising from the Enterprise Zone</p> <p>To provide the opportunity for additional workspace/lands to meet the expansion needs of local businesses.</p>	<p>Continue to lobby & advocate on behalf of the Enterprise Zone, in particular for the implementation of the Digital Causeway Project.</p> <p>Identify the potential to extend the Enterprise Zone throughout the entire CCG Council area, through lobbying and R&D.</p> <p>Update the Digital Causeway website, redefine the offer, position Council as a key facilitator in developing the Zone.</p> <p>Develop the business case and continue to lobby for the expansion of the "Enterprise Zone"</p>	£50,000	<p>Commenced</p> <p>In anticipation of the designation of the Enterprise Zone, and confirmation of anchor tenant, Council is beginning work with the Strategic Investment Board to develop marketing collateral, a new marketing website and develop contacts within and outside the island to begin to generate interest in the remaining 15 acres of land as well as support other Enterprise Zone efforts in the area.</p> <p>Target: marketing collateral developed by November; marketing contacts plan developed by November for review</p>
<p>To improve connectivity across the Borough – widening out to 3G, 4G provision.</p> <p>To encourage & support local businesses to take advantage of the digital infrastructure.</p>	<p>Conduct research to identify the extent of connectivity and the gaps in provision across the Borough.</p> <p>Action Plan developed to address the gaps – both domestic and business.</p> <p>Facilitate & enable the implementation of the Broadband Connections Voucher Scheme</p>	£13,000	<p>Commenced</p> <p>£5,000 was agreed by the Legacy Council towards administration of the Broadband Voucher scheme – however, staff are now moving forward with further local promotion.</p> <p>Applications to date are around 35 from the new Council area – staff aims to increase this to around 75 within the time remaining for the programme</p>
General business programmes and reactive activities		£50,000	<p>Commenced</p> <p>Completion of an update of the Borough's creative sector and film location potential – including</p>

			<p>development of a location and infrastructure database/contact office - £5,000</p> <p>Commenced</p> <p>Meet the buyer events for Openhydro, Enterprise Zone, and construction sector (3)</p> <p>To be developed</p> <p>Further rollout of Social Media awareness programme – 1 programme before year end</p> <p>Commenced</p> <p>Production of takeaway material for Invest NI overseas teams</p> <p>To be developed</p> <p>Social Enterprise “get to know you” event – in advance of full transfer of SEP, an opportunity for members and staff to learn about the actions and areas of interest of local social enterprises</p> <p>Sponsorship of Causeway Business Awards</p> <p>Reserve funding for reactive small scale environmental actions in conjunction with the private sector</p>
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Members noted the above item for information.

Further to this and following a member’s question, the Head of Prosperity and Place advised that more detail on programmes would follow when available.

11. Rural Development Programme Update

The Head of Prosperity and Place presented the report, previously circulated and as undernoted;

The purpose of this paper is to provide an update on the Rural Development Programme (2014-2020) for the Causeway Coast and Glens Borough Council area.

At its Annual Meeting, Causeway Coast and Glens Borough Council confirmed the nomination of the 8 elected members onto the Local Action Group (LAG). The process of appointing social partners on to the LAG has also been completed and the group met on 1st April 2015 with 18 members having been appointed.

The overall allocation to the Causeway Coast & Glens Council area is, at £9.6million, the third highest of the ten areas. Up to 22% of the overall budget can be used for administration and animation which means there is a programme budget of £7.78m and a technical assistance budget of £1.73m available for up to a six year period.

Causeway Coast and Glens Borough Council are responsible for providing administrative and advisory services to the Local Action Group (LAG) for the delivery of the new Rural Development Programme for the period 2014-2020.

Programme Update

DARD

The Department for Rural Development (DARD) received formal approval of the Programme from the European Commission on 25th August 2015.

The Department is continuing work on the range of templates for the Local Action Groups. These include templates for the Interim Strategy, the Application form, the Scoring documentation, and the Operating Rules.

Administrative Support

From 1st May 2015, the Animation Contract has been available from DARD for Council to employ staff to start the Animation of the Programme and the development of the Strategy.

The Service Level Agreement for this Animation phase has now been signed by both parties and formalises the arrangement between DARD and the Causeway Coast & Glens Borough Council to deliver administrative and advisory support services to the LAG.

Local Action Group (LAG)

The LAG continues to meet on a monthly basis. Since the last update in July 2015:

- Legal advice has been sought on the draft Memorandum and Articles of Association,***
- The next compulsory training session for LAG Board members is scheduled to take place on 10th September 2015 and will cover aspects around assessment of applications;***
- Strategy development continues –***
 - Desktop research is being completed and analysed;***

- *Five public consultation events were held in August to gather the views and priorities of the rural community in the Borough;*
 - *Stakeholder consultations are taking place with Agencies and Service providers in the Borough;*
 - *A workshop/consultation is being planned for Elected Members, should they wish.*
- *The Company Registration process has commenced.*

Members noted the above item for information.

Following a Members query the Director of Leisure and Development clarified that appointments for Social Partners to the Local Action Group were facilitated by the Rural Development Council and appointments made were representative of the area.

12. Integrated Culture, Arts and Heritage Strategy

The Head of Community and Culture presented the report, previously circulated and as undernoted;

The purpose of this report is to provide Members with an update on the development of Integrated Culture, Arts & Heritage Strategy presented in the August Council report.

Background

At its meeting in April, Council approved the Development of an Integrated Culture, Arts & Heritage Strategy 2016-2021 and Action Plan 2016-2019. As there have previously been different levels of arts, culture and heritage service provision in the legacy councils, the strategy will consider new ways of working and various options for service delivery to maximise efficiencies and ensure equality of access across the new council area.

The overall objectives of the project are to develop an innovative and integrated Cultural Services Strategy for the new Council by the end of November 2015 that will:

- ***Ensure our rate payers and visitors can avail of and contribute to a wide range of high quality, inclusive, affordable and accessible cultural services including arts, museums and heritage.***
- ***Maximize the available resources and potential of the current arts, museums and heritage service within this unique council area.***
- ***Maximize opportunities to deliver on wider local, regional and national strategies (including social and economic strategies) and inform the new Community Plan for the Causeway Coast and Glens Borough Council area.***

Shona McCarthy Consulting, who was awarded the contract to develop the strategy, began work at the start of August. The process will consist of the following stages:

- 1. A situational review and analysis of current policies, context, services, resources and core values within Causeway Coast and Glens Borough Council Service delivery.***
- 2. A wider situational review and analysis of local, regional and national policies and best practice models.***

3. **Comprehensive consultation with key stakeholders including council members and staff, local citizens & communities and the cultural sector.**
4. **Production of draft Integrated Cultural Strategy & Action Plan**
5. **Further consultation to test the draft documents**
6. **Production and submission of final draft of Integrated Strategy and Action Plan incorporating results of ongoing consultative and monitoring process**

Stages 1 and 2 are almost complete and the consultant has begun the process of consulting with a broad range of key stakeholders. This will include workshops, focus groups, questionnaires, telephone interviews and face to face meetings. Workshops for community and voluntary groups which are also open to the public have been organised in the four main towns as follows:

Wednesday 9 September	7-10pm	Sheskburn House, Ballycastle
Tuesday 15 September	2-5pm	Cloonavin, Coleraine
Tuesday 15 September	7-10pm	Roe Valley Arts & Cultural Centre, Limavady
Thursday 17 September	2-5pm	Ballymoney Town Hall

A workshop for Elected Members is currently being planned.

It is anticipated that the first consultation phase will be completed by the end of September. Further consultation to enable wider engagement and feedback on the draft strategy will take place late October with the draft recommendations for Council in place for the end of November.

Members noted the above item for information.

It was proposed by Councillor Mulholland and seconded by Alderman Hickey to consider the following items '**In Committee**'.

13. Carrick Dhu Infrastructure Works

The Director of Leisure and Development presented the report previously circulated and summarised as undernoted;

The purpose of this report is to present the Tender Report and Final Business Case to Council to allow the project to proceed from Stage 2 to Stage 3.

Background

At its July 2014 meeting, Shadow Council approved the use of Staged Gateway Points ("go/no-go points") for all future Capital Projects:

- **Stage 1. Scoping, Feasibility & Outline Business Case (1% of total costs).**
- **Stage 2. Procurement & Final Business Case (3% of total costs).**
- **Stage 3. Operations Contract & Management (110% of total costs).**
- **Stage 4. Operational management (Revenue costs).**

At its May 2015 meeting, Council approved the Outline Business Case for the Carrick Dhu Infrastructure Upgrade Works and that the project proceed to Stage 2; that is detailed design and procurement of a construction contractor.

The Final Business Case

Overview

Drainage, Water supply and Electrical supply problems have increased in recent years. The primary driver for the Carrick Dhu Caravan Park upgrade works is the changes to the BS 7671 (2008) 17th Edition Electrical Regulations (as amended 2015). The changes relate to Caravan Parks and, among other things, impose a requirement for each caravan to have its own discrete earth protection system.

The Carrick Dhu Caravan Park electrical system is over 20 years old and is structurally unable to comply with the new regulations. The consequence of this is that unless upgraded to comply, it will be unable to obtain its statutory electrical safety test certificate (NICEIC Certificate) for the 2015 / 2016 season and will have to close down with an annual loss of c. £500k revenue income to Council.

It is proposed to upgrade the Drainage, Water and Electrical infrastructure throughout the Caravan Park, starting winter 2015.

Linkage to Corporate Plan.

Building Prosperity: Improving the Caravan Park infrastructure will improve the use of the facilities, retain existing jobs and help promote tourism within the district.

Carrick Dhu provides 392 static pitches (serviced), 44 touring pitches (with electricity) & 20 tent pitches. Over the most recent 3 years that complete accounts are available, income has averaged £843k and expenditure £324k, giving an annual surplus of circa £500,000.

Project options investigated in the Outline Business Case.

Four options were investigated in the Outline Business Case. A number of elements – road/grass re-instatement; compensation events; trenching; preliminaries and insurance – are required for any option that requires site works, and there is a strong economy of scale represented by combining such works.

- **Option 1: No drainage works; no electrical works.**
- **Option 2: Complete the drainage works; no electrical works.**
- **Option 3: No drainage works; complete the electrical works.**
- **Option 4: Complete both the electrical and drainage works.**

Options 1 and 2 were not considered viable as without the electrical upgrade work the site will have to close and Council would lose £500k of annual revenue.

Preferred Option in the Outline Business Case

Accordingly, Option 4, at an estimated cost of £1,950,000 was identified as the preferred option in the Outline Business Case and the Project progressed to Stage 2; detailed design and procurement of a construction contractor on that basis.

Stage 2 Activities

Having identified the preferred option in the Outline Business Case at Stage 1, the Stage 2 activities refined the pricing parameters by finalising the design of the works and seeking tenders from suitably qualified contractors to carry them

out. This now allows Council to make an informed investment decision in relation to award of the Contract and moving forward into Stage 3; Management of the construction delivery.

In addition, 20 possible new Static Caravan positions have been identified that can be developed without impinging on the amenity or utility of the site. Provision of these potential 20 new positions would cost about £171,000 and would generate an additional £56,000 of revenue per year. This provides a simple return on investment period of 3 years.

Due to the competitive nature of the tenders submitted by the contractors bidding for the contract, these potential additional sites can be delivered within the original Outline Business Case cost estimate of £1,950,000 and provide an increase in the site revenue of approximately 10%

The Investment Decision

The following table presents the outcome of the tender exercise. The work can be completed for the Tender Sum plus risk contingency and transformer upgrade cost at a sum of £1,781,855 and as discussed above, provision of an additional 20 sites at a cost of £171,000 provides a 10% increase in the annual site revenue.

Item:-	Cost, (£)
B S G Civil Engineering Limited Tender Sum (Tender Report Recommendation)	£1, 551, 855
Risk Register Contingency Allowance	£150, 000
Transformer Upgrade (requirement)	£80, 000
An additional 20no. new Static Caravan positions	£171, 000
NOTE:- Annual revenue of approx. £56, 000	
Total:-	£1,952,855

Following a Members query in relation to a legal claim against Council from a resident at Juniper Hill Caravan Park, as a result of closure for maintenance works, and the possibility of this reoccurring at Carrick Dhu Caravan Park, the Director of Leisure and Development advised that Council was appealing this decision.

He further advised that residents of Carrick Dhu Caravan Park had provided a verbal statement of intent, advising no intention of taking action against Council for loss of access to the site during infrastructure works.

On the proposal of Councillor Holmes seconded by Alderman Hillis and AGREED; To recommend that Council approves the attached Tender Report, the award of the Contract to B S G Civil Engineering Limited and the overall Project Budget of £1,952,855 as above. It is further recommended to appoint 10 Members of the Leisure and Development Committee to the Project Board using d'Hondt.

It was proposed by Councillor Wilson and seconded by Councillor Nicholl to resolve **“Out of Committee”**

14. Matters for reporting to Partnership Panel

None.

15. Any Other Relevant Business

15.1 Garvagh Museum

Reference was made to the exclusion of Garvagh Museum in the Arts, Museum and Heritage Programme, the Director of Leisure and Development would investigate.

16. Date of next meeting - Tuesday 13th October 2015, Civic Headquarters, 7pm