



**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 21 MAY 2024**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<b>None</b>
2.	Declarations of Interest	<b>None</b>
3.	Minutes of Leisure and Development Committee meeting held Tuesday 16 April 2024	<b>Signed as a correct record</b>
4.	Members will receive a presentation from Professor McKenna on the Royal Irish Academy (RIA) Report on the North West	<b>Received</b>
5.	Leisure & Development 2024/25 Business Plans	<b>To recommend that Council approve the proposed business plans for the 2024/25 period (Annex A-E), previously circulated, providing a focus for officers responsible for delivering Leisure and Development services</b>
6.	Sport and Wellbeing Grant Programme	<b>To recommend that Council:</b> <b>1. Approve a £20,000 Pilot Sport &amp; Well-being Grant Programme.</b> <b>2. Consider 100% funding of total eligible project costs up to a maximum of £500 per application.</b> <b>3. Approve Option 2 for the fair distribution of the</b>

		<p><b>Sport &amp; Well-being Grant Programme.</b></p> <p><b>4. Approve the criteria as set out in the table in section 6</b></p>
7.	Capital Grant Scheme	<p><b>To recommend that Council is committed to distributing grants fairly, efficiently and effectively. In order to allow access for all sporting codes, it is proposed that no single sporting code can have access to more than 20% of the overall funding pot in any given year. It is further proposed that community projects will have access to a maximum of 80% of the pot in any given year</b></p>
8.	Capital Project Prioritisation	<p><b>To recommend that Council approve the proposed assessment criteria and next steps as detailed, and to enable the new Prioritisation Process for Capital Projects</b></p>
9.	Museum Policies Accreditation Returns	<p><b>To recommend that Council approve the Museum Policies to enable officers to submit Accreditation Returns for Council's five Accredited Museum venues</b></p>
10.	Ulster History Circle Blue Plaque	<b>Noted</b>
11.	Culture, Arts and Heritage Fund	<b>Noted</b>

12.	Causeway Coastal Route Development Opportunities	<b>Noted</b>
13.	Small Settlements Regeneration Programme Update	<b>Noted</b>
14.	Coleraine Future Towns	<b>Noted</b>
15.	Swimming Pool Changing Room Guidance	<b>Noted</b>
16.	Correspondence	<b>None</b>
17.	Matters for Reporting to the Partnership Panel	<b>None</b>
18.	Consultations	<b>None</b>
	<b>Confidential Consideration (Items 19-21.1 inclusive)</b>	
19.	Growth Deal OBC Development	<b><i>To recommend that Council approve the expenditure of c.£130k (within a spend tolerance of 10%) on the appointment of Business Case Consultants from the Growth Deal Call-Off Contract and SIB's Associate Framework to progress the approved projects through the next stage of the Growth Deal - Outline Business Case development; Members are asked to note that quarterly progress updates will be brought to the Executive Programme Board during OBC development, and an updated Growth Deal Project List brought</i></b>

		<b>back to Committee/Council for approval by the end of the year to allow formal submission of OBCs to lead Departments.</b>
<b>20.</b>	JDLC Air Conditioning Tender Report	<b>To recommend that Council approve expenditure on the essential maintenance at Joey Dunlop Leisure, noted within the Air Conditioning Units Replacement Tender Report at Annex A, previously circulated, and award the tender to Titan Air Conditioning at a cost of £25,120 with an additional contingency of 10%</b>
<b>21.</b>	Any other relevant business notified in accordance with Standing Order 12. (o)	
<b>(i)</b>	Plans to develop the long-term future and funding of the NW200 (Councillor Stirling)	<b>Update from Director</b>
<b>(ii)</b>	Strategy for maximising the opportunities from the 2025 Open (Alderman Callan)	<b>Update from Director</b>
<b>(iii)</b>	Update on discussion with Invest NI on sub regional plans and development interest since adoption of Foreign Direct Assessment Strategy (Alderman Callan)	<b>Update from Director</b>
<b>(iv)</b>	Re-establishment of Mountsandel Working Group and options for Shared Island Funding opportunities (Councillor N Archibald)	<b>To recommend that Council re-establish Mountsandel Working Group</b>

**MINUTES OF THE PROCEEDINGS OF THE LEISURE AND DEVELOPMENT COMMITTEE HELD IN THE COUNCIL CHAMBER ON TUESDAY 21 MAY 2024**

**In the Chair:** Councillor Bateson

**Members Present:** Alderman Callan, John McAuley, Stewart;  
Councillors Anderson, N Archibald, Holmes, Kennedy, Kyle, McCully, McGurk, McShane, Schenning, Stirling, Watson

**Officers Present:** P Mulvenna, Director of Leisure and Development  
P O'Brien, Funding Unit Manager  
J Welsh, Head of Community and Culture  
P Thompson, Head of Tourism and Recreation  
N McGurk, Head of Prosperity and Place  
W McCullough, Head of Sport and Wellbeing  
I Owens, Committee & Member Services Officer

**In Attendance:** A Lennox, ICT Operations Officer

Professor McKenna, Royal Irish Academy (Item 4)

Press 3 no. (R)

Public 3 no. (R)

**Key:** (R) Attended Remotely

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

**1. APOLOGIES**

There were no apologies.

**2. DECLARATIONS OF INTEREST**

Councillor McShane declared an interest during consideration of Item - Presentation from Professor McKenna on the Royal Irish Academy (RIA) Report on the North West Presentation, Councillor McShane stated she was an employee of Ulster University. Councillor McShane did not leave the meeting during consideration of the Item.

**3. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 16 APRIL 2024**

Summary previously circulated.

**AGREED** –the Minutes of the Leisure and Development Committee meeting held Tuesday 16<sup>th</sup> April 2024 were signed as a correct record.

**4. MEMBERS WILL RECEIVE A PRESENTATION FROM PROFESSOR MCKENNA ON THE ROYAL IRISH ACADEMY (RIA) REPORT ON THE NORTH WEST**

The Chair welcomed Professor McKenna to the Chamber and invited him to present to Committee. A copy of the presentation has been made available on the Council website.

**\* Councillor Holmes joined the meeting during consideration of the item at 7.05pm.**

The Chair invited questions from Elected Members for the speaker. Alderman Callan noted the following points:

- that the student numbers presented stark disparity between Belfast and Coleraine, it was frustrating that despite reporting, presentations and promises, there has been no change in numbers. Citing the absence of a civic voice in relation to Coleraine and made reference to the campaigning for Magee from a civic, political and business perspective.
- that there had been no follow up following visits from Senior Officials from Ulster University, Coleraine.
- that Coleraine was becoming run down, had reduced numbers, a key point highlighted in the report regarding independent oversight of strategy of Higher Education and spoke of the huge investment in Belfast, to the detriment of Coleraine.
- that Ulster University, Coleraine is one of the biggest rate payers, employers and economic driver in the Borough which, if disappears, would have massive implications for Causeway Coast and Glens and consequences for the wider Northern Ireland and North West Region.
- that Council should articulate a vision for Ulster University Coleraine in the long term, including investment, student numbers and accommodation provision and consider whether it would be fruitful to commission a wider piece of work as a body and to engage an independent report and provide a commitment or vision.

- that Derry and Strabane District Council have developed a vision for Magee and this would be an important piece to deliver for Coleraine.

Professor McKenna applauded Alderman Callan's comments and said that Belfast had benefited from growth and economic development driven by student accommodation and endorsed the idea that local politicians should assert the right to find out what is being planned and take proposals to the Vice Chancellor.

At the request of Councillor Anderson regarding relocating a business course from Magee to Coleraine, Professor McKenna said he was wary of relocating courses from one campus to another. Professor McKenna said it was disappointing given the tourist nature of the North Coast that Catering and Hospitality did not feature at Coleraine and that Media Studies had also moved to Belfast. Professor McKenna said he did not believe that Magee impacted negatively on Coleraine.

At the request of Councillor Anderson, Professor McKenna said that it was disappointing that Northern Ireland did not have a Veterinary School, given the strength of the agricultural food sector and land, ideally suited for this, in association with agricultural colleges.

At the request of Councillor McShane, Professor McKenna said that Brexit was not a huge issue in relation to attracting students and funding and was not necessarily a barrier as governments want to work together, gradually easing relations and ensuring successful functions of cross border bodies. Professor McKenna said that Brexit is not a deterrent.

Councillor McShane advised that she wished to declare an interest as an employee of Ulster University, Coleraine.

- \* **Councillor Holmes left the Chamber at 7.10pm and rejoined at 7.20pm.**

The Chair thanked Professor McKenna for his presentation.

- \* **Professor McKenna left the Chamber at 7.25pm.**

## **5. LEISURE AND DEVELOPMENT 2024/25 BUSINESS PLANS**

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

### Purpose of Report

The purpose of this report is to present to Members the 2024/2025 Leisure and Development Business Plans for member's consideration.

### Key Objectives & Priorities 2024/25

#### Community and Culture

- Delivery of council's newly adopted Community Development Strategy and action plan.
- Deliver Council's Anti-Poverty Plan
- Delivery of cultural services specifically council's cultural venues and assets; increase participation levels and promote social inclusion; invest in creative learning & develop skills.
- Progress the Ballycastle Museum Capital scheme through the Development Phase/phase 2.
- Implementation of Council's new Good Relations Strategy within reduced budget/resource restraints.
- Review council's Cultural Services Strategy to reflect locally identified priorities.
- Facilitate the delivery of Council's Asylum Seekers & Refugee strategy within the Borough in partnership with key service providers.
- Council's Memorial Policy– adoption of the policy subject to completion of EQIA currently underway.

Promote community safety and build confidence in policing through facilitation of the PCSP board and the implementation of the Policing & Community Safety Partnership action plan for the 24/25 period.

#### Prosperity and Place

Prosperity and Place will deliver on the following key objectives:

- Strategic Projects (including c£100m Growth Deal)
- Business Development
- Town and Village Management
- £20m Coleraine Future Towns scheme
- Regeneration
- Local Labour Market Partnership.

From a business perspective, the development and roll-out of a new NI Entrepreneurship Support Service will have a major impact on the local business economy, and hopefully encourage more businesses to start-up, grow and become more sustainable in the process. New funding opportunities including Peace Plus and the Shared Island offer the potential to realise new investment in the area.

#### Sport and Wellbeing



## Policy, Strategy & Major Projects

- Development of Sport & Wellbeing Strategic document to bring all strands of the service together – Sports & Physical Activity Plan.
- Work in partnership with the Capital Projects & Funding Units to develop business cases for projects included in Council's Capital programme and in line with potential external funding opportunities.
- Work collaboratively with external Health agencies to support health intervention programmes and the emerging strategy for Department of Health Integrated Care Systems.

## Transformation

- Increase opportunities for participation across activities, and subsequently increase the Social Value of the work of the Department.
- Expand the Annual Marketing & Promotions Plan, to strengthen the profile of the Major and Minor Leisure Facilities in the local market.
- Improve accessibility opportunities for individuals with a disability.
- Work in partnership with internal support services to consider the development of agreed Service Level Agreements.
- Collaborate with Estates on the development of a Planned Maintenance and Repair programme for Play Parks, Recreational MUGAs, Pitches and Community Centres.

## Participation, Wellbeing & Safeguarding

- Produce a fit-for-purpose Sports Development 'Roadmap' detailing the actions necessary to reach goals, meet objectives, and achieve outcomes for effective and efficient delivery.
- Promote productive physical activity engagement opportunities within health and wellbeing between council, statutory partners, and communities.
- Implement an Autism Action Plan which will improve access to services and participation opportunities for persons with autism, their families, and carers.
- Implement an Age Friendly Strategy and Action Plan in partnership with the Public Health Agency.

## Tourism and Recreation

Tourism & Recreation will focus on the following key objectives:

- Tourism Destination Management.
- Holiday and Leisure Park Management.
- Tourism Event Management.
- Coast and Countryside and Outdoor Recreation Management (natural assets).

An opportunity exists to build on the recent growth in demand for outdoor experiences and the completion of a new bespoke Outdoor Recreation Strategy will be of benefit, along with the development of a Terms of Reference for the continuation of the Destination Management approach.

New funding opportunities including Peace Plus and the Shared Island funding offer the potential to realise new investment in the area. Key aspects for 2024/25 include the initiation of a destination management strategy and supporting the development of the Growth Deal projects. The team also aim to progress funding opportunities for Peace Plus over a range of outdoor recreation projects.

### Funding Unit

1. Management and administration of the Peace Programme.
  - Embedding the Peace Programme into the Funding Unit.
  - Full closure and drawdown of Peace IV outstanding funds.
  - Full implementation of the Peace Plus Local Action Plan.
  - Recruitment of properly qualified and trained staff into Peace Plus secretariat.
2. Align funding opportunities to Council's revised Capital Projects list.
  - Reduce councils financial and budgetary obligations through provision of external funding.
3. Continued good governance, including:
  - Positive audit outcomes
  - Continuous policy review and service improvements.

### Financial Position

Previously circulated for the following Service Areas:-

- Sport and Wellbeing
- Tourism and Recreation
- Prosperity and Place
- Community and Culture
- Funding Unit
- Central Management and Admin

### Recommendation

The committee is asked to consider and approve the proposed business plans for the 2024/25 period (Annex A-E), previously circulated, providing a focus for officers responsible for delivering Leisure and Development services.

Councillor Anderson said that the document contained 180 pages which made it difficult to navigate through and reach a decision on the content and suggested that it be broken down to bitesize pieces to make it more manageable and include enhanced bullet points. Councillor Anderson said that a workshop could be useful for this type for reporting.

Councillor McGurk concurred with Councillor Anderson and suggested that differences be highlighted year on year and that there is more of a visual break down of information, using, for example, business Canva tool as an option for highlighting key features.

The Director of Leisure and Development said that she would look at the use of bullet points and have a page highlighting achievements and comparisons year on year. The Director of Leisure and Development said Elected Members were welcome to make contact with her outside of the meeting with any queries.

Proposed by Councillor McGurk  
Seconded by Councillor Anderson and

**AGREED** – to recommend that Council approve the proposed business plans for the 2024/25 period (Annex A-E), previously circulated, providing a focus for officers responsible for delivering Leisure and Development services.

## **6. SPORT AND WELLBEING GRANT PROGRAMME**

Report, previously circulated, was presented by the Funding Unit Manager.

### Purpose of Report

To recommend to members a Pilot Sport and Wellbeing Grant Programme aimed at promoting the positive mental health and wellbeing of residents of the Causeway Coast and Glens Borough Council area.

### Programme aim:

Priority will be given to projects that:

1. Encourage people to get together and make connections through sporting, physical and mental well-being activities.
2. Demonstrate how they contribute to the following Community Plan outcomes:
  - Increased opportunities to participate in sustained physical activity.
  - Support people in making healthy lifestyle choices which protect and enhance physical and mental health and wellbeing.

### Budget

A total Sport and Wellbeing Grant Budget of £20,000 per annum is recommended. Council will consider 100% funding of total eligible project costs up to a maximum of £500 per application.

Members are asked to consider the following options for the allocation of the funds available:

Option	Type of Call	Ranking Detail
1.	Rolling Call	Open until all funds are allocated to successful applicants
2.	Rolling Call	Open until all funds are allocated to successful applicants (with a cap on of £5,000 on individual sporting codes to allow for more distribution across sporting codes)

### Recommendation

**It is recommended** that the Leisure & Development Committee:

1. Approve a £20,000 Pilot Sport & Well- being Grant Programme.
2. Consider 100% funding of total eligible project costs up to a maximum of £500 per application.
3. Approve either Option 1 or Option 2 for the fair distribution of the Sport & Well-being Grant Programme.
4. Approve the criteria as set out in the table in section 6.

Councillor Schenning asked if the applicant was required to be a member of Sporting Body or if it was permissible for a Community Organisation developing a physical activity for their users could also apply.

The Funding Unit Manager advised that based on the Everybody Active model Community Organisations could submit an application, even if not affiliated to a Sporting Body.

Councillor McGurk said she welcomed the report which she referred to as a great initiative. Councillor McCully concurred with Councillor McGurk's remarks.

Proposed by Councillor Schenning  
Seconded by Councillor McGurk and

**AGREED** to recommend that Council

1. Approve a £20,000 Pilot Sport & Well- being Grant Programme.
2. Consider 100% funding of total eligible project costs up to a maximum of £500 per application.
3. Approve Option 2 for the fair distribution of the Sport & Well-being Grant Programme.

Option	Type of Call	Ranking Detail
2.	Rolling Call	Open until all funds are allocated to successful applicants (with a cap on of £5,000 on individual sporting codes to allow for more distribution across sporting codes)

4. Approve the criteria as set out in the table in section 6.

## 7. CAPITAL GRANT SCHEME

Report, previously circulated, was presented by the Funding Unit Manager.

### Purpose of Report

The purpose of this report is to seek approval from Members for a Capital Grant Scheme, along with associated budget and staffing resource, which will be targeted towards sporting, community & voluntary groups.

### Amount of Grant-aid

A total capital grant pot of £600,000 per annum is proposed. This budget includes all resource and staff costs associated with the administration and management of the grant programme which are currently projected at £50,000 per annum.

### Options for allocation of funding

Two options are presented for consideration by Members.

#### Option 1:

Council is committed to distributing grants fairly, efficiently and effectively. To allow access for all sporting codes, it is proposed that no single sporting code can have access to more than 40% of the overall funding pot in any given year. It is further proposed that community projects will have access to a maximum of 20% of the pot in any given year.

Type of Project	% split of total fund	Max available per year per organisation / individual sporting code	Total funds available per annum	Per application
Sports Groups	80%	£220,000	£440,000	50% of total eligible costs up to a maximum of £220,000
Other Community Facilities	20%	£110,000	£110,000	50% of total eligible costs up to a maximum of £110,000
Resource / Staff costs			£50,000	
<b>TOTALS</b>			<b>£600,000</b>	

#### Option 2:

Council is committed to distributing grants fairly, efficiently and effectively. In order to allow grant funding access to as large a number of organisations as possible, it is proposed that no single organisation can have access to more than 20% of the overall funding pot in any given year.

	% split of fund	Max available per year to specific sporting codes / community projects	Total funds available in pot per annum	Per application
Organisation 1	20%	£110,000	£110,000	50% of total eligible costs up to a maximum of £110,000
Organisation 2	20%	£110,000	£110,000	50% of total eligible costs up to a maximum of £110,000
Organisation 3	20%	£110,000	£110,000	50% of total eligible costs up to a maximum of £110,000
Organisation 4	20%	£110,000	£110,000	50% of total eligible costs up to a maximum of £110,000
Organisation 5	20%	£110,000	£110,000	50% of total eligible costs up to a maximum of £110,000
Resource / Staff Cost			£50,000	
<b>TOTALS</b>			<b>£600,000</b>	

Recommendation:

**It is recommended** that the Leisure & Development Committee:

Approve a £600,000 per annum capital grant programme.

Approve the appointment of a Capital Grants Officer at a cost of approximately £50,000 per annum (included in the £600k).

Approve either Option 1 or Option 2 for the fair distribution of the capital grant scheme.

Approve the criteria as set out in Annex A (previously circulated).

Alderman McAuley spoke of the work which been undertaken by Officers in respect of this report.

At the request of Alderman McAuley, the Funding Unit Manager confirmed that three applications could be accepted from the same type of sporting group The Funding Unit Manager said it was hoped to develop pipelines of projects with the help of a staff resource which was a feature included in Option 2.

At the request of Councillor Schenning, the Funding Unit Manager confirmed that those who had secured PEACE IV funding would not be prohibited from applying for this fund.

Councillor Holmes asked if there was an option to advertise as two separate funds, at different junctures. The Funding Unit Manager explained that the criteria was lowered and the process simplified, which made the application process less difficult. Separating into two funds could lead to confusion.

Proposed by Alderman McAuley  
Seconded by Councillor Schenning

- To recommend that Council is committed to distributing grants fairly, efficiently and effectively. In order to allow access for all sporting codes, it is proposed that no single sporting code can have access to more than 20% of the overall funding pot in any given year. It is further proposed that community projects will have access to a maximum of 80% of the pot in any given year.

#### Amendment

Proposed by Councillor McGurk  
Seconded by Councillor Watson

- To recommend that Council approve Option 1 that Council is committed to distributing grants fairly, efficiently and effectively. In order to allow access for all sporting codes, it is proposed that no single sporting code can have access to more than 40% of the overall funding pot in any given year. It is further proposed that community projects will have access to a maximum of 20% of the pot in any given year.

The Chair put the Amendment to the Committee to vote.

5 Members voted For; 10 Members voted Against; 0 Members Abstained

The Chair declared the Motion lost.

The Chair put the Substantive Proposal to the Committee to vote.

The Committee agreed unanimously and the Substantive Proposal was Carried:

- To recommend that Council is committed to distributing grants fairly, efficiently and effectively. In order to allow access for all sporting codes, it is proposed that no single sporting code can have access to more than 20% of the overall funding pot in any given year. It is further proposed that community projects will have access to a maximum of 80% of the pot in any given year.

## 8. CAPITAL PROJECT PRIORITISATION

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

### Purpose of Report

The purpose of this paper is to request approval for a new Prioritisation Process for Leisure & Development Projects which if approved shall be incorporated by all directorates.

The following summarises the results of the Consensual Decision Making exercise, which culminated in the approved 2017 Capital Projects list.

1. Limavady Accessible Play Park
2. Cloughmills Sports Pitch Scheme
3. Christie Park Improvement
4. Burnfoot Sports Changing Rooms & Recreation Grounds
5. Ballymoney to Ballycastle Greenway
6. Killyrammer Community Centre Improvement Scheme
7. JDLC Sports Hall Extension, Ballymoney
8. Aghadowey Play Park
9. Bushmills Integrated Village Strategy
10. Portrush Recreation Grounds

### Current Capital Project Listing for Leisure & Development

Leisure & Development currently has c.65 projects on the Capital Programme with a total cost of c.£70m at various stages of the 4 stage capital process. A summary of the L&D projects at each stage of the capital process is provided below:

- Stage 4 (In-use): 18 projects at a cost of £8.1m.
- Stage 3 (Construction): 9 projects at a cost of £7.2m.
- Stage 2 (FBC): 14 projects at a cost of £55.2m.
- Stage 1 (OBC): 6 projects at a cost £1m.
- Stage 0 (SOC): 17 projects with no cost estimate.

The overall Capital Programme is heavily subscribed and currently unaffordable. However, Council has been successful in reducing its loan financing from a peak of £76m to below £50m in recent years and securing substantial levels of external funding from government on major projects, which has eased pressure on Council resources.

### Proposed Project Prioritisation Process

To deliver best value, effectively resource capital delivery and minimise abortive project costs, an objective and evidence-based prioritisation process is being proposed. This is to be applied at Stage 0 – entry point to the Capital Programme for Leisure & Development projects, to generate consistent results on a like-for-



like basis. If approved, it is anticipated that other directorates will adopt the same approach.

This will necessitate specific capital budget allocations for committed spend, essential spend and discretionary spend by each directorate.

A Moderate Prioritisation process is proposed as a proportionate and objective approach that utilises best practice government guidance, HMT Project Business Case and can be tailored to meet the specific needs of Council.

To ensure a proportionate response, Council will adopt its existing Business Case Pro-forma to ensure that the level of detail required is aligned with the project cost as follows:

<b>Project Cost</b>	<b>Business Requirements</b>	<b>Case</b>	<b>Prioritisation Requirements</b>
Up to £150k	• Short OBC Pro-forma		• No – Completed on first come / first served basis via capital budget held for Repairs & Renewals
£150k - £1m	• Project Scoping Form (Internal)		• Yes – PSF assessment (Minor Project)
£1m+	• SOC (Internal/External)	Pro-forma	• Yes – SOC assessment (Major Project)

### Next Steps

Subject to Council approval for the proposed capital prioritisation process, it is proposed that the following Capital Workshops take place to seek Members input:

- Capital Workshop 1 – Review of current (2017) Capital Programme Project Listing to remove old projects Council no longer wish to progress and to add new projects;
- PSF/SOCs prepared by officers for all projects being proposed for the Capital Programme;
- Officer assessment panel established to score and rank PSF/SOCs against the assessment criteria for inclusion and prioritisation on the Capital Programme List;
- Capital Workshop 2 – Results of assessment project prioritisation for Members discussion and agreement; and
- Final Prioritised Capital Programme presented to L&D Committee/Council for approval.

### Recommendation

Members are asked to approve the proposed assessment criteria and next steps as detailed, and to enable the new Prioritisation Process for Capital Projects.

Councillor McCully said he was pleased that the newly elected Councillors were having the opportunity to contribute to the prioritisation of Capital Projects. Councillor N Archibald concurred with Councillor McCully's remarks.

Proposed by Councillor McCully  
Seconded by Councillor N Archibald and

**AGREED** – to recommend that Council approve the proposed assessment criteria and next steps as detailed, and to enable the new Prioritisation Process for Capital Projects.

## 9. MUSEUM POLICIES ACCREDITATION RETURNS

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

### Purpose of Report

The purpose of this report is to seek approval of Museum Policies to enable the submission of accreditation returns for Council's five accredited museums.

### Current Situation

All five of Council's Museum venues: Ballycastle Museum, Ballymoney Museum, Coleraine Museum at Coleraine Town Hall, Green Lane Museum and Limavady Museum at Roe Valley Arts and Cultural Centre maintain their Phase 3 Accredited status.

This was last reviewed on the 28<sup>th</sup> June 2018. All Accredited museums are asked to provide an update on how they are meeting the standard every 5 years. The Northern Ireland Museums Council have asked Causeway Coast and Glens Museums to submit their Accreditation return by the 30<sup>th</sup> June 2024.

To meet the Accreditation standard the Policies, previously approved by Council in September 2017, have been reviewed and updated. These Policies include:

1. Access Policy (see Annex A, previously circulated)
2. Collections Development Policy (see Annex B, previously circulated)
3. Conservation and Collections Care Policy (see Annex C, previously circulated)
4. Documentation Policy (see Annex D. previously circulated)

### Recommendation

**It is recommended** that the Leisure & Development recommend approval to Council for the Museum Policies to enable officers to submit Accreditation Returns for Council's five Accredited Museum venues.

Proposed by Alderman Callan  
Seconded by Councillor Kyle and

**AGREED** – to recommend that Council approve the Museum Policies to enable officers to submit Accreditation Returns for Council's five Accredited Museum venues.

## **10. ULSTER HISTORY CIRCLE BLUE PLAQUE**

Information report, previously circulated, was presented as read.

### Purpose of Report

The purpose of this report is to inform members on the blue plaque installation for 2024 from the Ulster History Circle, in consultation with the Community & Culture team.

### Background

Following an initial report in February 2023, a second report was taken to the Leisure & Development Committee in November 2023 in which it was recommended to Council that they engage in a partnership arrangement with the Ulster History Circle at a cost of circa £1,500 per annum and subsequent installation of one blue plaque per year for an initial term of three years, subject to review. This was with the understanding that the Community and Culture team would nominate James Sayers as a potential recipient for the first plaque. This was approved and ratified by full Council on 5<sup>th</sup> December 2023.

Officers met with representatives of the Ulster History Circle at the end of March 2024 and have confirmed that James Sayers will receive a plaque in 2024 as per Council's recommendation.

Councillor McShane welcomed the update and referred to the suspension of the scheme during Covid and engagement in 2022 in relation to a Blue Plaque for Bishop Donal Lamont, born in Ballycastle, who was nominated for a Nobel Peace prize in 1970's when he spoke against racism in South Africa.

Councillor McShane said she would like to see the Bishop featuring in the next round and would welcome an update on the commentary included for the successful candidate – James Sayers.

The Head of Community and Culture agreed to provide this information to Elected Members and referred to the strict criteria in respect of these plaques.

Committee NOTED the report.

## **11. CULTURE, ARTS AND HERITAGE FUND**

Information report, previously circulated, was presented as read.

### Purpose of Report

The purpose of this report is to provide further details of the successful applications funded through the Culture, Arts & Heritage (CAH) Grant Programme for 2024-25 following a request made at the March 2024 Leisure & Development Committee.

## Background

The Leisure & Development Committee approved the Culture, Arts & Heritage Fund report in March 2024. The recommendations were then ratified by Council in April.

At the committee meeting a request was made to provide further information on the programmes and dates to allow council to see what the funds were being used for and the benefit the programme will have in the local community.

As per this request, further details in relation to successful applications were previously circulated.

Committee NOTED the report.

## **12. CAUSEWAY COASTAL ROUTE DEVELOPMENT OPPORTUNITIES**

Information report, previously circulated, was presented as read.

### Purpose of Report

The purpose of the report is to provide Elected Members with information on an opportunity to enhance the visitor experience along the Causeway Coastal Route and achieve better connectivity with the Wild Atlantic Way touring route, in the Republic of Ireland. The project proposal is being facilitated by Tourism Northern Ireland (TNI), Tourism Ireland (TI) and Fáilte Ireland (FI), through the Shared Island initiative.

### Project Aims

The aim of this project is to bring the Causeway Coastal Route and the Wild Atlantic Way together to improve the overall performance of tourism to Northern Ireland and the Republic of Ireland, and to create stand out in international markets. The project also aims to bring benefits to areas that are in the hinterland of these two routes bringing new opportunities to these areas to create lasting economic benefits. This is a project of scale aimed at raising the international profile of the island of Ireland and increasing the number of international visitors and associated revenues, balanced with sensitive development and recognition of the need to protect the natural environment.

### Proposals

- Destination Development – Brand Collaboration
- Experience Development
- Creation of Common Industry Supports
- Support Discovery Point Development
- Creation of Cross Promotional Content and a Common Digital Strategy

### Next Steps

Council Officers from the Tourism and Recreation department will engage with representatives from Tourism Northern Ireland, Tourism Ireland and Fáilte Ireland

to establish best fit and opportunities for development for the Causeway Coast and Glens Council area, and report back to Council on any suggested initiatives for advancement. The total allocated funding for this programme is €7.6 million.

Councillor N Archibald said this was exciting for Council and referred to the Wild Atlantic Way success which can be built on.

Committee NOTED the report.

### **13. SMALL SETTLEMENTS REGENERATION PROGRAMME UPDATE**

Information report, previously circulated, was presented as read.

#### Purpose of Report

The purpose of this report is to update Members on the Covid Recovery Small Settlements Regeneration Programme (SSRP) progress to date.

#### Summary

At the time of presenting 11 projects have been completed. The remaining 7 projects in Portage, Drums urn, Dervock, Rasharkin, Bushmills, Derna flaw, and Mossie are under construction and due for completion within the programme timeline.

Councillor McGurk enquired why projects had been removed from the Small Settlements Regeneration Programme both within the Benbradagh District Electoral Area - Burnfoot Playing Field Hub and Dungiven Priory Lane.

Councillor McGurk queried the timescale for design and application process for Priory Lane in Dungiven given the lengthy time it had featured on the list and said she understood the Burnfoot project required to be redesigned to ensure affordability and to enable a business case to stack up.

The Head of Prosperity and Place advised that alternative funding pots had been identified in respect of the projects and the Priory Path project had involved a lot of landowner engagement and consultation with plans expected to be submitted next month for this a 100% DfI funded project. In relation to Burnfoot project, the Head of Prosperity and Place said that specification had not met with DfC criteria in terms of value for money.

Councillor McGurk welcomed the update and said she looked forward to seeing the projects coming to fruition and asked if Officers felt that there were lessons to be learned in relation to specification process going forward. The Director of Leisure and Development said that there were lessons for all those involved and the Head of Prosperity and Place concurred with her remarks.

Committee NOTED the report.

## 14. COLERAINE FUTURE TOWNS

Report, previously circulated, was presented as read.

### Purpose of Report

The purpose of this report is to update members on the 'Long-Term Plan for Towns': £20m Coleraine Town Fund. Causeway Coast and Glens Borough Council will receive £2m per year over the next 10 years to address deprivation in Coleraine.

### Establishing a Future Towns Board

These must be community-led institutions, with Council providing a secretariat support function. Elected representatives must not chair the Board, the chair must be a local community leader or local businessperson.

The Future Towns Board must be established by 1 June 2024. Given the restrictive timeframes involved, it is anticipated that the Board will be established as a subgroup of the Community Planning Partnership. Whilst Council will act as the accountable body, the Future Towns Board will be responsible for developing and implementing the strategy and action plan.

Council have received an initial £50,000 in funding to commence the process. Once the Future Towns Board is in place, the department will release the next £200,000 to support the development of a 10-year vision and three-year action plan which should be submitted by 1<sup>st</sup> Nov.'24 via an extensive community consultation / engagement process.

### Next Steps

The key milestones for the delivery of the 'Long-Term Plan for Towns': £20m Coleraine Town Fund are set out below:

By 1<sup>st</sup> June 2024 DLUHC expect that:

- A Chair is appointed
- Council work with the Chair to establish the Town Board
- Town Boards start planning and initiating community engagement / consultation.

By 1<sup>st</sup> November 2024 DLUHC expect:

- To have released the next £200,000 of capacity funding to support the development of the Long-Term Plan and
- Town Boards to submit their Long-Term Plans (comprising their 10-year vision and 3-year investment plan). The Plan will set out how funding will be allocated and spent, with the local authority as the body ultimately accountable for funding.

As the 'Long-Term Plan for Towns': £20m Coleraine Town Fund is implemented, further updates regarding key milestones will be presented to the Leisure & Development Committee.

Councillor McGurk sought clarification on the membership of the forum and questioned how appointment of Chair was determined. The Director of Leisure and Development said that Elected Members would be included in the membership which was yet to be determined but that they would not be permitted to take the Chair. The Director of Leisure and Development advised that the Chief Executive and local Member of Parliament had been tasked with seeking a Chair by way of an individual who would be well received and as yet no-one had been appointed.

At the request of Councillor McGurk regarding future appointment of Chair, the Director of Leisure and Development advised that there was a tight timeframe for appointment of the Board by 1<sup>st</sup> June and that the Terms of Reference could be developed regarding future appointing of the Chair.

Committee NOTED the report.

## **15. SWIMMING POOL CHANGING ROOM GUIDANCE**

Information report, previously circulated, was presented as read.

### Purpose of Report

The purpose of this report is to update members on the April 2024 recommendation that 'Council review the Child Admission Policy and changing room procedures' and seek Member approval to commence costed design options for 'upgrading the Leisure Centre Changing Facilities'.

As per the admissions policy, advice includes speaking to a Duty Officer. The Duty Officer would then advise or provide suitable alternative changing depending on the requirements of the individual or group.

These alternatives can be provided either by offering a family room or advise on using an internal cubicle within the existing changing rooms.

### Changing Room Upgrades

As part of the recommendation to 'examine the possibility of updating leisure centre changing facilities', Officers have commenced early-stage scoping on potential design and will present options and associated costings to Council at a later date.

### Next Steps

Officers recognise the information provided on the Swimming Pool Child Admission Policy and the changing room guidance could be better communicated to users of the facilities and will amend that communication accordingly. Officers will take steps to identify any underutilised changing areas which could be easily converted into additional family/small group changing solutions.

In an effort to ensure that the dignity of all changing room users is respected, Officers will put in place signage to advise customers that, 'Swimming Costumes must be worn at all times in the Showers Areas', this practice is already in place within Council's Village Changing provision.

Alderman McAuley raised concern that the legislation and guidance from multiple sources was unclear with the interpretation being down to the relevant duty officer which could result in inconsistency and provided an example. The Head of Sport and Wellbeing advised that it would be prudent to make contact with the Leisure Centre in advance of visit to avoid disappointment and said that she did not expect an elongated wait for a decision from Duty Officer.

Alderman McAuley said that current signs on display cause concern and confusion. The Head of Sport and Wellbeing said that she would revisit signage to mitigate disruption.

Alderman McAuley said he recognised that the information from the Health and Safety Executive suggests a starting point of 1:2 ratio but believed that Council determined the ratio should be 1:1. The Head of Sport and Wellbeing advised that the Health and Safety Executive 179 Guidance is the operating guidance for swimming and that the recommendation for each leisure/pool facility is based on environmental factors which could change the ratio from 1:3 to 1:1 and referred to the multiple pools in each of the 3 Leisure Centres run by Council. The Head of Sport and Wellbeing spoke of the role of the Duty Officer in determining the ratio depending on how busy the pool was which is often impacted by variations in weather and days of the week and said that a live risk assessment would be undertaken and that there was a desire to provide latitude where possible at a starting point of a 1:1 ratio.

The Head of Sport and Wellbeing advised that if numbers increase in the pool during a visit a high ratio family may be asked to leave in the interests of safety.

At the request of Alderman McAuley, the Head of Sport and Wellbeing advised the same criteria does not apply to Primary School visits as these are programmed sessions.

Committee NOTED the report.

## **16. CORRESPONDENCE**

There were no items of Correspondence.



## 17. MATTERS FOR REPORTING TO THE PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

## 18. CONSULTATIONS

There were no Consultation Items.

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

Proposed by Councillor McCully  
Seconded by Councillor Kennedy and

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

- \* **Public and Press were disconnected from the meeting at 8.45 pm.**

*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.*

- \* **The Chair declared a comfort break.**
- \* **The meeting reconvened at 8.50pm.**

## 19. GROWTH DEAL OBC DEVELOPMENT

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

The report was confidential by virtue of paragraph(s) 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014

### Purpose of Report

The purpose of this report is to request Members approval for expenditure of c.£130k on the appointment of Business Case Consultants from the Growth Deal Call-Off Contract and SIB's Associate Framework to progress the approved projects through the next stage of the Growth Deal - Outline Business Case development.

### Proposed Outline Business Case Appointments

In anticipation of the Heads of Terms being formally signed, the Growth Deal PMO has drafted Terms of Reference (ToR) for the OBCs which reflect HMT guidance and the learning from each project at SOC, including lead Department feedback. These relatively higher levels of expenditure need to be approved

together to allow all projects to proceed at a similar pace through the next stage of the Growth Deal.

The ToR also take account of an internal PMO contract review and feedback from consultants, with the following key changes proposed to the Call Off Contract:

- Technical input
- Departmental feedback –
- Performance Management
- Fees

The proposed appointments for Council's five OBC commissions and estimated expenditure based on the agreed Call Off Contract rates (adjusted for the fee changes above) were previously circulated.

The draft OBC ToR have been shared with lead Departments (and with UU and NWRC for their separate OBC commissions). Subject to both Departmental and Council approval, formal appointment of consultants can be made in June 2024 with anticipated completion of OBCs within 6 months (target date of December 2024).

### **Recommendation**

Members are requested to approve the expenditure of c.£130k (within a spend tolerance of 10%) on the appointment of Business Case Consultants from the Growth Deal Call-Off Contract and SIB's Associate Framework to progress the approved projects through the next stage of the Growth Deal - Outline Business Case development.

Members are asked to note that quarterly progress updates will be brought to the Executive Programme Board during OBC development, and an updated Growth Deal Project List brought back to Committee/Council for approval by the end of the year to allow formal submission of OBCs to lead Departments.

Proposed by Alderman Callan  
Seconded by Councillor McGurk and

**AGREED** – to recommend that Council approve the expenditure of c.£130k (within a spend tolerance of 10%) on the appointment of Business Case Consultants from the Growth Deal Call-Off Contract and SIB's Associate Framework to progress the approved projects through the next stage of the Growth Deal - Outline Business Case development;

to recommend that Council note that quarterly progress updates will be brought to the Executive Programme Board during OBC development, and an updated Growth Deal Project List brought back to Committee/Council for approval by the end of the year to allow formal submission of OBCs to lead Departments.

## 20. JDLC AIR CONDITIONING TENDER REPORT

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

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

### Purpose of Report

The purpose of this report is to update Members on progress to date on the replacement of the air conditioning units within the gym at Joey Dunlop Leisure Centre, to request approval for spend, and to award the contract as per the associated Tender Report at a cost of £25,120.

### Tender Process

As per Council's Procurement Policy, Officers invited specialist air conditioning companies to provide by email return quotations on the required works.

Four quotations were received which met the tender specification, with the lowest quotation of £25,120, (inclusive of fee for enhanced units). Details can be found in the Tender Report at Annex A, previously circulated.

Due to the nature of the works, additional electrical cabling and parts may be required, so it is proposed that a 10% contingency sum is added to the project value, therefore bringing potential spend to £27,632.

### Next Steps

The project is progressing against the delivery timeframe summarised as follows:

- Council approval – June 2024.
- Appoint Contractor – June 2024.
- Project completion – July 2024.

### Recommendation

Members are asked to approve expenditure on the essential maintenance at Joey Dunlop Leisure, noted within the Air Conditioning Units Replacement Tender Report at Annex A, previously circulated, and award the tender to Titan Air Conditioning at a cost of £25,120 with an additional contingency of 10%.

Proposed by Alderman McAuley  
Seconded by Councillor Stirling and

**AGREED** – to recommend that Council approve expenditure on the essential maintenance at Joey Dunlop Leisure, noted within the Air Conditioning Units Replacement Tender Report at Annex A, previously circulated, and award the tender to Titan Air Conditioning at a cost of £25,120 with an additional contingency of 10%.

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

- (i) Plans to develop the long-term future and funding of the NW200 (Councillor Stirling)

*“Following the resounding success of the NW200 this year what plans are in place to develop the long-term future and funding of the event?”*

Councillor Stirling spoke of the success of the recent NW200, including the crowd which was in attendance and the contribution the weather made to the success of the event and asked for plans to ensure a robust and sustainable funding plan to enable the event to grow.

The Director of Leisure and Development said that the NW200 was not a Council event and spoke of how deeply Council were involved in support for the event. The Director of Leisure and Development said that Coleraine and District Motor Club have committed to developing a longer term strategic business plan regarding sustainability, which was requested by TNI and was welcomed by Council. The Director of Leisure and Development advised that in February Council facilitated large tourism events to develop their own event reserves fund, to allow them to grow and develop year on year which could result in less requests for grant funding in future.

Alderman Callan referred to discussions with Coleraine and District Motor Club around the NW200 and said that although it is not a Council run event it is the largest event in Northern Ireland and the Causeway Coast and Glens Borough.

Alderman Callan said that it had been agreed that a long term plan is a key element of the NW200 product and sought an update on the status from the event management public relations aspect, that a presentation to Council would be welcome and useful as well as ongoing dialogue. The Head of Tourism and Recreation advised that the long term sustainability of the organisation is subject to NW200 developing a successful business plan which has been submitted and is currently being considered by Council Officers. The Head of Tourism and Recreation advised that dialogue was ongoing between Chief Executive, Director of Leisure and Development and Coleraine and District Motor Club re detail and assessment of their direction of travel to ensure long term sustainability and ability to secure funding. The Head of Tourism and Recreation advised that work undertaken this year with the fan zone had been successful although no feedback was yet available in that respect and spoke of how the good weather contributed to the success of this year's event.

## **MOTION TO PROCEED ‘IN PUBLIC’**

Proposed by Councillor Kennedy

Seconded by Alderman Callan and

**AGREED** - to recommend that Council move ‘*In Public*’.

The meeting moved ‘*in public*’ at 9.10pm.

### **(ii) Strategy for maximising the opportunities from the 2025 Open (Alderman Callan)**

*“Can the Director outline the strategy for maximising the opportunities from the Open returning to the Borough in 2025?”*

Alderman Callan spoke of the return of The Open to Portrush in 2025, referring to the £100m benefit to the Northern Ireland economy, the number of people who came to the Causeway Coast and Glens Borough Council area and how it was showcased. Alderman Callan asked if any consideration had been given to leveraging in on the build up to The Open. Alderman Callan spoke of how R&A were pleased with support from Council in 2019 and how successful The Open was for them as an organisation.

Alderman Callan said that in the interests of business and local economy Council should develop an action plan on strategy translated for the Causeway Coast and Glens Borough Council area – something which was missed in 2019. Alderman Callan referred to the knock-on effect in housing and hotel accommodation within the triangle with the development of hotel accommodation in the wake of the last Open.

The Director of Leisure and Development said that she was aware that the R&A dictate management of the event and Council need to manage expectations of what is achievable. The Director of Leisure and Development advised that Chief Officers sit on Gold, Silver and Bronze Working Groups and can feed into plans for 2025. The Director of Leisure and Development said that efforts were in place to try to work with the R&A to ensure opportunity existed for local businesses to become suppliers, possibly via joint working to ensure deliverability, giving an example of 10/12 florists working together. The Director of Leisure and Development spoke of Golf participation opportunities in partnership with Golf Ireland, Leader Awards, providing coaching opportunities for children, Mini Open during June in Ballyreagh, Summer Recreation Programme, infrastructure work at Ballyreagh for which the pavilion work is on the capital project list. The Director of Leisure and Development advised that the Chief Executive had already made a direct appeal to Ian Snowdon suggesting an economic showcasing event prior

to and during the 2025 Open which could include offering potential investors an opportunity to play the course after the professionals finish.

Alderman Callan said he welcomed the update and spoke of leveraging an opportunity on the doorstep by way of the natural attributes of the area and Council's aspirations on the countdown to The Open.

**(iii) Update on discussion with Invest NI on sub regional plans and development interest since adoption of Foreign Direct Investment (FDI) Strategy (Alderman Callan)**

*Can the Director provide an update on the current ongoing discussion with Invest NI on the sub regional plans and if we have developed any interest in the Borough since the adoption of our Foreign Direct Investment Strategy?*

The Director of Leisure and Development Services said that there is regular engagement with Invest NI regarding sub regional plans – and a Workshop prior to the Leisure and Development Committee meeting was well attended and said that there was a working lunch scheduled with Kieran Donoghue, CEO of Invest NI on Thursday regarding developing a Sub Regional Plan.

The Director of Leisure and Development said that an Foreign Direct Investment strategy was agreed in October 2023, Council Foreign Direct Assessment brochure completed in April 2024 and presented to attendees at the Growth Deal Head of terms signing event and final report expected in mid-June which will consider help available and bespoke inward and outward programmes across the borough.

Alderman Callan referred to student numbers referred to by Professor McKenna earlier in the meeting and felt that this should be fed into any future planning and ongoing discussions.

Alderman Callan spoke of the Ballykelly site opportunities which were under utilised and referred to the potential locally and internationally for this area.

**(iv) Re-establishment of Mountsandel Discovery and Heritage Working Group and options for Shared Island Funding opportunities (Councillor N Archibald)**

*“To ask if the Mountsandel Discovery and Heritage Working Group can be re-established and ask what options have been explored in terms funding eg Shared Island Funding.”*

Councillor N Archibald referred to the uniqueness of this area within the Causeway Coast and Glens Borough Council area and pointed out that the Mountsandel Discovery and Heritage Working Group has not been reinstated in the current Council mandate. She spoke of preserving the site and asked what funding opportunities had been explored, including hared Island opportunities.

The Director of Leisure and Development said that the Mountsandel Discovery and Heritage Working Group had been established in 2019 with the Terms of Reference agreed thereafter by the Leisure and Development Committee and comprised of 4 Elected Members, Officers and 4 Members of Mountsandel Discovery and Heritage Working Group, the purpose of which was to give strategic direction. The Director of Leisure and Development advised that the last meeting took place on 29<sup>th</sup> March 2023 and that Elected Members had decided to reduce the number of Working Groups and have themed meetings as required in advance of Leisure and Development Committee meetings.

The Director of Leisure and Development said that there had been a successful dig in the field site funded by Department of Agricultural Environmental and Rural Affairs (DAERA) Environmental Challenge Fund; an application in progress for £275,000 Peace Plus funding; Ongoing conversation for suitability of Wild Atlantic Way, Causeway Coastal Route and shared Island Funding. The Director of Leisure and Development said that a wide range of stake holders are involved including The Honourable The Irish Society, Department of Agricultural Environment and Rural Affairs (DAERA), Department for Infrastructure (DfI), Waterways Ireland and Department for Economy (DfE).

Proposed by Councillor N Archibald  
Seconded by Councillor Schenning

- To recommend that Council re-establish the Mountsandel Working Group.

The Chair put the Proposal to the Committee to Vote.

11 Members voted For; 2 Members voted Against; 2 Members Abstained.

The Chair declared the Motion Carried.

Councillor Holmes said that the establishment of this working group defeateds the purpose of reducing the commitments of Elected Members.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9.45 pm.

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Chair