

**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 18 MAY 2021**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<b>Nil</b>
2.	Declarations of Interest	<b>Alderman Hillis</b>
3.	Minutes of Leisure and Development Committee Meeting held Tuesday 20 <sup>th</sup> April 2021	<b>Confirmed</b>
4.	Presentation from Harry Gregg Legacy Group	<b>Recommended that a report be brought to the June Leisure and Development Committee meeting with funding proposal options.</b>
5.	Notice of Motion proposed by Alderman S McKillop, Seconded by Alderman Fielding, referred from 4 May 2021 Council Meeting (Abbrev 'That this council recognises Bobby Greer and his extraordinary contribution to the Bushmills' community')	<b>Support Amended Notice of Motion; Recommend that an Options paper be brought back to Leisure and Development Committee with costings for floodlights.</b>
6.	Cultural, Arts and Heritage Grant Funding	<b>Recommended that the £9k budget be transferred to NI 100 Grant Funding for Arts and Heritage Projects.</b>

7.	Ballycastle Museum Project Plan	<b><i>Recommended that Council approves proceeding with the necessary structural health and safety works to Ballycastle Museum on the basis of the plan and estimated costs provided by Council's Capital Works Department as contained in section 3.1.1 – 3.1.4 of the report at the estimated cost of £27,340 + VAT (subject to the outcome of the procurement process)</i></b>
8.	Carrick Dhu Touring Pitches	<b><i>Recommended that the Leisure and Development Committee provides approval for Council Officers to advance the design and procurement process and complete on Stage 2 of the Capital Works process, prior to reverting to the Committee for and investment decision for capital works and project completion.</i></b>
9.	DAERA Rural Businesses Development Scheme	<b><i>Recommend that Council accept the funding on offer from DAERA and agrees to</i></b>

		<b>deliver the Rural Business Development Scheme in Causeway Coast and Glens in July 2021.</b>
<b>10.</b>	Town Forums	<b>Recommended that the Leisure &amp; Development committee approves this proposal to establish a network of Town Forums as detailed, so that the process for the open call can be instigated and that DEA councillors can be invited to take part in their relevant Town Forum; Include Portstewart and Portrush in addition to the legacy town forums.</b>
<b>11.</b>	LD Business Plans 2021-22	<b>Recommended approval of proposed business plans for the 2021/22 period, providing a focus for officers responsible for delivering Leisure and Development services</b>
<b>12.</b>	Additional DfC Covid Funding	<b>Noted</b>
<b>13.</b>	Age Friendly Programme Progress and Charter	<b>Noted</b>
<b>14.</b>	Levelling Up Funding	<b>Noted</b>
<b>15.</b>	Correspondence	<b>Nil</b>

16.	Matters Reporting to the Partnership Panel	<i>Nil</i>
17.	Consultations	<i>Nil</i>
18.	Any other relevant business notified in m accordance with Standing Order 12. (o)	
	(i) That Council consults with Residents & Key groups within the Portstewart area to ascertain the needs of the community going forward. (Alderman Fielding) (Referred from 23 March 2021 Corporate, Policy and Resources Committee meeting)	<b><i>Recommended that Portstewart Town Team includes the principle of the motion, i.e. including community organisations.</i></b>

UNCONFIRMED

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

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

**Members Present:** Alderman Baird (R), Hillis (C), Fielding (C)  
Councillors Anderson (C), Bateson (R), Callan (C), Holmes (C), MA McKillop (R), Knight-McQuillan (R), McCaw (R), C McShane (R), Schenning (R), Watton (C)

**Non Committee Members in Attendance** Alderman S McKillop (C)

**Officers Present:** R Baker, Director of Leisure and Development (C)  
W McCullough, Head of Sport and Wellbeing (C)  
P Thompson, Head of Tourism & Recreation (R)  
J Richardson, Head of Energy, Infrastructure, Capital Works (R)  
M Smyth, Interim Finance Director (R)  
J Welsh, Head of Community & Culture (R)  
L Scullion, Community Development Manager (R)  
J Elliott, Town and Countryside Manager (R)  
H Perry, Museums Manager (R)  
R Downey, Participation Manager – Sport, Recreation and Play  
P Caldwell, Capital Projects Manager (R)

**In Attendance:** Item 4 (All remote)  
M Bradley MLA  
J Gregg  
R Crowe  
L McStravick  
B O’Kane  
A Wallace  
A Tomb

A Lennox, Mobile Operations Officer (C)  
C Thompson, ICT Operations Officer (C)

Press 4 (no) (R)  
Public 2 (no) (R)

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

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

*Welcome to the Leisure and Development Committee Meeting.*

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

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

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

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

*Once you are connected*

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

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

## **SUBSTITUTION**

Alderman Fielding substituted for Alderman McCorkell ; Councillor McQuillan substituted for Councillor Wallace.

### **1. APOLOGIES**

There were no apologies recorded.

## **2. DECLARATIONS OF INTEREST**

Alderman Hillis – Item 5 Cultural, Arts and Heritage Grant Funding. Alderman Hillis did not participate in this Item.

## **3. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 20<sup>TH</sup> APRIL 2021**

Summary minute, previously circulated.

**AGREED** - to recommend that the Minutes of the Leisure and Development Committee meeting held Tuesday 20<sup>th</sup> April 2021 are confirmed as a correct record.

## **4. PRESENTATION FROM HARRY GREGG LEGACY GROUP**

The Chair invited M Bradley, MLA and L McStravick from the Harry Gregg Legacy Group to present.

Mr Bradley spoke of ongoing discussions on how best to provide a testimony to the late Harry Gregg, OBE, famous for his footballing as a Manchester United legend, player for Northern Ireland in 1958 World Cup and survivor the Munich Air Disaster. Mr Bradley felt that Mr Gregg would have wanted a lasting legacy as opposed to a statue in his memory and referred to the Harry Gregg Foundation which he set up for youths including those with disabilities. Mr Bradley said that the establishment of a 'Coleraine Youth Sports Zone' which would engage young people in sport and afford them the opportunity to avail of facilities and services would be a suitable legacy.

Mr McStravick said that the model was to create the first of its kind in Northern Ireland or Republic of Ireland and that so far lobbying in this regard had been welcomed and that the project was currently at the feasibility stage with a 35,000 ft capacity at University of Ulster provisionally ringfenced.

Referring to the 3 stages in the process Council are asked to contribute £50,000 which would be drawn down in stages to enable initially the cost associated with the feasibility study, Mr McStravick agreed to provide Elected Members with an update in Autumn.

Members were invited to ask questions:-

Members asked about the possibility of a town centre site and whether there were any financial commitment from other sources at this time.

Mr McStravick explained that the feasibility study would include employing architects to explore further around designs and location and that at a further

stage funding opportunities would be explored with BID, the Chambers of Commerce and other stakeholders.

Members asked about similar projects and Mr McStravick referred to some on the mainland and said there would be an opportunity for an elected member delegation to visit one of the 20 projects up and running if they wished.

Members asked about the possibility of some of the facilities being a shared space which was bookable and could result in efficiencies for Council. Mr McStravick explained that the aim of the project was for the youth only. Mr Bradley confirmed for members those on the committee which included male and female membership.

The Director of Leisure and Development informed members that an outline case would be available to members in the Autumn/Winter of 2021 with regard to Coleraine Leisure Centre and that any facilities as part of the project being presented would be complimentary to services provided by the Council. The Director further explained that the demand for sporting activity was increasing with supply.

The Director clarified for members that Period 1 management accounts figures was not yet available but there was potentially an underspend and he suggested that on speaking with the Finance Director a report would be brought back to the committee identifying funding sources and associated terms for the legacy project.

Proposed by Councillor Holmes  
Seconded by Councillor Anderson and

**AGREED** - to recommend that a report be brought to the June Leisure and Development Committee meeting with funding proposal options.

The Chair put the Proposal to the Committee to vote.  
16 Members voted For; 0 Members voted Against; 0 Members Abstained  
The Chair declared the Motion carried.

The Chair thanked those in attendance for the presentation and Mr Bradley thanked members for the opportunity to attend.

\* **M Bradley, J Gregg, R Crowe, L McStravick, B O’Kane, Adele Tomb and Adele Wallace left the meeting after consideration of this Item.**



**5. NOTICE OF MOTION PROPOSED BY ALDERMAN S MCKILLOP,  
SECONDED BY ALDERMAN FIELDING**

*“That this council recognises Bobby Greer and his extraordinary contribution to the Bushmills’ community. Whilst Bobby was a humble and unassuming individual, his love and commitment to the entire Bushmills’ community was renowned and tireless. Specifically, Bobby was a ‘leading light’ in the fund-raising efforts and development of Bushmills’ United Football Club. Furthermore, his moral and ethical characteristics were an example to all, not just in football, but as a community leader. Bobby was also instrumental in securing the football pitch at Dundarave for future generations of Bushmills United. Following his sad passing in 2020, Bobby was described in the Antrim Guardian as an ‘absolute legend’ and ‘the kindest and most caring person. In recognition of Bobby’s life and his commitment and contribution to Bushmills, this Council names the Dundarave Sports Facility as the Bobby Greer Sports Complex, installing appropriate signage. To upgrade the site, officers investigate the options, with the intention of installing floodlighting at both the sports pitch and MUGA’*

The Chair invited Alderman S McKillop to speak as proposer of the motion.

Alderman S McKillop informed members that the proposal was amended to remove the reference to ‘of Bushmills United’ at the end of sentence ‘Bobby was also....’

*‘Thank you for giving me the opportunity to expand on my motion to rebrand and upgrade the sports facilities located in the Dundarave Estate area of Bushmills.*

*The motion reads:*

*That this council recognises Bobby Greer and his extraordinary contribution to the Bushmills community. Whilst Bobby was a humble and unassuming individual, his love and commitment to the entire Bushmills community was renowned and tireless. Specifically, Bobby was a ‘leading light’ in the fund-raising efforts and development of Bushmills United Football Club. Bobby was also instrumental in securing the football pitch at Dundarave for future generations. Furthermore, his moral and ethical characteristics were an example to all, not just in football, but as a community leader.*

*Following his sad passing in November last year, Bobby was described in the Ballymoney and Moyle Chronicle as an ‘absolute legend’ and I referred to him as ‘the kindest and most caring person’. In recognition of Bobby’s life and his commitment and contribution to Bushmills, this Council names the Dundarave Sports Facility as the Bobby Greer Sports Complex, installing appropriate signage.’ My motion also asked ‘that council upgrade the site and officers to investigate the options, with the intention of installing floodlighting at both the sports pitch and MUGA.’*

*Bobby was well known and well thought of in the local area and in the football fraternity. When the football pitch at Dundarave was under threat he stepped forward to defend the retention of it in its current location. He was adamant that these sports facilities would remain in the location of Dundarave on the door step*

*of those residing in this area. It was important that this green space was retained for recreation purposes, ease of access for participants of team sports and for the enjoyment of local football supporters. It was crucial also that this area continued to benefit from the social interaction with sports people and their supporters from all over the province and with little to do this pitch could be potentially considered for Stats NI Super Cup matches in the future.*

*Bobby believed council's plan to relocate these community facilities would have impacted negatively on the disaffected youth of the area and fragmented his community further. This view was back up by way of a 530-person signature petition.*

*Bushmills United is going from strength to strength and are in the process of registering a senior's team with the Irish Football Assoc again. The local Youth FC is well established also with current membership standing at almost 140, made up of young people from the wider area of Dunseverick, Mosside, Ballymoney, Castlerock, Coleraine and as far away as Maghera and Gortin. I was at the facilities last night to discuss the details of the motion and I saw first-hand 80 children using the football pitch and MUGA which was an absolute delight to see.*

*The collective community objectives identified in the Bushmills 20:20 Strategic plan were to build a stronger community and bring about further social change. The sound foundation laid by Bobby has been the catalyst for building resilience in and galvanizing the Bushmills community and residents living in the wider area. Therefore, I believe, it is incumbent on us as a council to keep this momentum going and enable the delivery of these objectives.*

*The floodlighting requested will bring the facilities up to the standard of others in the borough with the aim to maximise its potential use. Ensuring more people, the access to these facilities will meet our objective of Improving the health and wellbeing of more of our citizens. It will also afford the Bushmills United FC Youths the opportunity to avail of the Rangers FC all year training camp offer. I was at the facilities last night to users and saw first-hand.*

*It was Bobby's belief that it takes a community to raise a child, care for its young and elderly. He didn't just personally deliver this day and daily to individuals living in the community but he instilled these values in others. Bobby simply enriched and improved people's lives and I believe that his dedication and contribution to his community warrants recognition by this council.*

*As a lasting legacy to Bobby, it is the desire of the whole community that these facilities are upgraded to meet the present needs of the area and be renamed the Bobby Greer Sports Complex.*

*Therefore member, for these reasons, I'm asking that fully endorse my motion before you tonight.*

*We heard a presentation from the Harry Gregg Foundation earlier tonight and I agree that this project would compliment small clubs such as Bushmills United. We heard that there was a 'need to change game for cities' (which I agree with) but I say we need to change the game for rural areas too. Rural areas need adequate facilities. Rural people have motoring and travel costs to contend with.*

*Furthermore, developments in cities and towns come at a cost to rural areas and in turn rural communities. These areas must not be disadvantaged in any way’.*

The Chair invited Alderman Fielding to speak as seconder of motion.

*‘I am pleased to second the Motion. I was approached also to rename the Dundarave Sports Facility after the late Bobby Greer. The football pitch, and changing rooms have now been further enhanced with a new MUGA. Alderman McKillop from Bushmills and who knew Bobby Greer well, is the right person to propose this motion. As Alderman McKillop has said Bobby Greer is regarded as a legend with football in Bushmills and highly respected, to rename the Dundarave facility after Bobby will have universal approval throughout Bushmills. I am well aware through visits of the good work being undertaken in youth football in Bushmills. With the installation of the new MUGA I also support the call to consider installing floodlighting at both MUGA and football pitch.’*

Alderman Baird relayed concern about flooding issues with the football pitch during winter months and asked if consideration had been given to relocating it. The Director confirmed that there were no plans at present to relocate this facility and that on conclusion of a site visit the pitch was deemed to be in good condition.

Councillor MA McKillop raised concerns about flood lighting and the possible hazards should there be a bonfire. The Director confirmed that the fencing could be removed and that there was a provision of sand but that in terms of the risk of a bonfire he was unable to comment.

Councillor Bateson felt that provision of floodlights may lead to a precedent going forward.

The Director agreed to bring a report back to Leisure and Development committee with associated costs for provision of floodlights. The Director also agreed at the request of Councillor C McShane to provide an update of all ongoing works in Causeway Coast and Glens Borough Council as she was concerned about the possible prioritising of a project based on it being incorporated in a Notice of Motion.

Proposed by Alderman S McKillop  
Seconded by Alderman M Fielding and

**AGREED** – to recommend that Council support the amended Notice of Motion  
*‘That this council recognises Bobby Greer and his extraordinary contribution to the Bushmills’ community. Whilst Bobby was a humble and unassuming individual, his love and commitment to the entire Bushmills’ community was renowned and tireless. Specifically, Bobby was a ‘leading light’ in the fund-raising efforts and development of Bushmills’ United Football Club. Furthermore, his moral and ethical characteristics were an example to all, not just in football, but as a community leader. Bobby was also instrumental in securing the football pitch at Dundarave for future generations. Following his sad passing in 2020, Bobby was described in the Antrim Guardian as an ‘absolute legend’ and ‘the kindest and most caring person. In recognition of Bobby’s life and his commitment and contribution to Bushmills, this Council names the Dundarave Sports*

*Facility as the Bobby Greer Sports Complex, installing appropriate signage. To upgrade the site, officers investigate the options, with the intention of installing floodlighting at both the sports pitch and MUGA'*

; that an options paper be brought back to Leisure and Development Committee with costings for floodlights.

The Chair put the Proposal to the Committee to vote  
16 Members voted For; 0 Members voted Against; 0 Members Abstained  
The Chair declared the Motion carried.

\* **Alderman S McKillop left the meeting after consideration of this Item at 8.45 pm.**

## **6. CULTURAL, ARTS AND HERITAGE GRANT FUNDING**

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

### Purpose of Report

The purpose of this report is to provide the outcome of the assessment of the applications received to the Culture, Arts & Heritage (CAH) Grant Programme for 2021-22 and to provide recommendations in relation to grant awards to be made through the programme.

### Background

The Culture, Arts & Heritage grant programme forms part of Council's Cultural Strategy strategic priority 4 'To ensure increased access to, and participation in, culture, arts and heritage for marginalised and excluded groups' adopted by Council in 2016.

The primary objective of the cultural strategy is to ensure that both local ratepayers and visitors to the area have continuous access to high quality, accessible, inclusive and affordable cultural services, including arts, museums and heritage.

The introduction of the Culture, Arts & Heritage Grant Scheme in 2016 was in direct response to the findings from the consultation process which highlighted the need to support local groups to promote and develop cultural, arts and heritage projects and activities in the area.

As part of the business planning process, a report was brought forward to Council in November 2020 to approve all grant funding programmes for the 21/22 period, inclusive of the Culture, Arts & Heritage grant programme.

As a result, the Culture, Arts & Heritage Grant programme was opened on 1<sup>st</sup> December 2020 with a closing date of 29<sup>th</sup> January 2021 for receipt of completed applications. Virtual Information Roadshows were held in early December to provide potential applicants with detailed information and guidance regarding individual grant programmes.

A total of 14 applications were submitted by the closing date. The grant assessment panel of relevant Council officers assessed the grant applications against the criteria as stated in the Guidance Notes. Applicants were required to attain a score of at least 65% in order to be considered for funding, in line with Council's Grant Funding Policy.

#### Purpose of the Programme

The Culture Arts and Heritage grant scheme has been designed to support, promote and develop cultural, arts and heritage events, projects and activities. It has been devised to support local community and voluntary groups to promote and develop projects which broaden cultural access throughout the council area. An extract from the Guidance Notes for the grant detailing eligibility and assessment criteria is attached at *Annex A*, previously circulated.

#### Levels of Grant

Grants are available for a maximum of 100% of the total *eligible* project costs up to a maximum of £1000.

#### Applications Received

A list of the applications received, the assessment scores and maximum eligible funding amount is listed in *Annex B*, previously circulated. In summary:

No. of applications received		14
Total value of applications received		£11,360.00
No. of ineligible applicants		0
No. of unsuccessful applications (scoring less than 65%)		3
No. of successful applications (scoring 65% and above)		11
<b>Total value of funding recommended</b> (eligible amounts)		<b>£11,000.00</b>

Three applications did not score sufficiently high enough (65% threshold) to be awarded a grant.

Unsuccessful applicant groups will be referred to Council's Community & Culture staff for support, including one to one mentoring to assist in developing successful project proposals, focussing on project development, preparing successful bids and creative programming. Council Officers can also provide feedback and signposting to source and apply for other funding.

Total amount eligible for funding	£11,000
Indicative budget requested for 21/22*	£20,000
*(subject to budgetary process for 21/22)	
Underspend	£9,000

Council has three options for reallocation of £9,000.00 underspend.

<b>Option 1</b>	Council offers second tranche of grants during 21/22 financial year	Potential issues: additional pressure for Funding Unit; may
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		not be local sector need due to other funding options
<b>Option 2</b>	Underspend is reallocated to Arts Service programme budget to support community arts development	N/A
<b>Option 3</b>	Underspend is reallocated to central Council reserves	N/A

### Recommendations

- i. Approve the recommended amounts for funding as detailed in Annex B (total £11,000).
- ii. Offer support to unsuccessful applicant groups through referral to Council initiatives including one to one development support and training programmes on offer through Community Development and Cultural Services.
- iii. Decide on option for reallocation of remaining Culture, Arts & Heritage Small Grants underspend.

Alderman Baird referred to the adverse effects of the pandemic on the arts and felt it was unfortunate that there was an underspend with some applications not being successful.

It was proposed by Alderman Baird and seconded by Councillor Holmes that the underspend be re-allocated to the Arts Service, however after discussion Alderman Baird withdrew her proposal.

Proposed by Councillor Knight-McQuillan  
Seconded by Councillor Callan

- to recommend that the £9k budget be transferred to NI 100 Grant Funding for Arts and Heritage Projects.

In response to questions regarding the NI 100 budget the Head of Community and Culture felt it was not appropriate to discuss the budget in advance of the panel meeting and working group meeting this week.

### Amendment

Proposed by Councillor MA McKillop  
Seconded by Councillor Schenning and

- to recommend that Council offers second tranche of grants during 21/22 financial year.

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

The Chair put the substantive proposal to the Committee to vote  
9 Members voted For; 3 Members voted Against; 3 Members Abstained  
The Chair declared the Motion Carried.

## **7. BALLYCASTLE MUSEUM PROJECT PLAN**

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

### Purpose of Report

The purpose of this report is to update Council on the agreed actions for Ballycastle Museum resulting from the outline business case, and to seek approval to address additional health & safety structural works required for the site.

### Background

The Cultural Strategy 2016-21 identified a requirement to carry out an analysis of need and options appraisal for museums facility provision within Causeway Coast and Glens Borough Council. In 2017, Council appointed Blueprint Development Consultancy and Associates to carry out this work.

The appraisal identified a range of issues and challenges in relation to Ballycastle Museum specifically highlighting the poor state of the existing museum building/site and cited that investment decisions were required by council in order to sustain the collection while considering the merits of investing in the 300 year old listed museum building itself.

A report with recommendations was brought to Council in May 2018 and subsequently approved. Recommendations included an agreement to complete an Outline Business Case for the Ballycastle museum to establish the feasibility of restoring the listed building, providing interpretative fit out, public toilets and a lift to ensure accessibility within the building.

Council subsequently appointed McGarry Consulting to prepare the Outline Business Case. This was completed and presented, alongside a series of recommendations to committee in November 2019.

The business case report concluded that there is a need to preserve and promote local heritage, increase the tourist offering of Ballycastle and regenerate the town (address vacant and underused sites), in particular on Castle Street. The report affirmed that there was also a need to examine the sustainability, storage and marketing of Council's museums and place any potential development in the context of possible future civic or recreation investments in the town.

In December 2019, council agreed to proceed with option 2 with outline costs of circa £1,012,459 as outlined in the business case, including the development of the existing site with a two storey block, disabled friendly toilets, a lift and additional storage, compliant with legislation surrounding listed buildings and that officers bring further reports to Council for consideration in relation to the additional steps contained within the report recommendations *prior* to proceeding to stage 2 of Council's capital programme.

#### Progress on Short Term Actions

Council completes the necessary works to ensure the Castle Street building is safe, free from pest infestation and /or further significant deterioration.

Quotes had been received to prepare the building for treatment including removal of the

collection to Sheskburn House. This work was planned for the Winter of 2020 – 2021.

Due to the impact of the pandemic, the appointed contractor was unable to move onsite until January 2021. As work commenced with the removal of render and wall finishes, further structural deterioration, primarily in terms of timber structural supports, was identified raising concerns in relation to the structural integrity of the building.

Following consultation, the Capital Works Department commissioned an inspection of the building by structural and electrical engineers, resulting in advice that access to the building should cease until health and safety works were addressed.

The timbers affected consists primarily of purlins to which the existing first floor joists bear. These have deteriorated, as a consequence of dry and wet rot, resulting in structural strength failure. Consequently, the first floor is no longer accessible as existing floor joists may fail, with the building being deemed unsafe to access for operational purposes and public viewing.

The building itself is Grade B+ listed, with the need to maintain and preserve the asset, given its historical significance, and legislative listing status.

#### Proposed Programme of works:

Quotations for works will be carried out by the Capital Works Department, to determine current market conditions, and comply with Councils Procurement Policy.

The works will be carried out in single phase approach, with on-site activities envisaged to take two weeks. However, the risk to programme will include any requirements and approval as set out by HED, Historical Buildings. Such approvals may take in the order of 16 weeks to achieve.



In order to mitigate the risk against potential delay in carrying out such essential Health & Safety works, the Capital Works Department have begun the process of engagement with the Department, (HED), to present findings and a way forward, due to the critical nature of such works.

#### Proposed intervention works:-

The proposed intervention works to be undertaken, consist of;-

- a. Temporary propping to absorb loadings from first floor joists,
- b. Installation of permanent props to support end points of existing floor joists, and generally absorb the loadings over the ceiling area.
- c. Electrical works, to include the separation of 2no. supplies which enter the building, which has the potential for a health and safety risk

#### Statutory approvals:

The following key statutory applications and approvals will be required, prior to works commencing:-

- Building Control.
- HED, (Historical Buildings)

#### Estimated costs\* for delivery of such intervention works:-

The below figures have been split into 2no. distinct categories, which are as follows:-

Professional:- £3,840.

a. Statutory applications:- £1,200.

b. Archaeology related services:- £2,800.

c. Construction related works, plus £3,000 contingency:- £19, 500.

Total: - £27, 340+ VAT (estimated)

\*Capital Works are developing the scheme design costs with the Quantity Surveyor, and as such should projected costs vary, further notification will be provided to the committee.

Council decision is required to confirm revenue expenditure.

#### A Council wide museums storage policy is undertaken.

The first stage was to undertake a collections review in the Juniper Hill store following the two collection moves from Cloonavin and Flowerfield.

Staff had commenced this work, however the subsequent pandemic resulted in Museum staff having restricted access to collections and offices to progress. This work is now scheduled to recommence May 2021 and continue through into the Autumn with all collections.

In the meantime, sufficient work had been completed to anticipate central storage requirements to cost up this option. A report will be brought to Council September 2021.

#### On line marketing presence should be further developed

Ballycastle Museum now has its own social media presence where information on opening hours, programmes along with regular posts on interesting items in the collection, can be found. This is in addition to [www.niarchive.org](http://www.niarchive.org) which has information on museum collections, heritage projects and other information.

#### Council investigates potential additional usage of the museum building

As part of this process, the Council will seek to confirm the condition and accessibility of the former gaol cells, believed to be on adjoining private land. No further action due to COVID 19 lockdown.

#### Council should consider an enhanced role in the operation/delivery of services with Friends of Ballycastle Museum (FoBM)

In January 2020, Council Officers met with the group to explore their interest in increasing their role. Some volunteers expressed preference to continuing as offering the front of house services. Others were keen to be involved in the capital project in some way in terms of advice, guidance and programme development.

Council's Community Development team engaged with the group to consider their needs in the immediate and medium term and have provided support to the group in terms of governance and planning.

Museum Services have been working on an ongoing basis with the group on local heritage publications and exhibition materials and will continue to do so as lockdown eases.

Prior to lockdown, Museum Services had been working with Council's Events team and Ballycastle Community Development Group to consider developing the offer for the Lammis Fair with a view to developing a Heritage Lottery Fund application with a focus on the museum and its adjacent Naylor's Row. This work is ongoing.

#### Any significant investment should take place within the context of a new town masterplan/ development plan for Ballycastle

The Ballycastle Masterplan is currently being reviewed as directed by the Department with engagement scheduled for members. Council departments and statutory agencies will participate in this process in early May. It is anticipated this project will provide an opportunity to further enhance any redevelopment plans which may arise for the Diamond and Castle Street area.

#### An Equality Impact and Review of Disability access

Northern Ireland Museums Council funded an Access Audit of the current setup, in the context of potential development of the Museum.

Ballycastle Museum was also one of the sites explored in the Peace IV Understanding Our Project: Accessible Heritage Project by Glenshane Care Home and RBIB Visually Impaired Group. Full results are available on [www.niarchive.org](http://www.niarchive.org).

The Equality Screening process for Summer – Autumn programmes is underway.

### Mitigations to address restricted access to Museums provision summer 20/21

As the facility will be subject to structural works during the normal seasonal opening period, the Museums Service have proposed that an alternative animation programme will be put in place to mitigate against the temporary closure of the facility. This will include the following:

#### June to August:

- Pop up museums at Ballycastle seafront markets, subject to final confirmation with organisers (Naturally North Coast & Glens).
- Shop front display (pop up museum).
- Covid 19 time capsule project with schools and the Fold.
- Ballycastle Museum Phone box at Marina with images.
- August Street art project with Taise Banner.

#### September – December

- 'Who Do You Think You Are' project with Ballycastle, Glens and Rathlin Island.
- Alex Blair workshops.
- Ballycastle Museum Phone box at Marina images display.

#### Recommendation

**It is recommended** that Council approves proceeding with the necessary structural health & safety works to Ballycastle Museum on the basis of the plan and estimated costs provided by Council's Capital Works Department as contained in section 3.1.1 – 3.1.4 of the report at an estimated cost of £27, 340+ VAT (subject to the outcome of the procurement process).

Alderman Baird applauded the work of the volunteers and officers and emphasised the importance of the museum retention and ensuring this necessary work is carried out.

Councillor MA McKillop concurred with these remarks and suggested that a real investment was required to make good the museum.

Councillor C McShane felt that the timeline in progressing this project was too slow and there was no room for complacency in progressing work to completion in order to maintain and enhance relationships with Friends of Ballycastle.

Councillor Callan sought details on the whereabouts of some historic items in the museum, however The Museum's Manager said that these pre-dated record keeping maintained by Council.

Proposed by Alderman Baird  
Seconded by Councillor Callan

- to recommended that Council approves proceeding with the necessary structural health and safety works to Ballycastle Museum on the basis of the plan and estimated costs provided by Council's Capital Works Department as

contained in section 3.1.1 – 3.1.4 of the report at the estimated cost of £27,340 + VAT (subject to the outcome of the procurement process)

The Chair put the Proposal to the Committee to Vote  
16 Members voted For; 0 Members voted Against; 0 Members Abstained  
The Chair declared the Proposal Carried

## 8. CARRICK DHU TOURING PITCHES

Report, previously circulated was presented by the Head of Tourism and Recreation with a power point presentation from Capital Projects Manager.

### Purpose of Report

The purpose of this report is to seek Elected Members approval to advance to stage 2 of the Councils Capital Investment process (detailed design, procurement and production of tender report) on infrastructure improvements for the touring caravan pitches at Carrick Dhu Holiday and Leisure Park, Portrush.

### Background

Stage 1 approval for this project was given in December 2020 when officers presented on the operational problems and reduction in the quality of service as a result of degradation and damage to the site, due to water ponding, compaction of the soil and loss of turf.

Despite efforts to repair the pitches over the past number of years they continued to deteriorate and the decision was taken to remove the grass areas at each of the designated pitches and replace it with a hard-core gravel and dust surface.

With the assistance from the Infrastructure Team, Officers have investigated potential solutions which can provide a long term, hardwearing surface to enable touring vans with awnings etc. to use the touring pitches at Carrick Dhu.

### Proposals

Proposed interventions as part of this project include:

- Addressing the site drainage issues through the touring field.
- Design for modern and hard-wearing pitch surface materials to accommodate longer staying visitors with touring vans, larger awnings and motorhomes.
- Maximise capacity of the site, whilst improving surrounding amenity space.
- Adhere to latest fire and safety regulations for site spacing.
- Improve pedestrian access throughout the touring site.
- Re-instate all electrical and water supply services to pitches.

A presentation on the background, issues and proposals to address these will be given by officers at the Leisure and Development Committee.

### Maintenance implications

The proposal will create a hard wearing and long-lasting solution to the heavily used pitches at Carrick Dhu. This site is occupied from the 17<sup>th</sup> of March each year and is in continual use through to the end of October. Easy draining

bitmac surfacing and major improvements in the drainage throughout the site will address the issues that exist around water run-off and standing water in poorly drained grass areas. Ongoing maintenance and cleaning of the hard surfaces will be required along with landscape care and grass cutting in amenity space. This work can be carried out by the existing staff at the site. Replacement of the green matting material for the awnings is estimated at approximate intervals of 10-12 years.

#### Recommendation

**It is recommended** that the Leisure and Development Committee provides approval for Council Officers to advance the design and procurement process and complete on Stage 2 of the Capital Works process, prior to reverting to the Committee for and investment decision for capital works and project completion.

At the request members the Head of Tourism and Recreation confirmed that there were hard standing pitches for long stay tourers at Carrick Dhu and also provided detail on numbers of pitches and income generated at this site. The Head Tourism and Leisure also confirmed that work being undertaken would commence around October and be completed to facilitate normal business by 17<sup>th</sup> March 2022.

The Director of Leisure and Development confirmed for members the restrictions which still applied to caravan parks, saying that Council would implement guidance on re-opening of facilities as soon as permissible.

Proposed by Councillor McAuley  
Seconded by Alderman Fielding and

**AGREED** to recommended that the Leisure and Development Committee provides approval for Council Officers to advance the design and procurement process and complete on Stage 2 of the Capital Works process, prior to reverting to the Committee for and investment decision for capital works and project completion.

## 9. **DEARA RURAL BUSINESS DEVELOPMENT SCHEME**

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

#### Purpose of Report

The purpose of this report is to update members on funding from Department of Agriculture, Environment and Rural Affairs (DAERA) for the roll-out of a third Rural Business Development Scheme for the financial year 2021-2022. This grant is delivered by all 11 councils concurrently.

#### Context

This is proposed as a further grant under the Department of Agriculture, Environment and Rural Affairs' Tackling Rural Poverty and Social Isolation

Programme (TRPSI). Its key aim is to assist in tackling poverty and social isolation within deprived rural areas. The Scheme's primary aims are to:

- Alleviate financial poverty by enhancing entrepreneurship and growth.
- Alleviate financial poverty by supporting micro businesses in rural areas. This proposed third round of funding would be to further support recovery and sustainability post-COVID.

#### Programme Criteria

- a. Micro businesses located in rural areas (*as per NISRA NINIS definition*).
- b. New businesses must be able to demonstrate they have commenced trading.
- c. Must demonstrate added value of proposal both to business and impact on recovery and sustainability.
- d. Must demonstrate ability to complete project and access grant by 31 Dec 2021.
- e. Minimum grant awarded £500 with maximum of £4,999.
- f. Must demonstrate they are ineligible to access similar support from elsewhere.

#### Funding Level

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

#### 2020 Rural Business Development Scheme Outputs – Causeway Coast and Glens Council Area

Total number of successful projects: 46  
Total value of grant aid awarded: £158,021.27\*

\*Level of grant was increased by DAERA from original offer of £62,000 due to volume of applications received.

#### Level of Interest

- Number of Enquiries received for the application call: 289.
- Number of applications received: 159.

#### 2021 Grant Programme

Councils have completed an evaluation of the 2020 pilot. DAERA has since requested a further collaborative business case to consider a third round of the Rural Business Development Scheme, based on the levels of uptake and feedback from the 2020 fund and specifically to further support recovery and sustainability of rural, micro-businesses post-COVID.

A Letter of Offer and Contract from DAERA are pending. It is anticipated that this grant would open in early July 2021 for a call of one month duration, with a budget in the region of £125,000 with an additional technical assistance payment to council at 10% (£12,500).

#### Indicative Timeline

June 2021	DAERA approval for Programme and Contract for Funding issued
June 2021	Revision of Programme documentation (Application Form, Scoring Matrices/Criteria) and Programme Promotion
01 July 2021	Public call for Applications
30 July 2021	Deadline for Applications
Aug 2021	Screening & Assessment of Applications
Aug 2021	Issuing of LoOs
Sept 21/Nov 21	Project Delivery
Dec 21	Submission of Claims / End of Project Reports

### **Recommendation**

**It is recommended** that Members accept the funding on offer from DAERA and agrees to deliver the Rural Business Development Scheme in Causeway Coast and Glens in July 2021.

Members should note that, as with all funding from central government, the timeline and other details included above are indicative only.

Proposed by Councillor McQuillan  
Seconded by Alderman Baird and

**AGREED** - to recommend that Council accept the funding on offer from DAERA and agrees to deliver the Rural Business Development Scheme in Causeway Coast and Glens in July 2021.

Members should note that, as with all funding from central government, the timeline and other details included above are indicative only.

## **10. TOWN FORUMS**

Report, previously circulated, was presented by the Town and Villages Manager

### **Purpose of Report**

Purpose of the report is to present to Members the proposal to establish a network of Town Centre Forums. Each Town Forum will be an informal advisory group which shall act in an advisory role to Causeway Coast and Glens Borough Council for delivery of the Place/Town Management function.

### **Background**

The CCAG Community Plan Action No.32 is to establish a high level, solution-driven Causeway Town Management Advisory Group Network to focus on developing and delivering collaborative town centre management projects, addressing safe, clean, and green ethos across the 4 main towns Ballycastle, Ballymoney, Coleraine and Limavady. Working with partner organisations to provide synergy with developing infrastructure plans and action plans to address active transport initiatives, masterplan proposals and the renewal and transformation of our town centres as places to be.

Place Management is the process of making places [i.e., town centres] better. The process maximises the effectiveness of a location for its users, whether they are residents, shoppers, tourists, investors, property developers or business owners. Place Management has evolved to encompass town centre management, urban regeneration, and management of business improvement districts.

The development and sustainability of our town centres through outreach to town centre-based organisations to create vibrant and vital town centres is important to achieve positive outcomes for all. Communication and engagement with and between town centre stakeholders and council is vital to ensure a positive outcome.

Town & Village Management has been engaged informally with the stakeholders within each of our urban centres through the Let's Talk Town Centres sessions in 2019, Town centre clinics 2020. Engagement continues with local chambers and bimonthly with Coleraine Town Team and monthly with Limavady Town Team. Creating a network of Town Forums will formalise the engagement process and thereby instil trust and collaboration to engage with our town centres.

#### Town Centre Forum Proposed Terms of Reference

##### Purpose of the Forum:

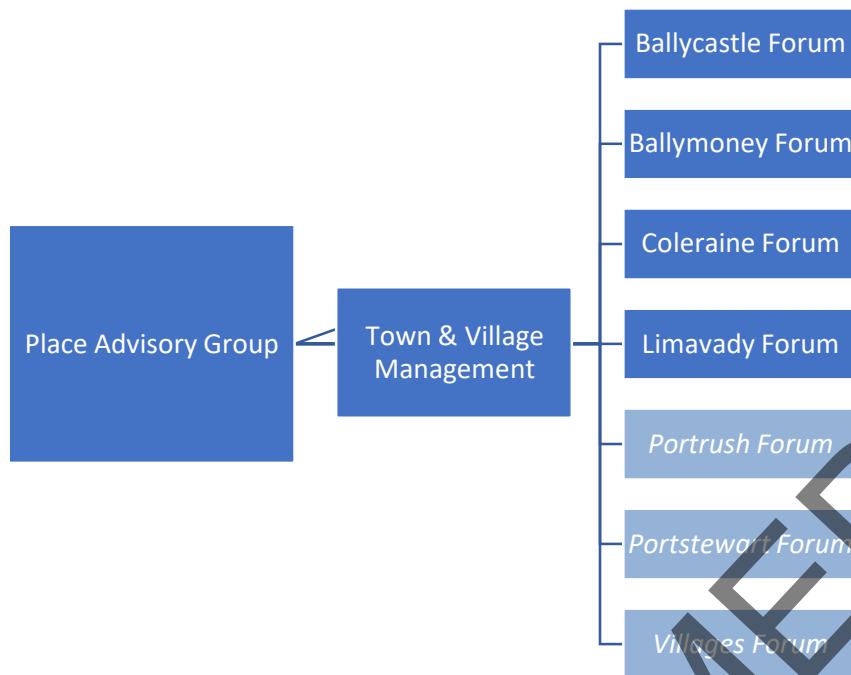
Each Town Forum will be an informal advisory group which shall act in an advisory role to Causeway Coast and Glens Borough Council for delivery of the Place/Town Management function. Each Town Forum will have the ability to create ad-hoc working groups as is required.

The introduction of the Town Centre Forums will provide a structure for consultation and engagement and provide a sign posting service to other council departments and statutory organisations in relation to issues which may arise in our borough's towns.

##### Potential structure

Initially this structure will look at the 4 Hubs within the Borough of Coleraine, Limavady, Ballymoney & Ballycastle. There is potential to extend this format to the other 2 urban towns of Portrush and Portstewart and then to the other 6 towns/villages within the Borough. The outcomes from engagement with the Town Forums will feed into a Place Management Advisory Group. There is potential to use the grouping recently put together as part of the Covid Recovery Revitalisation Programme as a starting point for the establishment of the overarching Causeway Town Team required under Action 32 of the community Plan.





Terms of Reference

A template Terms of Reference will be drawn up for each of the forums. Draft is attached Annex A, previously circulated.

An open call will be issued inviting responses from stakeholders including community organisations, residents and business representatives. DEA Councillors relevant to each of the towns will be invited to sit on their relevant forum.

Each Forum will meet for a minimum of 2 times per year. The powers of The Forum will be solely defined in an advisory role to the Town and Village Management function within Causeway Coast and Glens Borough Council.

The Forum will provide advice to the relevant Government Department or Council department on how town management actions should be allocated to help achieve the vision for the Town.

Additional statutory or government organisation may be invited to attend a Forum if requested or if the subject matter is of mutual interest.

Recommendation

It is recommended that the Leisure & Development committee approves this proposal to establish a network of Town Forums as detailed, so that the process for the open call can be instigated and that DEA councillors can be invited to take part in their relevant Town Forum.

Proposed by Councillor Schenning  
 Seconded by Councillor Holmes and

**AGREED** to recommend that the Leisure & Development committee approves this proposal to establish a network of Town Forums as detailed, so that the

process for the open call can be instigated and that DEA councillors can be invited to take part in their relevant Town Forum; Include Portstewart and Portrush in addition to the legacy town forums.

Councillor McAuley welcomed the proposal but felt that to share ownership for the forum with stakeholders the meetings should be in town centre locations. The Chair concurred with these remarks. Councillor Callan felt this was an opportunity for enablement by Council in support of stakeholders with a cross departmental approach required from Council and that the outworking of these meetings should not simply be a talking shop.

## 11. LD 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 2020/2021 Leisure and Development Business Plans for member's consideration.

### Introduction

As Council optimistically leaves the Covid 19 Pandemic Period, this plan provides an opportunity to get back to business, with a focus upon efficiency, service improvement and the opportunities arising from the Growth Deal and other major funding schemes.

The business plans represent a continuation of work for:

- Sport and Wellbeing.
- Community and Culture.
- Tourism and Recreation.
- Prosperity and Place.
- The Funding Unit.

The plans for each of the aforementioned service area are developed based upon:

- The emerging actions from the Community Planning Process.
- The Council's exiting Corporate Plan.
- Endorsed service area strategies.
- Relevant Central government strategies and policies.
- Council decisions and direction from the 20/21 period.

### The Purpose of the Plans

The purpose of the annual business plans is to:

- Give a clear sense of what the service is for and the challenges it faces.
- Show how it is supporting Council's priorities.
- Show how it is contributing to the efficiency drive and transformation of service delivery.
- Show how it is aligning its resources to meet the challenges ahead.
- Help us to hold ourselves to account and ensure we deliver for Council and its residents.

- Bring key information together in one place about the service, which Members, staff and stakeholders can understand.

Previously circulated to members was 2020/21 Achievements for:-

Sport and Wellbeing; Tourism and Recreation; Prosperity and Place; Community and Culture; Funding Unit.

UNCONFIRMED

## 2020 – 21 Business Plans

Looking forward, the proposed work activities are detailed in the attached Service Area Business plans at Annexes A – E, previously circulated.

Previously circulated to members was the strategic work activities for:

Prosperity and Place; Sport and Wellbeing; Community and Culture; Tourism and Leisure; Funding Unit.

### Recommendation

The committee is asked to consider and approve the proposed business plans for the 2021/22 period, providing a focus for officers responsible for delivering Leisure and Development services.

Councillor Holmes thanked the Officers for the work undertaken to produce the business plans and said he was disappointed at the numbers in attendance at the workshop requested by members.

Proposed by Councillor Holmes  
Seconded by Councillor Callan and

**AGREED** to recommend the approval of proposed business plans for the 2021/22 period, providing a focus for officers responsible for delivering Leisure and Development services.

The Chair advised that the following Items were for information.

## **12. ADDITIONAL DfC COVID FUNDING**

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

### Purpose of Report

The purpose of this report is to provide Members with a monthly update on the additional funding received from the Department for Communities (DfC) to support the voluntary and community sector as it continues to recover and help citizens to get through the COVID-19 pandemic, and on the Anti-Poverty Stakeholder Steering Group.

### Background

During the course of 2020-21 Council received the following additional funds from DfC for Covid-19 response activity:

Covid-19 Community Support Fund (1 <sup>st</sup> Tranche)	April 2020	£80,700.00
Covid-19 Community Support Fund (2 <sup>nd</sup> Tranche)	Sept 2020	£126,226.54
Covid-19 Financial Inclusion Fund	Nov 2020	£58,147.00
Covid-19 Food Partnership Fund	Nov 2020	£63,113.00
Food & Essential Supplies Fund	Dec 2020	£168,185.91

Volunteering Support Fund	Jan 2021	£42,046.48
Warm Well and Connected Fund	Jan 2021	£42,663.97
Covid -19 Community Support Fund (3 <sup>rd</sup> Tranche)	Jan 2021	£197,618.45
Covid-19 Food & Essential Supplies Transition Fund	Mar 2021	£126,139.43
<b>Total Funding</b>		<b>£1,228,316.90</b>

As part of the briefing from DfC in relation to the Food Partnership and Financial Inclusion Funds, Council were encouraged to build sectoral partnerships and facilitate a collaborative approach to deliver more effective and efficient and flexible support to citizens and move from an emergency response towards a more directed and sustainable approach to addressing poverty.

Anti-Poverty Stakeholder Steering Group (APSSG)

Over the past 5 months an Anti-Poverty Stakeholder Steering Group (APSSG) has been established in Causeway Coast and Glens bringing together those organisations including established foodbanks, advice centres and regional charities whose core business is tackling poverty in the Borough along with relevant statutory agencies in order to ensure a collaborative and co-ordinated approach. The terms of reference for the Anti-poverty Stakeholder Steering Group is attached at Annex A, previously circulated.

With support from Strategic Investment Board the APSSG has agreed a series of Objectives and Strategic Actions to set the direction for their work. These have been shaped by the partners on the APSSG and wider engagement through a series of focus groups and online survey with both statutory, voluntary and community stakeholders.

The Objectives are:

- Objective 1: Increase the coordination between organisations working with those most in need in the Causeway Coast and Glens area.
- Objective 2: Support those on low incomes or those in financial crises to maximize their income and minimise their costs.
- Objective 3: Improve the capacity of those that support those most in need.
- Objective 4: Promote better information, signposting and communication.
- Objective 5: Work in partnership with others to tackle the causes of poverty.

Strategic Actions have been developed under each of the Objectives as follows:

Theme	#	Strategic Action
<b>Objective 1:</b>		<b>Increase the coordination between organisations working with those most in need in the Causeway Coast and Glens area</b>

Theme	#	Strategic Action
Collaboration & Partnership	1.1	Facilitate an Anti-poverty Steering Group of relevant statutory bodies and those organisations providing advice and emergency support services in Causeway Coast and Glens
	1.2	Implement a Wraparound Support Project
<b>Objective 2: Support those on low incomes or those in financial crises to maximize their income and minimise their costs</b>		
Access to Food & Essential Items	2.1	Build the capacity of and support established foodbanks
	2.2	Support a partnership-based approach to address food poverty and insecurity
	2.3	Promote and support nutrition on a budget initiatives
	2.4	Engage with Fare Share and community and voluntary sector organisations to ensure distribution of food to those in most need.
	2.5	Promote and support pre-loved / reduce waste/ community sharing essential items initiatives (baby equipment, clothing, toys, digital devices, household items, furniture, DIY, gardening etc)
Fuel Poverty	2.6	Promote and support energy efficiency initiatives
	2.7	Promote and support emergency fuel support initiatives & fuel stamp scheme
Financial Inclusion	2.8	Promote and support financial inclusion including financial capability and savings initiatives
	2.9	Promote and support the maximisation of income and wraparound debt advice
	2.10	Promote and support Social supermarkets
<b>Objective 3: Improve the capacity of those that support those most in need</b>		
Capacity building for volunteers	3.1	Promote and support networking, peer learning and capacity building of volunteer involving organisations addressing poverty
	3.2	Promote quality standards in provision of services
	3.3	Promote and support pathways of volunteering for a diverse range of volunteers
<b>Objective 4: Promote better information, signposting and communication</b>		
Information & Signposting	4.1	Provide a directory of Anti-poverty services
	4.2	Promote and support a digital referral platform for anti-poverty services in CCG
Communication	4.3	Deliver a multi-channel communications campaign to increase awareness of anti-poverty initiatives available in Causeway Coast and Glens
	4.4	Promote and support signposting and support for Section 75 communities
	4.5	Promote and highlight good practice in anti-poverty provision across Causeway Coast and Glens
<b>Objective 5: Work in partnership with others to tackle the causes of poverty</b>		
Employability and skills	5.1	Establish links and potential future joint projects with the Labour Market Partnership / Workforce Development Forum

Theme	#	Strategic Action																																				
Policy Influence	5.2	Influence policy and strategy development (PfG Outcomes, DfC Antipoverty Strategy, CCG Community Plan, Neighbourhood Renewal Action Plans etc) through a community of practice model.																																				
	5.3	Expand the evidence base by accessing data and sharing and carrying out research, including participatory research to access hidden voices																																				
	5.4	Support other projects that could add value to the work of the Steering Group e.g. Participatory Budgeting																																				
Partnership Development  Recognition of the drivers of poverty and those organisations that play a role and engage in this type of work	5.5	Share information and practice, build relationships, collaborate and with the potential to develop joint projects as opportunities emerge and identify and promote two-way referral pathways, advocacy on new policies around areas relevant to the drivers of poverty including the following key areas:																																				
		<table border="1"> <thead> <tr> <th></th> <th>Drivers of poverty</th> <th>Organisation/ Partnership</th> </tr> </thead> <tbody> <tr> <td>i.</td> <td>Employment, training, skills development, apprenticeships</td> <td>Causeway Coast and Glens Workforce Development Forum incl. Jobs &amp; Benefits Office</td> </tr> <tr> <td>ii.</td> <td>Education</td> <td>Schools Area Learning Partnerships (primary and secondary)</td> </tr> <tr> <td>iii.</td> <td>Loneliness and isolation</td> <td>Causeway Loneliness Network, Befriending schemes, Good Morning Schemes</td> </tr> <tr> <td>iv.</td> <td>Financial wellbeing</td> <td>Money &amp; Pension Service, Advice Centres, Christians Against Poverty (CAP), Credit Unions</td> </tr> <tr> <td>v.</td> <td>Domestic Violence</td> <td>CCG Policing &amp; Community Safety Partnership, Women's Aid, D&amp;SVP</td> </tr> <tr> <td>vi.</td> <td>Children and young people</td> <td>EA Youth Service, Children &amp; Young People's Service Partnership (CYPSP), Family Support Hubs, Schools Area Learning Partnerships, Surestarts, Family Centres.</td> </tr> <tr> <td>vii.</td> <td>Mental health and wellbeing</td> <td>Northern Healthy Lifestyles Partnership (&amp; Western), Multi-Disciplinary Teams (MDTs), Health Trusts, Public Health Agency (PHA)</td> </tr> <tr> <td>viii.</td> <td>Sports and physical activity</td> <td>Council Sport &amp; Well-Being, Sport NI, Department for Communities (DfC)</td> </tr> <tr> <td>ix.</td> <td>Social Prescribing &amp; Community Health</td> <td>Support Networks, Networks Involving Communities in Health Improvement (NICHI), PHA, MDT's</td> </tr> <tr> <td>x.</td> <td>Rural</td> <td>DAERA Tackling Rural Poverty and Social Isolation (TRPSI) Programme, Northern Area Community Network, Rural Community Network</td> </tr> <tr> <td>xi.</td> <td>Housing &amp; Homelessness</td> <td>Housing Executive, Causeway Homelessness Network</td> </tr> </tbody> </table>		Drivers of poverty	Organisation/ Partnership	i.	Employment, training, skills development, apprenticeships	Causeway Coast and Glens Workforce Development Forum incl. Jobs & Benefits Office	ii.	Education	Schools Area Learning Partnerships (primary and secondary)	iii.	Loneliness and isolation	Causeway Loneliness Network, Befriending schemes, Good Morning Schemes	iv.	Financial wellbeing	Money & Pension Service, Advice Centres, Christians Against Poverty (CAP), Credit Unions	v.	Domestic Violence	CCG Policing & Community Safety Partnership, Women's Aid, D&SVP	vi.	Children and young people	EA Youth Service, Children & Young People's Service Partnership (CYPSP), Family Support Hubs, Schools Area Learning Partnerships, Surestarts, Family Centres.	vii.	Mental health and wellbeing	Northern Healthy Lifestyles Partnership (& Western), Multi-Disciplinary Teams (MDTs), Health Trusts, Public Health Agency (PHA)	viii.	Sports and physical activity	Council Sport & Well-Being, Sport NI, Department for Communities (DfC)	ix.	Social Prescribing & Community Health	Support Networks, Networks Involving Communities in Health Improvement (NICHI), PHA, MDT's	x.	Rural	DAERA Tackling Rural Poverty and Social Isolation (TRPSI) Programme, Northern Area Community Network, Rural Community Network	xi.	Housing & Homelessness	Housing Executive, Causeway Homelessness Network
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Theme	#	Strategic Action	
	xii.	Energy Efficiency	Council Energy Efficiency, Housing Executive
	xiii.	Drugs and Alcohol and other addictions	PHA, NICHI, Health Trusts, Community & Voluntary Sector

Spend of DfC additional monies during 2020-21

Project	Update
<b>Covid-19 Community Support Fund (3 tranches)</b>	<p>50 grants of up to £2,000; 47 grants of up to £3,000 and 51 grants of up to £4,000 awarded for activities that supported:</p> <ul style="list-style-type: none"> <li>• Access to food.</li> <li>• Those on low income and at risk due to financial stress.</li> <li>• Connectivity - to those living alone or isolated that are likely to experience greater challenges in accessing services.</li> </ul>
	•
	•
<b>Covid 19 Access to Food &amp; Covid 19 Financial Inclusion Partnership</b>	<ul style="list-style-type: none"> <li>• Funding support provided to bolster infrastructure of four established foodbanks.</li> <li>• Anti-Poverty Stakeholder Steering Group established, and engagement undertaken with wider community and voluntary sector;</li> <li>• Wraparound support service delivered by a consortium of advice organisations and food banks between Jan-Mar 21. The service delivered an individually tailored wraparound support programme for people who have been adversely impacted by the economic fallout of the pandemic or who weren't currently availing of services.</li> <li>• Awareness raising campaign '<b>Where To Turn</b>' undertaken with dedicated webpage, social media campaign and information leaflets produced; webinar was organised to ensure that community and statutory organisations knew how to refer to advice centres, foodbanks and other immediate supports.</li> </ul>
<b>Food and Essential Supplies Fund</b>	<ul style="list-style-type: none"> <li>• 53 grants of up to £2,000 awarded for activities that provide food and other essentials prior to Christmas and the New Year and medium-term projects that support people in food poverty leading up to March 2021.</li> <li>• Direct award of £60,000 to 4 established foodbanks to ensure sufficient stocks of food for Jan-Mar period.</li> </ul>



<b>Warm, Well and Connected Fund</b>	<ul style="list-style-type: none"> <li>• 15 grants of up to £2,000 for activities that address fuel poverty, tackle loneliness and isolation or promote good mental health and well-being in eligible areas of deprivation (NR, AAR, SPOD).</li> </ul>
<b>Volunteering Support Fund</b>	<ul style="list-style-type: none"> <li>• 74 organisations received funding for volunteer expenses through a Volunteering small grant operated by the two local Volunteer Centres led by Causeway Volunteer Centre who provided other support based on a needs survey of groups.</li> </ul>

- 298 grants totalling £636,823 have been awarded to date to community and voluntary organisations for support for people who are experiencing difficulties with access to food, fuel poverty and connectivity.
- Wraparound support service is in place – LCDI crisis needs as well as to help them back to a position of financial stability.
- An awareness raising campaign ‘Where To Turn’ is currently underway with weekly social media posts and press article. Information leaflets containing contacts of emergency support services have been developed and will be distributed through a variety of channels including community groups. Further promotions including bus shelter advertising are planned.

#### Activities during 2021-22

Council received a further letter of variance to the Community Support Programme Contract from DfC on 29<sup>th</sup> Mar 2021 for a Covid-19 Food & Essential Supplies Transition Fund for an amount of £126,139.43.

The purpose of this Transition Fund is to enable Councils to transition from emergency food support response towards a more strategic and sustainable approach to food poverty/food insecurity issues and DfC have advised that these monies can be spent during 2021-22.

When full details of what other monies, if any, are available from DfC for anti-poverty initiatives in the incoming financial year, and when evaluations have been completed for the projects undertaken in 2020-21, officers will work with the Anti-poverty Stakeholder Steering Group to finalise a detailed Anti-poverty Action Plan for 2021-22, which will include proposals for spend of the Covid-19 Food & Essential Supplies Transition Fund. This Action Plan will be brought to Leisure & Development Committee for consideration and approval.

### **13. AGE FRIENDLY PROGRAMME PROGRESS AND CHARTER**

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

#### Purpose of Report

The purpose of this report is to update Elected Members on the progress of the Age Friendly programme operating within Council in conjunction with the PHA and to introduce the Age Friendly Charter.

#### Background

In June 2020, Council approved to accept the offer of funding from the Public Health Agency to recruit and host an Age Friendly Co-Ordinator for Causeway Coast and Glens.

The Coordinator role and associated programme is part of a regional initiative and runs for a two-year period (01 April 2020 – 31 March 2022).

As a result of this venture, Council has been engaging with community planning partners to develop an Ageing Well Model. This model is based on a community planning led partnership approach to supporting and promoting longer independent quality living for older people. It supports positive ageing with assistance, where 'our older people are active, respected and supported in their community'. The model also includes a partnership approach to the commissioning of ageing well services for older people in the Borough. This integral work also identified the need for partners to work on the wider 'Age Friendly' framework which was developed by the World Health Organisation (WHO) to support the development of Age Friendly communities.

Following Council's approval to accept the PHA's 100% funding, and to facilitate this work, an Age Friendly Co-ordinator was appointed in August 2020. The Co-ordinator's main purpose is to;

- (i) work to an agreed set of objectives as specified by the PHA.
- (ii) drive the implementation of the WHO model strategically across the Borough and work within Council and externally with other statutory and community and voluntary sector partners.

To date and in line with the agreed Terms of Reference (between the PHA and Council) the following priority objectives have been achieved:

- An agreed Age Friendly approach and process is in place within council (taking cognisance of circumstance pertaining to COVID-19).
- Completion of survey by end January 2021 (extended to end February due to Covid related restrictions) Thereafter, the collated information will inform the Charter.
- By 31 March 2021 explore current and future opportunities to consult and collect data from local older people to support the mapping and future planning / implementation process in Year 2.
- Consideration given to the development process for the Age Friendly Strategy.
- Throughout 2020/21 to attend and share learning at the Age Friendly Network meetings.
- Initial steps taken to establish (in Quarter 1; Year 2) an Age Friendly Alliance with relevant partners with processes in place to raise awareness and interest in the Age Friendly agenda and engagement of local people across the Council area.
- Completion of an Age Friendly Charter for the Borough.

Currently, 33,015 people in Causeway Coast and Glens are aged 60+. This is expected to rise to 51,078 by 2039. This substantial increase outlines why impetus is required for ensuring we become an Age Friendly Community. The production of a Charter is a key step to ensuring that Causeway Coast and Glens becomes a designated Age Friendly Community and plays a significant role within Council's Age Friendly programme.

The visions detailed within the Charter derive from the opinions and thoughts of older people residing within the Borough, however, they also align with the strategic aims of the World Health Organisation, the Northern Ireland Executive's Active Ageing Strategy, Causeway Coast and Glens Borough Council's Community Plan and the United Nations Principles for Older Persons.

Council's Age Friendly programme aims to instil the inclusion of older people in all aspects of community life, remove barriers to participation, ensure access to required services and make sure Causeway Coast and Glens is an enjoyable place for older people to live.

The publication of this Charter outlines the pathway for the creation of a sustainable Age Friendly Community. It outlines the opportunity to improve the lives of older people in this area through collaborative working and placing older people at the heart of all aspects of our society.

In essence, the Charter details how our communities can be improved by being truly inclusive and recognising the valuable resource that older people can be in our area.

#### Current position

Towards the end of 2020 and through February 2021, Council's Age Friendly Co-ordinator commissioned a Borough-wide Age Friendly survey (in line with PHA guidelines and using the expertise of Council's GIS Team) and identified strategic visions that would contribute towards making Causeway Coast and Glens an Age Friendly Community. Please refer to Annex A, previously circulated, for a breakdown of notable results.

The results from this survey inform the Charter by detailing these visions together with the sharing of opinions and common issues faced by older people gathered via the Borough-wide survey.

The survey questions followed the themes set by World Health Organisation, *transport; social participation; housing; respect & social inclusion; outdoor spaces & buildings; communication & information; community support & health services; civic participation & employment*. The visions are:

- Older people in the Borough have access to safe outdoor spaces and buildings with suitable facilities.
- Older people in the Borough have access to suitable forms of transport.
- Older people in the Borough have sufficient access to affordable home maintenance services to improve home efficiency and safety.
- Older people in the Borough feel part of their local community and not isolated.
- Older people in the Borough feel heard and have a say in decision making on things that affect their lives.
- Older people in the Borough can access work and volunteering opportunities that they want.
- Older people in the Borough are able to stay connected via an effective communication system.
- Older people in the Borough have opportunities to improve their health and wellbeing and have access to appropriate health, social care and wellbeing services.

The PHA approved Charter will be printed and available for distribution from mid-May 2021 (please refer to Annex B, previously circulated)

### Next Steps

Following production of the Charter the next pivotal step will be the formation of the Age Friendly Alliance. This Alliance will comprise of key Council staff, Elected Members, Age NI, PHA, Western Health & Social Care Trust, Northern Health & Social Care Trust, Translink NI, North Coast Community Transport, NI Housing Executive, Causeway Older Active Strategic Team, Causeway Over 50's Forum, Age Concern Causeway etc. (not an exhaustive list).

The bringing together of these key stakeholders and Council representatives will drive the development of the Charter visions into a tangible Action Plan and associated Strategy thereby achieving a more age friendly society through the development of practical aims and objectives (aligned to the Community Plan). Throughout this process, Elected Members will be appraised regularly.

## **14. LEVELLING UP FUND**

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

### Purpose of Report

The purpose of this paper is to update Members on capital funding opportunities emerging from the Levelling Up Fund recently announced by the UK Government and the need for a strategic approach to prioritising projects going forward.

### Background to the Levelling Up Fund

At the Spending Review 2020, the UK Government committed an initial £4 billion for the Levelling Up Fund for England over the next four years (up to 2024-25) and set aside at least £800 million for Scotland, Wales and Northern Ireland. The UK Government will make the Fund available to the whole of the UK, enabling all communities to receive the investment and support they need to recover from the pandemic.

The Levelling Up Fund is a competitive Fund, with funding distributed to places across the UK on the basis of successful project selection. The Levelling Up Fund is a capital fund only. For the first round of funding, at least 9% of total UK allocations will be set aside for Scotland, 5% for Wales, and 3% for Northern Ireland (c. £144m).

The recently announced first round of the Fund will focus on three Themes: 1. Smaller transport projects that make a genuine difference to local areas; 2. Town centre and high street regeneration; 3. Support for maintaining and expanding cultural and heritage assets.

Investment proposals should focus on supporting high priority projects that will make a visible impact in local areas, recognising that what constitutes priority investment will vary across local authorities and geographies, including in rural areas of the UK.

Further background detail on Levelling Up Fund can be found within the prospectus: [Levelling Up Fund: prospectus - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/921211/levelling-up-fund-prospectus.pdf)

### Application Process in Northern Ireland

Recognising the different local government landscape in Northern Ireland, different organisations will be eligible to bid compared to Great Britain. The UK Government will accept bids from a range of local applicants, including but not limited to district councils, businesses, voluntary and community sector organisations, the Northern Ireland Executive and other public sector bodies. In Northern Ireland, there will be a different approach to capacity funding based on the funding landscape. This will see all district councils and some other identified bidding entities receive Capacity Funding (of up to £125k) later this year for future funding rounds.

As with bidding authorities in GB, places are invited to submit a capital bid (application form) for an individual project or a package of projects, up to £20 million in value. All bidders must submit their application for the first round of funding by 18<sup>th</sup> June 2021.

### Levelling Up Assessment and Decision Making

Levelling Up Fund applications will be assessed in a three staged approach:

- Stage 1 Gateway: A pass/fail gateway criterion, where bids will be assessed against whether they can delivery some Levelling Up Fund expenditure in 2021/22.
- Stage 2 Assessment and Shortlisting: NI applications will be assessed against strategic fit, value for money and deliverability in the same way as GB bids. The three criteria and the sub criteria under those again carry equal weighting. A funding shortlist for NI will be drawn up from those bids that score the highest overall, and who score at least average or above on strategic fit, value for money and deliverability.
- Stage 3 Decision making: After bid assessment and moderation has concluded, and the shortlist has been drawn up, ministers will the make funding decisions from the NI shortlist of bids with the outcome of the first round of funding announced in the Autumn.

### Current Position

The Levelling Up Fund was only recently announced in April, since then Officers have been engaged with the UK Government's Cities and Local Growth Unit (who are responsible for administering the fund) to better understand the process and criteria.

An initial review of the Growth Deal projects listing was undertaken to identify suitable projects with both Bushmills Regeneration Programme (ranked 1<sup>st</sup>) and Dungiven Regeneration Programme (ranked 8<sup>th</sup>) demonstrating good fit with the Fund. A gap analysis of the existing project information against the application requirements (broadly equivalent to an Outline Business Case in the 'Five Case' format). This concluded that it would not be feasible to submit these projects as 'shovel ready', particularly under the Deliverability criteria to be assessed in this first call for applications on 18<sup>th</sup> June.

The most appropriate 'shovel ready' project capable of spend this financial year which also has good strategic fit with the Fund's Regeneration Theme is the proposed redevelopment of Portrush Recreation Grounds. Since Stage 1 Council approval in November 2019, this project has been advanced through

Stage 2 detailed design with a Planning application decision and tender report for appointment of a contractor both due later this month.

The project which has been scaled back on a number of occasions on the grounds of affordability and currently has a pre-tender cost estimate (inclusive of professional fees and contingencies) of £3.4m with final tender prices yet to be confirmed. The final investment decision for the project is due in June, subject to affordability within Council's Capital Programme. Match funding from the Department for Communities is currently capped at £1.3m resulting in a potential Council capital contribution of up to £2.1m which could be reduced considerably if a funding application to the Levelling Up Fund was successful.

The construction programme is currently scheduled to commence in September 2021 with a build period of up to a year concluding in September 2022. This would enable significant capital spend against the Levelling Up Fund's priorities and process for this year outlined above. Furthermore, it is envisaged that a successful track record of delivery on a project such as this may position Council well for future funding rounds.

Pending receipt of the Fund's Capacity Funding in June 2021, it is proposed that the prioritisation of projects for future rounds of the Levelling Up Fund for spend over 2022-25 is carried out in a similar way to the Growth Deal prioritisation process. This will ensure that a strategic approach is taken to maximise the capital funding opportunities from both the Levelling Up Fund and Growth Deal and to relieve the pressure on Council's Capital Programme and affordability of Members remaining portfolio of original Priority Projects.

#### Next Steps

Members to note:

The capital funding opportunity with the Levelling Up Fund over the next four years;  
The submission of Portrush Recreation Grounds in the first call for funding;  
and  
The need to strategically prioritise projects in future funding rounds which are likely to be announced later this year.

Councillor Callan sought clarity that this was the only scheme which met the criteria for the available funding, given the earlier query from Councillor C McShane.

The Director of Leisure and Development confirmed that notification was received in March/April 2021 and that the closing date for submission was 18 June 2021 and further confirmed that Portrush Recreation Grounds was the only project at the stage which could be considered for levelling up fund

Councillor C McShane questioned the decision taken by officers and requested an update of the status of all similar projects which the Director of Leisure and Development agreed to provide to the member.

Councillor Holmes felt that the officers had taken a prudent decision to avail of a funding opportunity given the deadline submission date. Councillor Holmes

felt that the request by Councillor C McShane for an update should be shared with all elected members.

**15. CORRESPONDENCE**

There was no correspondence.

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

There were no matters for reporting to the Partnership Panel.

**17. CONSULTATIONS**

There were no consultative documents.

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

(i) That Council consults with Residents & Key groups within the Portstewart area to ascertain the needs of the community going forward. (Alderman Fielding) (Referred from 23 March 2021 Corporate, Policy and Resources Committee meeting)

The Chair invited Alderman Fielding to speak and he read the following statement:

*"I understand We can't discuss or have a consultation on Portstewart Town Hall while a Legal process regarding the matter is ongoing. Because of legalities it is limited what can be said in the public, still think it is important going forward that there is engagement with residents and key groups within the Portstewart area to ascertain the needs of the community in the town. A consultation would assist in reassuring the community that their input is valued. Different groups have different needs according to what organisation they represent and what space or facility they require. Church halls and other organisations do provide a valuable service in providing venues for meetings and certain events. In villages or communities identified with one community then single identity venues can be regarded as that community hub. Portstewart has a mixed community with a population of 8000 and there are opinions expressed in Portstewart that they need a shared space community hub non aligned to any particular community. A public consultation with the community would provide them the opportunity to have their say given the current uncertainty regarding the Town Hall. "*

Councillor McAuley concurred with these remarks saying that consultation with key stakeholders was important aside from the current situation regarding Portstewart Town Hall.

Proposed by Alderman Fielding  
Seconded by Councillor McAuley and

**AGREED** to recommend that Portstewart Town Team embrace the potential gap including motion in formation of town team.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 10.30 pm.

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Chair

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