

Causeway Coast and Glens Borough Council

Leisure & Development Committee Tuesday 14th April 2015

Table of recommendations

No	Item	Recommendation
3.	Committee Terms of Reference	<i>Approve</i>
4.	Proposed Transfer of Coleraine Harbour	<i>Approve</i>
5.	Ballymoney Capital Project	<i>Expedite</i>
6.	Economic Development Strategy and Action Plan	<i>Agree subject to 6 monthly reviews</i>
7.	Causeway Coastal Route	<i>Nominate Alderman Hillis</i>
8.	Provision of Tourism Marketing Services	<i>Apoin t AGS Ireland for a 12 month period</i>
9.	Tender for the Provision of Visitor Information in Cushendall	<i>Approve subject to further information being available at Council meeting</i>
10.	Award of Bistro/Café Franchise at Benone	<i>Award to Mr Paul Craig for 12 months</i>
11.	Proposed Design for Portstewart Environmental Improvements Scheme	<i>Progress</i>
12.	Terms of Reference for Integrated Culture, Arts & Heritage Strategy 2016-21	<i>Approve</i>
13.	Biodiversity Funding	<i>Noted</i>
14.	Golf Tourism Synopsis	<i>Noted</i>
15.	Superfast Broadband Connection Vouchers	<i>Noted</i>
16.	Community Development Support Grant Programme	<i>Noted</i>
17.	Matters for Partnership Panel	<i>None</i>
18.	Revised Community Festivals Fund Policy and Guidance Framework	<i>Noted</i>

19.	Publication of the Consultation Report on the Draft Bicycle Strategy for Northern Ireland	<i>Noted</i>
20.	Leisure and Development Change Management Project Plan	<i>Noted</i>
21.	Easter Sunday Traffic Management	<i>Concerns raised</i>

Leisure & Development Committee

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

In the Chair: Councillor M A McKillop

Members present: Aldermen Hillis, Mullan
Councillors Clarke, Douglas, Holmes, Knight-McQuillan,
McCandless, McCorkell, McGlinchey, McLean, Nicholl, Stevenson
Wilson

In attendance: Mr D Jackson, Chief Executive
Mr R Baker, Director of Leisure and Development
Ms E Beattie, Head of Policy
Mrs P Donaghy, Committee Administrator
Mrs E McCaul, Committee Clerk

Mr P Beattie, Development Manager
Mr P Thompson, Tourism Manager
Mr A Jeffers, Regeneration Manager
Ms M Edgar, Cultural Services Manager
Ms P O'Brien, Economic Development Manager
Ms R Bain, Biodiversity Officer

Councillor A Callan
Councillor M Fielding
Councillor R Watton

Also in Attendance: Mr Pat Mullan, Edmond Shipway LLP
Press x 2

1. Apologies

Apologies were recorded from Alderman Mrs Hickey and Councillor Mulholland.

2. Declarations of Interest

No declarations of interest were reported.

*It was agreed on the proposal of Councillor McGlinchey, seconded by Councillor Stevenson that the Change Management Project Plan would be discussed IN COMMITTEE at the end of the meeting.

3. Committee Terms of Reference

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

Causeway Coast and Glens Borough Council decided to utilize the traditional committee system as its preferred form of governance and, as a result, it has

L&D 150414

Page 3 of 34

created a number of Committees to progress the work of the new Council from 1st of April 2015. This report proposes Terms of Reference for one of these Committees; the Leisure and Development Committee.

The Leisure and Development Committee (“the Committee”) will be responsible for recommending to Council the key decisions and actions required to be taken specifically in relation to the work of the Leisure and Development Directorate.

This will include

- **Approving and overseeing the delivery of any relevant service strategies for the economic development, community development, leisure services and culture, arts and tourism functions of the Council;**
- **Approving relevant policies and procedures for the Leisure and Development Directorate;**
- **Monitoring and reviewing business and service delivery plans for the Leisure and Development Directorate;**
- **Approving the establishment of external partnerships where considered relevant to the role of the Leisure and Development Directorate;**
- **Approving and monitoring the implementation of capital projects by the Leisure and Development Directorate;**
- **Approving and monitoring funding sources and mechanisms to assist with various initiatives, projects and actions within the remit of the Leisure and Development Directorate;**
- **Recommending to Council the resolution of any associated issues;**
- **Considering the resource implications of any recommendations.**

Membership

The Committee is comprised of the sixteen Elected Members and they were appointed to the Committee at the Annual General Meeting of Council on 2th March 2015.

Members may be required to represent the Committee and Council at pertinent consultation and capacity building events. The membership list for the Committee is provided at Annex A.

Chair

The Committee will be chaired in the first instance for 2015/16 by TBC (SDLP).

In the absence of the Chairperson, the Committee will be chaired by the Deputy Chairperson, Councillor Alan McLean (DUP)

In the absence of the Deputy Chairperson, a chair for the meeting will be agreed by the Members present.

Meetings

The first meeting of the Committee will be held on Tuesday 14th April 2015, when the Terms of Reference will be agreed.

The Leisure and Development Committee will normally meet on the second Tuesday of each month at 7.00 pm except when this falls within a recess period agreed by Council. A schedule of meetings for the Committee for the 2015/16 year are attached as Annex B.

All meetings of the Committee will be governed by the Council's Standing Orders and the Local Government Code of Conduct for Councillors.

Sub-Committees and Working Groups

The Committee has the facility, if it so wishes, to establish and appoint any number of Sub-Committees and Working Groups it deems necessary to consider in more detail the work of the Committee concerning specific leisure and development issues.

Communication and Reporting

The Minutes of the Committee will be reported at each meeting of Causeway Coast and Glens Borough Council by the Chair of the Committee.

It was recommended that the Leisure and Development Committee approve the Terms of Reference as set out in this report.

It was proposed by Alderman Mullan, seconded by Councillor McGlinchey and **AGREED: to recommend that the Terms of Reference as set out in the report be approved.**

In response to queries raised by members, the Chief Executive agreed to discuss at the next Party Leads meeting rotation of the committee meetings across the legacy council areas.

He also confirmed that officers were looking at Standing Orders, with the view to elected members being given the opportunity to raise issues relevant to each particular committees under Any Other Relevant Business (AORB).

4. Proposed Transfer of Coleraine Harbour

The Director presented the report on proposed transfer of Coleraine Harbour previously circulated and as undernoted:

Prior to and during the development of the Coleraine Town Centre Masterplan in the period 2011 - 2012, Coleraine Borough Council expressed interest in the acquisition of Coleraine Harbour from the Department of Regional Development (DRD).

The strategic importance of the site is based upon the opportunity to regenerate and enhance the riverside of Coleraine Town Centre. The riverside development proposal within the context of the masterplan includes leisure, residential and office / commercial schemes.

Current Position – Causeway Coast and Glens

Whilst the strategic importance and opportunity of developing the 16 acre Harbour site in positive economic conditions is evident, a calculated and considered approach is recommended.

The asset includes, the Harbour, 16 acres of lands, the access/navigation channel, the moles (piers) and access/navigation into the river mouth from the Atlantic.

In addition to the asset, consideration of the functions, rights and obligations of Coleraine Harbour need to be established.

At this stage the immediate capital cost of repairs and maintenance are not known. In light of the current financial position, the implication of unknown capital and revenue cost presents significant risk to Causeway Coast and Glens.

Current Position – DRD

The Department of Regional Development has expressed an intention to relinquish the asset, preferably to Council. The Department has however confirmed that it is unable to finance any due diligence to confirm all material facts in regard to the transfer.

Correspondence from the Department received on 16th March 2015 requests that Council confirms:

- a. If Council is intending to proceed with the transfer.***
- b. If Council is withdrawing the previously adopted position of Coleraine Borough Council i.e. not intending to proceed with the transfer.***

In order to establish either of the aforementioned positions by the 30th June 2015, a phased process will allow Council to consider the proposal: costs and benefits, without initially committing to significant monetary commitment at this stage.

- 1. 'In house' initial assessment of the asset, function / operation, capital / revenue income / costs and risks.***
- 2. Council to consider the initial assessment in order to proceed with external due diligence.***
- 3. Appointment of external team to undertake due diligence.***
- 4. Council to consider due diligence report in order to indicate to DARD whether Council intends to proceed with the transfer or not.***

It was recommended that the Committee approve officers to undertake an initial assessment of the Coleraine Harbour asset, function / operation, capital / revenue and risks, in order to allow Council to make an informed decision whether to proceed with further due diligence.

It was proposed by Alderman Hillis, seconded by Councillor Douglas and **AGREED: to recommend that Council approve officers to undertake an initial assessment of the Coleraine Harbour asset, function / operation, capital / revenue and risks, in order**

to allow Council to make an informed decision whether to proceed with further due diligence.

5. Ballymoney Capital Project

The Director presented the report previously circulated and as undernoted:

There was a project on the Ballymoney Borough Council capital project list for 2014/15 to renovate Ballymoney Edward Street Social Centre building with estimated costs below threshold of £250k. When tendered the price at £321,900 was higher than anticipated and the scheme was parked. The proposed work was resurrected at a Ballymoney Borough Council meeting in mid-February 2015, but Ballymoney Borough Council has not had sufficient time to rework the project through their appropriate Committee.

Detail

The minute of the Ballymoney Borough Council decision is copied below:

NOTICE OF MOTION

The following Notice of Motion has been submitted by Councillor Stevenson:

“I propose that approval be sought from the Causeway Coast & Glens Shadow Council for a spend of £250,000 in relation to Edward Street Social Centre and that Council proceed to tender the scheme based on the initial scheme previously tendered.”

Speaking to his motion, supported by three colleagues, Councillor Stevenson chronicled the events since this proposed project was raised, being listed in capital programme during the rates process, the options considered and his attempt to have it agreed which did not find a seconder. He advised that Causeway Coast & Glens Shadow Council had approved other projects, including, recently, three projects, totalling £1,385K put forward by Limavady Borough Council.

He proposed that approval be sought from the Causeway Coast & Glens Shadow Council for a spend of £250,000 in relation to Edward Street Social Centre and that Council proceed to tender the scheme based on the initial scheme previously tendered. This was seconded by Councillor Robinson and on being put to the meeting was agreed.

Ballymoney Borough Council has not had the opportunity to revisit the economic appraisal and project plan. However it has been listed by Ballymoney

Borough Council as a live project for consideration by Causeway Coast and Glens District Council when it starts to considers its capital programme in May 2015.

Shadow Council is recommended to consider if it wishes to expedite this project ahead of its broader capital programme.

The Director of Leisure & Development sought the view of the Committee with regard to the above recommendation.

In the discussion that followed, Councillor McCandless raised queries regarding the frequency of use of the Social Centre, running costs, similar premises in Ballymoney and details on other capital projects under consideration.

Councillor Stevenson stated that funds had been set aside in the rates for upgrade of the centre and that decision to progress the project had not been expedited by Ballymoney Borough Council.

Councillor Mullan enquired that if approval was given for the project would this impact on other capital projects under consideration.

The Director advised that prioritisation of capital projects was a matter for Council to give direction on.

Councillor McGlinchey stated that if the facility needed improvements he would support the project.

It was proposed by Councillor Stevenson, seconded by Councillor McLean and AGREED: **to recommend that Council expedite this project ahead of its broader capital programme.**

The Chair put the motion to the vote.

8 Members voted for and 0 against.

The Chair declared the motion carried.

6. Economic Development Strategy and Action Plan

The Director, Development Manager and Economic Development Manager presented and answered questions on the Economic Development Strategy and Action Plan report previously circulated and as undernoted:

Members are reminded that over the past few months, they and many other stakeholders have had a chance to review the content and direction of the new economic development strategy for the Causeway Coast and Glens Borough. As was agreed at March's meeting, the vision for the strategy is as follows:

"Our Vision is of a high value-added, skilled, innovative and enterprising economy."

The document has the following strategic aims:

- *To assist local businesses to grow and become more competitive and innovative.*
- *To strategically position Causeway Coast and Glens as a place to do business.*
- *To expand and develop the tourism sector in the area.*
- *To develop business opportunities arising from the Renewable Energy sector, Digital Causeway, the Knowledge Industry and Agri-Food Sector.*
- *To ensure that local infrastructure meets business needs.*

It incorporates the following themes:

- *Competitive Causeway - Business Development.*
 - *Connected Causeway - Developing the Infrastructure.*
 - *Collaborative Causeway.*
 - *Tourism Development.*
 - *Rural Development.*
- Investment in new Industry Sectors.*

This document is now presented for approval. Final comments from Council's last workshop are now incorporated, along with concluding thoughts from staff and stakeholders alike.

This strategy covers the main programme areas which fall into the broad heading of economic development. Next steps will include the development of a work programme for the regeneration element of Prosperity and Place, and further work on developing some of the programmes within this document.

It is recommended that Causeway Coast and Glens Council agrees this final version of the economic development paper for Prosperity and Place to cover the period 2015-18.

It was proposed by Councillor Holmes, seconded by Councillor McCandless and **AGREED: to recommend that Causeway Coast and Glens Council agree the final version of the economic development paper for Prosperity and Place to cover the period 2015-18, subject to six monthly reviews of the strategy and operational plans.**

7. Causeway Coastal Route

The Tourism Manager presented the report previously circulated and as undernoted:

The Northern Ireland Tourist Board in conjunction with the Local Authorities that fall within the wider Causeway Coastal Route is currently undertaking a high level study of existing infrastructure and assessing gaps in the product with a view to making recommendations for future development intervention. The

overall study includes both the Causeway Coastal Route and the Mourne Coastal Driving Route.

This study once completed will assist in providing rational and potentially providing an assessment need for development proposals. It is hoped that the recommendations of this study can be used where appropriate in future tourism infrastructure funding programmes.

The Tourist Board have asked each Council within the study catchment area to nominate an elected representative to sit on a consultative panel to review and advise on progress along with Council Officials. The time allocation from the elected representative will not be arduous, with only three or four scheduled meetings required over the next few months.

It was recommended that Officers would ask that the Leisure and Development Committee nominate one Elected Member to act in an advisory capacity as part of the work involved to complete this study.

Councillor Wilson proposed, seconded by Councillor Clark and **AGREED: to recommend that Alderman Hillis be nominated to act on an advisory capacity on the consultative panel to review and advise along with Council Officials.**

8. Provision of Tourism Marketing Services

The Tourism Manager presented the report previously circulated and as undernoted:

Following procedures detailed in the Funding Policy (Causeway Coast & Glens Borough Council), approval has been given for officers to procure an experienced operator to assist the Council's tourism team with marketing initiatives which promote the new Causeway Coast and Glens District Council area as a holiday destination. This is to specifically target the non-domestic market, and communicate what the area has to offer the holidaymaker/visitor, with regard to accommodation, activities, events, attractions and other tourism related products.

Key objectives for delivery include:

To create a marketing campaign for the key target markets that raises awareness of the offering and promotes the area as a holiday destination.

To increase the number of non-domestic visitors, bed nights and expenditure to the area.

To align the Causeway Coast and Glens Council area overseas marketing campaign with the activity plans of Tourism Northern Ireland and Tourism Ireland. Additionally, it will complement the Council's marketing efforts to the Northern Ireland market and where relevant and beneficial, with the neighbouring Councils.

To support the Causeway Coast and Glens Council area's brand values, as a vibrant, relaxing and beautiful destination, appealing to key target markets. It will build on the area's international reputation for awe-inspiring rural and coastal scenery along with a strong sense of history and welcoming people.

To identify a mechanism to monitor and measure the effectiveness of the campaigns.

To identify and develop best fit brands for promotion to specific market segments.

Procurement Process

The procurement process for this appointment involved public advertisement in the Belfast Telegraph, Irish News and E-Sourcing and expressions of interest were sought, with a number of companies responding. The terms of reference were issued, (Annex A) and four companies responded. The submission deadline was 3rd March 2015.

The following companies submitted documentation:

AGS Ireland

Digital Dialog Ltd

Powell Destination Marketing

Rumour Mill PR

The selection panel made up of Valerie Richmond (Limavady Borough Council), Peter Thompson (Coleraine Borough Council), Kerrie McGonigle (Moyle District Council), Liz Johnston (Ballymoney Borough Council) and Eileen Magee (Limavady Borough Council), convened to assess these on 4th March 2015. Robin Brown (Procurement Officer, Causeway Coast & Glens District Council), was also in attendance for procurement advice.

Summary

Organisation	Score	Rank
AGS Ireland	77.6	1st
Digital Dialog Ltd	73.065	2nd
Powell Destination Marketing	71.99	3rd
Rumour Mill PR	No Score Returned – did not meet experience criteria required.	

It is recommended that Council approves Appointment of AGS Ireland as the Causeway Coast & Glens Council's preferred candidate for the provision of overseas marketing services, subject to clarification of all requested information and agreement on 'the terms

and conditions of contract'. This appointment would be for a 12 month period commencing on 1st June 2015.

Following debate during which Members sought clarification on a number of issues including the preferred candidate's experience and future plans for the provision of overseas marketing, it was proposed by Alderman Hillis, seconded by Alderman Mullan and AGREED: **to recommend that AGS Ireland be appointed as the preferred candidate for provision of overseas marketing services for a 12 month period as outlined above.**

9. Tender for the Provision of Visitor Information in Cushendall

The Tourism Manager presented the tender report on provision of visitor information services previously circulated and as undernoted:

Following procedures detailed in the funding policy, Causeway Coast and Glens Council, approval has been given to officers to procure an experienced operator to provide 'Visitor Information Services in Cushendall'. This service in Cushendall will help to promote the new Causeway Coast and Glens Council area as a holiday destination, communicating what the area has to offer the holidaymaker/visitor with regard to accommodation, activities, events and attractions, and other tourism related products.

Procurement Process

The procurement process for this appointment involved a public notice in 'The Chronicle' and E-Sourcing and expressions of interest were sought, with two companies responding. The terms of reference were issued and one company responded. The submission deadline was Friday 20th March 2015.

The following company submitted documentation:

- ***The Glens of Antrim Historical Society***

The selection panel was made up of Eileen Magee (Limavady Borough Council), Kerrie McGonigle (Moyle District Council) and Robin Brown (Procurement Officer, Causeway Coast and Glens). They convened to assess on Monday 23rd March 2015.

Summary

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

It was recommended that: Council approves appointment of The Glens of Antrim Historical Society as the Causeway Coast and Glens Council's preferred candidate for the provision of visitor information services, subject to clarification of all requested information and agreement on 'the terms and conditions of contract'. This appointment would be for a twelve month period commencing on 1st April 2015 with the option to extend for two further periods of 12 months each, subject to satisfactory performance.

In the discussion which followed, concern was voiced at the costs associated at provision of the service in terms of value for money. The Chair provided clarification on opening hours and staffing levels and to the level of service that the group currently provided.

It was proposed by Councillor McGlinchey, seconded by Councillor Nicholl and **AGREED: to recommend that Council approves the recommendation as set out, subject to further information being made available at the April Council Meeting and for Members to raise queries with the Tourism Manager dealing with the matter at the meeting.**

10. Award of Bistro/Café Franchise at Benone

The Director of Leisure & Development presented the report on award of bistro franchise at Benone Tourist Complex previously circulated as undernoted:

Funding was secured from Tourism Northern Ireland for the development of an events delivery area with bistro restaurant, together with a number of other facilities at Benone. Expressions of Interest and tender submissions were advertised for the Provision of Catering Services within the new Bistro restaurant with a closing date of 31 March 2015. One Tender submission was returned by the closing date. This tender was assessed against the criteria contained in the enclosed document (Appendix 1) by a panel of officers from the Tourism and Environmental Health Departments. The Franchise offer is £3500 per annum with the Franchisee being responsible for all electricity and gas costs.

It is recommended that: the Franchise for the provision of Catering Services be awarded to Mr Paul Craig, (subject to confirmation of acceptance of conditions) for an initial period of 18 months with an option to renew for a further five years, based on satisfactory delivery of the service in the initial franchise period. The initial franchise offer of £3500 will be subject to annual review.

In the discussion that ensued the Director of Leisure & Development confirmed that the franchisee would be responsible for energy costs but not rates. He also confirmed that the £3,500 cost per annum for the franchise compared favourably with two other similar franchises entered into by Council. He agreed to report back to the Committee if catering equipment was included as part of the franchise.

Councillor Douglas proposed an amendment to the recommendation, which was seconded by Councillor Clarke and AGREED: **to recommend that the franchise be awarded to Mr Paul Craig for an initial period of 12 months, subject to review.**

11. Proposed Design for Portstewart Environmental Improvements Scheme

The Regeneration Manager and Mr Pat Mullan, Edmond Shipway LLP presented a report and presentation (attached at Appendix 1) outlining proposals to proceed with Stage Two of the Portstewart Environmental Improvement Scheme previously circulated and undernoted:

Coleraine Borough Council agreed to progress the proposed Portstewart Environmental Improvement Scheme at risk to complete Stage One (initial design) together with a complementary economic appraisal.

Subsequently Edmond Shipway LLP were appointed in December 2014 as the leading consultant within the Integrated Consultancy Team (ICT) to lead the design and project management process. The fee cost to complete Stage One is £18,793.44.

Project: Stage One

The initial design development and options appraisal process was informed through a Members Briefing and public consultations in March 2015. Further scheme design consultations including a Members Briefing and two public consultations will be held on Monday 13th April 2015.

The scheme design from the outcomes of these consultations will be tabled for the Members' consideration at the Committee Meeting. Mr Stuart Hood, the landscape architects within the ICT, will outline the design process to date and the scheme proposals.

The Pre-Qualifying Questionnaire request for possible contractors has been advertised and progressed at no risk to Council.

The economic appraisal has been appropriately procured from Deloitte LLP but will not be completed until 18th May 2015. The economic appraisal together with the design is required by the Department for Economic Development to determine whether the scheme will warrant the anticipated £750,000 grant funding.

Progressing the project partly hinges upon a possible £750,000 grant from the Department for Economic Development as a 50% contribution towards the estimated total project cost of £1,500,000.

To avail of the funding the Department for Economic Development must also be assured that the project will be completed within the financial year 2015-16. The project programme timetable therefore is particularly tight.

Project: Stage Two request

To ensure Council is in a position to avail of the Department for Economic Development funding within the associated time constraint, an application for planning permission must to be submitted in April 2015. Simultaneously the scheme design must be fully prepared in advance of the possible Invitation to Tender scheduled for July 2015 which is subject to Council approval.

Maintaining this progress requires Council to consider proceeding at risk through Stage 2 (detailed design and securing statutory approvals). This will ensure the project remains on the current programme for a September 2015 start. The cost of completing Stage Two is £22,703.04.

If Council approves the recommendation to progress through Stage Two, the scheme would next return for Council's consideration in July 2015. At that time an update on the prospect of Department for Economic Development grant funding will be known and the scheme would be in a position for Council to determine whether the project should progress to the Invitation to Tender.

It was recommended to progress at risk in completing Stage Two of the Portstewart Environmental Improvement Scheme project at a fee cost of £22,703.04.

It was proposed by Councillor Clarke, seconded by Councillor Nicholl and AGREED: to recommend that Council progress at risk in completing Stage Two of the Portstewart Environmental Improvement Scheme project at a fee cost of £22,703.04.

12. Terms of Reference for Integrated Culture, Arts & Heritage Strategy (2016-2021)

The Cultural Services Manager presented the above report previously circulated and undernoted:

Across the new Causeway Coast & Glens Borough Council area, there are currently different levels of arts, culture and heritage service provision. There is an imperative to consider new ways of working and service delivery to maximise efficiencies and ensure equality of access across the new council area.

Purpose of Terms of Reference

The Causeway Coast & Glens Borough Council wishes to appoint suitably qualified and experienced consultants to develop a 5 year Integrated Culture, Arts & Heritage Strategy to cover the period 2016–2021 and 3 year Action Plan

to cover the period 2016-2019 for the new Causeway Coast & Glens Borough Council.

Objective

The overall objective of the project is to develop an innovative and integrated Cultural Services Strategy for the new Council by October 2015 that will:

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

Services Required

- **A situational review of current policies, context, services, resources, core values and a situational analysis which will include:**
 - **An assessment of relevant best practice from other councils in Northern Ireland, Great Britain and the Republic of Ireland and other relevant organisations.**
 - **A review of existing partnership arrangements including current local arts and museum/heritage committee structures, Causeway Coast Arts, Riverside Theatre and recommendations for future partnership models for the delivery of the strategy.**
 - **A review of current, relevant policies at a local, regional and national level (see appendix A).**
- **Consultation with key stakeholders (see Appendix B).**
- **Development of a 5 year strategy for the new Culture, Arts and Heritage Service taking cognisance of the overall vision and objectives contained within the council's Corporate Plan.**
- **Key measurable outcomes and suitable methodologies and resources required to address these.**
- **A 3 year Action Plan for the strategy.**

In addition, recommendations should be identified for the following:

- **Future partnership models for the delivery of the strategy.**
- **Opportunities to support and promote economic growth through the development of the creative industries.**
- **Opportunities to support regeneration of towns and villages through culture, arts and heritage.**
- **Opportunities to support the development of cultural tourism.**

- ***The development of special projects and the potential to attract large scale and/or international cultural festivals, events, seminars etc to the area.***
- ***Further development of the unique selling points of the service.***

Outputs

- ***A situational analysis.***
- ***Comprehensive consultation with the sector and other key stakeholders.***
- ***Provision of strategic vision, direction and delivery for the integrated and innovative culture, arts and heritage service across the Causeway Coast and Glens Borough Council area 2016-21.***
- ***Key measurable performance indicators, outcomes and suitable methodologies and resources required to address these.***
- ***A 3 year Action Plan for the strategy 2016-19.***
- ***Recommendations for:***
 - ***Future partnership models for the delivery of the strategy.***
 - ***Opportunities to support and promote economic growth through the development of the creative industries.***
 - ***Opportunities to support regeneration of towns and villages through culture, arts and heritage.***
 - ***Opportunities to support the development of cultural tourism.***
 - ***The development of special projects and the potential to attract large scale and/or international cultural festivals, events, seminars etc to the area.***
 - ***Further development of the unique selling points of the service.***

Outcomes

- ***Strengthening of the culture, arts and heritage infrastructure across the Causeway Coast & Glens Borough Council area.***
- ***Promotion of the cultural profile of the Causeway Coast and Glens Borough Council area on a local, regional, national and international scale.***
- ***Identification of key strategic themes.***
- ***Stronger partnership working to deliver on agreed objectives.***
- ***Increased participation in culture, arts and heritage activity.***
- ***Increased footfall to culture, arts and heritage facilities.***
- ***Acknowledgement, understanding and active promotion of the wider contribution and benefits of culture, arts and heritage towards:***
 - ***Promoting equality and tackling social exclusion.***
 - ***Promoting good relations, developing social capital and encouraging community development.***
 - ***Improving the health and wellbeing of the local community.***
 - ***Contributing positively to economic regeneration and the tourism product.***
 - ***Skills development, education and life-long learning.***

- *Promoting citizenship and civic pride.*
- *Maximising the USPs of the Causeway Coast and Glens Borough Council area.*

Project Delivery

Timescale: *The project will commence as soon as possible and must be completed by October 2015.*

Costs: *The maximum total cost for the project will be £15,000 (exclusive of VAT). A detailed breakdown of the costs structure for the project is required. All costs should be in pounds sterling and quoted exclusive of VAT. In respect of consultancy fees a clear indication of a daily rate based on a 7 hour day must be provided. It is anticipated that all venues for consultation/engagement will be based in Council premises with no cost to the deliverer.*

Programme Management: *The successful applicant will be required to develop a sustainable delivery mechanism and be responsible for the overall management of the initiative. The successful applicant will be responsible for meeting with the management team at the following stages:*

- *On appointment, to agree a forward work plan and the proposed implementation.*
- *On a regular basis throughout the lifetime of the project, or at the end of agreed natural stages, to review progress against outputs and set targets for the next stage.*
- *On completion of the project.*

It was recommended that: Causeway Coast and Glens Borough Council agree to the Terms of Reference for the development of an integrated Arts, Culture and Heritage Strategy and the appointment of a consultancy team.

It was proposed by Alderman Mullan, seconded by Councillor McGlinchey and AGREED: **to recommend that Causeway Coast and Glens Borough Council agree to the Terms of Reference for the development of an integrated Arts, Culture and Heritage Strategy and the appointment of a consultancy team.**

13. Biodiversity Funding

The Biodiversity Officer gave a short presentation to members on the 'Don't Mow Let it Grow' project. Report previously circulated and undernoted:

Funding has been successfully secured from the Heritage Lottery Fund (HLF), £9k, and NIEA, £1k, to develop the 'Don't Mow let it Grow' project and submit a round two application to HLF for the delivery phase of the project, £140k.

Project Aims

The project will look at the conservation of semi-natural grassland, focusing on the management of amenity grasslands and roadside verges across Causeway Coast and Glens Borough Council, working with Transport NI and NIEA. It will look at different ways of managing semi-natural grasslands to promote how small changes in management give large benefits to biodiversity and ecosystem services.

The project will identify trial verges and amenity grassland sites in order to:

- ***Develop and highlight a range of management options.***
- ***Assess biodiversity and ecosystem services benefits.***
- ***Train land managers and volunteers in management options, grassland selection, species identification, Invasive Alien Species (IAS) and monitoring.***
- ***Educate and promote benefits to wider public.***
- ***Carry out an economic appraisal to assess cost benefits.***

A major outcome will be the production of a practical management toolkit, covering all aspects of the project that any organisation can use to show the benefits and implement similar improved operations in their management.

The report and presentation were noted.

14. Golf Tourism Synopsis

The Director of Leisure & Development presented a report to members on the economic benefit of golf tourism and the importance of supporting the development of the golf tourism sector. Report previously circulated and undernoted:

Tourism Northern Ireland recently launched the Tourism Golf Strategy (2015-2020) designed to support the golf sector contribute to the wider tourism vision of a £1 billion industry in Northern Ireland by 2020. Golf Tourism is currently valued at £33m in Northern Ireland and there are real opportunities to further grow this.

The aims of the Strategy are to:

- ***Grow the value of golf visitors to Northern Ireland to £50m p.a. by 2020.***
- ***Develop the capability and capacity of clubs to host visitors.***
- ***Enhance the reputation and visibility of Northern Ireland for golf tourism in designated markets.***
- ***Build Northern Ireland's capacity to host golf events.***
- ***Support industry leadership and collaboration across the sector.***

The Irish Open was hosted in 2012 at Portrush with direct support from Tourism Northern Ireland, and this event would not have been held in Northern Ireland without this support. The Northern Ireland Executive highlighted it as an

example of a prestigious global event which “showcases Northern Ireland’s iconic landscapes and stand-out features” and “acts as a catalyst for wider industry to develop related product and embrace the opportunities presented”. Golf Tourism contributes directly to the visibility and appeal of a destination for events, and as a quality tourism destination.

The Key Benefits of Golf Tourism

The 2012 Irish Open at Royal Portrush was the first return of the event to Northern Ireland in 60 years. Over the six days of the event (which include practice and Pro-Am days), there were:

- *132,000 visitors.*
 - *23% of spectators were from the Irish Open’s host council (Coleraine Borough Council);*
 - *61% of spectators were from the rest of Northern Ireland;*
 - *16% of spectators were from outside Northern Ireland.*
- *9,123 of the 9,584 out-of-state spectators travelled to Northern Ireland specifically to attend the Irish Open.*
- *£12 million of economic benefit.*
- *Over 28,000 bed nights.*
- *Global media coverage estimated at £107 million.*
- *10,000 passengers travelled by rail.*
- *30,000 used the park-and-ride facilities.*

Research suggests that for every £1 spent on green fees, a further £ 4 is spent elsewhere in the economy. According to Fáilte Ireland, golfers are amongst the most valuable visitors to Ireland, spending an estimated €1,200 per person on each trip: more than 2.5 times the expenditure of the average overseas visitor. This ties in with data gathered by IAGTO from a number of countries which shows that golf travellers spend 2.2 times more than the average general leisure visitor.

Northern Ireland Golf Tourism Monitor 2013/14

Tourism Northern Ireland has been operating the Northern Ireland Golf Tourism monitor since 2013 and the headline results further reflect the benefits and potential of this sector:

	2013	2014
Economic Impact	£ 27m	£ 33.2m
Visiting Golfers Total	134,268	139,300
Visiting Golfers from out-of-state	20,484	22,293

The Open Championship: Economic & Media Benefits

The table below shows the potential economic benefits of The Open being held at Royal Portrush no earlier than 2019 by using the previous years from 2010 – 2014 as a comparator.

Venue	St Andrews	Royal St George's	Royal Lytham	Muirfield	Hoylake
<i>Year</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>
No. of Spectators	201k	180k	181k	160k	202k
Economic Benefit	£100m	£77m	£65m	£88m	£76m
Media Equiv.	£47.2	£52.6	£37	£45	£52.2

Hosting The Open Championship will be one of the largest global sporting events that Northern Ireland will have staged. With The Open returning to Northern Ireland after such a long absence and Rory McIlroy playing in his home country, it is fair to assume that the level of interest will be significantly greater than normal, with the potential for significantly higher levels of spectator numbers and media coverage.

The report was noted by members.

15. Superfast Broadband Connection Vouchers

The Director presented a report to inform the Committee on the Superfast Broadband Connection Voucher Scheme previously circulated and undernoted:

As part of its Broadband Delivery UK Programme the Department for Culture, Media & Sport (DCMS) has been running the Superfast Broadband Connection Vouchers Scheme across a number of cities in the UK. In Northern Ireland, this was initially only available in Belfast and then Derry City.

The UK wide scheme run by DCMS has now been extended to 31st March 2016 and Belfast City Council has been encouraged to extend the scheme across Northern Ireland. Causeway Coast and Glens Borough Council's Economic Development Team expressed an interest in being part of this scheme which provides a grant of up to £3,000 to cover the installation cost of high speed connectivity solutions. The scheme is available to businesses, charities and social enterprises and aims to provide connection speeds of at least 30 megabits per second. In some cases, organisations in the same location can pool their vouchers to get the connection set up.

The expression of interest has been successful and Causeway Coast and Glens Council are now a registered participant on the scheme. We have a target of 100 vouchers to be issued by 31st March 2016. As per the guidelines issued by DCMS Belfast City Council will handle all paperwork and reporting through a Service Level Agreement with Causeway Coast and Glens Council. The cost of the SLA is £8,000. Economic Development staff will start promoting the scheme and encouraging suitable organisations to take up the opportunity over the coming weeks and months.

The reported as presented was noted.

16. Community Development Support Grant Programme

The Director of Leisure & Development presented a report to members on the assessment and timeframe for the processing of Community Festival applications. Report previously circulated and undernoted:

Following approval of the Community Development Strategy by Council, both the Department for Social Development and the Department of Culture, Arts and Leisure have confirmed match funding of £229,786 and £31,000 respectively. Staff have subsequently launched both the Community Development Small Grants and Community Festival Fund for applications from community and voluntary organisations.

The purpose of the Community Development Support Grant Programme is to contribute to the running costs/overhead costs incurred by core community development organisations. The purpose of the Community Festivals Fund is to support Community Festivals taking place in the Causeway Coast and Glens Council area. The closing date for submission of completed applications for both of these programmes will be no later than 4pm on Friday 1st May 2015.

Organisations interested in applying for are invited to attend information roadshows which will take place as follows:

<i>Tues 14th April, 12.00 noon</i>	<i>Coleraine Town Hall</i>
<i>Tues 14th April, 7.00pm</i>	<i>Council Offices, Limavady</i>
<i>Wed 15th April, 10.30am</i>	<i>Ballymoney Town Hall</i>
<i>Wed 15th April, 7.00pm</i>	<i>Sheskburn House, Ballycastle</i>

The assessment process undertaken will be consistent with the Grant Funding Policy as agreed by Council in February 2015 with the exception of one amendment. Due to the timeframe for assessment of a substantial volume of applications, and to facilitate implementation of projects within the communities' timeframe, applications in this instance will be presented directly to the full Council meeting in May.

The report was noted by members.

17. Matters for Reporting to Partnership Panel

None.

18. Consultation – a revised Community Festivals Fund Policy and Guidance Framework

The Committee were advised that the Department of Culture, Arts and Leisure were seeking the views of Council on its draft revised policy and guidance framework for the Community Festivals Fund. Closing date for response 18th June 2015. The consultation paper is accessible at <http://www.dcalni.gov.uk/index/quick-links/consultation.htm> . Noted.

19. Consultation - Publication of the Consultation Report on the Draft Bicycle Strategy for Northern Ireland

The Committee were advised that the Department for Regional Development had published a summary of all the responses received to the public consultation on the Draft Bicycle Strategy for Northern Ireland. The Department also intended to publish the finalised Bicycle Strategy and draft Bicycle Strategy Delivery Plan during the summer of 2015. Publication response available at <http://www.drdni.gov.uk/consultation-report-on-the-consultation-exercise-on-the-draft-bicycle-strategy.pdf> . Noted.

20. Leisure and Development Change Management Project Plan

It was agreed on the proposal of Councillor McGlinchey, seconded by Councillor that the Leisure and Development Change Management Project Plan would be discussed **IN COMMITTEE**.

*Members of the press and public left the meeting.

The Director of Leisure & Development gave a presentation on details the Leisure and Development Change Management Project Plan, a copy of which was circulated to Members.

The Director advised that the Plan had already been shared with Party Leads and Independent Councillors.

21. Easter Sunday – Traffic Management

Alderman Hillis raised his concerns regarding the 'Cruise' event which took place in Portrush on Easter Sunday.

In response to Alderman Hillis, the Chief Executive confirmed that Officers planned to meet with the PSNI and PCSP with regard to congestion, traffic management, vandalism and litter offences and other issues arising from the event

The meeting closed at 10:05 pm.

PORTSTEWART PUBLIC REALM IMPROVEMENTS





INTRODUCTION

COLERAINE BOROUGH COUNCIL IS SEEKING COMMENTS AND VIEWS ON AN ENVIRONMENTAL IMPROVEMENT SCHEME FOR THE PROMENADE FRONTAGE AND SEAFRONT AREA. THE PROPOSED SCHEME WILL REFLECT COUNCIL'S ASPIRATION OF ACHIEVING A HIGH QUALITY, COHESIVE, CONTEMPORARY DESIGN FOR THE AREA. THE SCHEME WILL GREATLY ENHANCE BOTH THE TOURISM AND COMMERCIAL POTENTIAL, CONTRIBUTING POSITIVELY TO THE BERTH'S ECONOMIC AND SOCIAL VITALITY.

ZONE 1 - THE PROMENADE



SCOPE OF WORKS EXTENDS FROM HARBOUR PLACE TO ADHERING PARISH CHURCH AND INCLUDES SIDEWAYS TO BOTH SIDES OF THE PROMENADE

ZONE 2 - HARBOUR HILL



SCOPE OF WORKS INCLUDES THE EXISTING CAR PARK, OPEN SPACE PLACING AREA AND LINKAGES TO HARBOUR ROAD

ZONE 3 - THE DIAMOND



SCOPE OF WORKS INCLUDES FOOTPATHS AND PARKING AREAS

ZONE 4 - ENTRANCE TO THE CRESCENT








SCOPE OF WORKS INCLUDES THE EXISTING OUTSPREAD, PARKING AREA AND FLAGSHIP AT THE JUNCTION WITH THE PROMENADE

ZONE 5 - GLOBAL SIGNAGE AND WAYFINDING

SCOPE OF WORKS COVER ALL 4 ZONES AND INCLUDES A NEW SIGNAGE STRATEGY FOR BRANDING AND WAYFINDING



KEY

-  EXISTING BUILDINGS
-  EXISTING PUBLIC GREEN AREAS
-  MAIN PEDESTRIAN LINKAGE
-  PRIMARY VEHICULAR ROUTES
-  CAR PARKING ZONES

EXISTING CONDITIONS



ZONE 1 - THE PROMENADE



ZONE 2 - HARBOUR FERRY



ZONE 3 - THE ISLANDS



ZONE 4 - THE ENTRANCE TO THE CONCRETE

PORTSTEWART PUBLIC REALM
CONTEXTUAL ANALYSIS





ZONE 1 - THE PROMENADE

ENHANCING THE HARBOUR. CONCEPT TO INCLUDE RESTORING WALKS TO THE MARSH AND COMMERCIAL SIDE FOOTPATH, NEW EDGE, NEW STREET FURNITURE AND NEW STREET LIGHTING.

- RESTORING OF THE CLASIER PROMENADE AND COMMERCIAL SIDE FOOTPATHS WITH ATTRACTIVE EXPOSED AGGREGATE CONCRETE AND IMPROVED STREET LIGHTING
- INSTALLATION OF RESTORE STREET LIGHTING TO IMPROVE AESTHETIC QUALITY
- INSTALLATION OF RESTORE STREET FURNITURE TO CREATE A SENSE OF PLACE
- NEW PAVING OPTIONS TO IMPROVE AESTHETIC QUALITY AND TO ENHANCE THE RELATIONSHIP BETWEEN THE STREETSCAPE AND THE OPEN SPACE

ZONE 2 - HARBOUR HILL

UPGRADE TO CREATE IMPROVED OPEN SPACE AND A DESTINATION VIEW POINT. CONCEPT TO INCLUDE NEW STREET LIGHTING, CAR PARK, NEW STREET FURNITURE AND LANDSCAPE ENHANCEMENT

- IMPROVED STREET LIGHTING TO MAKE THE SPACE MORE USABLE
- NEW ATTRACTIVE (DRIVING) EXTERIOR LIGHTING
- IMPROVED MATERIALS TO THE CAR PARK
- INSTALLATION OF RESTORE STREET FURNITURE TO CREATE A SENSE OF PLACE AND ENHANCE THE EXPERIENCE OF VISITORS FROM THE TOWN
- ENHANCEMENT OF EXISTING LANDSCAPE ELEMENTS

ZONE 3 - THE DIAMOND

CREATE A GATEWAY. CONCEPT TO INCLUDE RESTORING WALKS TO THE OUTPOOLS, NEW EDGE, NEW STREET LIGHTING AND NEW STREET FURNITURE

- RESTORING OF EXISTING FOOTPATHS
- RESTORING OF CAR PARKING PROVISION TO HELP CREATE A QUALITY FIRST IMPRESSION TO THE TOWN
- INSTALLATION OF RESTORE STREET FURNITURE AND REORGANIZATION OF SIGNAGE TO CREATE A SENSE OF PLACE
- INSTALLATION OF RESTORE STREET LIGHTING TO IMPROVE AESTHETIC QUALITY

ZONE 4 - ENTRANCE TO THE CRESCENT

EVENT SPACE. CONCEPT TO INCLUDE RESTORING WALKS, NEW STREET LIGHTING AND NEW STREET FURNITURE

- UPGRADED SURFACING TO THE EXISTING VIEWING STEPS
- PROVISION OF NEW EVENT STAGE AND CANOPY
- INSTALLATION OF RESTORE STREET LIGHTING TO IMPROVE AESTHETIC QUALITY
- INSTALLATION OF RESTORE STREET FURNITURE TO CREATE A SENSE OF PLACE

ZONE 5 - GLOBAL SIGNAGE AND WAYFINDING

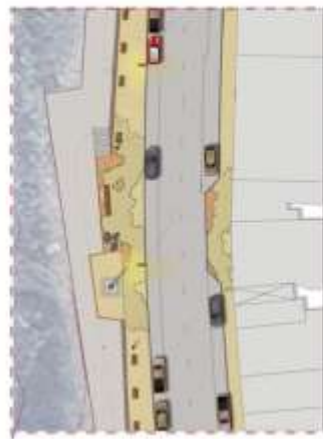
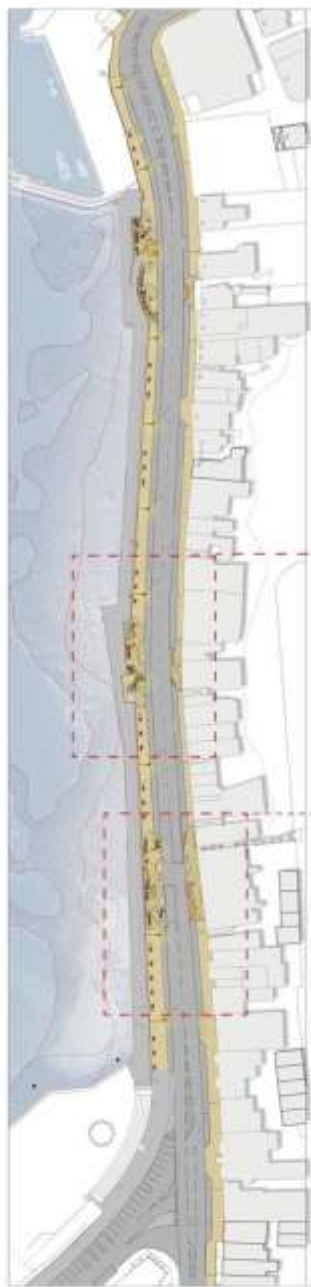
- DEVELOPMENT OF A RESTORE SIGNAGE BRAND FOR THE TOWN TO INCLUDE GATEWAY SIGNAGE, CLEAR DIRECTIONAL SIGNAGE AND INTERPRETIVE PANELS
- REORGANIZATION OF TRAFFIC SIGNAGE

CREATE A SERIES OF SPACES THAT ARE INTERCONNECTED

THE IDENTIFIED ZONES HAVE INDIVIDUAL CHARACTER AND PURPOSE THAT SHOULD BE LINKED BY A WATERFRONT WALKWAY FOR PORTSTEWART. ANY SCHEME THAT IS TAKEN FORWARD SHOULD TAKE ACCOUNT OF LINKAGES TO OTHER ZONES AND HOW THEY CAN BE REDEVELOPED IN THE FUTURE.

REINFORCE THE EDGE EXPERIENCE

WALK PEOPLE GATEWAY TOWARDS THE WATER EDGE TO CONNECT WITH THE LOCAL ENVIRONMENT. REINFORCE AND SUPPORT THE USE OF PROMENADING, SUSTAINABLE TERRACES, DEVELOPERS SUCH AS CYCLING AND RECREATIONAL ACTIVITIES SUCH AS ROWING AND BOATING.



THE KEY FEATURES OF THE NEW PUBLIC REALM SCHEME LAYOUT ARE:

- MAINTAINING THE OPEN NATURE OF THE PROMENADE FRONTAGE WHILE CREATING A HIGH QUALITY ENVIRONMENT FOR RECREATION
- UPGRADING THE LAND SIDE OF THE PROMENADE TO UNIFY SURFACE TREATMENTS AND WIDEN FOOTPATHS AT EXISTING PINCH POINTS
- PROVISION OF NEW STREET FURNITURE AND HANDRAIL TREATMENT
- PROVISION OF UPGRADED STREET LIGHTING TO INCREASE LUMINANCE ON BOTH SIDES OF THE PROMENADE AND PROVIDE A BASIS FOR FEATURE AND FESTIVE LIGHTING
- USE OF ROBUST MATERIALS FOR PAVING AND STREET FURNITURE
- RETAINING THE GENEROUS ON STREET CAR PARKING PROVISION ON THE PROMENADE





PROMENADE

BLACKPOOL PROMENADE



LITTLE HAVEN SEAFRONT REDEVELOPMENT



THORNTON CLEVELEYS SEAFRONT REDEVELOPMENT

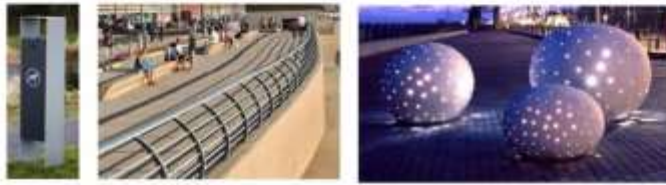


THE KEY DESIGN PRINCIPLES OF THE NEW PUBLIC REALM SCHEME LAYOUT ARE:

- MAINTAINING THE OPEN NATURE OF THE PROMENADE FRONTAGE
- ENHANCING THE LAND SIDE OF THE PROMENADE
- USE OF ROBUST MATERIALS FOR PAVING AND STREET FURNITURE. MATERIALS PALETTE HAS BEEN PROVEN ON COMPLETED SCHEMES IN SIMILAR CONDITIONS OVER THE PAST 10 YEARS - EXPOSED AGGREGATE CONCRETE, ELECTRO-POLISHED STAINLESS STEEL, ANODISED ALUMINIUM.
- RETAINING THE GENEROUS ON STREET CAR PARKING PROVISION ON THE PROMENADE

PORTSTEWART PUBLIC REALM
DESIGN PRINCIPLES





PORTSTEWART PUBLIC REALM
MATERIAL PRECEDENTS



