

**LEISURE & DEVELOPMENT COMMITTEE MEETING
TUESDAY 12 FEBRUARY 2019**

Table of Recommendations

No	Item	Summary of key Recommendations
3	Minutes of Meeting held Tuesday 8 January 2019	Confirmed
4	Ballycastle to Ballymoney Greenway	Approve
5	Garvagh Forest Trails Development	Approve
6	West Bay, Portrush – Beach Access Infrastructure	Approve
7	Tourism and Recreation Event Programme – Rhythm of the Bann	Approve
8	Update on 148 th Open preparations	Approve
9	Crocknamack Road/Bushmills Road Junction Improvement Works	Approve
10	Draft Play Investment Strategy Amendment: ‘Ensure that all DEA Members Comments are recorded and taken into account in the Draft Play Strategy’	Approve point 2 and 3 only. Amendment Carried
11	Digital Causeway Project	Accept Letter of Offer and roll out the programme in April 2019
12	Update on Workforce Development Group	Information

13	Correspondence	None
14	Matters Reporting to the Partnership Panel	None
15	Consultation – DAERA , Forestry Plan	Note
16	Notice of Motion Proposed by Councillor McCaw, Seconded by Councillor Baird Abv... Overnight Camping.	Carried Director of Leisure & Development to report back on demand and usage for overnight parking
17	Notice of Motion Proposed by Councillor MA McKillop, Seconded by Councillor A Muholland Abv...Autism Spectrum Disorder – Access to services and quiet area in Council Leisure Centres	Carried
	IN COMMITTEE	
18	Sport & Wellbeing Structure Recommendation: ‘that Members approve the adoption of Option 3 as the new Sport & Wellbeing staff structure’	Defer - Director to meet with main parties prior to being discussed at 26 February Council Meeting

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF
THE LEISURE AND DEVELOPMENT COMMITTEE
IN CIVIC HEADQUARTERS, COLERAINE ON
TUESDAY 12 FEBRUARY 2019 AT 7:00 PM**

In the Chair:	Councillor Holmes
Members Present:	Aldermen Hillis and Robinson Councillors Baird, Callan, Clarke, Douglas, Knight- McQuillan, MA McKillop and A Mulholland
Non Committee Members Present:	Alderman King, Councillors McCaw and P McShane
Officers Present:	R Baker, Director of Leisure and Development P Thompson, Head of Tourism & Recreation P Beattie, Head of Prosperity & Place W McCullagh, Head of Sport & Wellbeing P Caldwell, Capital Projects Manager H Clarke, Project Manager, The Open E McCaul, Committee & Member Services Officer Press (1 no)

SUBSTITUTION

Councillor S McKillop substituted for Councillor Duddy for the transaction of business at the meeting.

1. APOLOGIES

Councillors McCandless, McShane C, K Muholland and D Nicholl.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF MEETING HELD TUESDAY 8 JANUARY 2019

The Chair advised the Minutes of the Meeting held Tuesday 8 January 2019 were adopted at the 28 January 2019 Council meeting and were confirmed a correct record.

4. BALLYCASTLE TO BALLYMONEY GREENWAY

The Leisure and Development Committee received a report seeking approval to proceed to and complete Stage 1 of the Council's Capital Project Management Process for work at Ballycastle to Ballymoney Greenway (Feasibility and Outline Business Case).

The Bicycle Strategy published by the Department for Infrastructure (DfI) in August 2015 envisaged a community where people have the freedom and confidence to travel by bicycle for everyday journeys. The DfI Strategic Plan for Greenways fulfils a commitment in the Bicycle Strategy to explore the potential for development of greenways.

In support of this, DfI have developed a Small Grants Programme for the development of greenway schemes. This competitive scheme is aimed at providing support for council to work up projects that will contribute to a step change in greenway provision. The programme is a three stage competition which will provide funding for successful Councils to develop feasibility studies and detailed designs for assessment.

In March 2016 a scoping study was completed to assess the potential for the creation of a Greenway between Ballycastle and Ballymoney. In November 2016 the Department for Infrastructure (DfI) awarded Causeway Coast and Glens Borough Council £8,000, under their Small Grants for Greenways Programme, to advance the initial study completed to a feasibility study for consideration by DfI. This work was completed by AECOM consultants and submitted to the Department for further consideration which would allow funding to develop the design aspects. The feasibility study was presented to Council in June 2017.

In August 2017, DfI informed Council that their submission for funding to advance the design had been unsuccessful, however in July 2018 an offer of a small grant towards developing the design aspects was made to Council. This small grant, in the Department's view, would allow the project to progress to project design for implementation. The funding for design costs has been capped at £25,000. Based on the estimated costs for capital implementation of the project (£5m), the total design costs, excluding legal costs and negotiation/acquisition of lands would be approximately 7%, therefore £375,000.

Part of the Tourism and Recreation Business Plan for 2018/19, agreed by Council, was to continue to assess the feasibility of Greenway development within the Borough along with the development of cycle trails, and whilst several pieces of work have been completed in relation to the potential delivery of a Greenway between Ballycastle and

Ballymoney, approval is sought under the Capital Project Management process. At present it sits within the pre-stage 1 project listing. Based on the presentation to Council on 13 June 2017 and the opportunities that have been identified to progress Greenways, Members are asked to consider further progression of this project as part of the Capital Project Management System

It is recommended that - approval is sought from the Leisure and Development Committee to proceed to and complete Stage 1 of the Council's Capital Project Management Process for works at Ballycastle to Ballymoney Greenway. (Feasibility and Outline Business Case).

The following points were made:

- there were too many bits/maybe's around the proposal
- to complete Stage 1 would be at no cost to Council
- the Newry Canal greenway was highly successful
- The pathway would pass the Dark Hedges

* Councillor Callan joined the meeting at 7:17 pm.

Costs and risks around the project were highlighted to Members.

Proposed by Councillor Baird

Seconded by Councillor MA McKillop

- To recommend to Council approval to proceed to and complete Stage 1 of the Council's Capital Project Management Process for works at Ballycastle to Ballymoney Greenway. (Feasibility and Outline Business Case)

The Chair put the motion to the Committee to vote, 6 for, 4 against and 1 abstention. The Chair declared the motion to approve carried.

5. GARVAGH FOREST PROJECT

The Committee considered a report seeking approval from Members on the Lease and Licence Agreement for Garvagh Forest Multi-use and Cycling Trails.

In September 2018 Council approved progression to Stage 3 of the Capital Works process (appointment of a contractor and construction of the works) for Garvagh Forest Multi-use and Cycling Trails.

The trail incorporates 13 kilometres of multi-use and cycling trails at Garvagh Forest which involves enhancing the existing walking product,

through the extension of walking trails by a further 5 kilometres and the inclusion of mountain cycle trails. Works are currently ongoing on site clearance, trail construction and site improvements.

In December 2017 members were advised that as the project was located within Forest Service estate, Council would have to sign a Memorandum of Understanding (MOU) which would lead to a specific licence agreement for the project. Under the terms of the MOU, the Lease Agreement and the Licence Agreement, Council will be responsible for the delivery and maintenance of all recreational aspects within the defined perimeters set out in each agreement. (The Lease Agreement refers to the carpark and adjacent forest land and the Licence Agreement refers to the rest of the Forest area).

The Council will be required to;

- Manage the mountain bike trails and other associated recreational facilities within the site.
- Inspect and monitor the lands removing any unauthorised structures.
- Manage public use of the land.
- Manage access for contractors appointed by Council to carry out works on the lands (excluding Forestry operations).
- Install and manage all signage and interpretation within the defined area.

The Licence and Lease are both for a period of 20 years.

As set by Land and Property Services, the rent on the Lease Agreement is £1000 per annum for the duration of the Lease.

It is recommended that - the Leisure and Development Committee are asked to approve the Lease and Licence Agreements to allow Council to operate the recreational facilities at Garvagh Forest, including the 18km of Forest Multi-use and Cycling Trails.

Proposed by Councillor Knight-McQuillan
Seconded by Councillor A Mulholland

- to recommend that Council approve the Lease and Licence Agreements to allow Council to operate the recreational facilities at Garvagh Forest, including the 18km of Forest Multi-use and Cycling Trails.

The Chair put the motion to the Committee to vote, 11 Members voted for, 0 voted against and 0 abstentions. The motion as carried unanimously.

6. WEST BAY PORTRUSH ACCESS IMPROVEMENTS

The Committee received a report and presentation seeking approval from Members to proceed and complete Stage 2 of the Council's Capital Investment process for works at West Bay, Portrush (Complete procurement to Final Tender Report and produce the Final Business Case).

The report set out background information on Stage 1 approval, appointment of consultants to develop designs and cost estimates. The key issues were noted as follows:

- At the Black Rock end of West Bay, the access point to the beach on one side of the ramp is permanently inaccessible due to failed structure.
- On the other side of the ramp Officers need to closely monitor sand levels and close the access when levels fall below the point where the ramp meets the beach (again due to failed infrastructure).
- At the south pier end of the promenade, Officers have identified conflict between pedestrian access and maintenance vehicles such as tractors and surf rakes (beach cleaning equipment) accessing the beach. This concern is concentrated around the width of access to allow safe movement of vehicles onto the beach.

Proposed Interventions for Consideration

- a) Removal of existing ramp at Black Rock end and installation of a fully DDA compliant pedestrian ramp onto West Bay beach.
- b) A reconfiguration of the public space leading to the promenade and beach at the south pier end to allow safe access and egress for Council vehicles onto the beach.

The Infrastructure team has worked on outline costs prior to full design and are as follows:

- Works comprising Pedestrian Access and Ramp widening - £703k
- Works comprising Pedestrian Access only - £581k

These costs include all professional fees, site investigations and statutory application charges.

Members are asked to consider both elements and the proposals for addressing the issues.

An Officer from the Infrastructure team presented on design solutions and costs. The repair to the pedestrian access at Blackrock end, if approved, could be incorporated as part of the revetment repairs offering a saving of £80,000 (as part of the Infrastructure scheme being developed to repair the sea defences at West Bay). The ramp widening proposal at the harbour end could potentially be realised through a separate procurement process depending on Members investment decisions at Stage 3 of the Capital Works process.

It is recommended that - the Leisure and Development Committee give consideration to the design proposals, and consider approval for the advancement to Stage 2 of the Council's Capital Project Management process (full design and procurement of a contractor before reverting to Council for investment decision).

Following the presentation points Made included:

- the design would be within future changing sea levels
- an assurance was given on the design not failing and this being within the capital budget
- the work could commence in March 2020 and be completed during the summer of 2020
- Health & Safety issues would be monitored.

Proposed by Alderman Hillis

Seconded by Councillor S McKillop

- to recommend that Council give consideration to the design proposals, and consider approval for the advancement to Stage 2 of the Council's Capital Project Management process (full design and procurement of a contractor before reverting to Council for investment decision).

The Chair put the motion to the Committee to vote, which was carried unanimously, 11 for 0 against and 0 abstentions.

7. RHYTHM OF THE BANN

The Committee received a presentation and report on the future delivery of the Rhythm of the Bann Music Festival for 2019 and the subsequent development outline for the next five years.

The Rhythm of the Bann Music Festival was introduced into the Events Calendar in 2017 following Council's decision to introduce Signature Events in both Ballymoney and Coleraine. The core activities were based around music and dance, with themes focusing around Coleraine's culture and heritage. A ticketed event at the Market Yard was not well attended and although there was a good programme of activities throughout the town centre, footfall was well below expectations.

In 2018 the event was merged with Armed Forces Day for one year only and was well received by the public, likely as a result of the draw and publicity of the Armed Forces Day celebrations.

Officers have looked at the potential for developing a sustainable event that has the ability to grow in scale and popularity and bring economic benefit to the area.

Coleraine has a strong daytime retail product and numerous coffee and food outlets, however it does not cater for a wide range of activities to suit the night-time economy. With close proximity to Portrush and Portstewart, the town hasn't attracted the same range of summer and seasonal events that have been enjoyed in the past by the two resort towns. In developing a signature event for Coleraine it is important that the correct 'fit' is found between the type of event being presented and the audience/participants that it can attract.

The Events team is keen to develop an event that fits with the character of the town and helps to drive the local economy. It must be recognised that to build an event to a level where it provides strong economic return, requires either significant early financial investment or an approach that allows it to develop and grow over a number of years. With a budget of £16,500 the latter is seen as the most realistic approach. Also, with restricted financial resources, the infrastructure and programming elements are likely to be limited, making it difficult to bring in headline attractions drawing large crowds, income and overnight stays. Officers believe that a more sustainable approach is to grow an event that is initially participant-led, attracting like-minded people to come for an event based around a shared interest. This approach generates participants to stay in the area and in time this number can increase to a level that can bring significant benefits to the town.

Officers are proposing to develop Rhythm of the Bann by featuring a Choral Festival element which, when developed, will be an international competition attracting in excess of 800 participants. To provide maximum benefit for the local economy the timing for this is suggested as early Spring.

The report set out the aim of the competition; the potential programme, estimated monetary/non-monetary return on investment; constraints/risks and supporting activities.

Recommendation - The Leisure and Development Committee is asked to consider the proposal for the development of the Rhythm of the Bann Festival adopting a core approach based on a choral singing competition that draws participants into the Borough. Approval is sought for a two-day event on 26 & 27 April 2019 to showcase the choral festival which will feature a gala evening. In addition the Kitty of Coleraine Fringe in bars, cafes etc. will be introduced for Coleraine on the same weekend.

The Head of Tourism & Leisure outlined research had been carried on the event, potential for expansion over 4 year period and economic benefits to small businesses.

Proposed by Councillor Baird
Seconded by Councillor A Mulholland

- to recommend to Council development of the Rhythm of the Bann Festival adopting a core approach based on a choral singing competition that draws participants into the Borough. Approval is sought for a two-day event on 26 & 27 April 2019 to showcase the choral festival which will feature a gala evening. In addition the Kitty of Coleraine Fringe in bars, cafes etc. will be introduced for Coleraine on the same weekend.

The Chair put the motion to the Committee to vote, with 7 Members voting for, 1 Member voting against and 3 Members abstaining from the vote.

The Chair declared the motion carried.

8. THE 148TH OPEN PREPARATIONS

The Committee received a report to update Members on the ongoing work in preparation for hosting the 148th Open and to seek approval for the allocation of lands to facilitate community parking.

The report set out details of business engagement events that had taken place, presentation held on experiences from Carnoustie, themes covered from travel and traffic, to pavement cafes and world host training.

The final business engagement event would be in Portrush on 15 April 2019. The council intends to facilitate an information sharing event for local Taxi operators and will have involvement from DVA and the Traffic, Transport and Parking group.

The 'Proud Host' signs have already been put in place at the main entrance points into the borough. Further branding will be erected on lamp posts on approach roads, at strategic roundabouts and within town centres in May and June.

The animation plans for the week of the event are being developed and include a twilight market, live music, children / family entertainment and an interactive golf zone in Portrush. Live music events will also take place in Ballymoney, Ballycastle, Limavady and Coleraine throughout the week of the event.

The R&A have agreed for Council to take the Claret Jug on a road trip to showcase some of the hidden gems on the Causeway Coastal Route including Glenariff, Cushendall, Cushendun, Ballycastle, Dark Hedges, Rathlin, Causeway, Portrush.

The 148th Open legacy fund is £100k, and is focused on supporting initiatives to benefit the community. Whilst the fund is 'owned' by the R&A, it will be administered by the Council and limited to the town off Portrush.

Another strand of legacy is sport, health and wellbeing, and the Council has recently received a conditional offer of £35k from Department for Communities towards a schools golf programme aimed at introducing children to golf in areas of high social need.

In addition to the above, there will be the economic legacy and the civic pride generated from hosting the event.

The Traffic, Transport and Parking plan, was both shared with Members in December and the local community at a consultation event in January.

Council is planning four further business and community engagement events across Ballymoney, Ballycastle, Limavady and Coleraine. The events will provide an overview of the traffic, transport and parking plan, opportunities for businesses and the community to partake in the event and make the most of additional visitors to the area.

To date all matters relating to The 148th Open Golf Championship, have been referred to the L&D Committee, including land use. Maintaining a consistent approach, the following land uses are proposed:

In order to create additional parking, specifically for businesses / staff and residents, member's approval is sought for the allocation of the following lands for the period of the event (14-21 July 2019):

- Lansdowne Recreation Grounds – Dedicated as a Portrush business and staff car park.
- Lansdowne Green – Additional non-golf community parking.
- Parker Avenue Football Grounds – Displaced residents, who do not have access to off-street car parking.

It is recommended that Members note the above preparations and approve use of the Council lands to provide community and business parking during the period 14-21 July 2019.

The Director of Leisure & Development responded to a number of queries from Members on Community Business Engagement, traffic management issues, the event returning to area 3 times over next 30 years, spend by Tourism NI, policing of the event, displaced residents in Harper Avenue, parking charges for non-golf traffic, parking at former catering college car park.

The Director of Leisure & Development agreed to raise Members concerns re tidy up of Dark Hedges area, to the possibility of the Carrick-a-Rede Rope Bridge being included as destination in Claret Jug Road trip on Causeway Coast and to the possibility of a shuttle service from the golf course into town to help local businesses.

Proposed by Councillor MA McKillop
Seconded by Alderman Hillis

- To recommend that Council note the above preparations and approve use of the Council lands to provide community and business parking during the period 14-21 July 2019.

The Chair put the motion to the Committee to vote, with 11 voting for, 0 against and 0 abstentions. The Chair declared the motion carried.

9. THE 148TH OPEN – IMPROVEMENT WORKS

The Committee received a report to advise Members of the improvement works to be carried out at the junction of Crocknamack Road and Bushmills Road, Portrush in preparation for the 148th Open and to seek approval for the same.

The R&A have appointed a bridge engineer to design, construct and manage a number of pedestrian bridges to support the safe movement of visitors to and from the event. The R&A has identified the need for a double pedestrian bridge to promote quick and safe access / egress to Portrush Golf Club along with a single pedestrian bridge across Crocknamack Road to promote quick and safe access / egress for spectators towards the transport hub on Sandhill Drive.

Currently this location is untidy in appearance due to the heavily overgrown vegetation. This area will be part of the main thoroughfare to the event with in excess of 190,000 spectators in attendance. Consequently, some preparatory works are required to turn it into an attractive feature. As part of normal grounds maintenance this shrubbery will be removed whilst retaining a number of mature trees. The area will be enhanced with the introduction of flowerbeds.

To further enhance the area, 'Welcome to Portrush' signage is planned on the northern side of Crocknamack Road which will complement the landscaping improvements to the southern side of the road, the main entrance point into the town from the coast road.

Portrush Re-vitalise scheme, a Department for Communities initiative, will cover the cost of constructing a 'Welcome to Portrush' feature wall and the funding will also further enhance the proposed landscaping to frame the feature wall.

The community in close vicinity to the area (three properties on Crocknamack Road) will be advised of the work taking place in February, subject to Council approval.

It is recommended - that Council approve the proposed improvement works including use of Portrush Re-vitalise funding to provide the proposed 'Welcome to Portrush' feature wall.

Proposed by Councillor S McKillop
Seconded by Alderman Hillis

- To recommend that Council approve the proposed improvement works including use of Portrush Re-vitalise funding to provide the proposed 'Welcome to Portrush' feature wall.

The Chair put the motion to the Committee to vote, with 11 voting for, 0 against and 0 abstentions. The Chair declared the motion carried.

10. PLAY INVESTMENT STRATEGY

The Committee considered a report to seek Members formal approval for the Draft Play Investment Strategy and to outline the proposed approach to implementation over the next five years 2019-24.

The report set out background information and timeline on development of the draft strategy by PlayBoard NI and to progress to Section 75 compliant consultation.

Copies of the complete Play Value Audits and the Draft Play Investment Strategy were made available last year in the Member's library for detailed review. The key recommendations of the Strategy were summarised within the costed Action Plan within the Executive Summary section of the report.

The Action Plan recommends investment across 7 areas over a 5-year period and indicative costs totalling £4,129,000 set out as follows:

- Review of Magaw park play area and ancillary facilities to ensure full accessibility – £150,000
- Develop new high value fixed play areas in 6 locations – £1,225,000
- Extend and enhance existing fixed play areas in 3 locations – £850,000
- Estimated cost associated with new play development in 4 locations (pending community consultation) – £500,000
- Capital investment in 12 play areas – £1,175,000
- Transformation of play areas in 5 locations (dependent on community consultation) – £70,000
- Development of non-fixed play services – £159,000

In addition to this, PlayBoard NI undertook a condition audit of all 99 fixed play areas. As a key commitment of the Play Strategy this has resulted in individual reports which in many cases recommend maintenance and repair in addition to the projects listed above in the Action Plan. These repair and renewal recommendations have now been costed by Council's Estates Team and a separate paper will be brought forward with an anticipated budget of £0.5 m to protect and reinstate the initial play value of these sites.

To provide adequate budget cover for the Investment Action Plan and Maintenance works above, an indicative provision of £5m has been included within the Stage 1 Capital Planning Budgets agreed by Members at the Capital Workshop on 14 November 2018.

The consultation feedback has been reviewed and will be taken into account in the development of the Outline Business Cases for each play project progressed. The feedback indicates a continuing need to consult further, particularly on the inclusive design and specialist equipment required in Accessible Play Parks to ensure that that the complex needs of disabled children are met.

Prior to the development of a Play Strategy, Members prioritised 10 capital projects for progression to Stage 1 – Outline Business Case development. Included within this prioritised list was two Play Parks (Limavady Accessible Play Park and Aghadowey Play Park).

To progress these projects PlayBoard NI was commissioned to carry out surveys and consultation workshops with the local communities of Limavady and Aghadowey and reports are currently being finalised. In parallel, Council's Capital Team is concluding work on site feasibility, playpark design and capital estimates which will allow the Outline Business Cases to be brought to forward for formal consideration and approval in Qtr 1 of 2019/20.

In addition, an Outline Business Case for the development of Dunluce and The Bowl Recreation Sites is being progressed which will address the need identified in the Play Strategy for a Destination Play Area in Portrush.

It is proposed that a dedicated Play Workshop is held with Members to progress with the implementation of the Play Strategy and prioritise the remainder of Investment Action Plan. To inform this, Officers will conduct an initial feasibility assessment on those sites listed in the Plan to determine each project's state of readiness within the wider development plans of Council.

It is recommended that Members:

- 1) Give formal approval for the Draft Play Investment Strategy.
- 2) Note the ongoing commitment to the maintenance and repair of all play parks including those earmarked for significant investment within the strategy.
- 3) Agree the proposed approach to implementation over the period 2019-24.

In the discussion that following, points made included:

- It was disappointing that the surveys for Aghadowey Play Park had not been finalised.

- Need to listen to people on ground on what was needed and identify priorities.
- There was a need for an accessible play park for Coleraine.
- Need to deter Anti-social behaviour and protect facilities in some areas.
- The need for all of the Borough, including villages to be incorporated into the strategy.
- The strategy was based on a needs based approach.
- Cushendall play park needed refurbished.

Amendment proposed by Councillor Clarke
 Seconded by Councillor Baird

- To recommend that Council agree to point 2) and 3), of the recommendation.
- To recommend to Council that for point 1) Delay the adoption of the Strategy and Investment Plan, until consultation with each DEA councillor grouping has occurred to allow for members input and agreement of the proposals, relevant to specific geographical areas of responsibility.

The Chair put the amendment to the Committee to vote, 10 Members voted for, 0 against and 1 abstention. Motion carried.

11. DIGITAL CAUSEWAY PROJECT

The Leisure & Development Committee received a report to provide Members with information on the Digital Causeway Project and to seek approval to accept a letter of offer for funding granted under the EU Investment for Growth and Jobs Programme which requires a level of match funding by Council.

The Digital Causeway Project will operate in the Causeway Coast and Glens Borough Council (CCGBC) area and will provide an opportunity for local Small and Medium sized Enterprises (SMEs) and Social Enterprises (SEs) to embrace digital technology. It will encourage SMEs and SEs to apply the latest technologies to bring innovation to their business operations and procedures.

The Project will cover all aspects of business development that digital technology can help to make a business grow; e.g. Online Sales, Social Media, Artificial Intelligence, Marketing, Commercial Photography, Promotional Films, Website, Smart Phone App, Advertising, Customer Service, etc. SMEs and SEs will be able to access expert one-to-one mentoring to enable them to introduce and/or

enhance products and services. The project will also allow for specialist mentoring in respect of business strategy and growth plans.

The report set out details of the programme in terms of eligibility, support provided, key project actions and project performance indicators.

The Programme attracts 80% funding from the European Regional Development Fund and Invest NI. The overall cost of the whole programme is £389,500; the grant available is £311,600 and Council contribution is £77,900 over 4 financial years. Provision has been made in next year's budget for this match funding.

It is recommended - that Council accepts the letter of offer from Invest NI, with roll out of the programme to commence in April 2019.

Proposed by Councillor MA McKillop
Seconded by Councillor S McKillop

- To recommend that Council accepts the letter of offer from Invest NI, with roll out of the programme to commence in April 2019.

The Chair put the motion to the Committee to vote, with 10 Members voting for and 1 Member abstaining from the vote. The Chair declared the motion carried.

12. WORKFORCE DEVELOPMENT GROUP

The Committee received an information report to update Members on Action 43 within the Community Plan. That is the establishment of a Workforce Development Group (WDG).

Action 43 of the Community Plan aims to:

'Establish and promote a workforce development group, as well as developing business and education linkages using existing groupings and new participants to develop increased interaction between the two sectors. The focus will be on new and emerging sectors, as well as assisting development of existing larger sectors, such as tourism and agriculture'.

The report set out statistics on qualifications for Causeway Coast and Glens Population which identified these being lower than NI average.

The development of a Workforce Development Group has been included within the current business plan. The purpose was not to develop new projects or structures, but to ensure connectivity between those partners with an interest in the skills development agenda, including Council.

The first meeting of the WDG was held in November 2018 to address Action 43 of the Community Plan. A wide range of key stakeholders were in attendance including the Department for Economy (DfE); Department for Communities (DfC); North West Regional College; Northern Regional College; Causeway Chamber of Commerce; Invest NI; Tourism NI; and Local Enterprise Agencies.

Short terms objectives were identified by the WDG.

Council is currently working closely with both Department for Communities and Department for Economy in the preparation of a terms of reference for the group going forward. The need for the WDG was reinforced by all attendees and a few 'quick-win' employment support initiatives identified.

A Causeway Welcome 'Pilot Project' is a new initiative from Causeway Chamber to grow the GVA of the hospitality sector in Causeway Coast and Glens, by increasing the number and quality of jobs available in the sector. This pilot project aims to deliver tangible, measurable outcomes for the hospitality sector to build trust between the various key stakeholders, so that longer-term programme to tackle structural issues around seasonality and sustainability can be built.

The pilot would be aimed at school leavers and their parents, those economically inactive, those seeking a career change, and tourism and hospitality sector businesses. It is proposed that a number of interventions will take place over a six month period of the pilot project, including:

1. Developing bespoke hospitality skills development programmes with both NRC and NWRC, recruit employers to take up on the programmes, and recruit 27 participants;
2. Developing relationships with local schools to promote hospitality as a valid career option for school leavers;
3. Developing relationships with job centres and recruitment agencies to encourage those economically inactive plus other career changers into hospitality; and
4. Programme a flagship hospitality careers promotion event on 1st March 2019 at the Lodge Hotel, where 1,600 young people will be in attendance.

Causeway Welcome requests £5,000 support for advertising, marketing and office resources, including a career ready student, to assist with developing 'A Causeway Welcome' brand, promotion of Skills and

Recruitment Event within Hospitality & Tourism and engage with other sectors to identify skill gap/issues within industry sector.

The Hospitality/Tourism Takeover Days programme helps to develop links with schools and industry through a dynamic interactive programme of activity. The 'Take Over Days' will bring together up to 150 young people and their teachers from schools across the Borough to take part in "A day in Hospitality and Tourism." The event will not only showcase the industry at its very best but also link directly to engaging schools / colleges with industry objectives, enabling young people to develop industry ready skills through the workshops, and allowing industry partners to talent scout for tomorrow's workforce and promote any opportunities, apprenticeships etc. that they may have within their business.

Throughout the day "Stars of the Future" will be spotted by industry partners and at a ceremony at the end of the day. These "Stars of the Future" will then be offered a further industry based learning experience. The 'Take Over Days' are requesting £3k support from Council for advertising, marketing, management and delivery of the Programme.

It was noted that further update reports will be made to Council as the project developed.

13. CORRESPONDENCE

None.

14. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

None.

15. CONSULTATION

The Committee was advised of the following consultation:

- DAERA – Invitation to contribute to scoping a new forestry plan for North West forests and woodland. Respond by 1 March 2019.

The consultation was noted without comment.

* Councillor Douglas left the meeting at 9:45 pm.

16. NOTICE OF MOTION PROPOSED BY COUNCILLOR McCaw, SECONDED BY COUNCILLOR BAIRD REFERRED FROM 22 JANUARY 2019 COUNCIL MEETING (POSTPONED TO 28 JANUARY 2019)

Councillor McCaw proposed:

'That this Council explore methods of carrying out enforcement of restrictions on caravans and overnight camping, where such restrictions are already in place throughout the Borough, and also carries out a review of existing facilities for overnighting in these vehicles, with a view to expanding the number of designated areas available for this purpose'.

Councillor McCaw spoke in support of the motion and said that the areas affected by overnight camping included Magheracross and Bath Terrace. He indicated that overnight camping should be welcoming to all and a revenue opportunity, however, due to not being able to enforce parking restrictions the above areas would continue to be affected.

Councillor Baird seconded the motion and pointed out that although there were several new sites in the area, these were not being used as overnight parkers continued to park on laybys and at beauty spots.

It was stated that illegal overnight parking impacted on hotel parking spaces and that many of those who parked illegally were blue badge holders.

The Director of Leisure & Development agreed to look into level of demand for overnight parking and to why designated parking areas were not being used.

The Chair put the Notice of Motion to the Committee to vote, which was carried unanimously, 10 for, 0 against and 0 abstentions.

17. NOTICE OF MOTION PROPOSED BY COUNCILLOR MA MCKILLOP, SECONDED BY COUNCILLOR A MULHOLLAND REFERRED FROM 22 JANUARY 2019 COUNCIL MEETING (POSTPONED TO 28 JANUARY 2019)

Councillor MA McKillop proposed:

"Council notes the increased number of citizens across Causeway Coast and Glens Borough Council with diagnoses of Autism Spectrum Disorders. We want to ensure that those with A.S.D can have full access to services within our Borough. We want the Borough to be a place where those with Autism and their families feel welcome and supported.

Council agrees to develop and bring forward proposals which would see the Borough become Autism friendly. Council agrees establish a working group in line with standing orders, and tasks that group with the responsibility of developing proposals for consideration.

Council should engage with support groups, training providers and statutory partners within the sector to help shape proposals for council's consideration. This would include structured Autism Awareness training for our staff in all council facilities as well as reaching out to businesses, sporting and community groups across the borough.

Consideration should also be given to council leading the way by offering quiet periods and spaces within our leisure centres and community facilities across the borough in the hope the private sector will follow’.

Councillor MA McKillop read the following statement:

‘Councillors thank you for the opportunity to present this motion to Council this evening. It is an issue that is close to my heart and to Councillor Angela Mulholland’s but also to many families across this Borough.

This proposal is consistent with our corporate plan wherein we commit to ensure that this Borough is an inclusive place where everyone feels welcome and valued.

As elected representatives we are all acutely aware of the challenges faced by those with ASD and sensory difficulties and I think you will all agree that awareness, understanding and acceptance should not be part of those challenges.

In bringing this motion tonight we are conscious that some of our facilities have already undertaken awareness training, however, we are keen to ensure that all of our front facing staff are trained and that this is formalised and structured on an ongoing basis to account for staff turnover.

In order to build on and enhance our service provision in the Borough we also propose that we task a working group to look at various initiatives and operational changes within our facilities which may help support people with ASD and sensory difficulties to access and enjoy our Councils offering.

Quiet hours have been rolled out by a number of retailers, soft play areas, leisure facilities and sensory screenings are offered in our local Cinemas. While it is recognised that many of these quiet hours may not be particularly “quiet” in the strictest sense of the word they do help engender mindfulness of sensory issues and increase awareness.

Some retail outlets have also created sensory rooms in their sites and this allows a quiet space for those customers who may get overwhelmed with the hustle and bustle that presents in this environment. This is a concept that our working group could incorporate to discussions around the provision of same in existing and new build council facilities.

People with ASD and other sensory difficulties have many and varying needs, and strategies to support them are constantly changing.

Therefore in taking this initiative forward it is important that we work in partnership with others for e.g. statutory agencies, support groups, businesses and local community.

Let's work with these groups to make our Borough Autism Friendly, we need better awareness and understanding right across the borough. As a corporate body we have the capacity and opportunity to create more awareness and understanding and in doing so help make that societal change within our Borough.

I would therefore ask that members support this motion."

In seconding the Notice of Motion, Councillor A Mulholland read the following statement:

"I volunteer twice a month with a Disability Rock School within the Borough and many of our students would be on the spectrum. It is so important to know and recognise the signs and issues that young people with autism can and do experience. It is very important to deal with these issues in a relaxed and stress-free way, so as to provide the best experience for all concerned. This can only be achieved through proper awareness and understanding of this condition.

Other initiatives such as Quiet Christmas' which was organised for children with autism by this council in Dec 17, was well received, it offered children and their family members the opportunity to meet individually with Santa Claus in a calm and quiet environment. This is a practical example of what can be achieved by creating opportunities to ensure that events are tailored to suit all our children and their needs. We need more of these initiatives, we need to raise more awareness and provide more information relating to autism, to ensure that our Borough is a place where those with Autism and their families feel welcome and supported and agree to develop and bring forward proposals which would see our Borough of Causeway Coast and Glens become Autism Friendly.

I am very happy and delighted to support this motion."

Several Members spoke in support of the motion.

In summing up Councillor MA McKillop thanked Councillors for their comments and contributions in their support for the motion and said she looked forward to working with officers to bring forward measures in line with this proposal and hoped that this would made a real difference for residents.

The Chair put the motion to the Committee to vote, which was carried unanimously, 10 for, 0 against and 0 abstentions.

MOTION TO PROCEED IN COMMITTEE

Proposed by Councillor MA McKillop
Seconded by Councillor Clarke and

AGREED - that the committee conduct the remainder of the business 'In Committee'.

* Press left the meeting at 10 pm.

18. SPORT & WELLBEING STRUCTURE

The Committee considered a confidential report to request Members permission to revise the Sport & Wellbeing Facilities Management team structure to ensure it operates in the most efficient and effective manner, helping to inform the In-House transformation model of operation and delivery of services.

In August 2017 Members approved the undertaking of an options appraisal of the costs and benefits of a range of management options for Council's leisure facilities. Work on this task has been on-going and the adoption of an operational model is linked to the affordability section of the OBC for Coleraine Leisure Centre.

The April 2018/19 Sport & Wellbeing Business Plan detailed the work streams required in respect of Service delivery as follows:

- Develop action plan for delivering service priorities, focused on optimization of quality, effectiveness and commerciality.
- Develop a proactive approach to the marketing and promotion of the service and the identification of cost savings and revenue generation opportunities.

In November 2018 Members approved the commencement of a shadow bid exercise which would allow the In-House Management Team to submit a Business plan for the management of 6 centres across the borough for consideration by Council. That business plan would be set against an agreed service specification and detail services to be provided and the associated operational subsidy for a defined period of time (up to 5/10yrs).

Officers are continuing to work through a programme of In-House transformation in order to fulfil the Business Plan work streams for service delivery. The review of the existing service has included a critical

examination of the staff structure to ensure that the operational management is as effective as it can be.

The report detailed that the present structure (Option 1), whilst continuing to deliver a service during a challenging transition, would increasingly constrain and frustrate the developmental work that is directing the services future. The report also set out that the difficulties the current structure presented in terms of the Members' desire to ensure the service was operating more effectively and reducing the current level of subsidy. The outcomes of the review and the recommended structure (Option 3) was designed to realise greater potential for the delivery of the service.

Whilst a reduction in staff costs has not been the primary focus of this exercise, removal of a number of posts, and the introduction of some key development roles designed to maximise development and revenue opportunities will realise some financial reduction.

Members should note that work will continue on the In-House Transformation programme with further updates to be presented to Members in respect of front line delivery of services which will also be integrated into the concurrent Shadow Bid exercise as directed in November 2018.

It is recommended that Members approve the adoption of Option 3 as the new Sport & Wellbeing staff structure.

Members are asked to note that staff and Trade Unions have been consulted with throughout the development of the structure review and the subsequent findings. Following adoption of the report Officers will work with Council's HR department to implement the revised structure, the impact on any staff will be guided by standard employment principles

Proposed by Councillor Clarke
Seconded by Councillor Baird

- To defer decision to the full Council Meeting. Director of Leisure & Development to meet with main party groupings in advance of the meeting.

The Chair put the motion to the Committee to vote, 9 Members voted for, 0 against and 1 Member abstained from the vote. The Chair declared the motion carried.

MOTION TO PROCEED 'IN PUBLIC'

Proposed by Councillor Callan
Seconded by Councillor Knight-McQuillan and

AGREED – that Committee conduct the remainder of the business 'In Public'.

19. ANY OTHER RELEVANT BUSINESS

There was no other relevant business.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 10:55 pm.

Chair