

**LEISURE & DEVELOPMENT COMMITTEE MEETING  
TUESDAY 17 AUGUST 2021**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of key Recommendations</b>
1.	Apologies	<i>Nil</i>
2.	Declarations of Interest	<i>Alderman S McKillop, Councillor Anderson, Councillor MA McKillop, Councillor Schenning</i>
3.	Minutes of Leisure and Development Committee Meeting held Tuesday 15 June 2021	<i>Confirmed</i>
	<b>FOR DECISION (Items 4-12)</b>	
4.	CLC Strategic Outline Case	<i>to recommend that Council note the Strategic Outline Case Update and approve the required additional resource of up to £20k to deliver an Outline Business Case for the redevelopment of Coleraine Leisure Centre.</i>
5.	Coleraine Bomb Memorial	<i>to recommend that Council Proceed with recommended option 3, as outlined in section 5 the report, to build and locate both a permanent structural memorial at the agreed site at Coleraine Town Hall, and a plaque at the location of the bomb at Railway Road (site of bomb).</i>
6.	DfC Funding, Anti – Poverty Strategy	<i>to recommend to Council to approve the following: Anti-Poverty</i>

		<b>Action Plan 2021-22 as attached at Annex A (circulated).</b>
<b>7.</b>	Reducing Bureaucracy in Grant Making <sup>1</sup>	<b>to recommend to Council that the report be considered at the Annual Review of Grant Funding Workshop being held on Monday 23 August 2021; that the Item be deferred for consideration to the next Leisure and Development Committee meeting<sup>1</sup>.</b>
<b>8.</b>	Grant Funding Governance Panel	<b>to recommend to Council that the report be considered at the Annual Review of Grant Funding Workshop being held on Monday 23 August 2021; that the Item be deferred for consideration to the next Leisure and Development Committee meeting.</b>
<b>9.</b>	Labour Market Partnership Strategy and Action Plan	<b>to recommend that Council subject to DfC providing confirmation in relation to the above named risks, it is recommended that members agree to support Option 2 i.e. enter into agreement with DfC to deliver upon a Labour Market Partnership for the area, in line with Action 29 of the Community Plan.</b>
<b>10.</b>	Alchemy Mentoring	<b>to recommend that Council approve the one year extension to the existing Multiple Supplier Framework Agreement for Mentors for the delivery of Alchemy LITE Mentoring Support Services from 30<sup>th</sup> September 2021 – 30<sup>th</sup> September 2022.</b>
<b>11.</b>	Trail Development Causeway Coast Way	<b>to recommend that Council approve a new Permissive Path Agreement</b>

<sup>1</sup> Supplementary minute record, see Council Meeting minute 7 September 2021.

		<i>between Council and Dundarave Properties Ltd, in relation to the agreed lands on the Causeway Coast Way, for the period of 25 years.</i>
12.	Growth Deal Governance	<i>to recommend that Council, using the proposed pre-Heads of Terms governance structure progress with the development / completion of the 14 SOCs.</i>
13.	Town Centre Recovery Fund Projects Update	<i>Information</i>
14.	Age Friendly Alliance and Forum	<i>Information</i>
15.	NI 100 Council Centenary Working Group	<i>Information</i>
16.	Correspondence	<i>Nil</i>
17.	Matters Reporting to the Partnership Panel	<i>Labour Market Partnership Strategy and Action Plan – (Agenda Item 9)</i>
18.	Consultations	<i>Noted</i>
	<b>'IN COMMITTEE' (Items 19-20)</b>	
19.	Portrush Recreation Grounds	<i>to recommend that Council note progress to date with the redevelopment of Portrush Recreation Grounds at a total cost of £3.32m and approve a £1.89m investment to enable Council to appoint the recommended contractor, FP McCann Ltd from the Tender Report.</i>
20.	Seaport Avenue Coastal Erosion Tender Report	<i>to recommend that Council approve the most economically advantageous tender from JPM Contracts Ltd at £31.</i>

<b>21.</b>	Any other relevant business notified in accordance with Standing Order 12. (o)	
	<b>21.1</b> Bylaws to address watercrafts on beaches (Councillor MA McKillop) <sup>2</sup>	<b><i>This matter is currently being considered in the review of Council By-Laws. Access to the marine areas via Council's harbours and slipways is currently being considered by Environmental Services.<sup>2</sup></i></b>

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<sup>2</sup> Supplementary minute record, see Council Meeting minute 7 September 2021.

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF  
THE LEISURE AND DEVELOPMENT COMMITTEE  
IN CIVIC HEADQUARTERS AND VIA VIDEO CONFERENCE, ON  
TUESDAY 17 AUGUST 2021 AT 7:00 PM**

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

**Members Present:** Alderman Baird (C), Boyle (C), Duddy (C), Hillis (C), Knight McQuillan (R), S McKillop (C), Councillors Anderson (C), Bateson (R), Callan (C), Holmes (C), McLean (C), MA McKillop (R), C McShane (R), Nicholl (R), Schenning (R)

**Non Committee Member In Attendance:** Councillor McCandless (C)

**Officers Present:** R Baker, Director of Leisure and Development (C)  
W McCullough, Head of Sport and Wellbeing (R)  
J Welsh, Head of Community & Culture (R)  
N McGurk, Interim Head of Prosperity and Place (R)  
J Elliott, Town and Countryside Manager (R)  
L Scullion, Community Development Manager (R)  
P Harkin, Good Relations Manager (R)  
P O'Brien, Funding Unit Manager (R)  
J Beggs, SIB Manager (R)  
P Thompson, Head of Tourism and Recreation (R)  
J Keen, Committee and Members Services Officer (C)

**In Attendance:** Dr L Faulkner Bryne, LJ Consultancy (R)  
Dr M Braniff, LJ Consultancy (R)  
W Cameron, Department for Communities, Regional Office Deputy Director (R)

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

Press 3 (no) (R)  
Public 2 (no) (R)

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

**(R)** Attended Remotely

## **SUBSTITUTIONS**

The Chair advised Councillor McLean substituted for Councillor McAuley, Alderman S McKillop substituted for Councillor McQuillan and Alderman Boyle substituted for Councillor McCaw.

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

*Welcome to the Leisure and Development Committee Meeting held on Tuesday 17<sup>th</sup> August 2021*

*All those in attendance should be aware that the meeting will be audio recorded. This includes when the meeting is in committee. The public session of the audio recording will be published on Council's website within 2 days of the meeting.*

*Elected Members are reminded that they are personally responsible for any comments that they make at the meeting.*

*Members of the press and public will be required to leave when the meeting goes into committee.*

*If anyone loses connection, please call the number which was sent to you by Democratic Services. The number can be found in the email with the meeting link sent yesterday, 16<sup>th</sup> August 2021.*

*Members, please use the chat facility if you wish to speak. For those in the Chamber, please wait until your microphone is switched on before speaking.*

*I would also remind all in attendance that the taking of photographs of proceedings or the recording of proceedings, other than by authorised officers, is prohibited.*

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

The Chair advised that Agenda Item 4 – Presentation from Foras Na Gaeilge has been withdrawn.

## **1. APOLOGIES**

There were no apologies recorded.

## **2. DECLARATIONS OF INTEREST**

Alderman S McKillop declared an interest in Agenda Item 11 Alchemy Mentoring. Alderman S McKillop did not participate in the item.

Councillor Anderson declared an interest in Item 11 Alchemy Mentoring. Councillor Anderson did not participate in the item.

Councillor MA McKillop declared an interest in Item 7 DfC Funding, Anti-Poverty Strategy. Councillor MA McKillop did not participate in the item.

Councillor Schenning declared an interest in Agenda Item 6 DfC Funding, Anti-Poverty Strategy, Agenda Item 7 Reducing Bureaucracy in Grant Making and Item 8 Grant Funding Governance Panel. Councillor Schenning did not participate in these items.

## **3. MINUTES OF LEISURE AND DEVELOPMENT COMMITTEE MEETING HELD TUESDAY 15 JUNE 2021**

Summary minute, previously circulated.

**AGREED** – to recommend that the Minutes of the Leisure and Development Committee meeting held Tuesday 15 June 2021 are confirmed as a correct record.

## **4. CLC STRATEGIC OUTLINE CASE**

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

### Purpose of Report

The Leisure Facilities Project Board requested that the original approved Strategic Outline Case (SOC) for the redevelopment of Coleraine Leisure Centre (CLC) was revisited and presented for discussion to the Project Board prior to any decision to re-commence work on the project being taken by the Leisure & Development Committee and Council.

The purpose of this SOC is therefore to update the strategic case for investment in the redevelopment of Coleraine Leisure Centre and to request Member's approval for the resources required to complete the development of an Outline Business Case (OBC) in line with 'Better Business Cases NI' guidance on the new 'Five Case Model'.

## Background

An OBC was commenced in 2016 to test the case for Council to develop a new leisure centre to replace the ageing facility in Coleraine and provide an alternative to Waterworld which had also reached the end of its design life. The OBC was supported by a procured Integrated Consultancy Team comprising Pinsent Mason, Ostick & Williams and V4 Leisure Services.

The estimated capital cost of £21m provided for a new facility of 6,238m<sup>2</sup> with major/minor hall, larger gym and studio space, soft play, 25m swimming pool, leisure water and wet and dry changing space. The footprint was slightly smaller than the existing leisure centre, however the modern design offered potential for greater market penetration/income opportunities alongside a more cost-efficient design and whole life cost.

The OBC was suspended in 2018 on the basis of capital affordability in terms of the net subsidy, Council's Capital Programme and external funding opportunities at the time.

The management operating model was seen as key factor in this analysis and Council spent two years transforming leisure operations and evaluating alternate options for all six of its major leisure sites. Unfortunately, the Covid-19 pandemic put these plans on-hold to focus on recovery planning and safe use of facilities under the public health restrictions.

## Strategic Outline Case Update

The SOC Update (included as Annex A) (circulated) has been prepared to provide an up-to-date position and high-level assessment of strategic fit, rationale for intervention, feasible options, value for money, affordability and deliverability.

In order to reduce the significant risks to both affordability and deliverability, the Project Board agreed a target capital cost of £15m and completion date of within five years. This timeframe reflects the increasing cost to Council of 'Doing Nothing' in terms of the ongoing repair and maintenance which rises exponentially in facilities nearing the end of their economic life.

To work towards this target, Officers have presented initial views on alternate options that reduce the scale and content of the original facility mix and effectively propose options that are 'right sized' to the current evidence base for need/demand and future market conditions.

If progressed, the OBC will also be developed to align with other strategic projects currently being considered in Coleraine town and support potential external funding opportunities, including the Growth Deal and/or Levelling Up Fund.

The SOC contains an assessment of high-level costs, benefits and risks and identifies Option 3 – a 'Right Sized' Proposal at Railway Road as the 'Preferred Way Forward' at this initial stage with an estimated capital cost of £15-17m.



The Preferred Option will only be determined following the full OBC development and assessment against the new 'Five Case Model' and subject to affordability within the Council's Capital Programme.

Subject to Council approvals, the indicative delivery timeframe to progress the project through Council's four stage capital process is summarised as follows:

- Stage 0: Strategic Outline Case Update and Resources Approved – September 2021;
- Stage 1: Outline Business Case Approved – March 2022;
- Stage 2: Full Business Case (design/planning/procure) Approved – March 2023;
- Stage 3: Construction Completed (24 mths) – March 2025; and
- Stage 4: Leisure Centre 'Ready for Use' - April 2025.

In order to achieve Stage 1 approval of the OBC an incremental decision making approach aligned to the 'Five Case Model' is proposed over the next six months (see Section 10, Strategic Outline Case - 'Project Delivery Plan').

#### Recommendation

**It is recommended** that Members note the Strategic Outline Case Update and approve the required additional resource of up to £20k to deliver an Outline Business Case for the redevelopment of Coleraine Leisure Centre.

Committee Members welcomed the progression in work being made to redevelop Coleraine Leisure Centre agreeing this work was overdue. It was acknowledged that affordability is a key consideration in the redevelopment work. It was considered that it was good to see development for Coleraine Leisure Centre progressing and a natural progression would be to continue around the coast to Ballycastle. Councillor C McShane welcomed the Outline Business Case for Ballycastle being brought in December 2021.

Responding to questions the Head of Sport and Wellbeing advised that a reduction in a timeframe would not be possible due to other demands on the workload of the Officers. The Director of Leisure and Development advised resources could be made available to focus on this and the key consideration of the project was affordability.

Proposed by Alderman Duddy  
Seconded by Councillor Callan and

**AGREED** - to recommend that Council note the Strategic Outline Case Update and approve the required additional resource of up to £20k to deliver an Outline Business Case for the redevelopment of Coleraine Leisure Centre.

## 5. COLERAINE BOMB MEMORIAL

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

The purpose of this report is to present the key findings for consideration emerging from a victim / family engagement, carried out between April - July 2021 as a result of council's decision in March 2021 "to carry out further engagement with victims / families to determine design, location and wording (if any) of a permanent structural memorial to those who lost their lives in the 1973 Coleraine bomb.'

### Background

Ahead of the 45<sup>th</sup> anniversary of the Coleraine bomb, in 2018 Causeway Coast and Glens Borough Council passed a notice of a motion that Council 'give consideration, following appropriate consultation, to the erection of a permanent memorial to those who lost their lives.'

As such, Causeway Coast and Glens Borough Council commissioned a consultation to gauge public opinion on the installation of a structural memorial to those who lost their lives in the 1973, Coleraine bomb. A public consultation was completed by LJ Consultancy in January 2021, which concluded that, whilst there was overwhelming support for a memorial, there was not a consensus amongst the bereaved and injured at that point about what a memorial should look like, or where it should be located. On that basis, it was recommended that Council 'proceed with further engagement and facilitation with the families of victims, those injured and impacted to seek consensus on moving forward,' which they agreed to undertake in March 2021.

Dr Máire Braniff and Dr Lisa Faulkner, LJ Consultancy, subsequently developed and delivered an Engagement Project with the bereaved and injured, in order to attempt to reach consensus on the design of, wording of (if any), and location of a structural memorial to those who lost their lives in the 1973 Bomb at Railway Road.

### Methodology

The project was undertaken within a sensitive, ethical and participant-led framework, which was cognisant of the challenges and issues inherent to remembrance and memorialisation, including:

- The tensions of using space to represent the past.

- The complex nature of choosing an adequate form of memorialisation and the trauma that it can evoke.
- The tensions between public and private grief and bereavement.
- How memorialisation can impact upon community relations.
- The difficulties of memorialisation within a shifting political landscape that has its own fragilities and contestations.
- The challenges regarding terminology and language (wording on memorial).
- The contrasting views and opinions amongst the families of victims, those injured and impacted.
- Creating a safe space, where all opinions can be put on the table, and where individuals know that their voice has been heard and their input is valued.

The approach for this engagement project was established on the understanding that engagement with the bereaved, the injured and impacted, should seek to build confidence, consensus and legitimacy in relation to the installation of a permanent, structural memorial. The overall objective of the project was constantly reiterated to each participant, to ensure ongoing informed consent. To that end, seeking a consensus on the location, design and wording of the structural memorial and plaque, was repeatedly articulated by all participants as the main goal throughout this project.

Engagement was conducted via Zoom, although some participants were unable or reluctant to participate in these online meetings or to contribute to email correspondence. As such, the consultants spent a significant amount of time engaging with participants over the phone, to ensure that they could input into, and influence the project. Where relevant and permissible with the Public Health Agency and NI Executive guidance, in-person meetings were held in order to progress discussions, strengthen group cohesion and to provide the relevant conditions for reflection and the sharing of personal stories and experiences. All restrictions and regulations pertaining to the ongoing pandemic were adhered to, as participant safety and well-being remained paramount throughout this project. (Full report attached Annex A) (circulated).

The process also included further engagement with the artist used in the first phase of the consultation to work with participants in terms of developing design options for the memorial. Sketches are provided in Annex B (circulated) of the report.

## Findings

The design and approach to engagement afforded individuals with an opportunity to reflect and share their experiences, memories and perspectives in a manner which acknowledged their loss and suffering, whilst also exploring potential positive wellbeing aspects associated with such a process. As a result of engaging in ongoing dialogue and visiting potential sites within Coleraine, participants reached a majority agreement on the design, wording and location

of a structural memorial and plaque. It is understood that this has encouraged a sense of ownership of the process, in particular among the bereaved families, to build confidence that the outcome reflects the sentiments agreed by the bereaved families in formulating the design, location and wording associated with the memorial.

### Consensus

Participants within the group who represented the families of all 6 victims who lost their lives were able to reach consensus on design, location and wording, following substantive engagement and dialogue.

The report does acknowledge, however, that one participant, who had engaged in the consultation process and dialogue, subsequently withdrew from the project. This is reflected on page 11 of the report which states:

*'Whilst a majority group consensus was reached by the bereaved and injured, it is imperative to note that one participant subsequently withdrew their consent as they were no longer content with one aspect of the consensus. The preferred location for a permanent structural memorial for this participant, was Steeles Corner, although they had agreed to the consensus for the Town Hall. However, their main concern was due to the agreed wording on the plaque.....In sum, their rationale for withdrawing from the consensus was due to their concerns and views that;*

- *This was not in the spirit of peace and reconciliation.*
- *They 'did not want to facilitate the name of the IRA being written in stone, or to give political credence to an act of murder.'*
- *They were concerned that this could be viewed as 'an emblem of triumph and achievement for the perpetrators.'*

Contact has been made with the individual, who has further articulated concerns regarding this issue and the desire to have these concerns noted by Council in their decision.

The rest of the grouping having acknowledged the participant's concerns, have confirmed that they are in agreement with their original proposals as noted in the wording of this report.

### Proposed location

Permanent Structural Memorial –the report confirms preference for the location of the structural memorial to be at the planters at the Town Hall (at the area adjacent to the War Memorial towards Stones Road and Church Street. The preferred design is attached in Annex B (circulated).

Plaque: *Additional to the structural memorial, requested by victims / families / those impacted to mark the location of the bomb with a plaque and specific wording agreed by families of the deceased victims-* area adjacent to 1-5 Railway Road, with a view to integrating the plaque onto the pavement surface. This marks the site of the first bomb which caused the death of 6 people and injuries of others. NB: 12 Participants expressed the view that the rubbish bin

(visible in image) which is situated close to the proposed plaque, should be removed as a mark of respect.

### Wording

Plaque (circa 60cm diameter): *On 12<sup>th</sup> June 1973 a no warning IRA Car Bomb exploded on this spot resulting in the death of 6 innocent people, wounding and impacting the lives of countless more.*

Memorial (circa 105 cm height embedded in planter base of 92cm): *In loving memory of those killed on railway road on 12th June 1973:*

*Frances Campbell (69)*

*Dinish Campbell (72)*

*Elizabeth Craigmile (76)*

*Nan Davis (60)*

*Elizabeth "Cissie" Palmer (60)*

*Robert "Robbie" Scott (72)*

*What you leave behind is not what is engraved in stone, but what is woven into the lives of others*

**Never Forgotten**

### Options for consideration

The following options have been identified for consideration:

- 1) Do not proceed any further– Consultation carried out in January 2021 provided overwhelming support for a structural memorial to those who lost their lives and further engagement with victims/ families have provided legitimacy that council is committed to the installation of a structural memorial.
- 2) Locate a permanent structural memorial at the Town Hall with consensual wording without subsequent plaque marking the bomb site – those who engaged in the process representing families of the bereaved and those directly impacted took part in the project which was designed and delivered to build confidence, consensus and legitimacy in a way that acknowledge loss and suffering whilst exploring positive wellbeing aspects to the memorial and being connected into a process of engagement. Failing to deliver both a structural memorial and plaque marking the site of the bomb may impact on the confidence of those who engaged in the process.
- 3) Locate a permanent structural memorial at the Town Hall and a subsequent plaque with wording at the location of the bomb at Railway Road (site of bomb) – Instils a sense of ownership to participants. Acknowledges the impact and benefit of families coming together collectively to share and reflect on an event which has shaped and influenced all their lives. This

option also reflects the sentiment of council to support a victims led process regarding the outcomes.

### Design, Procurement & Construction

The proposed design, including the artist's concept drawings for both structural memorial and plaque are detailed in Annex B (circulated). The draft programme of works (Annex C) (circulated) provides an indicative timeframe for completion of 12 months (end July 2022), should Council wish to proceed. This timeframe takes account of timescales associated with planning approvals, council approvals, tender preparation/ assessment and construction phases.

Costs associated with the construction of the memorial and plaque will be provided to the committee following the outcome of the tender process, due to the bespoke nature of the works (as advised by Capital works), the result of which will be brought to the committee for decision in early spring 2022 following planning approval and tender processes.

### Impact / Risk Mitigation

A risk management plan for the project including potential risks, mitigating factors and actions are contained within Annex D. The report identified 6 low risks, 7 medium risks and 1 high level risk and how these can be managed.

### Recommendations

**It is recommended** that Council:

- 1) Proceed with recommended option 3, as outlined in section 5 the report, to build and locate both a permanent structural memorial at the agreed site at Coleraine Town Hall, and a plaque at the location of the bomb at Railway Road (site of bomb). To use the agreed designs for both the memorial and plaque contained within the report and incorporate the following wording:

Plaque:

*'On 12th June 1973 a no warning IRA Car Bomb exploded on this spot resulting in the death of 6 innocent people, wounding and impacting the lives of countless more'*

Memorial:

*'In loving memory of those killed on railway road on 12th June 1973:*

*Frances Campbell (69)*

*Dinish Campbell (72)*

*Elizabeth Craigmile (76)*

*Nan Davis (60)*

*Elizabeth "Cissie" Palmer (60)*

- 2) Approve the draft programme/schedule of works for the project, including the design development, procurement, and construction timeframes.
- 3) Manage any potential risks and issues emanating from council's decision through public consultation via Council policy consultation platform.
- 4) Ensure continued engagement/communication with those who participated in the engagement process in relation to the progress of the project.

Committee Members commended the work from everyone involved in bringing the project to this point. It was welcomed that families of victims had been involved in the project.

In response to questions Dr Braniff and Dr Faulkner, LJ Consultancy, advised that the author of the quote on the memorial would be confirmed and if it could be attributed to an author it would be. Although specific details regarding those involved in the project cannot be disclosed it was confirmed that several people were involved, and all the victims' families were included.

Proposed by Councillor McLean  
 Seconded by Councillor Callan and

**AGREED** - to recommend that Council

- 1) Proceed with recommended option 3, as outlined in section 5 the report, to build and locate both a permanent structural memorial at the agreed site at Coleraine Town Hall, and a plaque at the location of the bomb at Railway Road (site of bomb). To use the agreed designs for both the memorial and plaque contained within the report and incorporate the following wording:

**Plaque:**

*'On 12th June 1973 a no warning IRA Car Bomb exploded on this spot resulting in the death of 6 innocent people, wounding and impacting the lives of countless more'*

**Memorial:**

*'In loving memory of those killed on railway road on 12th June 1973:*

*Frances Campbell (69)*

*Dinish Campbell (72)*

*Elizabeth Craigmile (76)*

*Nan Davis (60)*

*Elizabeth "Cissie" Palmer (60)*

- 2) Approve the draft programme/schedule of works for the project, including the design development, procurement, and construction timeframes.

- 3) Manage any potential risks and issues emanating from council's decision through public consultation via Council policy consultation platform.
- 4) Ensure continued engagement/communication with those who participated in the engagement process in relation to the progress of the project.

\* **Councillor Schenning and Councillor MA McKillop, having declared an interest, did not participate in the item.**

## **6. DfC FUNDING, ANTI POVERTY STRATEGY**

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

The purpose of this report is to present to Members for approval an Anti-poverty Action Plan for 2021-22 and to seek approval for proposals for spend of confirmed and expected Covid related Community Support Programme funding from DfC.

### Background

In May 2021 a report was presented to Leisure & Development Committee providing an update on the Anti-poverty Stakeholder Steering Group (APSSG). The Steering Group had been set up as a result of DfC funding, through which Councils were encouraged to build sectoral partnerships and facilitate a collaborative approach to deliver support to citizens in relation to access to food and financial inclusion.

The Committee were also advised in May that Council had received confirmation of funding for a Covid-19 Food & Essential Supplies Transition Fund for an amount of £126,139.43 to be spent in 2021-22.

Members were advised that the APSSG would finalise a detailed Anti-poverty Action Plan for 2021-22, which would include proposals for spend of the Covid-19 Food & Essential Supplies Transition Fund and that this would be brought to Leisure & Development Committee for consideration and approval.

### Anti-poverty Action Plan 2021-22

The APSSG agreed a series of Objectives and Strategic Actions to set the direction for their work:

- Increase the coordination between organisations working with those most in need in the Causeway Coast and Glens area.
- Support those on low incomes or those in financial crises to maximize their income and minimise their costs.
- Improve the capacity of those that support those most in need.



- Promote better information, signposting and communication.
- Work in partnership with others to tackle the causes of poverty.

The detailed action plan has now been updated for 2021-22 and an Executive Summary attached at Annex A (circulated). The full Action Plan document including relevant data in relation to poverty in Causeway Coast and Glens is available on request.

Where a budget is available through the DfC Food & Essential Supplies Fund, these actions have been highlighted with budget amount included. Other projects in the Action Plan involve a collaborative approach and may be low or no cost and others are subject to further funding from DfC.

The Committee is asked to approve the action plan in order to allow officers to proceed with delivering a series of collaborative actions with partners.

#### DfC Food & Essential Supplies Transition Fund

An offer has been received from DfC for £126,139.43 for Food & Essential Supplies Transition (FEST) Fund with the purpose of supporting a more sustainable approach to tackling food insecurity and access to other essential supplies as a follow up to the emergency funds last year. Members are asked to consider a proposal for spend of these monies, which are identified in the Action Plan, and which are summarised as follows:

- Wraparound Support Project that delivers individually tailored one to one support to people who have been adversely impacted by the economic fallout of the pandemic and who need additional assistance. Assistance is specifically targeted at helping to navigate the support services which support financial stability, bringing together food banks, social supermarket, budgeting, benefits maximisation and debt advice.
- Develop and deliver a 'Food & Essential Supplies' Small Grant Programme that would provide grant funding for projects such as community gardens, community fridges, catering equipment for luncheon clubs or breakfast clubs, grow your own schemes, community reuse schemes. Anticipated outcomes associated with this scheme includes reducing cost of food, increasing access to food and essential supplies while at the same time reducing food waste and promoting food nutrition.

Full details of these two proposals are attached at Annex B (circulated).

#### Further expected Covid recovery funding from DfC

Further additional monies for Covid recovery are expected from DfC through the Community Support Programme. The Communities Minister announced in May 2021 that £3m had been secured to support council-managed community development and advice services.

It is anticipated that this funding will be for well-being and connectivity objectives as well as an allocation specifically for increased advice services.

DfC officials have advised that it will likely be September before councils receive full details of this funding and allocated amount. In order to maximise the delivery period, when confirmation is received from DfC, Members are asked to give their approval in principle for proposals for this additional funding.

Based on previous allocations of Covid funding from DfC, officers have developed the proposals with a working assumption that Council will receive an allocation in the region of £150,000. Proposals for this spend have been developed in line with the Anti-Poverty Action Plan and Council's Community Development Action Plan for 21-22 and based on ongoing engagement with the community and voluntary sector. These proposals are summarised below with full details attached at Annex C (circulated).

- i. Extension to Generalist Advice Service contract to provide increased availability and extended hours of provision.
- ii. Community Centres Creative Activity Programme to support a return to community centres as hubs for community activity.
- iii. Well-being resource allocations for small community and voluntary organisations.
- iv. Participatory Budgeting (PB) project that would allow 3 or 4 community based organisations to host a Participatory Budgeting initiative in their community, with the objectives of increasing community participation and a sense of ownership as well as promoting local decision making using an innovative and creative approach.

### Recommendations

Members are requested to approve the following:

- i. Anti-Poverty Action Plan 2021-22 as attached at Annex A (circulated).
- ii. Proposals for spend of DfC Food & Essential Supplies Transition Fund as attached at Annex B (circulated).
- iii. Proposals for further expected funding from DfC for Covid recovery in relation to Community Development and Advice Services as attached at Annex C (circulated).

During discussion Alderman Knight McQuillan expressed grave concern for the coming months in terms of poverty and hardship within the Borough including the effects on mental health. Alderman Knight McQuillan highlighted the benefits of the anti-poverty model 'Community Wealth Building' and how it has worked well in other areas of the UK. She stated Council could consider what could be done within the Borough to reduce poverty and improve people's lives.

Members agreed the weeks and months ahead would be difficult for many people with limited financial income. It was also highlighted the inequalities associated with poverty need to be addressed.

In response to questions the Head of Community and Culture advised the support provided was based on referrals and means tested. The action plan includes other partners including ADVICE NI who provide referrals and colleagues working within the fuel poverty scheme. The focus moving from crisis to long term solutions. The programme set up to reflect the anti-poverty strategy from the Government. The Head of Community and Culture acknowledged there were issues around the digital aspects of the programme and the Council are working with a third party to support this. The Department for Agriculture, Environment and Rural Affairs are involved in this.

Alderman Knight McQuillan, supported by Alderman S McKillop proposed an addition to the Officer recommendation, with the addition of the council looking into the Five Pillars of the 'Community Wealth Building model' with a view towards its adoption, in whole or in part, if feasible.

Proposed by Alderman Knight-McQuillan  
Seconded by Alderman S McKillop and

**AGREED** to recommend that Council approve the following:

- i. Anti-Poverty Action Plan 2021-22 as attached at Annex A (circulated).
- ii. Proposals for spend of DfC Food & Essential Supplies Transition Fund as attached at Annex B (circulated).
- iii. Proposals for further expected funding from DfC for Covid recovery in relation to Community Development and Advice Services as attached at Annex C (circulated);

That this council looks into the Five Pillars of the 'Community Wealth Building model' with a view towards its adoption, in whole or in part, if feasible.

\* **Councillor Schenning, having declared an interest, did not participate in the item.**

## **7. REDUCING BUREAUCRACY IN GRANT MAKING<sup>3</sup>**

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

The purpose of this report is to recommend to Members a Code of Practice for reducing Bureaucracy in Grant Making.

### Background

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<sup>3</sup> Supplementary minute record, see Council Meeting minute 7 September 2021.

On 10 November 2020 a notice of motion was agreed by the Leisure & Development Committee and approved by full Council on 1<sup>st</sup> December 2020:

“That this Council reviews the application process for Council community grant funding with a view to streamlining the process and ensuring easier access for community organisations. Community organisations across Causeway Coast and Glens report that community grant funding process is extremely demanding and time consuming for often very little sums of money. Our Community Organisations across the area are invaluable to the prosperity of Causeway Coast and Glens and its people and are run by dedicated community volunteers who already have significant demands placed upon them. Council community grants should not be a significant burden to these volunteers who give their time and energy to making this a better place to live and we as a Council should be doing all we can to support them”.

### Central Governments Code of Practice

The Funding Unit Manager has completed desk research and is recommending implementing a Central Government approved Code of Practice for Reducing Bureaucracy in Grant Funding to Voluntary and Community Sector Organisations (VCOs).

The Code of Practice was developed in 2015 as a result of a cross departmental project, led by the Department for Social Development (DSD), with a Steering Committee comprising of the Permanent Secretaries of the Department of Finance and Personnel and DSD, the Comptroller and Auditor General and the Chief Executive of the Northern Ireland Council for Voluntary Action. The Committee agreed that the Code of Practice, to be used by all central government funders, was the best mechanism for addressing bureaucracy in grant funding.

All Northern Ireland departments have indicated their support for the principles contained within the Code which has also been welcomed by the Northern Ireland Audit Office.

All public sector funders outside of central government, such as local councils, are being strongly encouraged to apply the principles, with suitable adjustments for their own context and requirements.

The Code applies to revenue grant funding only. It does not apply to capital funding grants, procurement or to EU funding.

It is recognised that it may be necessary on occasion to depart from applying individual principles for sound business reasons and such departures should be documented.

### Aims of the Code of Practice

The aim of the Code is to assist and support those involved in the administration of grant funding.

The Code aims to embed a risk based approach to the administration of revenue grant funding to help streamline funder's procedures, achieve greater

consistency and reduce duplication of effort. It is specifically aimed at areas of the process where clear potential for a reduction in bureaucracy was identified.

### Overarching Themes

The Code of Practice sets out the overarching themes applicable to revenue grant funding and identifies a number of principles to be applied at various stages of the grant funding process. It also sets out a number of principles when administering lower value grants i.e. small and micro grants. (Small grants are those between £1,500 and £30,000 and micro grants are those below £1,500).

Theme 1 Collaboration - There should be a collaborative approach to revenue grant funding of Voluntary and Community Organisations (VCOs) in order to minimise duplication of effort.

Theme 2 Proportionality - There should be proportionality of effort throughout the revenue grant funding process - when seeking applications for, appraising, awarding, checking, monitoring and evaluating grant funding.

Theme 3 Timeliness - The revenue grant administrative process should be completed in a timely way.

### Principles of the Code of Practice

The Code of Practice was developed on nineteen specific principles which are attached in Annex A (circulated).

### Financial Systems and Control Assessment (FSCA)

The FSCA is used to assess the internal financial controls and procedures within a VCO and to determine the level of financial competence of the VCO. Once completed the assessment can be recorded and shared on the Government Funding Database so other funders can use it without having to undertake separate assessments.

While effective financial verification is essential it is important that the level of verification is proportionate to the risk presented by the VCO:

- Where VCOs are rated as “adequate” it reaffirms that the VCO is deemed fit to handle public funds and a funder’s normal verification processes should be applied.
- Where the VCO is rated as “robust” a VCO may be granted easements in terms of the level of financial verification carried out by Council.
- Where a VCO has a proven track record, they should not be routinely subject to a verification check but could form part of a pool of projects which may be chosen for checking as part of a random sample.
- Where a VCO has never received government funding, and has therefore no track record of managing a grant or delivering a project, it would be

appropriate to treat them in the same way as an “adequate” rated VCO in respect of the level of financial verification to be undertaken.

- Micro grants are usually claimed by very small VCOs and are typically for equipment, utilities, insurance, venue hire or advertising. As claims are simple and amounts small the recommendation is that grant-aid should be paid in advance or where this is deemed to be particularly risky, on receipt of a claim and its associated invoices, which can be easily and speedily checked.

The FSCA rating is extant for three years after which it is formally reviewed. Should Council have a material concern about the VCO at any time the rating can be re-assessed.

### Standard Reporting

Standardising reporting formats or accepting a report which the VCO already prepares for their Board could potentially ease the burden on VCOs whilst still meeting the requirements of Council and external funders.

Project monitoring should be limited, for example, to a few lines on how equipment was used or what a funded event achieved.

### Recommendations

**It is recommended** that Elected Members consider the following Code of Practice measures for Reducing Bureaucracy in Grant Funding to Voluntary and Community Sector Organisations :

- Council adopt the DFP Code of Practice for Reducing Bureaucracy in Grant Making. (Annex B).
- Micro grants (below £1,500) to be paid in advance.
- Small Grants (£1,500 - £30,000) - 75% of running costs to be paid at the outset of the project with the remainder paid on successful delivery of the project.
- Council cease carrying out 100% verification on all grant-aid and instead start using Financial Systems and Control Assessment (FSCA). The FSCA is used to assess the internal financial controls and procedures within a Voluntary Community Organisation (VCO) and to determine the level of financial competence of the VCO:
  - Where VCOs are rated as “adequate” it reaffirms that the VCO is deemed fit to handle public funds and a funder’s normal verification processes should be applied.
  - Where the VCO is rated as “robust” they may be granted easements in terms of the level of financial verification carried out.
  - Where a VCO has a proven track record, they should not be routinely subject to a verification check but form part of a pool of projects which may be chosen for checking as part of a random sample.

- **It is recommended** that where a VCO is rated “robust” and has multiple grants from Council a Lead Financial Verifier arrangement be put in place and the expenditure of only one of the projects verified.
- **It is recommended** that random sampling is used for organisations with a proven track record.
- Community Development Support Grant is for annual running costs for VCOs. It is recommended that successful applicants are awarded grant-aid for 3 years as per Principle 2 of the Code.
- It is recommended that standardised reporting formats are used or accepting a report which the VCO already prepares for their Board.

Concerns were raised by some of Committee members regarding the following areas:

- The form filling process, highlighting the complexity of the forms;
- The availability of funds for new community groups or those who only apply on an occasional basis or want to try again due to not being successful the previous year;
- How the risk rating was calculated;
- Building community unity and not closing funding to anyone;
- Identifying and preventing fraud.

Alderman Knight McQuillan stated it would be helpful if examples of the difficulties could be brought to the forthcoming Annual Review of Grant Funding Workshop being held on Monday 23 August 2021, to give Members a better understanding of how community groups could be supported.

In response to the concerns raised, the Funding Unit Manager advised the difficulty was when external funders were involved as certain criteria was required to be met. She advised the funding Unit are working with external funders to simplify the process. The process for reapplying for grants had been simplified to assist those who are reapplying for grants. It was advised that the grants are oversubscribed year on year. The Funding Unit Manager stated that additional information had been provided to the Funding Unit to identify and prevent fraud which had proven beneficial eg: random sampling of invoices. It had been the case groups had inadvertently completed forms incorrectly and support had been provided to correct this.

It was highlighted by Councillor C McShane in the Glens DEA there were no difficulties in completing the forms. Councillor C McShane requested that it be noted that she felt uncomfortable with the tone presented to the Officer.

Proposed by Councillor Callan  
 Seconded by Alderman S McKillop and

**AGREED** - To recommend that Council reconsider the proposal in line with the Notice of Motion and bring a report back to the next Leisure and Development Committee.<sup>4</sup>

The Chair put the motion to the Committee to vote  
11 Members voted for; 4 members voted against; 0 members abstained  
The Chair declared the motion carried

\* **Councillor Schenning, having declared an interest, did not participate in the item.**

## **8. GRANT FUNDING GOVERNANCE PANEL**

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

The purpose of this report is to recommend to Members the establishment of a Grant Governance Panel. Members have periodically requested greater involvement in the grant programme process, therefore a Grant Governance Panel will provide an opportunity for improved governance.

### Background

The Funding Unit was established in October 2015. The strategic function of the Unit is to provide funding support services which includes corporate management & administration of Council's Grant Funding programmes. The Funding Unit is a central processing unit for grant applications and has responsibility for managing the grant assessment process, the development of grant funding policy and the annual review of grant programmes and policy.

Council's grant funding policy sets out a framework for the processing of grants. The overall aim of the funding process outlined in the policy is:

*"To have a consistent, customer focused process with relevant assessment and evaluation procedures with appropriate appeal and monitoring systems in place".*

Elected Members have requested that officers give consideration to ways in which they can have involvement in the grant assessment process. The current process used is as follows:

- Grant applications are received by the Funding Unit via the online Funding Hub.
- Funding Unit undertake stage 1 eligibility checks on all applications to assess an organisations suitability to receive public funds.

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<sup>4</sup> Supplementary minute record, see Council Meeting minute 7 September 2021.



- Grant Assessment panels, comprising Officers from relevant service areas and Funding Unit staff undertake the assessment and scoring of applications.
- A report on the outcome of the assessment process is taken to the Leisure & Development Committee and then to full Council for approval.

### Grant Assessments in 2020-21

In the 2020-21 Grant Funding Period the funding Unit administered 23 Grant programmes compared to 14 in the previous year:

- 1348 applications totalling £3,231,825.46 were received and processed compared to 389 applications totalling £1,244,665.76 in the previous year.
- 1348 stage 1 eligibility checks were undertaken (compliance & governance - constitutions checked and verified; accounts checked).
- 1348 applications were assessed and scored.
- 1005 applications were successful.
- 1005 letters of Offer issued to date totalling £1,660,121 compared to 279 totalling £800,646.80 in previous financial year.

Due to the increased volume of applications in 2020 and the need to ensure grant-aid was delivered quickly to support the community response to Covid-19, the grant assessment process was adapted, moving from officer assessment panels to individual grant assessments being carried out by officers from the relevant service areas – the assessments were reviewed by the Funding Unit to ensure accuracy and consistency across all assessments.

This process has worked well, it is much more efficient and has hugely reduced the staff time spent in assessment panels.

### The Grant Assessment Process

Grant applications will continue to be assessed by Officers with knowledge of the programme requirements and subject area. The Funding Unit will then bring a percentage sample of the assessed applications to Grant Governance Panel. (The sample process is detailed in section (ii) of Annex A) (circulated).

There will be exceptions required in the process because of the requirements of external funders such as DAERA Rural Business Scheme and the Policing & Community Safety Grants, where the governance and decision making is with an external funder or a Partnership body.

### Proposed Role of the Grant Governance Panel

The role of the Governance Panel is proposed to have two separate oversight elements:

#### a. Strategic Oversight.

The panel will review policy, programmes, eligibility criteria and management of risk. This is generally done on an annual basis through the Annual

Members review Workshop, it may now be appropriate for the panel members to be first part of this process.

b. Validation Function.

The panel's role is to ensure that the scoring of applications has been undertaken in an appropriate fashion and to provide validation of the sampled applications and the overall process.

For the panel to be most effective it needs to retain a degree of objectivity and distance from individual applications, while at the same time being able to demonstrate that it has adequately considered the quality of the assessments. The role of the panel will involve checking that the scoring in the sample considered is in line with guidance and is accurate.

The Assessment Panel can:

- Request a remarking of individual applications where these are found to be inaccurate or inconsistent.
- Review a further sample of applications if there are significant failings in the sample considered (specifying the basis for further sampling).

#### Grant Governance Panel Membership

The purpose of the panel is not to make decisions about individual grants, but rather to ensure that the process used to assess grant applications is fair, objective and equitable, aligned to the Council's wider strategic and corporate objectives.

To do this, panel members should have a sound understanding of the Council's overarching grant programmes and alignment to the Council's wider corporate priorities and governance requirements.

#### Recommendations

**It is recommended** that a Grant Governance Panel is established, based upon the principles outlined in this report.

Members are asked to consider the size and appointment process i.e. D'Hondt or other.

Members will be supported by the Funding Unit Officers and other relevant service officers as required.

Once the Panel is convened, detail Terms of Reference will be tabled for member's consideration.

Discussion occurred regarding the role of Elected Members on the Governance Panel and how information was provided to them, a sample of applications would not provide enough information.

Alderman Knight McQuillan felt councillors should be involved in order to understand what Officers do and how decisions were made.

Proposed by Alderman Duddy  
Seconded by Councillor Callan and

**AGREED** - To recommend that the report be brought to the Annual Review of Grant Funding Workshop being held on Monday 23 August 2021;  
That the report be deferred for consideration at the next Leisure and Development Committee meeting

## 9. LABOUR MARKET PARTNERSHIP STRATEGY AND ACTION PLAN

Report, previously circulated, was presented by the SIB Projects Manager.

### Purpose of Report

The Department for Communities (DfC) have developed a proposal for the formation of Labour Market Partnerships (LMPs) in Northern Ireland.

The purpose of this report is to request approval for the attached draft Causeway Labour Market Partnership Strategy & Action Plan.

### Background

Action 29 of the Causeway Community Plan aims to:

*‘Support in developing of the Causeway Workforce Development Forum supporting educational and skills initiatives within the Causeway Coast and Glens Area’.*

Prior to the Covid-19 pandemic the Causeway Coast and Glens labour market had been recording strong growth and improvement across a range of indicators. Since the beginning of lockdown restriction in March 2020, the economy has suffered significant impacts. Monthly claimant numbers show the damage inflicted by Covid-19, with claimants in the Borough increasing from 2,540 in March 2020 to a peak of 5,225 in May 2020. Some improvement has been registered since then, but claimant numbers of 3,710 in June 2021 are still 1,170 more than the pre-pandemic level. Furthermore, economic inactivity rates have been a long-standing issue. The economic inactivity rate across the council area is one of the highest within Northern Ireland at 29.9%.

Employability NI is DfC’s new approach to providing support services for unemployed individuals seeking to get back into to work. Rather than a stand-alone programme, it is a series of interventions that will evolve over time, as legacy programmes (such as Steps to Success and Access to Work) end. It has been designed to:

- Deliver a reduction in economic inactivity and long-term unemployment to bring NI closer in line with UK rates;
- Provide increased support for those with health conditions (esp. mental health) and disabilities; and
- Create a mechanism for government to collaborate with Councils and other Departments to offer local solutions.

One of the key elements of the programme design was the proposal to create “Local Labour Market Partnerships” in each council area. They intend to:

- Provide leadership and lead on the integration of services;
- Develop local area plans including setting targets for performance;
- Manage devolved funding and its delivery; and
- Manage arrangements for the evaluation of local interventions.

### Proposal

The attached draft Causeway Labour Market Partnership Plan for 2021-2022 (**Annex A**) (circulated) aims to contribute to the strategic local objectives and the NI Executive's strategic objectives. As lead authority for Causeway Coast and Glens economic growth, it is important that we play a convening role which brings partners together and drives a LMP with purpose. In light of this fast changing labour market support context, the purpose of this LMP Action Plan will be to support NI initiatives, ensure that local knowledge and insights are 'surfaced' and develop solutions based on local context.

In considering the role of the LMP, a wide range of key stakeholders were consulted including businesses, training and education authorities. The consultees suggested the following:

- *The LMP offers an opportunity to be more agile. Regional intelligence = local solutions;*
- *Create a partnership with a primary focus on employability supports for the economically inactive and (in the near term) the newly unemployed;*
- *The LMP is a conduit through which local labour market intelligence is passed to ensure skills demand and supply are matched. Intelligence is therefore key, resulting in a need to maintain comprehensive labour market intelligence that will drive the work of the partners, particularly the linkages between employment/unemployment and barriers to accessing a job (e.g. childcare, skills);*
- *Engage employers/sector bodies to understand likely demand and to develop targeted interventions, focusing particularly on LTU/economically inactive;*
- *Explore how partner (e.g. Council) interventions can add value to the DfC offer;*
- *Co-design interventions that can help move people back into work as quickly as possible – this will be particularly important for the “new unemployed”; and*
- *Review the progress of specific interventions regularly to understand what is working and to share insights with partners.*

The following five actions have been identified within the draft LMP Action Plan and are consistent with the labour market activation proposals in the Borough's economic development strategy.

1. Establish a Labour Market Partnership - Ensure labour market information is comprehensive and up to date, including a collation of opportunities across the LMP Area. Three staff members are proposed to deliver upon the Plan.
2. Deliver comprehensive labour market intelligence and job matching - Ensure labour market information is comprehensive and up to date, including a collation of opportunities across the LMP Area.
3. Labour market activation - Tackle the immediate labour market challenges brought about by the pandemic and ensure the appropriately skilled people are available in priority sectors.
4. Improve employability and skills through lifelong learning - Support the development of a culture of lifelong learning among unemployed/inactive people.
5. Co-design /support intervention measures - As ESF programmes wind down and are replaced with a (as yet uncertain) successor programme, Co-design appropriate supports and lead their delivery.

Further detail within each respective theme can be found in the full Action Plan at Annex A (circulated). Subject to funding, it is envisaged that DfC will provide funding of circa £580k on an annual basis to deliver upon the Causeway LMP.

### Risks

DfC will be providing 100% funding on an annual basis to deliver upon the Causeway LMP. Before entering into agreement with DfC; all 11 local authorities have identified a number of key risks that they require clarify from the Department with i.e.:

- *Assurance that administration costs will be 20% post March 2022, no matter what the programme spend is. Staff costs need to be secured and have full cost recovery;*
- *Funding needs to be eligible to cover retrospective costs;*
- *Funding to be allowed to be carried over into new financial years, given Year 1 spend can't start until October 2021 at the earliest; and*
- *Funding to be guaranteed for longer than one year at a time, especially to secure staff.*

### Options

Option 1 – do nothing. Do not enter into agreement with DfC for the roll-out of a LMP for the Causeway area.

Option 2 – Sign-off on the draft Causeway LMP Strategy & Action Plan and enter into agreement with DfC to roll-out the Plan for the area.

### Recommendation

Subject to DfC providing confirmation in relation to the above named risks, it is recommended that members agree to support Option 2 i.e. enter into agreement with DfC to deliver upon a Labour Market Partnership for the area, in line with Action 29 of the Community Plan.

Discussion occurred regarding concerns about securing funding, the Council's responsibilities in the long term and what companies will secure funding i.e. will smaller companies be able to secure funding as well as larger companies. It was highlighted this was an opportunity to develop community wealth particularly with considering furlough difficulties as employees move on and employers required to upskill people.

In response to questions the SIB Projects Manager advised that risks of securing funding had been raised with the Department for Communities by local Councils and also through Solace. It was very difficult to attract staff and develop long term employment. Companies are required to bid every year to get the funding they need. It was also advised that both large and small companies will benefit from the funding, and to be applied for every year.

Alderman Duddy requested that it be noted that securing funding was a serious concern.

Proposed by Alderman Baird

Seconded by Alderman Knight McQuillan and

**AGREED** - to recommend that Council Subject to DfC providing confirmation in relation to the above named risks, it is recommended that members agree to support Option 2 i.e. enter into agreement with DfC to deliver upon a Labour Market Partnership for the area, in line with Action 29 of the Community Plan.

- \* **Alderman S McKillop and Councillor Anderson, having declared an interest, did not participate in the item.**

## **10. ALCHEMY MENTORING**

Report, previously circulated, was presented by the Town and Countryside Manager.

### Purpose of Report

The purpose of this report is to ask members to approve a one year extension to the existing Multiple Supplier Framework Agreement for Mentors for the delivery of Alchemy Mentoring Support Services from 30<sup>th</sup> September 2021 – 30<sup>th</sup> September 2022.

### Background

Alchemy has been established throughout the Council area as a model to stimulate economic growth by providing support to businesses.

Alchemy aims to support start-ups, stimulate growth and increase the competitiveness of the NI economy by making local economic development support accessible, individual, meaningful and flexible for all local businesses.

In March 2018, Council procured third-party specialists, suitably qualified to provide one-to-one and group mentoring support through the LITE programme to directly meet individual participant needs including but not limited to the following areas:

- Strategic business growth & development.
- General business planning.
- Business operations, production and logistics.
- Customer experience management.
- Employment, HR and staff development.
- Environment and efficiency.
- Financial management & admin.
- Health and Safety & risk management.
- ICT & e-commerce.
- Innovation, product development and Intellectual property.
- Export and import trading.
- Marketing, sales, networking, social media & promotion.
- Tendering & procurement.
- Social enterprise development.
- Legal requirements.

The purpose of the framework agreement was to establish a select list of mentors to be called upon as and when required.

The initial contract duration is to 30<sup>th</sup> September 2021 with possibility of a 3-year extension beyond that subject to funding.

In respect of the Alchemy Programme delivery, since March 2018 Council have followed a twin track approach with an Alchemy Growth Programme operating alongside this Alchemy LITE Programme. Alchemy Growth was procured, led by CPD (Central Procurement Directorate), part funded by Invest NI and the European Regional Development Fund under the Investment for Growth and Jobs Northern Ireland (2014-2020) Programme. The Growth programme focuses on supporting those businesses in the borough with higher growth potential, possible job creation and referrals to Invest NI and will continue until December 2022.

#### Progress / Plans

The Alchemy LITE mentoring programme has engaged with 300+ businesses in the last 3 years with 228 businesses receiving one-to-one mentoring

support, whilst others have attended workshops and/or been signposted to other stakeholder support available.

Currently, the Monitoring and Evaluation officer is carrying out an evaluation of the programme to be completed by the end of September 2021.

Following this, consideration needs to be given to the best way forward for the future delivery of the programme, collaboratively across Prosperity and Place and to link in with the new Economic Development Strategy 'Recovery and Renewal' themes.

At the time of the contract award, it was stated that all mentoring contracts would be reviewed on an annual basis. Therefore, given the information above, an extension for one year to the current framework is requested.

**It is recommended** that Council approve the one year extension to the existing Multiple Supplier Framework Agreement for Mentors for the delivery of Alchemy LITE Mentoring Support Services from 30<sup>th</sup> September 2021 – 30<sup>th</sup> September 2022.

It was acknowledged that the Alchemy Mentoring has been a huge success.

Proposed by Alderman Duddy  
Seconded by Councillor Schenning and

**AGREED** – to recommend that Council approve the one year extension to the existing Multiple Supplier Framework Agreement for Mentors for the delivery of Alchemy LITE Mentoring Support Services from 30<sup>th</sup> September 2021 – 30<sup>th</sup> September 2022.

## 11. TRAIL DEVELOPMENT CAUSEWAY COAST WAY

Report, previously circulated, was presented by the Head of Tourism and Recreation.

The purpose of this report is to seek approval from Members to proceed with the renewal of a Permissive Path Agreement at the Causeway Coast Way, Benbane Head (coastal walking trail).

### Background

Provision, development and access to quality walking opportunities throughout the Borough are an important objective for the Council's Tourism & Recreation Service. The Council manages and maintains many miles of coastal, rural and urban pathways which provide our citizens and visitors with access to our natural outdoor assets and promotes physical exercise and engagement with nature.

Whilst the majority of the Council managed walking experience is on Council owned land, some is jointly maintained with bodies such as the National Trust, Forest Service and TransportNI, and in some cases through licence and management agreements with private landowners.



The Causeway Coast Way has been in existence since 1960's and most of the existing agreements remain in place, but occasionally due to land transfer or land passed on through inheritance, there is a need to revisit and renew some of the agreements

Council and the MacNaghten Farms Limited Permissive Path Agreement expired in February 2020. Officers have been in discussion with the new landowners, Dundarave Properties Ltd, to renew the Public Path Agreement in the form of a Permissive Path Agreement. The path is 2.3 km in length and 5 metre in width. (Map attached at Annex A) (circulated).

The renewal of the Permissive Path Agreement helps consolidate Council's efforts to realise the aims and objectives of the Causeway Way Coast Blueprint, a strategic document for the development of the Causeway Coast Way which includes the renewal of existing Permissive Path Agreements were necessary.

### Proposals

The Recreation and Youth Service (Northern Ireland) Order 1986 allow Council to make use of Permissive Path Agreements as a means to secure quality recreational access to private land. This has been used to great effect with respect to certain sections of the Causeway Coast Way and a number of other trails and sites of interest. A permissive path is not a Public Right of Way and can be provided with terms and conditions agreed by parties. It can operate under limitations and can endure for whatever period of time the council and landowner are willing to agree. Most agreements are for a period of 10 years or more.

The renewal of this Permissive Path Agreement with Dundarave Estates will permit trail development at the Causeway Coast Way, Benbane Head and will secure continued quality access to one of the most iconic landscapes in the area. Officers are recommending that the agreement with Council is for a period of 25 years, a term agreed with the landowner. As with similar agreements, Council will agree to undertake regular inspection of the trails and provide insurance cover to indemnify the landowner. If approved this will be advanced by the Tourism and Recreation team with assistance from Council's legal services.

**It is recommended** that the Leisure and Development Committee recommends to Council the approval of a new Permissive Path Agreement between Council and Dundarave Properties Ltd, in relation to the agreed lands on the Causeway Coast Way, for the period of 25 years.

The benefits of this walk for local residents and visitors alike was acknowledged and the cooperation of the new owners to allow maintenance of the new walkway was welcomed by members.

Proposed by Alderman Baird  
Seconded by Alderman S McKillop and

**AGREED** – to recommend that Council approve a new Permissive Path Agreement between Council and Dundarave Properties Ltd, in relation to the agreed lands on the Causeway Coast Way, for the period of 25 years.

## 12. GROWTH DEAL GOVERNANCE

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

### Purpose of Report

The purpose of this paper is to outline the proposed Governance Framework, including roles and responsibilities of the Causeway Growth Deal pre Heads of Terms.

### Background

Causeway Coast and Glens is set to receive £72m capital funding for a Growth Deal after the NI Executive agreed to match fund the UK Government's Growth Deal allocation. The Growth Deal capital fund will be used to support digital and innovation projects. The Executive investment will focus additional funding on supporting infrastructure, tourism, and regeneration along with employability and skills.

### Proposals

Growth Deals are models of economic growth which provide regions with the opportunity to:

- Take charge and responsibility of decisions that affect their area.
- Do what they think is best to help businesses grow.
- Identify priorities for economic growth in the region.
- Decide how funding should be spent to meet those priorities.

Following members commitment to a Growth Deal in October 2019, Council established a Growth Deal Working Group to deliver upon each of the key priorities identified above. The Working Group is made up of eight Councillors, Council Officers; with representatives from Ulster University.

In May 2021, Full Council ratified the six key themes/ sectors and 14 projects to be taken forward for further assessment by way of Strategic Outline Cases (SoCs) (see Annex A)(circulated).

### Governance

Pre-Heads of Terms, Officers have prepared a standalone Causeway Growth Deal Governance Framework & Roles and Responsibilities Document (see Annex B) (circulated). The governance arrangements enable decisions relating to the development of the 14 SoCs to be taken in an open and transparent manner.

Causeway's partners recognise that delivering the ambitions of the CGD requires alignment between local, regional and national ambitions, policies and resources. The governance arrangements outlined in the attached document empower partner organisations to:

- Operate strategically and collectively to fully realise the economic potential of the region;
- Respond to issues critical to the economic wellbeing of the region;
- Unlock economic assets; and
- Decide on the alignment of resources in projects and programmes with the greatest economic potential.

### Roles & Responsibilities

Section 3.0 of the attached document (Annex B)(circulated) sets out the respective roles and responsibilities for each of these bodies. In summary:

- Council will be the accountable body for the CDG. As the decision making body, Council will provide strategic oversight for the development of the CGD, ensuring that the CGD continues to be aligned with the vision for inclusive economic growth.
- The Executive Programme Board will drive the delivery of the 14 SoCs and CGD programme in accordance with the requirements of the Heads of Terms (when drafted) and agreed governance arrangements. The Board will be responsible for issue resolution and responsible for oversight of stakeholder negotiations and engagement. The Board will consist of Councillors, Causeway Coast & Glens Chief Executive; Ulster University Coleraine's Vice Chancellor and the Chief Executive of both the North West Regional College and Northern Regional College, the SRO for the Deal, Council's Finance Director and observers from NICS. Councillors represented on the Board are required to have the necessary delegated authority requirements in place to make key decisions on behalf of their parties.
- The Senior Responsible Officer is accountable for the programme meeting its objectives, delivering the required outcomes and realising the required benefits. The Senior Responsible Officer is accountable for all aspects of governance and finance and is accountable to the Executive Programme Board.
- The Central Programme Management Office (PMO) will initially comprise a Programme Director, Programme Managers and Programme support team. The Central Programme Office will provide the overall day-to-day support for the CGD. Finance and governance frameworks will ensure a consistent and

transparent approach is applied to the overall programme and an engagement strategy with stakeholders will help ensure that a wide range of views are heard and reflected in the SoCs.

### Decision Making

Decision making shall be in accordance with the delegated model described in the attached document (**see Annex B**)(circulated). Council will provide an oversight role in ensuring that the CGD programme is aligned with the agreed vision for inclusive economic growth for the area and the Executive Programme Board will ensure the delivery of the CGD programme. The Central Programme Management Office will guide and shape the development of SoCs within the framework that has been agreed between the Executive Programme Board and the UK and NI Governments.

Significant changes to the governance model as outlined above, including changes to remits or duties, will be discussed with partners before consideration by the Executive Programme Board. The Board will agree quality standards and templates for key products with the UK and NI Governments and any proposed change to these products should be raised with the Programme Board.

### Next Steps

In terms of next steps, the following actions are progressing.

- Development of a CGD Framework for Consultancy Support to progress 14 SoCs;
- Review ongoing resource requirement (administrative and financial support).
- Agree proposals with project partner organisations and NICS Departments to move towards signing of Heads of Terms.

### Recommendation

Using the proposed pre-Heads of Terms governance structure progress with the development / completion of the 14 SOCs by the end of this current financial year.

In response to questions, the Director of Leisure and Development advised the Causeway Chamber of Commerce were involved. It was advised the purpose of the report was to provide governance of the Strategic Outline Cases, work had started on 14 of these. The Executive Programme Board would remain the same, with the addition of the Chief Executive, Vice Chancellor of the University and Chief Executive of the Northern Regional College and the North West Regional College.

The SIB Projects Manager advised the East Lighthouse on Rathlin Island remains within the remit of the Department for Communities. The Department

for Communities and the Department for Economy were both involved to ensure there was not duplication of funding.

Proposed by Councillor Callan  
Seconded by Councillor Anderson and

**AGREED** – to recommend that Council, using the proposed pre-Heads of Terms governance structure progress with the development / completion of the 14 SOCs by the end of this current financial year.

### 13. TOWN CENTRE RECOVERY FUND PROJECTS UPDATE

Report, previously circulated, was presented as read.

The purpose of this report is to inform members of the progress of the second tranche of the Town Centre Covid Recovery Programme, funded by DfC, DAERA and DfI for town centres and rural businesses.

#### Background as per the June Report

In July 2020 Council was awarded £390k in funding from DfC for Town Centre Recovery Plans to be delivered in two tranches. The Department for Infrastructure (DfI) and the Department for Agriculture, Environment and Rural Affairs (DAERA) also made funds available to support town centre and rural business recovery, resulting in the overall package as follows:

<b>Department</b>	<b>Amount</b>
DfC	£390k
DfI	£395k
DAERA	£109k
<b>TOTAL</b>	<b>£894k</b>

The first tranche of funding was administered by Council as Covid grant-aid to town centre and rural businesses.

The second tranche of funding will support medium to longer term recovery/actions, with the following criteria being applied by the Government Departments:

- Project spend must be capital.
- Funding aimed at helping town centre recovery.
- Deadline for spend extended to 30th September 2021.

#### Progress / Update

A Steering Group comprising of Council, DfC and DAERA Officers has been formed and meets monthly to monitor project progress.

The projects are scrutinised by the Steering Group members to ensure adherence to the objectives, outputs and outcomes are on track as detailed within the letter of offer.

Monitoring assessment reports are completed and filed with DfC quarterly.

Projects are progressing and an update is provided on all projects in Annex A (circulated).

Following a site meeting, attended by DfI Roads, Planning service, HED Planning, PSNI, DfC, Council officers & architect, at Ballycastle along with issues raised by Roads Service and PSNI, the proposal for the Diamond Area has been withdrawn over concerns regarding traffic movement and ASB at this site. It was agreed that the issues raised would take longer to solve than the timescale for the programme allows.

The additional fund was allocated to Mini Rural Revitalise from the DAERA section of the tranche 1 fund for PPE grant which closed 31 March 2021. Transfer of £44k allowed for the businesses on the waiting list for the Mini Rural Revitalise Project to be issued letters of offer. In total 96 properties have been offered grant funding.

A Letter of variation will be submitted to DfC once final cost estimates for projects have been determined

The Council PR team is liaising with funders to create maximum publicity from projects undertaken and will liaise with the Mayor and relevant department Ministers as required.

#### **14. AGE FRIENDLY ALLIANCE AND FORUM**

Report, previously circulated, was presented as read.

The purpose of this report is to update Elected Members on the establishment of an Age Friendly Alliance & Forum with relevant partners to raise awareness and interest in the Age Friendly agenda and engagement of local people across the Council area.

##### Background

In June 2020, Council approved to accept the offer of funding from the Public Health Agency to recruit and host an Age Friendly Co-Ordinator for Causeway Coast and Glens for a two-year period as part of a regional initiative and thereby accept the funding offer of £45K each year for two years (01 April 2020 – 31 March 2022) to employ an Age Friendly Co-Ordinator.

As a result of this venture, Council has been engaging with community planning partners to develop an Ageing Well Model. This model is based on a community planning led partnership approach to supporting and promoting longer independent quality living for older people. It supports positive ageing with assistance, where 'our older people are active, respected and supported in their community'. The model also includes a partnership approach to the commissioning of ageing well services for older people in the Borough.

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

Subsequently, towards the end of 2020 and through February 2021, Council's Age Friendly Co-ordinator commissioned a Borough-wide Age Friendly survey (in line with PHA guidelines and using the expertise of Council's GIS Team) and identified strategic visions that would ultimately make Causeway Coast and Glens an Age Friendly Community.

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

An information report specifically detailing the Charter was taken to the L&D Committee in May 2021. The Charter has just been published (copies for Elected Members left with Democratic Services) and has been distributed to the following organisations: COAST, CRUN, BCRC, NACN, U3A, NHSCT, WHSCT, Council's Community Development for issuing to community groups as well as made available to the general public at Council buildings, Libraries, GP Practices etc.

Following on from the Charter will be the establishment of the Age Friendly Alliance and Forum. The Alliance & Forum will create the optimal environment where issues for older people are identified, and strategic planning is undertaken to embed these key issues. The Age Friendly Alliance & Age Friendly Forum will place older people, and the interests of older people, at the heart of decision-making to develop an Age Friendly Strategy and Action Plan, utilising a co-production approach that engages a range of stakeholders and utilises the eight WHO themes for age friendly cities and communities.

Year one of the Age Friendly Alliance and Forum will be utilised for planning. During this year the Age Friendly Alliance and Age Friendly Forum will act to purposefully drive forward the development and implementation of the Strategy and Action Plan. Year two onward, will be utilised for implementation of agreed strategic aims and actions.

### Current position

To facilitate the establishment of both the Alliance and Forum, the Age-Friendly Coordinator has developed a proposed structure (Annex A). It is worth noting that the Alliance and Forum have differing compositions to ensure that there is appropriate representation from key statutory organisations (Age Friendly Alliance) and the community / voluntary sector (Age Friendly Forum). This approach will facilitate a bottom-up approach to decision making in the programme where the thoughts and views of older people will be directly represented by the Age Friendly Forum. The Age Friendly Alliance will consist of representatives of statutory organisations who will have a remit for implementation of agreed strategic aims and key actions, thus enabling a direct link between representatives of older people in the Borough with those responsible for strategic planning for older people.

### **Age Friendly Alliance**

Membership:

The Alliance will comprise of representatives from Elected Members, Senior Council staff, Age NI, Police Service Northern Ireland, Western Health & Social Care Trust, Northern Health & Social Care Trust, Translink NI, Northern Ireland Housing Executive, Causeway Chamber, Libraries NI, Ulster University / Regional Colleges, Linking generations NI, Chairperson, Age Friendly Forum (list not exhaustive)

Roles & Responsibilities:

- Year 1 (2021-22): Oversight of Age Friendly Strategy & Action Plan development.
- Participating in project specific subgroups.
- Meet Quarterly – First meeting anticipated for October 2021.
- Year 2 (2022-23): Oversight of Age Friendly Strategy & Action Plan implementation.
- Participating in project specific subgroups.

### **Age Friendly Forum**

Membership:

The Forum will comprise of representatives from Council staff, U3A, Causeway Older Active Strategic Team, Causeway Urban & Rural Network, North Antrim Community Network, Building Communities Resource Centre, Mae Murray Foundation, Causeway Over 50's Forum, Asian Over 50's, North Coast Community Transport, Age Concern Causeway, Alzheimer's Society, Be Safe Be Well (list not exhaustive)

Roles & Responsibilities:

- Outline key priorities for services re: older people within CC&G Council area.
- Chair of Forum to advocate priorities to AF Alliance.
- Updating on operational activities being developed / administered.



- Discuss & develop collaborative projects.
- Identify training required for public / private / voluntary bodies.
- Undertake services and activities which help to meet targets detailed in strategy and action plan

This structure together with associated memberships / roles & responsibilities has been discussed with and approved by the funding body (PHA).

### Next Steps

Through implementation of the proposed programme structure, the Age-Friendly Coordinator will arrange inaugural meetings of both the Age Friendly Alliance and Age Friendly Forum. However, key actions necessary to be accomplished prior to the establishment of both groups will be the development of detailed Terms of Reference for each group, finalising proposed memberships (including appropriate Elected Members), and briefing prospective members on programme plans.

Finalising the proposed structure will enable the programme to move to Stage 2 of the Age Friendly Programme lifecycle (Annex B)(circulated) and begin strategic planning.

In addition, the Age-Friendly Coordinator will also begin the process of developing a Baseline Assessment Report. The Baseline Report will be developed using the following indicators: Age-Friendly survey (completed February 21), Supplementary focus groups, Community planning research, NISRA research (including 2021 census when published), ONS subnational ageing tool, ONS local statistics and Understanding society website. The Baseline Assessment Report will be completed by the end of December 2021. This Baseline Assessment Report will also help inform the development of the Age-Friendly Strategy and Action Plan.

Throughout this process, Elected Members will be appraised regularly.

## **15. NI 100 COUNCIL CENTENARY WORKING GROUP**

Report, previously circulated, was presented as read.

The purpose of this report is to provide members with an update on the implementation of Council's NI 100 Programme.

### Background

At the November 2018 Corporate Resource & Policy committee meeting a Notice of Motion was carried and subsequently agreed at the Council meeting held in the same month, stating

‘That this Council establish a working group, consisting of 6 members by d’Hondt, to explore a programme of events and activities to celebrate the 100th anniversary of Northern Ireland in 2021.’

The Terms of Reference were agreed by Council in July 2020 and the Working Group have been meeting regularly to progress a draft programme and associated branding, with updates being provided to committee.

A programme with associated budget was subsequently approved by Council in March 2021.

### Programme Update

#### Additional Projects

Following the report to the committee in March, some additional projects, cost neutral to the budget, have been added with the approval of the working group including:

- Leading Lights talk with David Hume MBE (GR project) - talk which examined the political careers of these significant figures and a human portrayal of individuals who were household names and whose roles helped shape the Northern Ireland of today.
- 100 years for 100 objects – Showcasing relevant Museums collection objects of note <https://niarchive.org/projectitems/100-objects-for-100-years/>
- NI100 photographic diary - A permanent record of Council’s NI100 programme facilitated by Council’s Museums service - <https://niarchive.org/projectitems/ni100-photographic-diary/>
- Our Story in the Making – Funded by the NIO, this art project will be part of an artwork trail across the 11 council areas. It invites local communities to participate in the creation of a mosaic piece on the theme of ‘Glance Back Look Forward’ to be located in Drumceatt Square of Roe Valley Arts and Cultural Centre.

#### Progress

#### Project Performance

There are a total of 35 projects on the project register. 1 project is not progressing and 2 are ‘on hold’ pending successful applications to external funders.

Of the 31 ‘live’ projects, 12 have been completed, 8 are ongoing and 6 are scheduled (yet to commence).

In terms of performance measures, additional detailed information has been included within Annex A (circulated), however in broad terms:

- Workshops/exhibition events/events/activities: 40/70 (57% attainment).
- Direct participants: 265/770 (34% attainment).
- Resources/booklets/publications etc: 8/12 (66% attainment).
- Groups/organisations/businesses engaged or supported: 82/189 (43% attainment).

### Budgetary performance

The table below demonstrates the gross budget, expenditure and income to date:

<b>NI 100 Summary of Prog Costs</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>Theme</b>	<b>Total Gross Budget</b>	<b>Amended Gross Budget</b>	<b>Cont from Service Area Budget</b>	<b>Original Net Cost to Council</b>	<b>Amended Net Cost Includes £9,000 transferred from CAH agreed May '21</b>	<b>Spend to Date</b>	<b>Original Funding External Includes TEO</b>	<b>Actual external Funding expended and secured to date</b>
Heritage & Culture (15 projects)	235,900	248,900*	27,025	111,000	120,000	£117,968	97,875	£14,319**
Great Northern Ireland Minds and Innovation (2 projects)	77,000	77,000.00	77,000	0.00	0.00	£62,381	0.00	0.00

Sport & Wellbeing and Community Development (3 projects)	7,865	7,865	7,415	0.00		£2,280	450	0.00
Food, Drink and Ent. (1 project)	10,000	10,000	10,000	0.00	0.00	0.00	0.00	0.00
<b><u>Overall Total Cost</u></b>	<b><u>330,765</u></b>	<b><u>343,765</u></b>	<b><u>121,440</u></b>	<b><u>111,000</u></b>	<b><u>120,000</u></b>	<b><u>£182,629</u></b> <b><u>(53% budget)</u></b>	<b><u>98,325</u></b>	<b><u>£14,319</u></b>

**\*includes £9,000 contribution from CAH Grants as agreed by Council; £4,000 NIO Funding theme, Our Story in the Making.**

**\*\*INCOME-TEO, £10,319.25; £4,000 NIOE**

### 3.2.3 Public Relations

Press releases, social media posts and web coverage are positive with the following statistics to date:

- 18 press releases issued to date which has resulted in positive media coverage in both local press with regional coverage as well in the likes of the Newsletter and Irish News.
- 2 radio interviews.

Social media:

- Facebook -People Reached – 34,848; likes comments and reactions – 144; Post Clicks – 507.
- Twitter- 1,744 Impressions; 69 Engagements.

## 16. CORRESPONDENCE

There was no correspondence to report.

## 17. MATTERS REPORTING TO THE PARTNERSHIP PANEL

Alderman Duddy stated the following matter be raised.

**AGREED** – to recommend that Council submit, Labour Market Partnership Strategy and Action Plan – financing of same and put pressure on the relevant Department (Item 9).

## 18. CONSULTATIONS

Report, previously circulated, presented as read.

**DEPARTMENT OF AGRICULTURE, ENVIRONMENT AND RURAL AFFAIRS**  
(correspondence dated 6<sup>th</sup> September 2021)

### **Consultation for the Development of a new rural policy framework for Northern Ireland**

A draft Rural Policy Framework for Northern Ireland has been developed collaboratively over the last two years with a wide range of stakeholders including across Departments, the wider public, private, and voluntary and community sector.

The Framework aims to create a sustainable rural community where people want to live, work and be active. The framework focuses on five thematic pillars and associated priorities and will be a living document, flexible enough to respond to emerging rural issues as they happen. The Department is now seeking views on this Framework from across a much broader range of stakeholders and the general public, to finalise and bring forward a Rural Policy Framework that can meet the current and future needs of rural dwellers.

The consultation will run for an 8 week period from Wednesday 7 July 2021 and the deadline for responses to this consultation is Monday 6 September 2021.

The consultation documents are available at: <https://www.daera-ni.gov.uk/consultations/rural-policy-framework-northern-ireland-consultation>

If you wish to take part in the consultation, once you have considered the proposals, you should online, through our survey which can be accessed here: <https://consultations.nidirect.gov.uk/daera-central-services-and-rural-affairs/rural-policy-framework>

A copy of the survey is also available for you to download.

#### **Virtual Engagement Events**

The opportunity for face-to-face discussion and engagement via online engagement events are being provided with members of the Rural Policy and Delivery team within DAERA.

At these events, the Rural Policy and Delivery team will provide an overview of the work that has been undertaken to date in the development of the draft Rural Policy Framework and answer any questions you may have in advance of you

completing your consultation response via the online survey. The dates and consultation event themes are outlined below:

Virtual Consultation Event Consultation Event Date

Overview of Rural Policy Framework for NI Monday 19 July at 7pm

Thematic Pillar 1: Innovation & Entrepreneurship Tuesday 27 July at 7pm

Thematic Pillar 2: Sustainable Tourism Wednesday 4 August at 7pm

Thematic Pillar 3: Health and Wellbeing Thursday 12 August at 7pm

Thematic Pillar 4: Employment Tuesday 17 August at 7pm

Thematic Pillar 5: Connectivity Wednesday 25 August at 7pm

Recap of Rural Policy Framework for NI Tuesday 31 August at 7pm

Registration for each event will open approximately 1 week before the event. For more information on each event and how to register visit:

<https://www.daera-ni.gov.uk/consultations/rural-policy-framework-northern-ireland-consultation>

An Elected member highlighted the importance of this programme and the public and Members encouraged to have input.

The Chair advised the following matters would be considered '*In Committee*'.

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

\* **Press and Public were disconnected from the meeting at 10:25pm.**

***The information contained in the following item is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014***

The Chair read the following statement:

*Members, I would remind you that this session is being audio recorded in line with Council's guidance. You are reminded that there should be no other persons present who are not entitled to be - either hearing or seeing consideration of such items, and/or recording the proceedings. Failure to comply could be in breach of Code of Conduct responsibilities. You are reminded that you are personally responsible for any comments that you make.*

**19. PORTRUSH RECREATION GROUNDS**

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

The purpose of the paper is to update Members on progress to date with the redevelopment of Portrush Recreation Grounds at a total cost of £3.32m; and to request approval for a £1.89m investment that will enable Council to appoint the recommended contractor from a recent procurement exercise.

Members are requested to note that this decision is subject to the confirmation of Department for Communities ('DfC') partnership funding of £1.43m (expected in August) and affordability within Council's Capital Programme. This will constitute the Final Investment Decision and will allow the project to proceed to 'Stage 3 – Construction'.

### Recommendation

Members are requested to note progress to date with the redevelopment of Portrush Recreation Grounds at a total cost of £3.32m and approve a £1.89m investment to enable Council to appoint the recommended contractor, FP McCann Ltd from the Tender Report.

Members are requested to note that this decision is subject to DfC partnership funding of £1.43m being confirmed (expected in August) and affordability within Council's Capital Programme. This will constitute the Final Investment Decision and allow the project to proceed to 'Stage 3 – Construction' which is due to commence in September 2021 and complete in June 2022. Members will be informed of the outcome of the funding application to the Levelling Up Fund in the autumn and implications for Council's Capital Programme.

Members are requested to note that the existing lease with Portrush Bowling Club will be reviewed and agreed with the club prior to revised lease being considered by the Land and Property Committee.

The Department of Communities, Regional Development Office Deputy Director, provided an update on the financial situation for the development of the Portrush Recreation Grounds.

The Head of Sport and Wellbeing advised the consultation was extensive and stood up to scrutiny. The positive aspects of what this project would bring to the area were highlighted.

Members acknowledged it was good to see this work being completed in Portrush and raised concerns about money not being spent in other areas of the Borough.

Councillor C McShane raised concern about the lack of investment in Ballycastle.

Alderman Duddy raised a Point of Order. Standing Order, No 12 the matter raised was not on the Agenda.

The Chair advised Councillor C McShane she could proceed briefly.

During delivery by Councillor C McShane, Alderman Duddy raised a Point of Order Standing Order 12.

The Chair advised Councillor C McShane a Point of Order had been raised and the meeting would move to the next item.

Proposed by Alderman Hillis

Seconded by Alderman S McKillop and

**AGREED** to recommend that Council

- note progress to date with the redevelopment of Portrush Recreation Grounds at a total cost of £3.32m and approve a £1.89m investment to enable Council to appoint the recommended contractor, FP McCann Ltd from the Tender Report.
- note that this decision is subject to DfC partnership funding of £1.43m being confirmed (expected in August) and affordability within Council's Capital Programme. This will constitute the Final Investment Decision and allow the project to proceed to 'Stage 3 – Construction' which is due to commence in September 2021 and complete in June 2022. Members will be informed of the outcome of the funding application to the Levelling Up Fund in the autumn and implications for Council's Capital Programme.
- note that the existing lease with Portrush Bowling Club will be reviewed and agreed with the club prior to revised lease being considered by the Land and Property Committee.

## **20. SEAPORT AVENUE COASTAL EROSION TENDER REPORT**

Confidential report, previously circulated was presented by the Head of Tourism and Recreation.

The purpose of this report is to seek approval from Elected Members to advance to Stage 3 of the Capital Works process for repair works to failed sea defence infrastructure at Seaport Avenue, Portballintrae.

**It is recommended** that the Leisure and Development Committee is asked to approve the most economically advantageous tender from JPM Contracts Ltd at £31,500 (excluding VAT). All statutory requirements have been met with the



exception of a marine construction licence which is pending approval. Tender report attached at Annex A (circulated).

The Head of Tourism and Recreation confirmed the damage on the bay side of the coastal path for any works to be completed.

Proposed by Alderman Hillis  
Seconded by Councillor Schenning and

**AGREED** - to recommend that Council approve the most economically advantageous tender from JPM Contracts Ltd at £31,500 (excluding VAT). All statutory requirements have been met with the exception of a marine construction licence which is pending approval. Tender report attached at Annex A (circulated).

### **MOTION TO PROCEED ‘IN PUBLIC’**

Proposed by Councillor Schenning  
Seconded by Councillor Anderson

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

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

### **22.1 Bylaws to address watercrafts on beaches (Councillor MA McKillop)<sup>5</sup>**

*What bylaws are in place to address personal watercrafts usage on our beaches?*

Councillor MA McKillop presented her item of AORB and asked what plans Leisure and Development had to address concern about the launching of watercraft from Council owned beaches.

The Director of Leisure and Development advised it was necessary to understand the legal position and move forward. Bylaws apply to Council owned land and Council would need to work with the Coastguard and PSNI. He advised the Chief Executive was holding a meeting next week to consider bylaws.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 11:00pm

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<sup>5</sup> Supplementary minute record, see Council Meeting minute 7 September 2021.

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Chair