

Leisure & Development Committee Tuesday 12th April 2016

Table of Key Recommendations

No	Item	Recommendation
2.	Declarations of Interest	<i>None</i>
3.	Minutes of Previous Meeting held Tuesday 8 th March 2016	<i>Adopt</i>
4.	Presentation – SONI	<i>For Information</i>
5.	Presentation – Department for Social Development	<i>For Information</i>
6.	Leisure and Development Sub-Committee	<i>Defer to workshop</i>
7.	PEACE IV Partnership Structure	<i>Approve the proposed model for the governance structure of the peace IV Partnership, agree the ration of social partners to elected members as 21 (11 elected members) and preferred option for both the nomination process for social partners via open process.</i>
8.	Landfill Communities Fund – Feeny Park Project	<i>Approve submission of an application to the Landfill Communities Fund for £70,000 for a play park in Feeny under Object D: The provision, maintenance or improvement of a public park or another public amenity.</i>
9.	Landfill Communities Fund Tender	<i>For Information</i>
10..	Every Body Active 2020	<i>For Information</i>
11.	Causeway Coast and Glens Food Network	<i>For Information</i>
12.	RSI Update	<i>For Information</i>
13.	Alchemy Programme Update	<i>For Information</i>
14.	Regeneration 2016/17	<i>For Information</i>

15.	Coleraine Enterprise Zone	<i>Refer item 20 below</i>
16.	Correspondence	<i>None</i>
17.	Consultation	
	The Department of Health, Social Services and Public Safety (DHSSPS) and the Department of Justice (DOJ) – Improving Health within Criminal Justice Draft Strategy Action Plan	<i>Noted</i>
18.	Notice of Motion submitted by Councillor Duddy referred from 22 March 2016 Council meeting	<i>Carried</i>
19.	Notice of Motion submitted by Councillor Wilson referred from 22 March 2016 meeting	<i>Carried</i>
20.	Coleraine Enterprise Zone	<p><i>Approve subject to written confirmation from DETI of the EZ Status, Operable Date for capital allowance and legislative timetable and anchor tenant proof of funds before signing.</i></p> <p><i>The following items are to proceed with the target date for completion and signing of documents being 10 May 2016:</i></p> <p><i>Buy the 20 acre site from Ulster University; lease the 5 acre site to Anchor Tenant; place the order for Electrical Infrastructure; bring a tender report to Council for award of the Civil Engineering Infrastructure; complete and implement the Marketing Plan; continue work to achieve supply of lower cost energy to the site and in due course bring back a report to Council; initiate a Project Board to scrutinise the cost, time and quality aspects of project delivery.</i></p>
21.	Any Other Relevant Business	<i>None.</i>

Leisure & Development Committee

Minutes of the Meeting of Causeway Coast and Glens Borough Council Leisure & Development Committee, held in Council Chamber, Civic Headquarters, Coleraine on Tuesday 12 April 2016 at 7.00 pm.

In the Chair: Councillor M A McKillop

Members present: Aldermen Hillis and Hickey
Councillors Clarke, Douglas, Duddy, Holmes, McCaul, McCorkell, McGlinchey, McLean, Stevenson, Wilson

In attendance: R Baker, Director of Leisure and Development
J Gray, Strategic Programme & Projects Manager
P Beattie, Head of Prosperity and Peace
J Welsh, Head of Community and Culture
L Scullion, Community Services Manager
W McCullough, Head of Leisure, Well-Being and Sport
P O'Brian, Funding Unit Manager
E McCaul, Committee and Member Services Officer

Also in attendance: M Hewitt, Project Manager, System Operator Northern Ireland
R McCormick, General Manager, System Operator Northern Ireland
W Cameron, Department of Social Development

Press (3 No)

Public (5 No)

In accordance with Standing Orders 22(2) – Councillor Duddy attending the meeting as a substitute for the Mayor – Councillor Knight-McQuillan and Councillor McCaul attended as a substitute for Councillor Nicholl.

1. Apologies

Alderman Mullan, Councillors Mulholland and McCandless.

2. Declarations of Interest

There were no declaration of interest recorded.

3. Minutes of the Meeting held on Tuesday 8 March 2016

It was AGREED: **that the minutes of the Leisure and Development Committee Meeting held Tuesday 8 March 2016, be confirmed as a correct record.**

4. Presentation from System Operator for Northern Ireland (SONI) on the North/South Interconnector

The Chair welcomed Michael Hewitt, Project Manager and Robin McCormick, General Manager, SONI to the meeting.

The Leisure and Development Committee were advised that SONI currently brought electricity to every part of Northern Ireland and were planning ahead for future growth via a new connection between electricity networks in Northern Ireland and the Republic of Ireland. The North South Interconnector would make the electricity network stronger, more secure and allow for competition, which would bring electricity prices down. It would also help facilitate business growth, investment, job creation and the future enterprise zone.

* Councillor Douglas joined the meeting at 7.22 pm.

Mr McCormick gave an update on the current status of plans for the North South Interconnector and it was noted that following the Oral Hearing on the planning application on 7 March 2016, the Planning Appeals Commission were collating information required for the Public Inquiry scheduled to commence in June 2016, with a decision expected by the end of the year.

The deputation from SONI answered members' queries on anticipated demand for electricity, options for underground cables, electricity storage, the possibility of an Interconnector from Scotland and security issues.

The Director of Leisure and Development suggested that members might wish to visit SONI headquarters.

The Chair thanked the representatives from SONI for the presentation.

5. Presentation from the Department for Social Development regarding Portrush Regeneration

The committee was advised that the presentation regarding Portrush Regeneration would be held in conjunction with agenda item 14.

6. Leisure and Development Sub-Committees

The Director of Leisure and Development presented a report seeking approval from members to establish sub-committees for the service areas within the responsibility of the Leisure and Development Committee.

Following discussion, it was AGREED that decision to establish sub-committees would be deferred for discussion at a workshop.

7. PEACE IV Partnership Structure

The Head of Community and Culture presented the report, previously circulated and summarised as undernoted;

The purpose of this report is to seek agreement from Council on a preferred governance model for a Peace IV Partnership in the Causeway Coast & Glens Borough Council area, as part of the submission and administration requirements of the Special European Programmes Body.

Local authorities within Northern Ireland and the Border Region of Ireland have been invited to participate in delivery of the PEACE IV Programme and as such are required to develop a Local Peace & Reconciliation IV Action Plan. This process includes auditing and consultation, engaging key stakeholders in the development process, including the establishment of relevant partnership/governance arrangements to implement and administer the Action Plan.

In terms of governance structures for local Peace IV Partnerships, the Special European Programmes Body (SEUPB) will not be prescriptive in terms of partnership composition or the partnership process. However, SEUPB have provided guidance to Councils in which they reaffirm the importance of balanced representation within governance structures, ensuring that members have appropriate skills and expertise on peace building and reconciliation, and that community interests and needs are represented. The process of building the partnership must include effective communication on the development and implementation of the Peace Action Plan including transparency of decision making. Councils are required to have a partnership agreement in place which will ensure equality of contribution from all participating stakeholders.

The following guiding principles of partnership have been identified that will drive the local authority programme:

- ***Participation***
- ***Openness***
- ***Shared Ownership***
- ***Representative***
- ***Mutual Respect***

Each Local Authority will act as Lead Partner. Each Action Plan must be accompanied by a Partnership Agreement. The responsibilities of a Lead Partner and the required contents of a Partnership Agreement are detailed within in Section 3 of the SEUPB's programme rules document, however the overall main tasks include the co-ordination of the action plan with sound financial and project management.

A range of options have been provided for Council's consideration in order to fulfil the requirement to establish a Peace IV Partnership that will develop and implement a Local Action plan. Councils are required to have partnership commitment and a draft partnership agreement by submission of stage one applications, which at this juncture should be no later June. These timeframes

will provide a considerable challenge to all Councils who do not have existing partnerships in place.

Options for Partnership structures based on existing models have been considered and include:

- *CC&G Rural Development Local Action Group Model*
- *CC&G Community Planning Strategic Partnership Model*
- *Legacy North East PEACE III Partnership Model*
- *CCG Policing & Community Safety Partnership Model*

There are a range of factors regarding consideration of a preferred option as highlighted below

- *There is a need to take account of the time available for recruitment to the partnership in advance of the Stage 1 submission date on 21st June 2016.*
- *SEUPB recognises that the community planning proposals aimed at embedding the principle and practice of partnership will also serve the requirements of the PEACE IV Programme which requires a partnership approach.*
- *Ensure that within the partnership, representation is balanced, members have appropriate skills and expertise on peace building and reconciliation, and community interests and needs are represented. SEUPB confirmed the composition of the partnership should also take into account representation from sectors focusing on growing the economy.*
- *Recognise and take account of the Council's responsibility from a governance and financial perspective as Lead Partner. The Partnership would be an advisory body but whose decisions would have to go back to Council for final ratification.*
- *The recruitment process and governance structure for the Partnership should be fair, open and transparent.*
- *Peace IV must be operational promptly in terms of delivering its funding strategy from early 2017*
- *The partnership agreement will ensure equality of contribution from all participating stakeholders.*

Proposed preferred option

- *A new PEACE IV Partnership comprised of elected members and social partners with key statutory sector bodies acting as advisors; in effect an advisory body which would report to Council as the decision making body.*
 - *That the Peace IV Partnership would be considered as a possible working Group within the CC&GC Community Planning Structure, ensuring longevity to peace building once this structure and the themes have been finalised.*
 - *Numbers on the partnership are recommended at no more than 20 or 21 and would be an odd or even number based on the options outlined below.*
- *If 20 members - 10 elected members and 10 social partners, or*
 - *If 21 members - 11 elected members and 10 social partners,*

a) Elected members

- **Elected members will be nominated using the D'Hondt system – with one more place than the social partners given the governance and financial responsibilities, and given that the partnership is unlikely to be established as a separate legal entity.**
OR
- **Elected members will be nominated using the D'Hondt system – with equal numbers to the social partners.**

b) Social Partners

- **Open process for social partners similar to the PEACE III process with an open and transparent application and selection process – Social partner representation would reflect the themes of the PEACE IV Action Plan, notably Children and Young People, Shared Spaces and Services, Building Positive Relations and be reflective of the geography of the area. A focus on ensuring hard to reach groups and those affected by the conflict would also be considered.**

Nomination and recruitment process for social partners

- **Social partners would be nominated by representative organisations, and selected as representatives of those organisations to sit on the PIV Partnership (subject to potential conflicts of interest issues regarding potential delivery status being addressed).**
Or
- **Self-nominated and then selected as individuals to sit on the PIV Partnership (less likely to be conflicts of interest).**

Potential process

- **Stage 1: Call for applications for social partners across the CCG area (assessment to take account of geographical spread, Section 75, expertise in PEACE IV themes and experience in peace building and knowledge of the local area).**
- **Stage 2: Eligibility assessment by the Council.**
- **Stage 3: Interview process through Council.**
- **Stage 4: Social Partner applicants selected/ rejected.**

c) Statutory Bodies

- **Nominees sought from Statutory Bodies representative of the themes in the PEACE IV plan and sought to act as advisors;**
- **Key statutory representatives may include NIHE, PSNI, Youth Services within the Education Authority, Council Good Relations, with additional options such as Children and Youth People's Strategic Partnerships.**
Partnership Agreement

A formal Partnership Agreement between the members of the Peace IV Partnership will to be entered into. The Partnership Agreement will define the rules of procedure for the work to be carried out, and the relations that will govern them in order to implement the Peace IV Strategy and Action Plan.

The final decision-making responsibility for the Peace IV Local Action Plan lies with Council, with the partnership acting as an advisory body making recommendations on the development, monitoring and delivery Strategy and Action Plan.

It was recommended:

1. That Council agrees the proposed model for the governance structure of the peace IV Partnership, as contained within the report.
2. That Council agrees the ratio of social partners and elected members.
3. That Council agrees a preferred option for both the nomination process for social partners.

Councillor Stevenson proposed seconded by Alderman Hickey and **AGREED: to recommend that Council approves:**

1. **The proposed model for the governance structure of the peace IV Partnership, as contained within the report.**
2. **That Council agreed that ratio of social partners and elected members as 21 members – 11 elected members and 10 social partners and**
3. **That Council agreed a preferred option for both the nominations process for social partners via open process.**

8. Landfill Communities Fund – Feeny Park Project

The Funding Unit Manager presented the report, previously circulated and summarised as undernoted;

The purpose of this report is to seek approval from Members to progress the Feeny Playpark Project to Councils Environmental Body for application to the Landfill Communities Fund.

The need for a new play park in Feeny was developed through consultation with the local community. In 2011 a Community Audit was carried out and a strategic plan produced for the area which included commentary on the provision of recreational opportunities in the area.

In 2014 Limavady Borough Council agreed to proceed with the procurement process for new play facilities in Feeny, within a £70,000 allocation in the Capital programme. The project did not progress to completion as a consequence of convergence constraints associated with Local Government reform.

Feeny Playpark is within the 10 mile radius of landfill site at 163 Glenshane Road, Co Londonderry. The site holds an existing licence for restoration and aftercare. (See Annex 1: Revised Maps of Landfill Sites in CC&G catchment area).

Eligibility for funding will be determined through ENTRUST's specified criteria.

The village of Feeny in Limavady has a resident population of 2,248 (June 2014) of which 490 are children aged 0-15years.

The project will provide play facilities for the children of residents in the rural settlement of Feeny in Limavady. It will involve the replacement of the existing, out-dated and no longer fit for purpose play park equipment, replacing it with modern equipment which is suitable for children aged 0 to 12 years and also includes equipment which is accessible to children with disabilities.

The upgrade of the play park is Stage One of a development plan for the village recreational facilities which also includes a general kick about area for teenagers and the introduction of allotments.

The plan has been drawn up following local consultation between the previous Limavady Borough Council and local community representatives.

Specific Objectives of the project:

- To enhance access to high quality play / leisure activity, facilitating recreational and physical activity.***
- To bring about an increased level of involvement in physical activity with associated health & wellbeing benefits.***
- To contribute to the quality of life for citizens by enhancing access to inclusive, multi-use and accessible leisure and recreational space.***
- To provide activities which promote community activity and interaction in Feeny.***

Feeny is located in an isolated rural catchment where public transport services are limited so the project has the potential to make play and recreational activities accessible to all members of the local population and increase the benefits to the health & wellbeing of the younger population.

***“Playgrounds often act as focal points for the community, providing a meeting area for children and parents alike... the importance of playgrounds must not be underestimated in bringing people together. They offer a place for children to play and forge new friendships, while ensuring they remain healthy and active.”
John Croasdale, Chairman of the Association of Play Industries (API).***

Public play facilities are linked to increases in children’s physical activity, over and above the impact of provision of public open space. Parents associate playing in playgrounds with family wellbeing, and those who live near playgrounds and visit often report higher levels of family wellbeing. Play and youth facilities in public spaces have led to reductions in levels of anti-social behaviour and vandalism. (The Play Return: A review of the wider impact of play initiatives, July 2014)

The Feeny Play Park project will provide attractive modern play equipment that can be accessed by the local community as and when required. It will provide a local community space where children and families can gather together and interact and spend quality leisure time together. The installation of a new play park and other associated improvements will improve the aesthetics of the general area giving local residents and other members of the public pride in the area which will have a positive impact on other aspects of the environment.

Current available budget from the Landfill Communities Fund is £140,000

It was recommended that Council agreed to submit an application to the Landfill Communities Fund for £70,000 for a play park in Feeny under Object D: The provision, maintenance or improvement of a public park or another public amenity.

During discussion the following points were made:

- the need for a playpark in Bovally
- the funds would be spent on safety issues and disability play equipment
- Officers were carrying out a mapping exercise on the 100 playparks in the Borough to identify what works needed to be carried out.

Alderman Hickey proposed, seconded by Councillor McCaul **to recommend that this Council agree to submit an application to the Landfill Communities Fund for £70,000 for a play park in Feeny under Object D: The provision, maintenance or improvement of a public park or another public amenity.**

The Chair put the proposal to the Committee, with 10 voting for and 1 abstention. The Chair declared the proposal carried.

9. Landfill Communities Fund Transfer

The Funding Unit Manager presented the report, previously circulated and summarised as undernoted;

The purpose of this report is to inform Members of the outcome of a recent tender exercise undertaken to appoint an Environmental Body to provide administration services for the delivery of the Landfill Communities Fund for the next 3 years.

In February 2016, Council agreed the draft Landfill Communities Fund Policy which outlined an agreed approach to approval of the funding in relation to LCF applications. Council further agreed to procure the services of a recognised Environmental Body to administer the Landfill Communities Fund post March 2016.

Quotations were sought from recognised Environmental Bodies. The scope of the work required was outlined in the tender documentation:

- ***Management and administration of Causeway Coast and Glens Borough Council's Landfill Communities Fund.***
- ***Implementation of a transparent and fair grant application process to achieve timely allocation of funds to eligible projects in the Causeway Coast and Glens Borough Council area.***
- ***Co-operation and regular communication with Causeway Coast and Glens Borough Council to ensure funds are spent in a way that best serves the local community and residents.***
- ***Regular updates as to the amount of funding available to projects.***
- ***Regular financial statements showing income from the Council, expenditure on projects, expenditure to third parties and funding allocated / committed to projects.***

- *Timely advice and support to applicants on the likelihood of projects receiving funding prior to application submission stage.*
- *Timely registration of Project applications to ENTRUST.*
- *Regular and timely notification as to the progress of applications.*
- *Timely transfer of funds to other Environmental Bodies for projects as and when necessary.*
- *Attendance at Council and / or Committee meetings to provide advice and updates as and when requested.*
- *Provision of advice and guidance to Council on the landfill Tax Credit Scheme.*
- *Assessment of applications against stated criteria.*
- *Checking and ensuring proper approvals from Causeway Coast and Glens Borough Council are in place.*
- *Issuing Letters of Offer.*
- *Financial verification of all expenditure.*
- *Monitoring progress.*
- *Reporting to ENTRUST.*
- *Submitting statutory returns to ENTRUST (must be completed within 28 days of the 31st March). Must include all income and expenditure for LCF activity.*
- *Keeping and maintaining a clear audit trail.*

Environmental Bodies were invited to submit written quotations by 12.00noon on Friday 18th March 2016.

3 submissions were returned:

- *Ulster Wildlife Trust.*
- *Groundwork NI.*
- *Environmental Body NI.*

Assessments were carried out by Council Officers against criteria detailed in the specification.

Qualitative Assessment	70%
1. Experience	30%
2. Proposal for Delivery	40%
Cost Assessment	30%
3. Cost	30%

Outcome

	Name of organisation submitting quotation		
	Ulster Wildlife Trust	Groundwork NI	Environmental Body NI
Quality	64	56	48
Cost	22.5	22.8	30
Total Score	86.5	78.8	78

The Ulster Wildlife Trust scored the overall highest in terms of quality and cost. The Ulster Wildlife Trust has been appointed as Council's Environmental Body for the administration and delivery of the Landfill Communities Fund for the period 1 April 2016 until 31 March 2019 at a cost of 10% of the value of the fund.

Members noted the above item for information.

10. Every Body Active 2020

The Head of Tourism and Recreation presented the report, previously circulated and summarised as undernoted:

In December Officers brought an information item to Committee with regards to the Every Body Active 2020 Programme (Opportunities Strand) which is a Sport NI funded programme designed to be delivered in the 11 Councils. The aim of the programme is to increase and sustain participation amongst target groups across key life-course transition points, from primary to post primary education and working life to retirement.

Prioritisation within the programme is aimed specifically at women and young girls, people with a disability and those living in areas of high social need on the basis of continued under-representation in sport.

Officers submitted an Action Plan for 2016/17 to Sport NI which set out the focus for delivery of the Opportunities strand of Every Body Active 2020 in the Causeway Coast & Glens Borough area.

The content of the plan links with Council's Corporate Plan, and as it develops, will also correlate with the themes of the Community Plan, in particular Social Wellbeing.

It also links directly with the strategic aim for the Sport & Wellbeing Service Unit; to ensure leisure and sport contributes to making the new Causeway Coast & Glens Borough Council a healthy, vibrant and inclusive community. Ultimately helping communities and individuals to fulfil their full potential to grow in confidence, build capacity, develop sustainability and enable participation in sport and physical activity in their own areas.

The Action Plan has been approved by Sport NI and a Letter of Offer received in March, to be implemented from April 2016.

Out of a total 4 year fund of £373,458, the 2016/17 allocation is £116,208.

Confirmation of funding beyond 31 March 2017 is subject to an annual letter of offer, satisfactory performance against the associated KPI targets and availability of budgets.

The plan includes employment of 7 coaching staff who will deliver participation programmes designed to meet the KPIs across the Borough in schools, council and community facilities.

The permanent staff previously employed through Active Communities will transfer across into these roles initially on a 1 year Fixed Term contract. Future staffing requirements for the programme beyond 31st March 2017 will be dictated by the content of Year 2, 3 & 4 of the Action Plan and sustainability of funding and income generation initiatives.

As the Action Plan rolls out across Year 1 the Sports Development Unit may increase the content of the plan to include other programmes and activities in order to take advantage of available funding or partnership opportunities that can contribute to the overall success of the EBA 2020 strategic objectives, Council's Corporate Plan, the Community Plan and Sport & Wellbeing strategic themes.

Members noted the above for information.

11. Causeway Coast and Glens Food Network

The Head of Prosperity and Place presented the report, previously circulated and summarised as undernoted:

The purpose of this report is to provide Members with information on the recently launched Causeway Coast & Glens Food Network project.

The Causeway Coast and Glens Food Network initiative was funded in 2014 through the Department for Rural Development Supply Chain Development Programme, supported by the legacy Councils, Good Food NI and NITB (now Tourism NI). It was a producer-led project. The outcomes of this initiative included establishing an agreed remit for the Network as well as the design of a brand toolkit for the Network.

Following RPA, the project was revisited and has been taken forward by the Prosperity and Place pillar within Causeway Coast and Glens Borough Council.

Aim of Initiative: To showcase quality local food and drink produced within the Borough, by acting as a gateway to promotional support, market knowledge, quality, insights and networks.

What The Causeway Coast and Glens Food Network will do:

- Showcase quality local food and drink produce through local hospitality, markets, exhibitions, farm shops and retail outlets.***
- Collectively market the local food and drink sector through the Causeway Coast and Glens food network brand.***
- Collate databases of local producers, hospitality providers and retail outlets supplying local food and drink within the Borough, to stimulate the local supply chain and facilitate communication within the sector.***
- Provide access on funding support and development opportunities from relevant support agencies.***
- Raise awareness of the quality and diversity of the local food and drink as a tourism product.***
- Provide information and support the development of food related events in the Borough.***

- **Encourage new business starts within the sector.**

The network is an opportunity for the local food and drink industry to develop and promote their businesses by getting local produce onto menus and the shop shelf. The end goal will be to ensure that the area will be known as a food destination to go alongside our world class tourism destination.

What has been achieved to date:

- **Press photo shoot with Mayor and local producers on 25 February 2016 to officially launch the Causeway Coast and Glens Food Network.**
- **Web presence established at www.causewaycoastandglens.gov.uk/foodnetwork**
- **Establishment of associated industry social media.**
- **As at 21 March 2016, 25 businesses within the food and drink industry in our Borough have formally registered to be part of our Network, via the website. This includes 14 producers, 3 hotels, 3 business support providers, 2 delis/cafes, 1 food tour, and 2 markets.**
- **Branding has been finalised and promotional and exhibition materials purchased for events/exhibitions, including counter tops, pop ups, leaflets and other branded items.**
- **The Network supported its member 'The Chocolate Manor' who was selected from other UK producers to attend the 5th prestigious Pitch at the Palace, organised by His Royal Highness The Duke of York. Owner of The Chocolate Manor, Geri Martin, publicised the Network with samples of network branded chocolate.**
- **Referred Network members to possible funding opportunities and agencies that can assist with business support.**
- **The Network facilitated an exhibition stand at the IFEX exhibition held in the Titanic Exhibition Centre, Belfast between 8-10 March 2016. This is a dedicated exhibition for the food, drink, retail and hospitality sector with approximately 2000 people from the sector attending over the 3 days.**

The Network brought along 8 of its members from the food and drink industry within the Borough to showcase their produce. The following producers attended:

- **North Coast Smokehouse.**
- **Naturally North Coast & Glens Market.**
- **The Chocolate Manor.**
- **Thyme & Co.**
- **Lacada Brewery.**
- **Country Garden Herbs.**
- **Braemar Farm Ice Cream.**
- **Brighter Gold Rapeseed Oil.**
- **Glens of Antrim Craft Ale & Beers.**

Although it is too early yet for producers to quantify new orders that have resulted from attending IFEX (as they are in the process of following up on potential leads and providing samples), all 8 producers felt it was extremely

beneficial for their business to get the opportunity to showcase their produce, at a prestigious event that they may not have otherwise afforded on their own.

Approximate spend to date for the above project work £6,000, which has included branded promotional items, branded pop ups and stand, as well as exhibition space at IFEX 2016. A visual is included with this report to show some of the branding, publicity and comments from users to date (Annex 1).

Members noted the above for information.

12. Regional Start Initiative Update

The Head of Prosperity and Place presented the report, previously circulated and summarised as undernoted:

The purpose of this report is to provide Members with an update on the progress of the transfer of Regional Start Initiative (Business Start programme) from Invest Northern Ireland to Councils, and its linkage to the new EU Local Economic Development Programme.

From 1 April 2015, responsibility for Business Start transferred to Councils. In order to give Councils time to prepare and create a programme fit for purpose, it was agreed with Invest NI to extend the contract for the current programme, which was initially for two years, for a further period up to 22 October 2015. For the period April to October 2015, Councils signed a Service Level Agreement with Invest NI for the delivery of the programme. This was agreed by Council in April 2015.

In tandem, a new Local Economic Development Programme from Europe, through the Department for Enterprise Trade and Investment has been awarded to Northern Ireland. Unlike previous programmes however, Councils' ability to utilise this for a range of interventions has been curtailed, due to a limit of £1,000 per job created being placed on the programme. That is, for every £1,000 spent through this programme, a job must be created. (Invest NI's own figure is around £4,000 per job)

A working group, with representation from each of the eleven councils, met to assess options and to progress the task of creating a new programme which meets the needs of each of the areas. An independent economic appraisal was carried out to inform costs, targets and parameters of support which Councils can offer post October 2016.

The final report offered recommendations for a 3 year basic service on a regional basis across all of Northern Ireland, and that all eleven Councils would agree to work collaboratively to ensure a homogenous approach. The support to be offered would be a combination of advice, peer themed workshops and 1:1 mentoring to assist with business planning.

In order to meet the Programme for Government targets for job creation and to optimise funding opportunities, a collective application for European Regional Development Fund (ERDF) funding was made to the Local Economic Development measure - Investment for Growth and Jobs, whereby ERDF will

contribute 60%, Invest NI 20%, with the remaining 20% to be match-funded by Councils.

Background to ERDF Funding

- **The programme for NI will concentrate on R&D activity, low levels of business growth, increasing high growth companies and increasing employment levels.**
- **That which has been left to Councils to deliver, is "to increase the number of employees in micro and small enterprises" – from 297,000 to around 333,000 by 2023.**
- **The outputs are based on jobs created, with 60% of funding coming from ERDF, 20% from INI and 20% from ourselves. The minimum project size is £250,000.**
- **Causeway Coast and Glens' nominal allocation is €1.4m, which converts to approximately £1.1m.**

The Cost per Job Issue

- **Because of the fragmented nature of the last programme, with around 100 small council programmes across 26 council areas, Europe was inclined towards a new LED element to the programme.**
- **The LED aspect of the programme which Council now has to deliver would not have passed EU scrutiny without the £1,000 cost per job.**
- **This has a knock-on effect to Council's ability to do anything except use it for the implementation of the Regional Start Initiative (business start).**

Current situation

- **A draft application has been made from all the councils with INI for consideration which uses the LED money for RSI.**
- **An appraiser has been appointed to assess this application – this work is now underway and will be completed mid-April; Councils may be asked to make adjustments to this application based on the appraisers recommendations.**
- **The current programme runs out under its delivery conditions in October – we will use Alchemy as a stop-gap if there is any delay.**

Summary

- **Council will continue to pay Invest NI through its current contract with Enterprise Northern Ireland to deliver RSI until October 2016.**
- **The process of application for LED funding to use against the Regional Start Initiative will continue with Councils across Northern Ireland.**
- **Once confirmed, the Councils will tender for a delivery agent through the EU Journal, which is a three month process.**
- **A delivery agent will be appointed from this process – however, solution by October is looking more and more unlikely.**
- **Our subsequent target will be around 200 cases/business plans per annum over the lifetime of the programme – using European funding, INI funding and Council contribution.**
- **Council will implement an interim solution for post October 2016, if required, through the Alchemy Programme, utilising the Enterprise Agencies' expertise to deliver.**

Members noted the above for information.

13. Alchemy Programme Update

The Head of Prosperity and Place presented a report, previously circulated and as undernoted:

The purpose of this report is to provide Members with a brief update on the Alchemy Programme, and some headline cases from the past 6 months.

Alchemy is offering bespoke business support to locally based businesses in the Causeway Coast and Glens Borough Council area. Alchemy will centralise business enquiries offering direct business support, or link businesses to other relevant support programmes. It offers:

- ***Tangible, focused and bespoke advice and support.***
- ***Referrals to other relevant business support.***
- ***Up to five days free bespoke mentor support/consultancy (depending on need) delivered by industry professionals.***
- ***Opportunities to grow the business with professional support.***

This is the first year in which the programme has moved into new geography after RPA. Some delays were experienced in re launching the programme, while previous EU-funded projects were finished off in 2015/16.

As a key programme which “picks up” many businesses which cannot attract Invest NI assistance, this programme will continue to roll out through the Borough in the coming year. While it did not hit its target of 80 businesses assisted due to the late start, it is expected to do so as it hits the ground running in the new financial year.

The programme will also be used to assist in any lag between the end of the current Regional Start Initiative contract and the commencement of any new one.

Members are also encouraged to refer any business, with any related queries to the Prosperity and Place unit for assistance.

Summary and headline cases

- ***64 Businesses Assessed and presented to March 2016 – 169 Days mentoring approved.***
- ***Overall value of Turnover of registered Businesses = £37,243,705.***
- ***No of employees = 409 FTE.***
- ***Gross Profit Value = £5,715,740.***

Client	Outcomes	Of Note
Alloy Clinic Ballymoney	New spin off business growth and marketing plan with specific research that has already allowed capture of a greater part of the market share across NI.	Business Expects to exceed growth targets.
Altec Renewables Limavady	Market Research for Scotland and ROI has determined not feasible for Scotland but yes for ROI Growth, and a Growth Strategy devised for Energy Storage solutions	Business expects to exceed growth targets.

	longside website having been redefined and added for open marketing tendering.	
Atlantic Lenses, Portstewart	The business gained from marketing support having secured a new business growth plan and has already captured new market share in local area and across NI.	Business expects to double annual revenues.
Bellisle Spa, Macosquin	The business now has a clearly defined plan with an overhaul of operations, and each staff has specific outcomes within an overall marketing plan to assist the business double sales and secure more high quality luxury bookings for the spa offerings.	Potential to double client capacity onsite if growth in sales permits investment for 4 new treatment rooms.
Blok 51 Kilrea	Now have key business objectives over 3 months, 1 year and 5 years with related priorities, partner roles, responsibilities and objectives and agreed key products and sales channels.	Business to employ 2 people within 18 months.
Bradagh Interiors Dungiven	This new business has 3 employees and 35 subcontractors with significant growth prospects. Bradagh Interiors now have; 1. An agreed outline of the system in place for Site Management, Project Delivery, Quality which will improve communication, productivity and ultimately save the directors time. This will be beneficial for new staff coming on board. 2. Bradagh Interiors are in the process of becoming an InvestNI client and are applying for financial assistance to employ a much needed Project Co-Ordinator - a job spec and person spec have been agreed for this role and they expect to have someone in place by May 2016. 3. Bradgah Interiors is reviewing support for new IT system with Invest, however they plan to go ahead with this regardless of whether they get the support or not.	Business to grow by 20% and employ 2 new people within 12 months.
Café Piazza Limavady	Expects to increase turnover by 25% in 18 months and employ another 2 part time staff with marketing plan already paying dividends for the business.	
CAN, Ballymoney & Coleraine	Seeking a visit from Causeway Coast & Glens Council CEO and Councillors to site to publicise social enterprise efforts and cement relations for future employment growth.	
Coleraine Van Centre	Marketing and Website support delivered to ensure market share is maximised and thus far very positive feedback on its ability to continue with such effective marketing tools.	Expects to see at least 5% growth in turnover.
Covtek Rentals Ltd Coleraine	From an initial analysis of the existing customer mix, the following customer groupings have been identified: - Small retail (8% revenue, 50% accounts) - Large retail (50% revenue, 20% accounts) - Hospitality (2% revenue, 10% accounts) - Production (40% revenue, 20% accounts)	The initial growth target is 100% turnover.

	Large retail and Production offer the most attract routes for growth.	
Crusoes Café Castlerock	<ul style="list-style-type: none"> • Support has mapped out financial targets for Crusoes Café and Castaway – identified breakeven activity and the level of sales required to permit salaries. • Also assisted to research the possibility of developing a sandwich manufacturing facility. A breakeven target was established to detail the target number of sandwiches to be sold annually and monthly. • Finally establish an online presence - shown various website solutions and agreed to DIY build a hosted platform website, using the website platform weebly. A website presence was developed. 	Will have a target turnover increase of 33% and profit uplift of 3%.
E Henry Engineering Ballymoney	New areas for business have been targeted as part of a new strategic Growth drive and materials produced to assist marketing and case studies for tendering bids for under £30,000 contracts.	Expects to exceed growth targets 5% turnover and 1% profit.
Glenballyemon Eggs Cushendall	The business now has Growth Plan – focused on Sales, margin and cash flow projections for years 1-3 New Factory Plan and Layout completed with the Capital cost almost finalised subject to completing 4 outstanding items. Current Estimate £103K for Plant and £120k for equipment. Total £223k new investment.	Expect Turnover increase of 40% by year 3 and profit by 50% with new £223,000 investment.
KA Toning Kilrea	Reviewed Trade Marking & Marketing and finalised product brand name, so initial trade mark searches could be completed. Invest NI will assist with funding the Trade Marking of the new product through a second TDI application. Supported the overall additional patents being obtained, and supported securing the Trade Attorney to work with. Business now on target to have a working proto-type of new designed Tanning Paddle from LWP by 8th February – the Marketing Video costs agreed and model identified to participate in video.	
Kane Ecology Balnamore	Support directly with tendering and marketing the business as good prospects for some 35 new contracts via DOE and NIEA in 2016.	Expects to exceed targets.
Maine Surface Finishing Coleraine	3 days support has given a clear plan how to research and develop the business. They are now aware of all the regulations and legislation that they need to comply with. They may require further mentoring when the further applications to NI Water, NIEA or REACH need to be completed in 6-12 months' time.	When this project is complete it has the potential to increase turnover by up to £4M and create up to 80 jobs.

Northern Ceramics Drumsurn	A new online marketing campaign and focus for growth in capturing cross border trade for the Surface First Product range is well underway.	Expects growth target up to 10% increase.
Relieve Ltd Portrush	Contract business for specialised Neuro OT services now identified new markets, evaluated options and developed a formal growth plan focused on projections and work to plan sales/income/expenditure to permit the owner to achieve these objectives.	
Simply Scrumptious Ballymoney	Finalised SFA application to Invest NI as well as having supported the completion of initial layout, flows, equipment specifications and building upgrade design for new factory. The owner now looking at premises in Ballymoney so set to stay in the borough with significant growth plans – selling site on Main St, Ballymoney. Also reviewed grant applications for LAG and AFPIS funding.	
The Popcorn Factory Coleraine	Researched all of the distributors and discussed the possibility of supplying items offered - currently two from the target list that have expressed an interest in being a customer of the Popcorn factory and these targets are to agree a meeting date. – good prospects thus far for sales and to capture new market share in NI.	
Valley Roofing - Dungiven	Employs 4 directly and sub contracts to 10 others - Overhaul website and a Marketing Plan for the promotion of the new sales room and growth expected at 10% of sales in year 1.	

Members noted the above for information.

14. Regeneration 2016/2017

The Head of Prosperity and Place presented a report the purpose of which was to provide members with information on upcoming regeneration schemes at Portrush and the wider Borough areas for the year 2016/17.

The Chair welcomed William Cameron, Deputy Director on Regeneration, Department of Social Development to the meeting.

Mr Cameron gave an overview of capital expenditure in the Causeway Coast and Glens Borough Council area for the previous 5 years and highlighted that with the arrival of The Open to the Borough in 2019, Portrush regeneration projects were of regional significance. The main initiatives in Portrush Regeneration Strategy were:

- a combined bus and rail station
- new hotel, with conference facilities
- re-development of the Harbour
- public realm improvements throughout the town and
- re-development of the recreation grounds at Ramore Head.

Members were advised on progress to date on public realm works and projects being accessed for further consideration up to 2019. The work being carried out to the train station was welcomed by members.

The information relayed to the Committee was noted.

15. Coleraine Enterprise Zone (Recommended for Confidential Consideration)

It was agreed to change the order of business and consider agenda item 15 at the end of the meeting.

16. Correspondence

There was no correspondence.

17. Consultation

The Department for Health, Social Services and Public Safety (DHSSPS) and the Department of Justice (DOJ) – Improving Health within Criminal Justice Draft Strategy Action Plan

The Departments are keen to hear views on what other actions should be included and whether any proposals may have a potentially adverse impact on any of the 9 equality groups under Section 75 of the Northern Ireland Act 1998.

Members noted the consultation.

18. Notice of Motion submitted by Councillor Duddy referred from 22 March 2016 Council meeting

“That this Council, in partnership with the business community, within Coleraine Town Centre, develop a plan to initiate a Business Improvement District, as a matter of priority”.

In proposing the motion, Councillor Duddy explained that a Business Improvement District was first established in Canada and was defined as an area where a levy is charged on all business rate payers to be used to develop projects that benefit the local area. The benefits of the scheme were:

- businesses decide and direct what they want for the area
- businesses are represented and have a voice in issues effecting the area
- levy money is ring-fenced for use only in the Business Improvement District – unlike business rates which are paid in to, and redistributed, by government
- increased footfall
- business cost reduction
- area promotion
- facilitated networking opportunities with neighbouring businesses

The motion was seconded by Councillor Clark and **AGREED to recommend that this Council, in partnership with the business community, within Coleraine Town**

Centre, develop a plan to initiate a Business Improvement District, as a matter of priority.

19. Notice of Motion submitted by Councillor Wilson referred from 22 March 2016 Council meeting

“That Causeway Coast and Glens Borough Council develop and implement a programme of works to ensure that facilities/apparatus for Children with disabilities is installed in play parks across the entire Borough with a view to ensuring that all children have the opportunity to share and enjoy local park facilities together”.

In proposing the motion, Councillor Wilson pointed out that playparks played a valuable role to the community and that it was correct to have available facilities for the disabled. He stressed that it was key to obtain advice and engagement with the community on the type of disabled equipment that was needed.

The Notice of Motion was seconded by Councillor Duddy and **AGREED that Causeway Coast and Glens Borough Council develop and implement a programme of works to ensure that facilities/apparatus for Children with disabilities is installed in play parks across the entire Borough with a view to ensuring that all children have the opportunity to share and enjoy local park facilities together.**

It was agreed on the proposal of Councillor Wilson, seconded by Alderman Hickey and **AGREED: that the meeting be continued ‘In Committee’.**

20. Coleraine Enterprise Zone

The Director of Leisure and Development presented a report to update members on the current status with regard to the Coleraine Enterprise Zone and to seek members conditional approval to proceed with the project.

Members were reminded of background decisions, current situation, confirmation of anchor tenant, ongoing work to progress the project, financial summary of expenditure and return and marketing of the zone.

Councillor Holmes proposed, seconded by Alderman Hillis and **AGREED to recommend to Council that subject to:**

- **Written confirmation from DETI of the EZ Status, Operable Date for Capital Allowances and legislative timetable; and**
- **Anchor Tenant Proof of Funds before signing**

The following items are to proceed with the target date for completion and signing of documents being 10 May 2016;

- **Buy the 20 acre site from Ulster University.**
- **Lease the 5 acre site to Anchor Tenant.**
- **Place the order for Electrical Infrastructure.**
- **Bring a tender report to Council for award of the Civil Engineering Infrastructure.**

- **Complete and implement the Marketing Plan.**
- **Continue work to achieve supply of lower cost energy to the site and in due course bring back a report to Council.**
- **Initiate a Project Board to scrutinise the cost, time and quality aspects of project delivery.**

Councillor Wilson proposed, seconded by Alderman Hickey and AGREED: **that the meeting be continued 'Out of Committee'.**

21. Any Other Relevant Business (notified in accordance with Standing Order 12 (o))

There was no other relevant business.

This being all the business the meeting closed at 11.20 pm.