

**BALLYMONEY BOROUGH COUNCIL  
DEVELOPMENT COMMITTEE**

**Table of Contents:-**

<b>246.1</b>	Declarations of Interest	<i>Nil</i>
<b>246.2</b>	The Dark Hedges Trees	<i>Top 5 in world</i>
<b>246.3</b>	Minutes of Meeting No 246 – 20 <sup>th</sup> March 2013	<i>Approved</i>
<b>246.4</b>	Environmental Improvement Project – Linenhall Street/Charles Street  1. Design and Print Works  2. Building Works	<i>Accept tender - City Dressing, £14,567.67</i>  <i>Accept tender, subject to confirmation of revised amount and enter into wayleave.</i>
<b>246.5</b>	Open Farm Weekend	<i>Support to promote event</i>
<b>246.6</b>	Future Railway Investment – Consultation	<i>Response Tabled</i>
<b>246.7</b>	Translink Stakeholder Update	<i>Meeting on 24 May</i>
<b>246.8</b>	Magilligan Prison – Work Placement	<i>Develop proposals</i>
<b>246.9</b>	Energy Project	<i>Progress reviewed</i>
<b>246.10</b>	Village Renewal	<i>Programme update</i>
<b>246.11</b>	Queen Elizabeth Fields in Trust	<i>Commemorative plaque</i>
<b>246.12</b>	Townscape Heritage Initiative	<i>Recruitment complete</i>
<b>246.13</b>	Ballymoney Masterplan	<i>Progress reported</i>
<b>246.14</b>	North East Partnership	<i>Newsletter issued</i>
<b>246.15</b>	MARA Project	<i>For information</i>
<b>246.16</b>	Tourism Order (1992) - 'Rent a Room'	<i>For information</i>

<b>246.17</b>	Contribution Modern Pubs and Bars Make to Local Economy and Community	<i>Report tabled</i>
<b>246.18</b>	EU Structural Funds 2014-2020	<i>For information</i>
<b>246.19</b>	Non Domestic Revaluation	<i>For information</i>

**Ballymoney Borough Council  
Development Committee**

Minutes of Development Meeting No 246, held in the McKinley Room on Wednesday 17<sup>th</sup> April 2013 at 7.00 pm.

**IN THE CHAIR:** Alderman B Kennedy

**PRESENT:** **Aldermen**  
F Campbell  
C Cousley, MBE

**Councillors**  
J Atkinson  
R Halliday  
R McAfee  
C McLaughlin  
I Stevenson

**APOLOGIES :** **Councillors:**  
P McGuigan  
E Robinson, Mayor  
M Storey, MLA

**IN ATTENDANCE:** Head Corporate and Development Services  
Committee Clerk

**246.1 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**246.2 DARK HEDGES**

The Chair advised members that the "Dark Hedges" has been voted 5<sup>th</sup> in an internet poll of the most beautiful tree tunnels in the world. Commenting on this public vote he said The Dark Hedges is one of the most photographed natural phenomena in Northern Ireland and a popular attraction for tourists from across the world. These trees are an iconic symbol in our borough and this accolade brings welcome attention to the Causeway Coast & Glens destination and

Ballymoney in particular. He also paid tribute to the Dark Hedges Trust on its 4 plans, supported by funding from the Heritage Lottery Fund, to enhance the visitor experience and also ensure the uniqueness of the trees are preserved for generations to come.

The Head of Corporate & Development Services advised that the Causeway Coast & Glens Heritage Trust were working with the Hedges Trust to take forward the scheme which would include interpretation, direction signage and facilities at the site. A public consultation on the scheme was to take place shortly.

### 246.3 MINUTES OF MEETING NO 245 – 20<sup>TH</sup> MARCH 2013

It was proposed by Alderman Cousley, seconded by Councillor Atkinson and  
**AGREED:**

***that the minutes of Meeting No 245 – 20<sup>th</sup> March 2013, circulated, be approved.***

### 246.4 ENVIRONMENTAL IMPROVEMENT PROJECT – LINENHALL STREET/CHARLES STREET

Tenders were invited for works to building facades at Linenhall Street/Charles Street, Ballymoney. A report on tenders received was presented by the Head of Corporate & Development Services. Council powers had been granted to allow Committee to award a contract to meet the project timelines agreed.

#### **Design and Print Works**

Based on advice from DSD, a select list of five design Companies with experience in design of virtual shops, were invited to tender. Tenders, received on 10<sup>th</sup> April from four Companies and were opened by the Chair and Head of Corporate & Development Services, as follows:

<b>NAME OF FIRM</b>	<b>TENDER AMOUNT</b>
1. Art Ward Photography & Design Art (R Wilson/A Ward), Coleraine	£22,160.00
2. Signs Reload, Dungannon	£14,900.00
3. Smart City Dressing, Chippenham, Wiltshire	£14,567.67
4. Shutter Media, Middlesborough, Cleveland	£22,500.00
5. Dunserverick Art, Dunserverick, Bushmills	No tender submitted

Tenders were assessed by a panel of Heads of Service and Council's Consultant on 11<sup>th</sup> April, based on experience, design and cost. It is **recommended** that the

tender submitted by City Dressing, Chippenham in the amount of £14,567.67 be accepted.

### Building Works

A select list of six randomly selected Companies selected by Central Procurement Directorate, were invited to tender. Tenders were received on 17<sup>th</sup> April from four contractors and were opened as follows by the Chief Executive and the Chair of the Development Committee.

NAME OF FIRM	TENDER AMOUNT
1. D Martin Building, Comber	No tender submitted
2. Newell Contracts, Ballyclare	£49,455.00
3. Hugh Griffin & Sons Limited, Portglenone	No tender submitted
4. Russell Simpson Construction Limited, Antrim	£29,436.80
5. MSM Contracts Limited, Portadown	£34,888.00
6. Derryleckagh Contracts Limited, Burren, Co Down	£22,285.51

Tenders have been examined by Council's Consultants who are satisfied that all contractors are competent and would be able to complete the contract to a high standard and in the agreed time.

The tender submitted by Newell Contracts was found to have an arithmetical error and should be £56,205.00. Also, the tender submitted by Derryleckagh Contracts was found to have errors.

It is **recommended** that Derryleckagh Contracts be informed of the error and asked to stand over the revised tender figure which should be **£21,446.86**. Should they wish to withdraw their tender, it is **recommended** that the tender submitted by Russell Simpson Construction Limited in the amount of £29,436.80 be accepted.

Permission from the building owners to carry out the work has been obtained and it is **recommended** that Council enter into a wayleave agreement with the building owner with regard to the contract works and maintenance of the virtual window screens.

At the request of Councillor McLaughlin, the Head of Corporate & Development Services clarified the random selection method, conducted by Central Procurement Directorate, for the establishment of a select list of contractors to tender for the project.

Alderman Campbell thanked the Officer for her work on the project.

It was proposed by Alderman Campbell, seconded by Councillor Atkinson and **AGREED:**

1. ***Design and Print works***  
***to recommend that the tender submitted by City Dressing, Chippenham in the amount of £14,567.67 be accepted.***
  
2. ***Building Works***  
***to recommend that the tender submitted by Derryleckagh Contracts be accepted subject to their acceptance of the revised figure of £21,446.86. Should Derryleckagh Contracts wish to withdraw their tender, it is recommended that the tender submitted by Russell Simpson Construction Limited in the amount of £29,436.80 be accepted, and that Council enter into wayleave agreement with the building owners with regard to the contract works and maintenance of the virtual window screens.***

#### **246.5 OPEN FARM WEEKEND**

A request has been received from Open Farm Weekend, a non-profit free event from The Ulster Farmers' Union, taking place on 15<sup>th</sup> and 16<sup>th</sup> June at farms across Northern Ireland including at least one already confirmed in our council area. These farms will open their gates to the public for guided walks, family fun days, food sampling and country skills demonstrations. The aim of the event is to demonstrate the variety and quality of locally produced food and to show the transparency of the local food supply chain.

This is the second year of Open Farm Weekend and one piece of feedback from last year's participating farmers was the need for an advertising campaign. Unfortunately the budget for the event simply does not allow for media advertising and they are seeking help in spreading the word on the events closest to our borough.

It is **recommended** that Council give support to publicise the event as resources permit, including:

- Erect Corry board signs at parks etc.
- Display posters & leaflets at leisure centres, community centres
- Include local Open Farm Weekend events on websites & publications

It was proposed by Alderman Campbell, seconded by Councillor Atkinson and **AGREED:**

***that Council give support to publicise the event as resources permit, including:***

- ***Erect Corry board signs at parks etc.***
- ***Display posters & leaflets at leisure centres, community centres***
- ***Include local Open Farm Weekend events on websites & publications***

\* **Councillor Stevenson left the meeting at 7.20 pm**

#### **246.6 FUTURE RAILWAY INVESTMENT – CONSULTATION RESPONSE**

The Department of Regional Development published a consultation paper, January 2013 and a copy of the consultation response from Northern Corridor Railways Group, April 2013 was circulated to members.

#### **246.7 TRANSLINK STAKEHOLDER UPDATE**

Copy of the Easter Edition of Translink Stakeholder Update giving details of some developments over the past weeks, has been circulated to members under OCE memo dated 5<sup>th</sup> April 2013.

Issues covered include:

- Reopening of rail line from Coleraine to Derry~Londonderry
- Customer Satisfaction Survey
- Recent awards
- Accreditation and improvement measures.

A meeting of the local stakeholder forum has been arranged by Translink on Friday 24<sup>th</sup> May with invitations being sent out directly by Translink. MP's and MLA's will be invited to the meeting which will take place in Riada House.

#### **246.8 MAGILLIGAN PRISON - WORK PLACEMENT**

Following the meeting with the Elected Members Liaison Group, officers from Councils have met with Prison Personnel to further discuss the potential offered by the initiative. Council Officers will draw up outline proposals to be submitted to Chief Executive's to allow further consideration with the Prison authorities.

## 246.9 ENERGY PROJECT

A meeting has taken place to review progress with regard to exploratory work to evaluate the potential for a project.

## 246.10 VILLAGE RENEWAL

The North East Region (NER) Rural Development Programme has two on-going projects working with Groups from outside the NER, the only NI group which is at implementation stage of co-operation projects. The two projects are:

**Village Links** – a partnership between North East and County Waterford, aimed at testing approaches to making villages and groups within those villages sustainable. It involves five villages – Broughshane, Bushmills, Ballycarry, **Loughgiel** and Kilrea. The project involves a range of projects such as festivals and events, marketing, heritage promotion, signage and community facility enhancement. The programme will finish with a major conference in the North East area in early 2014.

The five villages are also actively working on their particular ideas and projects which should be implemented by the end of the year.

**Innovative Village** – a partnership between the North East Group, two LAG's in Finland and a LAG in Estonia and a Finnish University, with the overall aim of piloting and evaluating different approaches to stimulate new services and activities in rural areas.

Specific outputs for Ballymoney on these projects are:

- Grant of £7,000 for Loughgiel village
- Village receiving mentoring
- Series of seminars/workshops
- Study visits to ROI
- ROI visits resulting in commercial linkages between area and Waterford
- Councillors/social members involved in co-op sub group.

## 246.11 QUEEN ELIZABETH FIELDS IN TRUST

The designation of Riada Playing Fields as a Queen Elizabeth Fields in Trust, during the Jubilee year, was celebrated on Saturday 30<sup>th</sup> March on the occasion of the Glebe Rangers and Ballymoney United Football Clubs local derby game. The commemorative plaque on the Riada Stadium building was unveiled by the Mayor.



Council has also secured Queen Elizabeth II designation for the town's Riverside Park.

#### **246.12 TOWNSCAPE HERITAGE INITIATIVE**

The recruitment process has been completed and an offer made. It is expected that the scheme will be launched in the next month or so.

#### **246.13 BALLYMONEY MASTERPLAN**

Following a very successful workshop session in November last with a range of stakeholders the consultants and the representatives from the statutory bodies, led by DSD, have been engaged in reviewing the further analysis and assessment of various elements feeding into the development of the plan. The project team is now to consider key issues relating to traffic and transport and development opportunities, prior to preparing the draft plan for public consultation.

The Chair reported that at the consultation session with key business and community organisations last year input was received on a range of subjects including, traffic management and transport services, the environment, tourism, recreation and leisure, community facilities, retail, residential, business and enterprise, image and promotion. A range of other consultations and analysis, involving key stakeholders, was also undertaken.

Last week the stakeholders project group received an update on the review and analysis undertaken so far and a baseline report on the consultancy team's understanding of the current conditions in Ballymoney. There was also specific discussions with Translink with regard to public transport issues.

A number of different types of interventions and improvements which might be considered were identified. These included: development opportunities for tourism, commercial, leisure etc., configuration of civic space and streetscape improvements, transport movement and interventions, town gateways, access within town centre and pedestrian connections.

In conclusion the Chair advised that some further consultations have to take place and it is hoped that the draft plan will be available for public consultation by end of May. Prior to this he had arranged for a briefing for members and to seek their views on the draft proposals prior to going to public consultation.

#### **246.14 NORTH EAST PARTNERSHIP**

A copy of the NEP Newsletter, 3<sup>rd</sup> Edition was circulated for members' information.

**246.15 MARA PROJECT [maximising access to services, grants & benefits in rural areas]**

You will recall that Paul Sampson, from CRUN, addressed Development Committee on this project, a £3m joint initiative between the Department of Agriculture and Rural Development (DARD) and the Public Health Agency (PHA), at a recent meeting. The project aims to improve the health and wellbeing of rural dwellers in Northern Ireland by increasing access to services, grants and benefits. It will proactively target the vulnerable households in identified rural communities using a community development approach, seeking to also increase access to home improvement schemes, full Benefit Entitlement Checks; local services and community transport. The programme works within the Rural Coleraine & Ballymoney (Ballymoney rural wards of Benvardin, Kiloquin Lower & Upper, Ballyhoe, Corkey, Stranocum, Knockaholet, Dunloy, Seacon, Dervock, The Vow, Clogh Mills).

Causeway Rural and Urban Network (CRUN) has been commissioned to roll out the project in the Ballymoney and Coleraine areas, ensuring that rural dwellers are both aware of and are availing of any grants and benefits they are entitled to. The project will help explore the householders eligibility for such schemes as 'Warm Homes' (energy saving), Community Transport and Translink's SmartPass, amongst others. The project will also help put householders in touch with local and regional services available to them such as local community groups, social clubs and training centres.

Letter and MARA leaflet from Dr Eddie Rooney, Chief Executive of the Public Health Agency has been circulated to members under OCE memo 5/4/2013.

**246.16 TOURISM NI ORDER (1992) AND THE "RENT A ROOM" SCHEME**

At its meeting on the 19<sup>th</sup> March 2013 the Committee for Enterprise Trade and Investment considered a response from the Department of Enterprise, Trade and Investment regarding a request for clarification on the Tourism Order and the potential for a "Rent a Room Scheme.

This response is now distributed to the 26 district councils for information.

**"Request to DETI from the ETI Committee**

At its meeting on 28 February 2013 the ETI Committee discussed ways to maximise room availability during upcoming events. Members asked for clarification as to whether or not an exemption under the Tourism Order will include a "Rent a Room" scheme.

**Departmental response**

Under the Tourism (NI) Order 1992, any proposal for an exemption to the certification requirements for accommodation requires a site specific business case to be submitted to the Department for approval. Until such a business case is received, the Department cannot consider, or conclude on, whether an exemption should be granted.

In the case of potential accommodation demand around specific events, it is the responsibility of the event promoter to assess the need and liaise with NITB to ensure that all accommodation options are considered and, in the event that a request for an exemption is deemed necessary and appropriate, a business case is developed and presented to the Department for consideration. Those involved in the delivery of the World Police and Fire Games and events around the UK City of Culture have been made aware of this requirement. [Prepared by: Tourism Policy Branch, 11 March 2013.]

**246.17 CONTRIBUTION MODERN PUBS AND BARS MAKE TO LOCAL ECONOMY AND COMMUNITY**

The Association of Licensed Multiple Retailers, , a national trade body dedicated to representing the interests of modern pub, club, bar and casual dining operators has submitted a paper on the contribution modern pubs and bars can make to the local economy and community, April 2013. This was circulated to members for their information.

**246.18 EU STRUCTURAL FUNDS 2014 -2020**

The Council's agreed response setting out its position on the delivery of European Structural Funds using a Community Planning led approach for the period 2014-2020 has been submitted to the Department of Finance & Personnel. Specific attention has been drawn that the omission of objective 2 will have a detrimental impact on the roll out of telecoms in rural areas. This is a key strategic issue for the West in particular and this issue needs addressed to ensure that all parts of Northern Ireland can benefit economically from EU Funds. Over the next 2 months Councils will begin to plan their projects and activity for the next program. It was noted that there was currently a number of regional partnerships in which council was involved, and which extended beyond the new Council cluster, some covering two new council clusters and others, Limavady Borough Council in most cases being outwith these currently. It was accepted that there needed to be in place a cohesive partnership structure for the effective delivery of the next round of EU funding and some consideration was currently being given to this matter.

## 246.19 NON DOMESTIC REVALUATION

In announcing that Land & Property Services (LPS) DFP Minister Wilson is urging the business community to play its part, commenting: *“Business ratepayers have been calling for this non-domestic revaluation for some time now, recognising the imbalance that exists in the rating system. The work to realign this is well underway, but it is not a quick or an easy task to revalue over 72,000 properties, given the changes that have taken place since the last revaluation in 2003.”*

DFP will soon be writing to all business ratepayers asking for rental information to enable the Agency to draw up a new Valuation List for April 2015, based on up to date 2013 values.

The general Revaluation has been requested by a large section of the business community and the Minister underlined the need for all tenants and leaseholders to provide the necessary market evidence to establish the new values.

The process for gathering this important information will commence mid April when letters will issue to business ratepayers. As part of this exercise it is hoped that businesses will take the opportunity to complete their lease details on line; guidance will be included with the correspondence when it issues.

Speaking about the importance of completing the online form, the Minister said: *“The information and evidence being gathered is essential if LPS is to revalue all commercial premises on a consistent basis and get the assessments right first time. This is a particularly difficult market to analyse and therefore the more evidence that is provided the better it is for Government and ratepayers.”*

*“This year’s rates bills which will issue next week will include information about Reval NI 2015 explaining what a revaluation is and how it will rebalance business rates in Northern Ireland – and importantly the information that is needed to progress the revaluation.”*

Members have already been advised on this matter in OCE memo dated 6<sup>th</sup> April 2013 and the matter has also been drawn to the attention of the Chamber of Commerce.

\* **The meeting closed at 7.35 pm.**