

**BALLYMONEY BOROUGH COUNCIL  
DEVELOPMENT COMMITTEE**

**Table of Contents:-**

<b>247.1</b>	Declarations of Interest	<i>Nil</i>
<b>247.2</b>	Minutes of Meeting No 247 – 20 <sup>th</sup> April 2013	<i>Approved</i>
<b>247.3</b>	Business Plan 2013/14	<i>Approve plan</i>
<b>247.4</b>	Community Focus Learning Project	<i>Noted</i>
<b>247.5</b>	LED Projects (North East)	<i>Participate in Build your Own Business Programme at a cost of £2,372.29</i>
<b>247.6</b>	Small Business Loan Fund	<i>Application details</i>
<b>247.7</b>	Boost CV Clinics	<i>Community partners invited</i>
<b>247.8</b>	ICT Classes for Businesses	<i>Arrangements being made</i>
<b>247.9</b>	Tourism Marketing	<i>Marketing plan update</i>
	9.1 Online Strategy	
	9.2 Facebook	
	9.3 Welcome Host	
	9.4 Events Programme	
<b>247.10</b>	Tourism Product	<i>New product updates</i>
	10.1 Scullion Hurls	
	10.2 The McDonnell Trail	
	10.3 Causeway Food Network	
<b>247.11</b>	Town Centre & Retailing Planning Policy Review	<i>Stakeholder session held</i>
<b>247.12</b>	Townscape Heritage Initiative (HLF)	<i>Project update</i>
<b>247.13</b>	Town Masterplan	<i>Meeting of Committee to receive draft plan</i>
<b>247.14</b>	Broadband (Rural Areas)	<i>Investment announced</i>
<b>247.15</b>	Volunteering	<i>Adopt framework</i>

<b>247.16</b>	Translink Quarterly Meetings	<i>Quarterly meetings agreed – 1<sup>st</sup> meeting 18.9.13</i>
<b>247.17</b>	Migrant Labour Report	<i>Report published</i>
<b>247.18</b>	Utility Regulator – Scheme 2013/14	<i>Schedule of approved schemes</i>
<b>247.19</b>	Accounts Direction – Rural Development Joint Committee 2012/13 and Peace III Joint Committee 2012/13	<i>Tabled</i>

**Ballymoney Borough Council  
Development Committee**

Minutes of Development Meeting No 247, held in the McKinley Room on Wednesday 15<sup>th</sup> May 2013 at 7.00 pm.

**IN THE CHAIR:** Councillor W Blair

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

**Councillors**  
J Atkinson  
R Halliday  
E Robinson  
I Stevenson

**APOLOGIES :** **Aldermen:**  
H Connolly  
B Kennedy  
**Councillors:**  
A Cavlan  
J Finlay

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

**247.1 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**247.2 MINUTES OF MEETING NO 246 – 17<sup>TH</sup> APRIL 2013**

**Matters Arising:**

**2.1 Ballymoney Masterplan (246.13)**

Councillor Stevenson welcomed the environmental improvement works being carried out at Linenhall Street. In response to his question about the

long term strategy for the area, the Officer advised that the current scheme was an interim measure, while the Masterplan, to be launched for public consultation in June, would address this and other opportunity sites within the designated plan area.

- \* **Alderman Cousley and Councillor Atkinson joined the meeting during discussion of the Masterplan at 7.05 pm.**

## **2.2 Future Railway Investment Consultation (246.6)**

The Head of Corporate & Development Services advised members that the document had been subject to minor amendment to incorporate reference to the halt at Ballykelly. A revised version, which had submitted to the Department of Regional Development, was tabled.

## **2.3 Adoption of Minutes.**

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

***that the minutes of Meeting No 246 – 17<sup>th</sup> April 2013, circulated, be approved.***

## **247.3 BUSINESS PLAN 2013/14**

Draft business plan for Development Services 2013/14 was circulated. **IT IS RECOMMENDED** that Committee approves the plan.

The Officer presented the draft business plan and responded to members questions.

It was proposed by Councillor Robinson, seconded by Councillor Stevenson and **AGREED**

***to recommend that Committee approves the plan.***

## **ENTERPRISE**

### **247.4 COMMUNITY FOCUS LEARNING REPORT**

An application from Community Focus Learning (CFL), Portglenone for match funding of £6000 per year for 2 years towards delivery of ESF CFLearn2Earn programme in Ballymena, Magherafelt, Antrim, Ballymoney and Coleraine was considered and noted by Committee on 20<sup>th</sup> February 2013. At that time the application was being subjected to an economic appraisal.

The economic appraisal has now been completed and a copy submitted by the applicant with a request for funding to be considered for the project due to start in April 2013.

The Officer tabled further correspondence from CFL restating the benefits of supporting the project and advising of jobs secured in the organisation and employment opportunities for facilitators during the two year period. Committee reviewed its previous consideration of the application and the additional information submitted.

It was proposed by Councillor Stevenson, seconded by Councillor Atkinson and **AGREED**

***to recommend that Council note the application and confirms that it is unable to make a contribution in this instance.***

#### **247.5 LED PROJECTS (NORTH EAST)**

The opportunity exists to participate in two programmes funded under the competitiveness programme, Build Your Business and Step Up to Export, both led by Ballymena Borough Council.

[a] - The Build your Business Programme is about creating the right foundations for the development of locally focused businesses, social enterprises, voluntary groups and community groups in the North East region by concentrating on improving the fundamental skills they require to become more entrepreneurial, sustainable and competitive. This will be achieved through the provision of workshops and 1:1 mentoring to demonstrate and embed the practical business skills and management disciplines within 50 participating organisations. It will also explore and encourage the formation of potential collaborations to encourage best practice and economies of scale for purchasing and sales opportunities.

Six councils are participating and the cost to council is £2,372.29 per annum for two years.

[b] – Step up to Export seeks to improve the capability and capacity of businesses in the North East Region to export for the first time, primarily to the GB and ROI markets. The programme aims to engage 200 businesses in export awareness seminars and select 40 businesses for 1:1 mentoring. For those undertaking 1:1 mentoring, viable export development plans and databases of potential sales leads will be prepared to enable implementation.

Six councils are participating and the cost to council is £2,178 per annum for two years.

**IT IS RECOMMENDED** that Council participate in the Build Your Business Programme, the need having been identified by Acorn The Business Centre, at a cost to Council of £2,372.29 per year over two years, supporting a maximum of 8 participants from the borough over the two year period.

Two further programmes are being developed for submission – Resource Efficiency and Renewable Energy Projects

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

***to recommend that Council participate in the Build Your Business Programme, at a cost to Council of £2,372.29 per year over two years, supporting a maximum of 8 participants over the two year period.***

#### **247.6 SMALL BUSINESS LOAN FUND**

The NI Small Business Loan Fund (NISBLF) will provide typically unsecured loans to individuals, private companies and social enterprises in the SME and micro enterprise size range, in the start-up and growth phases of development.

Loans to recipients will be in the range of **£1k – £50k** and may be high risk in nature, as traditional bank funding will not have been available or will have been fully exhausted.

To find out more and apply for a loan please visit; [www.nisblf.com](http://www.nisblf.com)

The NI Small Business Loan Fund LP is a limited partnership registered in Northern Ireland and is managed by Ulster Community Investment plc (“UCI”).

Council will be providing some publicity material about the fund and will forward information to the Acorn Centre. Information will also be sent to Councillor Atkinson at his request.

#### **247.7 BOOST CV CLINICS**

Community partners are being recruited to facilitate the delivery of Boost CV Clinics across the rural communities and a formal launch of the programme will take place soon.

#### **247.8 ICT CLASSES FOR BUSINESSES**

Following requests from businesses, arrangements are in hand for delivery of ICT classes at Northern Regional College.

## **247.9 TOURISM MARKETING**

### **9.1 Online Strategy**

Causeway Coast & Glens Tourism Partnership has adopted an online strategy

### **9.2 Facebook**

A facebook page has been secured by Causeway Coast & Glens Tourism Partnership. A sub group has been established to oversee the initiative and The Office of Chief Executive will be supporting by provision of tourism related news and events to upload.

### **9.3 Welcome Host**

Another programme of participants, from both tourism and retail sectors, have been recruited for the Welcome Host programme.

### **9.4 Events Programme**

A draft 2013 special events programme was discussed including:

- Re-enactment of The Queens 1953 Coronation visit to Ballymoney, including commemorative literature, exhibition and civic service.
- Celebration of American Independence day and town's independent retailers on 4<sup>th</sup> July.
- Field day event, recognising Fields in Trust
- Celebration event for Diamond Jubilee deferred from 2012
- 'The Gathering' events based on Armoy Armada in conjunction with Armoy Motorcycle Road Racing Club and Moyle District Council; and local music and film.
- Summer Fair Events celebrating business and community life
- Food festival in association with Dervock Community Association celebration of Viscount McCartney.

Halloween activity was discussed having considered report on previous private and community sector led events. Councillor Stevenson asked that costs for fireworks be obtained and venue and other proposed activities explored. The matter was deferred to committee's next meeting.

Councillor Stevenson referred to the opportunity which exists for grant funding for community groups under the Village Renewal Rural Development Programme which is to open for applications 20 May – 21 June. He recorded interest from a local group in Finvoy who would require

a village plan to support any application and it was agreed that this be referred to supporting communities.

\* **Councillor Atkinson left the meeting at 8.15 pm.**

## **247.10 TOURISM PRODUCT**

### **10.1 Scullion Hurls**

Some 100 people attended the launch of Scullion Hurls as an 'Économusée' on 25<sup>th</sup> April. Located in Loughgiel, this family business has over 30 years' experience in the production of hand finished hurls.

Established in Québec, the Économusée initiative began in 1992 to support local craft businesses create employment in the local area and preserve skills and traditions. This local craft business, is the 61st Économusée in the world

The Causeway Coast and Glens Heritage Trust has been leading on this new concept in Northern Ireland. The project combines culture, craft and tourism to create an economic platform for craft artisans encouraging the development of traditional crafts and new job opportunities as well as supporting tourism in rural areas. Économusée offers tourists an enhanced visitor experience enabling them to watch the artisan at work, learn about the history behind the craft and take home a unique piece of heritage.

As the latest Économusée in the Causeway Coast and Glens destination, Scullion Hurls offers visitors the unique opportunity to learn about and experience the craftsmanship involved in producing a Scullion Hurl. The facility also includes interpretation area and gift shop. The workshop is open to visitors Monday - Friday 8:00am-5:00pm and Saturday 9:00am-3:00pm. The project was supported by Causeway Coast & Glens Heritage Trust, Michelin, Rural Development Programme, and NITB.

The April edition of SEUPB INTERREGional Newsletter includes an article on the new tourism product. A copy was circulated.

### **10.2 The MacDonnell Trail**

This proposal has been developed as part of the Heart of the Glens LPS. This project aims to increase awareness and appreciation of diverse historic sites across the Glens associated with the Macdonnell family, the Earls of Antrim. A series of innovative augmented reality mobile apps designed to weave a selection of sites into a coherent storyline, highlight the unique stories related to each site and encourage visitors to explore the area further. Many of the sites are along or in close proximity to the



Causeway Coastal Route. The project will be led by Moyle District Council. Plans are being developed to incorporate Council's links into the project.

### **10.3 Causeway Food Network**

An approved Action Plan and funding schedule has now been received from DARD. There is potential for the project group to link into NITB, DETI, Heritage Trust and other initiatives, in particular the new experiential tourism product for the Causeway Coast & Glens destination. The Steering Group is now to address the action plan and revise timescales with a view to launch of the initiative later this month.

## **TOWN DEVELOPMENT**

### **247.11 TOWN CENTRE & RETAILING PLANNING POLICY REVIEW**

The Minister for the Environment (DoE) has announced his intention to bring forward work on a new town centre and retail planning policy as part of the forthcoming single Strategic Planning Policy Statement. A new fit-for-purpose planning policy is intended to support and revitalize city and town centres and will cover a range of town centre related uses including retail, commercial and leisure. The DoE has engaged a consultancy team to produce a broad strategic research which will include an overview of existing town centre and large scale retail development in NI, future trends and requirements and possible future planning policy direction. As part of the research and to inform recommendations the consultants have been engaging with local stakeholders in a series of planned workshops to discuss issues facing town centres and ideas on future policy and direction. Council and the Chamber of Commerce was represented at a recent stakeholder workshop in the region. The closing date for comments is end of May.

### **247.12 TOWNSCAPE HERITAGE INITIATIVE (HLF)**

The Annual Action Plan, Grant Drawdown Application and progress report has been submitted to HLF. Applicant materials are being finalised in preparation for the launch of the initiative.

\* **Councillor Robinson left the meeting at 8.25 pm.**

### **247.13 TOWN MASTERPLAN**

The first draft of the masterplan consultation has been prepared for review by the stakeholders group on 10<sup>th</sup> May. As indicated the final consultation draft will be presented to committee prior to the public launch event. **IT IS RECOMMENDED** that a special meeting of committee be arranged, if necessary, otherwise the presentation will take place at committee's next meeting.

The Officer outlined arrangements for consultation and events developed arising from advice as to activities in other areas and discussions under the auspices of the Ministerial Advisory Group for Architecture and the Built Environment (MAG) on proposed study visits to each participating council area with a view to providing a uniquely designed "action learning" proposal to bring early benefit to town centres and neighbourhoods as appropriate to the priorities of each council. There is no charge to the council for the study visit and action learning proposal, which will be related to the Masterplan as appropriate and to other relevant guidance and current plans and projects in each council area. The work aims to connect with local communities and wider communities of interest, aligning policies and programmes to encourage opportunities and identify obstacles to the promotion of better places for people.

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

***to recommend that a special meeting of committee be arranged to facilitate the presentation to members of the final consultation draft of the plan.***

#### **247.14 BROADBAND (RURAL AREAS)**

Agriculture Minister, Michelle O'Neill, has announced a £5m investment in broadband for rural areas in Northern Ireland, targeting areas of deprivation and focusing on those areas that currently cannot connect to fixed wire broadband. The investment will also establish the infrastructure to allow third party companies to offer a broadband service to people in rural "not spots" and the Minister hoped the funding would "stimulate companies supplying broadband to get out into rural areas." The investment brings DARD's total investment in rural broadband to £7.5m and the Minister has expressed hope that in the future we will see many of the some 37,000 rural premises that do not have access to fixed wire broadband getting connected.

Members welcomed the investment announced and agreed to lend support to plans developed to enhance broadband services in rural areas of the borough.

#### **247.15 VOLUNTEERING**

In April 2013 Council received a certificate of acknowledgement from Volunteer Now, the lead organization for volunteering in NI, "*acknowledging the support of Ballymoney Borough Council in valuing the positive contribution made by volunteers to creating a vibrant community life and recognising that such civic engagement empowers individuals and develops communities.*"

Following a meeting with Volunteer Now to further explore involvement in volunteering Council facilitated a volunteer week roadshow in the borough offices when interested parties in the community attended to receive further information on volunteering. A Council Volunteering Policy Framework has been developed with a number of Councils and a copy of the document was circulated for consideration.

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

***to recommend that Council adopt the Council Volunteer Policy Framework document.***

#### **247.16 TRANSLINK QUARTERLY MEETINGS**

Arrangements are in hand for quarterly meetings with Translink to facilitate updating of members on local transport developments and to enable feedback on any issues in the borough. IT IS **RECOMMENDED** that these meetings be held prior to Development Committee regular meeting.

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

***to recommend that quarterly meetings are held prior the Development Committee regular, monthly meeting and that a quarterly meeting is held prior to the Development Committee meeting on 18<sup>th</sup> September 2013.***

#### **247.17 MIGRANT LABOUR REPORT**

On the 18<sup>th</sup> April 2013, Dr Stephen Farry, Employment and Learning Minister, launched a report into the patterns of migrant labour deployment within Northern Ireland.

The report, 'Mapping the Deployment of Migrant Labour in Northern Ireland' was commissioned by the Northern Ireland Strategic Migration Partnership (NISMP), an interdepartmental, multi-agency partnership funded by the Home Office and hosted by the Northern Ireland Local Government Association. The Strategic Migration Partnership works to ensure that migration policy supports local economic growth and that the needs of Northern Ireland's increasingly diverse society are reflected in its policies and practices.

Speaking at the launch in The Braid Arts Centre, Ballymena, Dr Stephen Farry, Employment and Learning Minister, Minister Farry said: "I am very pleased that my Department is a member of the Strategic Migration Partnership. It is important that we have a clear understanding of the issues relating to migrant workers.

"Migrant workers continue to play an important role in our economy at a wide range of levels, including assisting with some higher level skill pressures. It is critical that government and other key stakeholders work together to ensure that Northern Ireland is a welcoming environment for migrants, refugees, and asylum seekers, and in a way that supports Northern Ireland's economic and social well-being, including addressing the skill requirements of the local labour market.

It is clear that in the modern, global economy that the migration of labour in support of the investment of the training and upskilling of people from all backgrounds will be essential in the positioning of Northern Ireland as a competitive region."

A copy of the report is available on request from the Office of the Chief Executive.

#### **247.18 UTILITY REGULATOR – SCHEMES 2013/14**

A list of schemes approved for The 2013-14 Northern Ireland Sustainable Energy Programme (NISEP) has been published on the Utility Regulator's website, copy appended.

#### **247.19 ACCOUNTS DIRECTION – RURAL DEVELOPMENT JOINT COMMITTEE 2012/13 AND PEACE III JOINT COMMITTEE 2012/13**

The Department of Environment (DoE) has forwarded copy of Accounts Direction for these two joint committees, in accordance with article 24(2) of the Local Government (NO) Order 2005 and regulation 4(1) of the Local Government (Accounts & Audit) regulations (NI) 2006 for the year ended 31<sup>st</sup> March 2013

#### **247.20 BIG LOTTERY FUNDING – SPACE AND PLACE**

Councillor Stevenson enquired if Council was considering applications to this funding announced recently. The Officer advised that the fund is particularly geared to capital projects aimed at improving the environment and fostering social cohesion, with £15M available over the next five years. Statutory organisations and community and voluntary groups could apply, but where statutory authorities take the lead they have access to 20% of the total funding available, with 80% (£12M) available for community and voluntary group applications. The Director of Borough Services, had already convened a meeting to consider potential projects and a further report would be made, via Leisure and Amenities Committee, as appropriate.

\* **The meeting closed at 8.35 pm.**