

**LIMAVADY BOROUGH COUNCIL
COMHAIRLE BHUIRG LÉIM AN MHADAIDH**

**DEVELOPMENT SERVICES COMMITTEE
11 NOVEMBER 2014**

Minutes of a meeting of the above Committee held in the Council Chamber, Council Offices, 7 Connell Street, Limavady at 7.00 pm on the above date.

PRESENT:

Aldermen J Rankin (Chair) and A Robinson. Councillors O Beattie, A Brolly, B Chivers, R Donaghy B Douglas, G Mullan, T McCaul, J McCorkell, S McGlinchey, D Nicholl, E Scott and E Stevenson.

IN ATTENDANCE:

Chief Executive, Culture Arts & Tourism Manager and Administrative Officer.

APOLOGIES:

Alderman M Coyle, Director of Development and the Committee Clerk.

DECLARATION OF INTEREST: - None.

ARMISTICE DAY:

On this being Armistice Day, the Chair requested that members stand in silence as a mark of respect for those who had died in WW1 and WW2. Agreed.

MINUTES:

The minutes of meeting dated 14 October 2014 were approved on the proposal of Councillor J McCorkell, seconded by Councillor B Chivers.

MATTERS ARISING:

Page 3: Development of Open Space: Alderman Robinson pointed out that the minutes of the previous meeting did not reflect that he had specifically requested that areas of open space be developed both at Ardgarvan and Bovally. Noted.

DEVELOPMENT REPORT ~ NOVEMBER 2014:

The Culture Arts & Tourism Manager presented the Development Report for the month of November 2014 and enlarged thereon. The report was approved on the proposal of Councillor E Scott, seconded by Councillor T McCaul subject to the following:

WIFI Provision for Limavady Town Centre: The Culture Arts & Tourism Manager outlined that an application had been made to the Department for Social Development (DSD) for a number of projects to support and encourage town centre regeneration for Limavady Town Centre. She said that whilst budgetary constraints within DSD meant that it was not possible to fund the application, one element of the application was to provide town centre wifi. She added that wifi in town centres was virtually expected as part of the town centre experience and that

like any services it had several pros and cons, which were highlighted in the November Development Report.

The Culture Arts & Tourism Manager indicated that at this point, only indicative installation costs of £20 – £23K had been received. She said that Council might also like to provide a similar service in Dungiven/Ballykelly, which would cost less due to the nature of the business layout in each town.

Following discussion, a number of points were made in relation to 4G and data security. Overall, members were supportive to the proposal. It was agreed that Council would proceed with the development of a public wifi scheme for Limavady Town Centre and that £25,000 would be set aside for this provision.

Creative Sector Development – Approval for Mentoring List: It was recommended that ‘Improve Your Business Ltd’ be approved as a mentor for the topic Business Finance and Administration, including Basic Bookkeeping and added to the current mentor list for the Think Big, Think Creative Programme. Agreed.

Roe Valley Leisure Centre – Fight Night Event: It was agreed that Limavady Rugby Football Club & St Mathews GAC would host a fight night event in Roe Valley Leisure Centre on Saturday 8 March 2015 at a discounted rate of £1,297.96, subject to provision of adequate public liability cover, liquor licence and completion of a risk assessment in conjunction with Council officers.

Sponsored 10K Run – Benone Beach: Council approved the request from Valley Running Club to hold a 10K beach run on Benone Beach on 7 December 2014.

Roe Valley Arts & Cultural Centre (RVACC) Commercial Units: It was agreed that Council would accept the proposed rent of £120 per week plus VAT offered for a three year renewal of the least of Unit 1 to Urban Catering at RVACC.

Following on from approval by Council to lease Unit 2 in October 2014, it was agreed that Council now agree a one month rent free period to allow the leasee to carry out repair and fit out of the building. It was noted that the lease would be reviewed on 31 December 2015 and that both leasees would be responsible for payment of rates and utilities.

Benone Tourist Complex Extension of Online Caravan Booking Service: It was agreed that the contract with Campstead Ltd for online caravan bookings would be extended for the 2015 season at a management cost of £3374 plus VAT.

Benone Tourist Complex Scale of Charges 2015: Council approved the revised pricing policy and scale of charges for Benone Tourist Complex effective from 1 January to 31 December 2015.

Roe Valley Arts & Cultural Centre – Review from October 2010 – November 2014: The Culture Arts & Tourism Manager explained that an extensive review had taken place of RVACC from when it opened in 2010 to November 2014. She said that the areas reviewed were opening hours, service objectives, programming, future development, financial accountability systems, strategic

partnerships, marketing & publicity, activities in Drumceatt Square and centre usage by external groups/organisations.

From the review the following recommendations were made:

1. That the opening hours of the RVACC be changed and formalised to
 - Monday, Tuesday & Wednesday 9.30 am – 5.00 pm. Closed in the evenings.
 - Thursday & Friday 9.30 am – 9.30 pm. Late night opening to accommodate meetings, launches, events and exhibition viewing.
 - Saturday 9.30 am – 5.00 pm, with additional evening opening for events and exhibitions.
 - Sunday closed except for specially approved advance bookings.
2. In order to maximise potential usage of the Drumceatt Square, that Council invest in a cover designed to offer wet weather shelter during events. This has been place on the schedule of Capital Projects for approval of the CC&GSC.
3. That the current Conditions of Letting be amended to reflect that:
 - a) *Banners or signs must not be erected on the external fabric of the building or on the rails in Drumceatt square*
 - b) *The sale of alcohol would not be permitted on the premises and*
 - c) *Council reserves the right to make decisions on the inclusion of externally organised events within the centre's marketing material.*
4. That the centre provides one small vending machine on the rear first floor outside workshop rooms containing bottled water and wrapped snacks for patrons attending workshop activities. Tea/coffee and bottled water provision should also be made available on the ground floor primarily in the evenings to facilitate patron attending heritage talks, performances and events.
5. Both centre based arts and heritage activities and arts outreach activities to be more curriculum focused to satisfy current educational remits with targeted funding to enable specific longer term creative arts projects in schools via the outreach programme.
6. Programming Officers to increase the number of events negotiated as box office splits with promoters, minimising financial risk and outlay to Council.
7. Act on key recommendations from Audiences NI on marketing techniques.

Members welcomed the recommendations, especially Saturday opening and to vending facilities being made available.

ANY OTHER BUSINESS: - None.

NEXT MEETING – 9 December 2014.

THE BUSINESS CONCLUDED AT 7.35 PM

Signed: _____
Chair of Meeting