



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Mid Ulster Regeneration Action Plan

2018 / 2019

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Theme	Projects	Outputs	Methodology	Outcomes	Indicative Budget
1. Marketing & Promotion	<p>1.1 Seasonal Marketing Campaigns</p> <p>1.2 Shop Local Campaigns</p> <p>1.3 Social Media Promotion</p>	<p>1.1 Number of marketing campaigns delivered for the 5 towns.</p> <p>1.2 Implement a joint shop local campaign in the 5 towns for Small Business Saturday.</p> <p>1.3 Build the refreshed/new brands of the 3 main town centres through social media channels.</p>	<p>1.1, 1.2 & 1.3 Outdoor Advertising Radio Print Materials Social Media</p> <p>1.3 Appoint company to develop content.</p>	<ul style="list-style-type: none"> Contribute to increased footfall across the towns in Mid Ulster. Contribute to increased visitor numbers in the towns in Mid Ulster. Contribute to increased traffic to Mid Ulster Council's social media channels. 	£50,000
2. Business Support / Attracting Investment	<p>2.1 Provision of Wi-Fi in 5 town centres & Bellaghy</p> <p>2.2 Provision of Reduced</p>	<p>2.1 Maintain free Wi-Fi in the five town centres of Coalisland, Cookstown, Dungannon, Maghera and Magherafelt, and Bellaghy. Upgrade Cookstown Wi-Fi.</p>	<p>2.1 Ongoing contributions to businesses hosting access points. Liaise with IT to appoint company to upgrade Cookstown Network.</p>	<ul style="list-style-type: none"> To improve and grow the retail offer in the five towns across the Mid Ulster district. To promote investment in the five towns across the Mid Ulster District. 	<p>£20,000 ongoing costs</p> <p>£20,000 Cookstown Network upgrade</p> <p>£37,500</p>

	<p>Christmas Car Parking Charges</p> <p>2.3 Business Improvement Districts (BIDs)</p> <p>2.4 Business Led Financial Requests</p> <p>2.5 Town Centre Promotion</p>	<p>2.2 Provision of reduced Christmas car parking charges in charged car parks.</p> <p>2.3 Carry out a BID(s) Feasibility Study in 5 towns</p> <p>2.4 Contributions towards externally organised town centre events (e.g. Runway, DIGG)</p> <p>2.5 Materials for town centre promotion</p>	<p>2.2 Council approval on reduction to fee for a 6 week period.</p> <p>2.3 Appoint company to develop Feasibility Study.</p> <p>2.4 Council Approval on submission of requests.</p> <p>2.5 Appoint company to develop materials.</p>	<ul style="list-style-type: none"> To improve the customer experience in the five towns across the Mid Ulster district. Maintain or reduce the current joint vacancy rates in the five town centres. Ongoing communication and engagement with Town centre Stakeholders. 	<p>£20,000 (£10K TC / £10K ED)</p> <p>£10,000</p> <p>£15,000</p>
3. Strategic Events	3.1 Calendar of Events in 5 town centres	3.1 Minimum of 2 Strategic Events delivered in each town annually.	3.1 Officers Delivery, in conjunction with Events Team.	<ul style="list-style-type: none"> Increased footfall across the towns in Mid Ulster as a result of the events. Increased visitor numbers to the towns in Mid Ulster as a result of the events. Increased profile of the towns in Mid Ulster across the region as a result of the events. 	£140,000

				<ul style="list-style-type: none"> Increased engagement with town centre businesses as a result of the events. 	
4. Physical Regeneration / Improving Infrastructure	4.1 Urban Regeneration Projects	<p>4.1 Work in partnership to conduct design concept and economic appraisal for Coalisland and Maghera Public Realm Schemes.</p> <p>4.1 Identify and secure funding to carry out regeneration projects in the 3 main town centres. (e.g. Magherafelt Urban Chandelier, Dungannon Sloan Street & Shambles Lane, Cookstown)</p>	4.1 Appoint ICT Team(s) working with Technical Services.	<ul style="list-style-type: none"> Enhanced townscape quality in the five town centres in the Mid Ulster District. Improved pedestrian experience in the five town centres in Mid Ulster district. Enhanced properties for business owners in the villages across the district. 	<p>£30,000 Capital Budget (Maghera)</p> <p>£45,000 (DFC Match Funding)</p>
	4.2 Rural Regeneration Projects	4.2 Work in partnership with RDP to deliver Village Regeneration projects in up to 37 villages across Mid Ulster District Council over 4 years through the Rural Development Programme.	4.2 Officers work in partnership with Technical Services & ICT Team to deliver Projects.		£202,333 (RDP Match Funding)
	4.3 Village Spruce Up Scheme	4.3 Continue to deliver the Village Spruce Up Scheme for rural villages.	4.3 Deliver Grant Scheme based on reserve list.		£156,000

Appendix 1 Town Centre Events Programme 2018/2019

Event	Date	Budget	Attendance
Cookstown Continental Market	2 & 3 June	£30,000 £5,000* (£3,000 income)	25,000
Magherafelt Summer Event	16 June	£8,000	5,000
Coalisland Event	11 August TBC	£7,000	3,000
Walled Garden Maghera	8 September	£15,000	5,000
Heels on the Hill Dungannon	w/c 24 th September	£6,000	1,000
Halloween in Coalisland	31 October	£8,000	4,000
Halloween Dungannon	26 October	£15,000	4,000
Christmas Lights Switch On Cookstown	23 November	£10,000*	3,500
Christmas Kingdom & Switch On Dungannon	24 & 25 November	£29,000	7,000
Magherafelt Christmas Market & Switch On	1 & 2 December	£8,000 £20,000 market* £10,000 switch on*	25,000
Christmas in Coalisland	1 December	£7,000	2,500
Christmas in Maghera	24 November	£7,000	2,500

Events marked with * are paid through other Council budgets



**Proposal from Dungannon Regeneration Partnership
to Mid Ulster Council to fund
a Dungannon Town Centre Development Manager
to promote Dungannon town and reduce vacancy**

Prepared February 2018

1. BACKGROUND

1.1 Formation

Dungannon Regeneration Partnership (DRP) Ltd. was set up by Dungannon & South Tyrone Borough Council in 2000 to promote and encourage the revitalisation, regeneration and development of Dungannon town. DRP has been highlighted as an example of best practice in 'partnership working' by DfC and has won two awards from ATCM for best practice projects. The economic vibrancy of town centres is dependent on successful town centre management.

1.2 DRP Membership

The DRP membership is drawn from the public, private and community sectors including Mid Ulster Council, Department for Communities (DfC), Dungannon Enterprise Centre, Dungannon Traders Association and representatives from the education, banking and voluntary sectors. DRP acts as a single voice of town centre regeneration and support and has the following characteristics:

- Already in existence for many years and constituted as company limited by guarantee
- A recognised partner of the Council.
- Recognised by DfC.
- Award winning organisation.

- Excellent past record of delivery.
- Accounts presented annually.
- Members comprising Town Councillors, Dungannon Enterprise Centre, Town Traders Assoc, South West College and local businessmen, banking sector, with council staff and DFC staff represented at meetings.
- Newly agreed strategic aims expressly aimed at town centre regeneration with emphases on partnership, people, places and promotion.
- Existing successful working relationship with Council's Regeneration Manager.
- Strong focus on vision and delivery.
- Regular monthly meetings.
- Excellent inter working relationship between members.

1.3 Aspirations

It is an aspiration of DRP to develop its role within the area as follows:

- Dedicated town centre management support
- Enhanced financial and manpower resources
- Full working relationship with Council officers.
- Support of all partners.
- Greater business and public awareness of the functions of DRP
- Ability to provide coordination and or leadership with all town centre events and marketing of same.
- Working relationship with community safety partnership and local Policing Board

In 2018, the Board adopted a strategy with the following aims:

Objective 1: Dereliction - meaningful progress made on 2 identified sites.

Objective 2: Reduced Vacancy Rate of property in the town.

Objective 3: Promote the town centre of Dungannon as a place to visit and shop.

1.4 Council report on town vacancy

In the 2017 Mid Ulster Council report "Innovative Approaches to Reducing Vacancy and Dereliction in Dungannon Town Centre" made a clear statement of intent to, not only proactively reduce vacancy and dereliction, but plan and shape it in such a way that re-positions the town as a competitive destination.

"Council will work with key public and private stakeholders to lobby for pilot status for Dungannon town centre to adopt a more holistic regeneration approach to addressing town centre vacancy and dereliction and access to more innovative funding mechanisms".

“A strong public/private delivery model will be a critical success factor in driving this project forward. **It is recommended that Dungannon Regeneration Partnership (DRP) a public/private regeneration agency/vehicle and a company limited by guarantee become the main delivery vehicle.** Stakeholder involvement in DRP is strong and the organisation does act as a project driver and catalyst for change.

It is recommended that as part of this development process that Council explore the potential with DRP to initiate a BID Feasibility Study to ascertain the potential role a Business Improvement District could play”.

2. PROPOSAL

Part funding is being sought from Mid Ulster Council to support the costs in full of employing a Town Centre Development Manager for Dungannon:

- Year 1 - £31,500
- Year 2 - £31,500

The initiative should be considered as a two-year pilot with the positive experience replicated in other large retail centres in Mid Ulster.

The proposal should be considered as a precursor to a potential BIDS application in 2 year's time.

It is proposed to create an initiative to:

1. Actively manage and fill vacant outlets throughout Dungannon town centre, promoting the town centre as a retail, commercial and entertainment centre and improving the performance of the businesses located in the town centre. The main objective of the post would be to reduce the level of vacant retail space in the town and maintain it below 5%.
2. Actively promote retailing initiatives and offers in the town. Initiatives will include:
 - a. the establishment and promotion of a "Dungannon town gift card scheme",
 - b. the content management of Dungannon town centre a Facebook site set up to promote retailing offers and news in the town,
 - c. the management of a Christmas tv advert campaign
3. Undertake promotion work that will enrich the promotion activities of community events that increase shopper and visitor footfall in Dungannon town centre. Examples of such events are:
 - a. Council run events, such as Christmas Light switch on, Halloween Fireworks etc.
 - b. Events being run on The Hill of the O'Neill and The Square Box.
 - c. Dungannon Traders events such as "Heels on the Hill" and "Digg Deep For Kids" Fun Day
 - d. Community run events, such as, Lap of the Lough, The Santa Dash, Tyrone Fleadh 2018, National Day events for the Polish, Lithuanian and East Timorese residents.

The Dungannon Town Centre Manager would be employed by Dungannon Regeneration Partnership and would report to the DRP Board of Directors. This independence from a local and central Government will enable a commercially driven post holder to work with urgency and be an unbiased driver of change who will coordinate with all relevant stakeholders to achieve success for the town.

The Manager would have the financial resources to employ part-time staff and external support, as required, to deliver upon the plan of work.

3. RATIONALE TO THE PROPOSAL

3.1 Active marketing of vacant units

When retail units become vacant it weakens the performance of nearby stores, reduces footfall in the area and increases the likelihood of further store closures – this cycle will continue unless proactive, innovative action is taken to ensure use of available units. No one is responsible for the proactive selling and promotion of vacant units to prospective tenants. Vacant units are usually let via letting agents on a commission basis and, in most cases, a passive marketing strategy is adopted. The Manager will have a clear understanding of consumer and business perceptions and use this effectively to work with landlords and letting agents to identify top end retailers/businesses, make them aware of the potential retail location and, when required, work with landlords to bring their vacant properties up to a quality standard to attract such tenants.

The plethora of vacant retail units could be the impetus to strategically re-balance the town centre visitor offering, and a chance for culture and leisure-related outlets and community services to gain more of a foothold in the town centre. The Manager will work with key stakeholders to ensure vacant units are repurposed and promoted to ensure the desired innovative approach to reducing vacancy and dereliction.

3.2 Increased rates revenue

Increased occupancy of retail units means increased revenue generated from rates for the Council. It is anticipated that, not only will the increase in revenue generated from more rates cover the cost of the Council investment, but there will also be a surplus.

At present there is vacant retail space is at 11% (Place Management Solutions report May 2017).

There are currently 32 vacant or derelict properties in Dungannon town centre out of a total of 284 properties. It is estimated that there is 30,000 sq. ft. of lettable vacant retail space in the town at present (excluding derelict sites) – a potential rates revenue of £300k per year, if occupied.

3.3 Creating opportunities from nothing

Dungannon town centre is littered with derelict sites which have the potential for development. The Manager role would inspire and support the property owner to consider ways to repurpose sites. The Manager would bring together the many stakeholders needed to breathe new economic and community life into the many derelict areas of Dungannon town centre.

The Manager's role would be to 'sell' the town as an investment opportunity for, not only for retailing, but the many other sectors that make up the vibrant and diverse community that is Dungannon. This could enable our town centre to become a prosperous and exciting space once again. By exploring the potential for a diverse range of services and businesses there is a greater chance of developing an 'evening' economy for the town, providing increased opportunity for employment and social opportunities rooted in the interests and needs of local people.

3.4 Enhanced marketing of retailing in the town

Mid Ulster Council are currently rolling out the "Discover Dungannon" brand with the objective to attract provincial and local awareness of the town. The brand is controlled by the Council and governed under its marketing protocols.

The promotion activities planned under this initiative will compliment the "Discover Dungannon" brand and will carry out targeted commercial marketing which, under Council policy cannot be undertaken.

3.5 Enhanced social well being

The impact of the retail sector goes well beyond economic output. Research has shown that a diverse retail offer can also contribute to the social well-being of local communities, and serve as a key driver for tourism by increasing the attractiveness of town centres. In fact, retail has made a significant contribution to urban regeneration and the vitality and

viability of town centres in the UK for decades by contributing to their socio-economic health.

3.6 Future proofing

Dungannon is the largest town in Mid Ulster Council and soon to become the second largest town in Tyrone after Omagh. Demographic forecasts indicate that over the next 10 years the area is facing the largest a population boom in the province. There is the potential for a Dungannon BIDS once funding is released by Government. The town centre, as an asset, needs to be “sweated” in order to cope with the demands from the increased resident population otherwise, consumers will travel elsewhere.

4. Key responsibilities of the Town Centre Development Manager

- Support property owners in the town centre to maximise their rental returns and minimising tenancy 'void' periods.
- Initiate a BID feasibility study working alongside Council and DRP.
- Work with property owners to develop initiatives and incentives to attract prospective retail tenants to the area.
- Work collaboratively with internal and external stakeholders to support the development of derelict properties
- Bring empty stores/units into use through collaboration with relevant stakeholders.
- Actively promote the towns property portfolio to attract “high street name” retailers to Dungannon.
- Work in partnership with the Traders Association and the Council to promote Dungannon as an outstanding place to visit and shop and to provide visitors with a quality of experience that encourages them to keep coming back.
- Work with Dungannon Enterprise Centre to promote retail start-ups, retail incubation and pop-up shop initiatives.
- Implement appropriate findings/recommendations from reports such as the Mid Ulster Town Centre Positioning Study, Dungannon Town Centre Masterplan as well as innovative reports, such as The 2011 Portas Review to rejuvenate town centres.

5. Budget

	Year 1	Year 2	TOTAL
Salary costs	40,000	40,000	80,000
Office rental	7,000	7,000	14,000
Travel	3,000	3,000	6,000
Stationery	4,000	3,000	7,000
Advertising and promotion costs	15,000	15,000	30,000
IT and communication	4,000	1,000	5,000
Administration support costs	9,000	9,000	18,000
Accounting and bookkeeping	3,000	3,000	6,000
	£ 85,000	£ 81,000	166,000

Proposed Funding Sources:

	Over 2 years
Mid Ulster Council	63,000
Department for Communities	63,000
Dungannon Traders	20,000
Dungannon Enterprise Centre	20,000
	£ 166,000

6. Conclusion

It is the responsibility of Dungannon Regeneration Partnership to expand upon the potential of the Dungannon town centre. A decision by Mid Ulster Council to fund a Town Centre Development Manager role makes commercial sense with regards increased Council revenue from rates, and a practical approach to reducing dereliction and vacancy in the town. The Dungannon community want to retain its town centre as its beating heart and a place where people enjoy visiting and to shop. It is essential to regard the properties in the town precinct as an 'asset', marketed and managed just like a commercial shopping centre, to give local people and visitors an experience that makes them want to 'go into town' again.



**MINUTES OF COOKSTOWN TOWN CENTRE FORUM MEETING HELD ON
MONDAY 15 JANUARY 2018 AT 12.30 PM IN THE CHAMBER,
MUDC OFFICES, COOKSTOWN**

Present:

Councillor Wilson	Chairperson
Councillor Ashton	Mid Ulster District Council
Councillor McNamee	Mid Ulster District Council
Councillor Glasgow	Mid Ulster District Council
Councillor Mallaghan	Mid Ulster District Council
Sean MacMahon	Property Developer
Andrew McConnell	Large Independent Retailer
Annette McGahan	Community Development
TP Sheehy	Small Independent Retailer
Bernie Sonnor	Tenants Association
Paul Wilson	Chamber of Commerce
Raymond McGarvey	Chamber of Commerce
Neil Bratton	DRD Roads NI
Avril Sharkey in attendance for Patrick Anderson (Dept for Communities)	
Glen Stewart	McCadden
Adrian McCreesh) Mid Ulster District Council
Fiona McKeown)
Mary McCullagh)

In attendance: Deborah Ewing) Mid Ulster District Council
Annie Wilson)

1) APOLOGIES

Apologies were received on behalf of Councillors Buchanan, Bell and Quinn, Mid Ulster District Council; Tom Jebb, Vinters Association; Peter Beckett, Asda; Ursula Marshall, Disability Forum; Colin McKenna, *Claire Linney*, Emma McCullagh and Elaine Mullin, Mid Ulster District Council; Ciaran McHugh, Translink; Danny Walsh and Seamus Moore, PSNI; Patrick Anderson, Department for Communities; Hazel McKenzie, Cookstown North Community Association.

2) MINUTES OF PREVIOUS MEETING

It was proposed by Cllr McNamee and seconded by TP Sheehy to ADOPT the minutes of the Town Centre Forum Meeting held on 29 September 2017.

3) MATTERS ARISING FROM MINUTES

M McCullagh provided an update on the waiting restriction legislation raised at the previous meeting and advised Members that a letter was issued from Mid Ulster District Council to Tom Reid, Director of Transport Strategy Division regarding waiting the matter in the three towns of Mid Ulster:- Cookstown, Dungannon and Magherafelt. The Chair stated that it has been 16 months since the issue was reported to DfI Roads Western Division. N Bratton, DfI Roads, advised that Belfast is working to capacity and Cookstown is on the waiting list but due to staffing issues within the division the process is taking longer than expected. The Chair stated that the legislative process may take three months to complete.

4) COOKSTOWN BRAND REFRESH – PRESENTATION BY G STEWART, MCCADDEN

The Chair welcomed G Stewart from McCadden to the meeting. McCadden have been appointed to review the Cookstown and Magherafelt town centre brands.

G Stewart advised that several stakeholder consultations have taken place and the results of these have identified two strong concepts for the refreshed brand identity. The two options for the refreshed brand are Option 1 the large 'C' and Option 2 the 'smile'. He stated that it was approximately 50/50 with the younger consultees preferring Option 1. Members were shown images of each option which included examples of the potentially brands contained on marketing materials.

Option 1 graphically shows what Cookstown has to offer by containing imagery within the large C. These images can be adapted to suit specific requirements i.e. leisure, retail, tourism, however the large C will would a suitable mixture of imagery identifiable to Cookstown.

Option 2 is the Cookstown smile with the smile showing under the two O's of Cookstown. He advised that this reflects the positivity and friendliness of Cookstown.

Members were also advised that the feedback from consultations was unanimous to change the existing strapline from 'Looking Good, Looking Great' to 'Looking Good, Feeling Great'. Members agreed that this should replace the existing strapline on the brand.

The branding is required to be rolled out in March 2018 and members were requested to state their preference so it could be moved forward.

The Chair stated that he prefers Option 2 and often uses this type of brand when writing Cookstown in his own correspondence. He added that he feels two C's being used in

Option 1 doesn't portray the right image. He requested the possibility of including two small dots in the O's to look more like eyes above the smile of Option 2.

Cllr McNamee stated that his preference was also Option 2 which he declared at the town centre forum consultation. Cllr Mallaghan agreed that Option 2 was his preferred choice and felt the images contained in Option 1 would not be relevant to people who do not know the Cookstown area.

A McCreesh thanked G Stewart and agreed that it is timely to update the strapline. He advised that his preference was also Option 2 as it represents the town that everyone knows.

B Sonners also advised that she preferred Option 2 with the provision that two dots be included to look like eyes, therefore making it look friendlier.

The Chair opened the room to any objections being made for Option 2 the 'smile' to be adopted as the new brand identify to which no objections were made.

G Stewart stated they can tweak the smile concept and redistribute for final approval now that the choice has been made, however, highlighted that it is essential the brand does not go along the lines of comedy as it is not the image Cookstown wants to present. He will forward final options to M McCullagh for distribution to members.

The Chair thanked G Stewart for the presentation. G Stewart left the meeting at 1pm.

5) TO RECEIVE AN UPDATE ON MID ULSTER TOWN CENTRE ACTION PLAN 2017/2018

Mary McCullagh previously circulated the Town Centre Progress Report for January 2018. The Chair asked Members if they had any queries on report to which no one responded. M McCullagh provided an overview on the following elements of the report:

a) Christmas Lights Switch On

M McCullagh requested feedback from Members on the Christmas Lights event held in Cookstown on 24 November 2017, specifically about the switch on being moved from Thursday to Friday and the time being brought forward to 6.30pm.

A McCreesh stated that he received a few complaints from family and local businesses that the time for the switch on was too early. Families who have children and those working, found it very difficult to be organised and back into the town for 6.30pm.

TP Sheehy added he remained open and had good footfall however, he did notice that the crowd was lower in numbers than in previous years. He added he preferred the Friday night to the Thursday night and that the lesser crowd may have been caused by the earlier start.

A McConnell suggested that 7pm would be a better time to suit families. He also suggested that the Christmas tree lights on the main street be on earlier in the day rather than just a set time in the evenings. He stated that the lights are a huge draw to the town centre and it would be beneficial with the winter months being darker to have them on earlier in the day. The Chair agreed with A McConnell and added that he had a query from a member of the public to change the white lights to coloured, however all members agreed the lights should stay white.

M McCullagh confirmed that she has taken note that Friday night was the preferred option and that the time should be reconsidered for next year. M McCullagh to liaise with Events Team.

b) Cookstown Continental Market 2018

M McCullagh advised Members that the usual date for the Cookstown Continental Market is the 3rd weekend in May however, this year it clashes with three other large events in Northern Ireland namely the North West 200, Balmoral Show and a car show in Lisburn.

M McCullagh stated that a potential new date of Saturday 2nd- Sunday 3rd June has been proposed by Marketplace Europe and they advised this would be the finishing location for the NI Spring Tour. TP Sheehy stated it would not be prudent to collide with other events and agreed that the date should be moved.

Members agreed the new date for the Continental Market should be moved to Saturday 2nd – Sunday 3rd June.

6) CAR PARKING MANAGEMENT STRATEGY

The Chair stated that the car parking consultation closed on the 29th December 2017 and an update report will be presented to the Environmental Committee, March 2018.

TP Sheehy advised that at the consultation with businesses several retailers had raised issues regarding the survey data accuracy as it was conducted when there is currently no waiting restriction legislation in place within Cookstown. A re survey had been requested when waiting restriction legislation is in place.

The Chair stated that after the update has been presented in March, a second survey can be proposed if necessary.

7) UTILITY WORK, COOKSTOWN

The Chair stated that the utility works on the A29 from Cookstown – Dungannon and Cookstown – Moneymore are progressing to plan.

He stated that there has been issues in respect of the works being carried out on the Drum Road leading into Drumvale. Clarification was sought from N Bratton, DfI Roads

regarding the potential trial of traffic re-routing which Council had been advised of from H Gallagher, Dfl Roads. Several councillors had approached the residents of Drumvale to advise them of the trial only to discover that it would not actually be taking place. The Councillors expressed their disappointment in this misinformation being provided to them and in turn for them to be presenting false information to the public.

N Bratton apologised to Members but advised that the trial on Drumvale had been re-examined on three occasions and the final decision had been taken for it not to proceed due to the potential danger to residents and motorists. This was mainly due to large machinery being located in the vicinity, causing visibility issues. Members were advised that the roundabouts situated on Drum Road will remain open:- directional drilling will take place. Members commended Dfl Roads on this positive outcome and Councillors stated they would feed this information back to residents.

A McCreesh requested N Bratton pass on the Council's thanks for the extra effort that he has observed from contractors along Drum Road by continuing to work on site to 8pm and effective diversion signs.

A McGahan asked N Bratton when the works at Drum Road are to be completed, as she is a resident of Drumvale. N Bratton replied that the works were expected to last 4 weeks until 31st January, but stated they may be complete before then.

A McCreesh stated that one of the Hotels have been renovating their restaurant which is due to reopen on Friday 26th January. He requested that access is provided to the hotel for the relaunch night. N Bratton advised that access would be provided to the hotel from both directions on this night and is anticipating that the works outside the hotel should be complete.

8) ANY OTHER BUSINESS

M McCullagh advised Members that herself, Cllr McNamee and Cllr Buchanan had met with Philip Orr regarding Cookstown Saturday Market.

Discussions took place on the stall locations and the Health and Safety aspects of the stalls. P Orr advised that each stall is being inspected on a Saturday and he would be happy to meet with council representatives to ensure they meet the necessary requirements. The issue of double parking was raised and he would be content to discuss this further to reach a resolution on such matters.

The long term plans for the market and the market rights were discussed with P Orr confirming that if he plans to sell the rights he would advise the council in advance.

9) DATE & TIME OF NEXT MEETING

M McCullagh advised that the Members would be informed of the next meeting once confirmed.

The meeting ended at 1.20pm.

Appendix 4

MINUTES OF MAGHERAFELT TOWN CENTRE FORUM
MONDAY 6 NOVEMBER 2017 AT 6PM
MAGHERAFELT OFFICES,
MID ULSTER DISTRICT COUNCIL

Present:

Councillor Clarke	Mid Ulster District Council
Councillor Ashton	Mid Ulster District Council
Councillor Shiels	Mid Ulster District Council
Patrick Anderson	Department for Communities
Dr Jack Keatley	Magherafelt Town Trustee
Ursula Marshall	Disability Forum
Gareth Thomas	Meadowlane Shopping Centre
Maoliosa Tate	PSNI
Robin Kennedy	Magherafelt Chamber of Commerce

In Attendance:

Fiona McKeown	Mid Ulster District Council
Michael Browne	Mid Ulster District Council
Davina McCartney	Mid Ulster District Council

Apologies:

Adrian McCreesh	Mid Ulster District Council
Councillor McFlynn	Mid Ulster District Council
Councillor Totten	Mid Ulster District Council
Shauna McCloskey	Community Development / PCSP

	DISCUSSION	ACTION
1.	WELCOME The Chairman, Cllr Clarke welcomed everyone to the meeting.	
2.	MINUTES OF PREVIOUS MEETING Minutes of previous meeting were agreed as accurate. Proposed by: P Anderson Seconded by: J Keatley	
3.	MATTERS ARISING FROM PREVIOUS MEETING None	

<p>4.</p>	<p>PRESENTATION – NEVER FELT BETTER BRAND REVIEW Glenn Stewart from McCadden delivered a presentation on the revisions to the Never Felt Better brand for Magherafelt. Following discussion, members were positive about the proposed revisions and it was agreed that Option 3 was the preferred choice. McCaddens to explore and supply colour variations and different mediums for use.</p>	<p>McCadden</p>
<p>5.</p>	<p>MAGHERAFELT CHRISTMAS MARKET 2017 M Browne and D McCartney provided an update on the plans for the upcoming Christmas Market.</p> <p>Cllr Shiels referred to traffic management on Queen Street and the expectation that the double yellow lines would be removed on Queen Street following the opening of the By Pass.</p> <p>Dr Keatley stated there was no issue with traffic on Queen Street since the By Pass was opened and that Involve House needed improved parking to allow users to access the facilities safely.</p> <p>U Marshall referred to previous comments and asked that when individuals have disabilities they are not referred to as “handicapped”. Dr Keatley advised that he had used this terminology all his life. U Marshall said that nowadays this was no longer acceptable.</p> <p>M Browne asked if a meeting could be arranged with the Chamber of Commerce to discuss the plans for Christmas.</p> <p>Cllr Clarke stated there were DEA meetings arranged with Department for Infrastructure Roads and the issue of parking on Queen Street could be addressed there.</p> <p>Cllr Shiels raised the issue of Rural Transport and highlighted how important this was for people and how it needs to be addressed urgently due to the impact it is having on people.</p>	<p>DEA Councillors</p>
<p>6.</p>	<p>TOWN CENTRE FORUM MEMBERSHIP UPDATE</p> <p>D McCartney stated that the membership waiting list for the Town Centre Forum had been reviewed and the following people were next on the list:</p> <p>Vintners: Mark Stewart Independent: Frances Bradley & Paul Kerr Professional Sector: Jan Young & Richard Lee Multiple Retailer: No nominations</p>	

	<p>It was agreed the members listed should sit on the Town Centre Forum and nominations should be sought for the Multiple Retail Sector.</p>	<p>D McCartney</p>
<p>7.</p>	<p>ANY OTHER BUSINESS</p> <p>G Thomas asked if papers for the meeting could be issued earlier.</p> <p>R Kennedy stated that Castledawson was struggling with the installation of the Christmas lights in the village due to the change in Council Policy. It was agreed that the appropriate Council Officer would contact Mr Kennedy to discuss further</p>	<p>M Browne</p>
<p>8.</p>	<p>DATE OF NEXT MEETING</p> <p>To be circulated</p>	

Meeting ended 7.00pm

LIST OF DAERA FUNCTIONS MOVING TO BALLYKELLY

FOOD & FARMING

EU Area Based Schemes - Operational Policy Branch
Science Advisory and Research Policy branches
AFBI Sponsor Branch

VETERINARY SERVICE & ANIMAL HEALTH

Office of the Chief Veterinary Officer for Northern Ireland including Deputy Chief
Veterinary Officers and Director of Animal Health and Welfare Policy
Animal Disease Control and Trade Policy Branch
Animal Health Strategy, TSEs and Production Diseases
EU Transition and Legislation Branch
Contingency Planning for Epizootic Diseases
Veterinary Information and Communications
Standards & Compliance Branch
IRM and Cross Compliance Branch
Export Certification and Import Controls Branch

CENTRAL SERVICE & RURAL AFFAIRS

Permanent Secretary's Office (split across DAERA's three headquarters buildings)
Office of the Group Head Corporate Services and Rural Affairs Group
Corporate Services Director's Office
Rural Affairs Corporate Services – Finance and Policy teams
Equality, Diversity and Public Appointments Branch
European Services & Brexit Transition Branch
Finance Director's Office
Finance Division – providing a range of financial work
Internal Communications Team

ENVIRONMENT, MARINE & FISHERIES

Carrier Bag Levy Team
Northern Conservation Team

Please note if you are unable to reach your usual contact, the DAERA Helpline numbers can be found at:

<https://www.daera-ni.gov.uk/contacts/daera-helpline-numbers>