

APPENDIX 1

Mid Ulster Digital Seminars Report

Series of Three Free Business Breakfast Seminars (8am – 10am)

Funded by Mid Ulster District Council and delivered by Daryl Conway (42Digital)

Helping Mid Ulster Businesses Maximise Digital Media Opportunities

Over **October and November 2017**, three highly successful Breakfast 'Digital Media' Seminars were delivered (in Cookstown, Dungannon and Magherafelt areas) to promote the use of Digital Media to Mid Ulster businesses. The Seminars were designed to demonstrate, on a practical level, through workshops within each event, how businesses should use this to maximise their potential. These were funded by the Council and hosted by Daryl Conway (42 Digital) and proved extremely popular with 142 people attending in total; feedback from businesses completing the Evaluation Form included:

"A well organised event that covered extensive information from a panel of speakers who excelled in their field"

"This workshop really opened my eyes on how to capture and maintain new business through my website".

"Instead of spending £2,500 on a trade show I am now spending it on SEO, web, blogging and online".

Below is a synopsis of what was covered by each of the three Seminars and the workshops, along with pictures of the Chair, the guest speakers at each event and those attending.

All three events followed a similar structure, commencing with an informal Q&A session with the expert panel of 2 digital specialists and a guest business to share their digital journey and success story, followed by two interactive workshops, led by the two digital experts.

Seminar 1: Wednesday 4 October 2017 – Burnavon Centre, Cookstown

Topic: Achieving Online Growth with Your Website



The workshops were facilitated by digital experts Barry Adams (Digital Polemic) and Richard McKnight (Groundswell Ecommerce and Digital Consultancy), who covered:

- Driving Traffic to your Website through local Search Engine Optimisation
- Essential Elements of an Effective Website

Business guest speaker was Clara Maybin of BA Components who shared her experiences of how the company achieved digital success.

Seminar 2: Wednesday 25 October 2017 – Ranfurly House, Dungannon

Topic: ‘Achieving Online Growth with Advertising’



The workshops were facilitated by digital experts Niamh Taylor (Digital 24) and Emma Gribben (Digital by Emma) and topics covered included:

- Using Pay Per Click to Grow Your Business
- Facebook Advertising

The key focus of this seminar was to provide businesses with guidance and advice on different methods of online advertising and how these could be used to maximise customer engagement and drive sales.

Daniel McDonnell from Style Boutique NI, shared the experiences of their digital journey and success story and provided insights into their digital advertising techniques to achieve online growth.

Seminar 3: Wednesday 22 November 2017 – The Elk, Toomebridge, Magherafelt

Topic: ‘Achieving Online Growth with Content Marketing’



The workshops were facilitated by digital experts Peter McNicholl (Flying on Facebook) and Kathryn Pyper (KP Digital Marketing) who covered topics of:

- Creating a Content Strategy
- Facebook Video Marketing

Local businessman Pete Campbell ‘Find Your Body with Pete’ offered an insight into his creative use of content marketing techniques to drive his business reach and growth.

APPENDIX 2

MINUTES OF MAGHERAFELT TOWN CENTRE FORUM
MONDAY 7 AUGUST 2017 AT 6PM
MAGHERAFELT OFFICES,
MID ULSTER DISTRICT COUNCIL

Present:

| | |
|--------------------|-------------------------------------|
| Councillor Clarke | Mid Ulster District Council (Chair) |
| Councillor McFlynn | Mid Ulster District Council |
| Councillor McLean | Mid Ulster District Council |
| Councillor Shiels | Mid Ulster District Council |
| Councillor Totten | Mid Ulster District Council |
| Patrick Anderson | Department for Communities |
| Andy Archibald | PSNI |
| Dr Jack Keatley | Magherafelt Town Trustee |
| Ursula Marshall | Disability Forum |
| Shauna McCloskey | Community Development / PCSP |

In Attendance:

| | |
|------------------|-----------------------------|
| Fiona McKeown | Mid Ulster District Council |
| Michael Browne | Mid Ulster District Council |
| Colin McKenna | Mid Ulster District Council |
| Davina McCartney | Mid Ulster District Council |
| Lynn Shiels | Mid Ulster District Council |
| Chris Boomer | Mid Ulster District Council |
| Andrew Cassells | Mid Ulster District Council |

Apologies:

| | |
|-----------------|-----------------------------|
| Adrian McCreesh | Mid Ulster District Council |
| Gareth Thomas | Meadowlane Shopping Centre |
| Maoliosa Tate | PSNI |

| | DISCUSSION | ACTION |
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| 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 | |

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| 3. | <p>MATTERS ARISING FROM PREVIOUS MEETING</p> <p>D McCartney reported that a Spruce Up Scheme is being developed for villages in the Mid Ulster District Council area.</p> <p>DfI Roads have provided figures on the traffic flows in Magherafelt since the opening of the By Pass which shows a 40% reduction in traffic.</p> | |
| 4. | <p>PRESENTATION – A6 PROJECT</p> <p>Gareth McLaverty, Contracts Manager and Vicky Johnston Public Relations Officer from Graham Farran’s Joint Venture delivered a presentation on the A6 Project.</p> <p>Cllr McFlynn noted that the community welcomed the A6 project and looked forward to the reduction in travelling time this dual carriageway would bring. Cllr McFlynn asked if there would be an increase in the number of spaces at the Park & Ride at Drumderg Roundabout. Gareth McLaverty stated that the Park & Ride would be relocated to the opposite side of the road and would have over 100 spaces. A foot bridge would be developed at this site as a linkage to the town and the bus stop.</p> | |
| 5. | <p>PRESENTATION – MID ULSTER DISTRICT COUNCIL OFF STREET CAR PARKING STRATEGY</p> <p>Andrew Cassells, Director of Environment and Property delivered a presentation on the Off Street Car Parking Strategy.</p> <p>Councillor Shiels stated that the presentation was very comprehensive. He indicated that in his view people mostly paid £1 as it was more convenient.</p> <p>Ursula Marshall stated that there were a number of all-day parkers using spaces close to the Town Centre’s and pointed out that parking needs to be more accessible for shoppers.</p> <p>Andrew Cassells assured Forum members that all comments and suggestions received during the consultation periods will be taken on board.</p> <p>F McKeown enquired if there were any public consultation events planned for businesses and residents. Andrew Cassells advised that if requested, these could be accommodated.</p> <p>Councillor McLean asked if it was possible to find a solution to fit all three Town Centre’s. A Cassells noted that it was important to get a clear and consistent approach across the Town Centre’s.</p> | |

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| | <p>M Browne noted that Technology will provide more convenience when paying for parking and that these options needed to be promoted appropriately.</p> <p>A Cassells stated that free parking was trialed in Dungannon Town Centre in December 2014 and resulted in all day parkers utilizing the most convenient spaces for shoppers. The Forum agreed that free parking would not be favorable. An increase in Disability Spaces and Parent/Child Spaces will also be considered.</p> | |
| 6. | <p>TOWN CENTRE EVENTS</p> <p>M Browne informed the Forum that the Events Team and Town Centre Officers were currently working in partnership with various Town Centre stakeholders to plan and organize a number of events throughout the Mid Ulster District.</p> <p>In Magherafelt the recent Never Felt Better Day was held on Saturday 16 June 2017. The event was a huge success with over 300 children participating in an Urban Canvas Chalk Art workshop on the main Civic Space. Various other performers and entertainers provided entertainment throughout the town centre.</p> <p>The second Never Felt Better Day is planned for 23 September 2017 and will have a Music theme with a number of workshops taking place throughout the Town Centre.</p> <p>The Magherafelt Christmas Market will take place from Friday 24 – Sunday 26 November 2017. Planning for this event is currently underway.</p> | |
| 7. | <p>TOWN CENTRE FORUM MEMBERSHIP</p> <p>D McCartney stated that the Terms of Reference for the Town Centre Forum stated that, “If a member misses two consecutive meetings they lose their place on the Town Centre Forum and a replacement from within the same sector will be nominated to take their place.” D McCartney stated that there were a number of members who have fallen into this category. She proposed writing to these members to inform them that as they have missed two consecutive meetings they have lost their place on the Town Centre Forum and will be replaced by someone from the same sector. The members agreed.</p> | |

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| <p>8.</p> | <p>ANY OTHER BUSINESS</p> <p>C Boomer, Planning Manager delivered a presentation on the Control of Advertisement.</p> <p>The Forum discussed the legislation around advertisement and agreed that each application would be examined on a case by case basis. It was also noted that if appropriate a design guide could be developed for each Town Centre to guide applications being submitted.</p> | |
| <p>9.</p> | <p>DATE OF NEXT MEETING</p> <p>Monday 6 November 2017 at 6pm.</p> | |

Meeting ended 7.55pm

APPENDIX 3

Mid Ulster Skills Forum

Minutes of Meeting held on Wednesday 27th September 2017 at 10.00am
Venue: Mid Ulster Council Offices Magherafelt

Present:

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|----------------------------|--|
| Manufacturing | Liz Kearns – Copeland Ltd |
| Sectoral Bodies | Stephen Kelly – Manufacturing NI |
| Engineering | Sharon Cain – Edge Innovate (NI) Ltd, Sinead Gaynor – Mallaghan Engineering |
| Food & Drink | Brian McElroy Genesis Crafty, Tracy Blacker Dunbia Ltd. |
| Retail | Colin Conway – Newell Stores Ltd |
| Public Sector | Ciara Kilpatrick – Invest NI |
| Education Providers | Michael McAlister - South West College, Clare O'Neill – Northern Regional College, Maria Hackett – South West College, Catherine Devlin - CAFRE |
| Elected Members | Cllr Sharon McAleer, Cllr George Shiels |

In Attendance:

| | |
|-------------------------|---|
| Guest Speakers | John McGuigan Deputy Director of Further Education, Dept. for the Economy; David Hughes Curriculum, Qualifications & Standards Director, Dept. of Education |
| Council Officers | Marissa Canavan Director of Organisational Development Colin McKenna – Economic Strategies Manager Paul McCreedy – Funding & Investment Manager Pauline Gallagher – Project Officer |

| | |
|-------------------|---|
| Apologies: | Alan McKeown – Dunbia Ltd, Harry Hamilton – NI Food & Drink Association, Martin McKendry – CAFRE (Greenmount Campus), Paula Coney – Lafarge Cement, Jennifer Cruickshank – Henry Brothers Ltd, Karen Trainor – Specialist Joinery Fittings Ltd, Ethna McNamee -Invest NI, Michael Gould – Dept. for the Economy, Gareth Hetherington – Ulster University, Denise Falls – Queens University, Claire O'Hare – Northern Trust, Angela Givan - Linden Foods , Jane Millar - SDC Trailers Ltd Anthony Tohill, Chief Executive (MUDC), Adrian McCreesh Director of Business & Communities Fiona McKeown Head of Economic Development |
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1. Welcome and Introductions

- 1.1. Brian McElroy agreed to act as Chair in the absence of Alan McKeown. B McElroy welcomed all to the meeting with an extended welcome to John McGuigan, Deputy Director of FE, Department for the Economy and David Hughes Curriculum, Qualifications and Standards Director, Department of Education. Papers for meeting were circulated prior to the meeting commencing these included; an Agenda, Minutes from the previous meeting and Presentation on Education and Skills.

2. Apologies

- 2.1. Apologies were noted on behalf of those who could not attend.

3. Minutes of the last meeting (29th June 2007)

- 3.1. B McElroy referred to minutes of meeting held on 29th June 2017. Minutes proposed by Marissa Canavan and seconded by Clare O'Neill.

4. Matters arising

No matters arising.

5. Presentation: Development of the 14-19 Strategy - John McGuigan Deputy Director of Further Education, Dept. for the Economy; David Hughes Curriculum, Qualifications & Standards Director Dept. of Education.

B McElroy invited J McGuigan and David Hughes to make their presentation. J McGuigan thanked Forum members for the opportunity to present. The briefing included:

5.1 The Executive's Draft Programme for Government & Draft Industrial Strategy – Areas of Responsibility

- **Dept of Education**
 - Pre-schools & childcare
 - Primary & Post-primary School Education
 - Youth Services
- **Dept for the Economy**
 - Further Education Colleges
 - Youth Training
 - Apprenticeships

5.2 The School Sector Delivery Profile: Key Stage 4, ages 14-16:

- Compulsory, general education
- Statutory curriculum defines minimum content
- Entitlement Framework (EF) entitles learners to access at least 21 courses, including at least one third leading to 'general' and one third to 'applied' qualifications
- For the EF, a general qualification is one where knowledge, understanding and skills are developed within a subject context; whereas with an applied qualification, the knowledge, understanding

and skills can be developed through practical demonstration and /or within a context related to employability

- Level-1 and level-2 qualifications, including GCSEs
- Education in school, with access to FE colleges for specific courses

5.3 **School Sixth Form, ages 16-18:**

- Not compulsory; admission determined at school level
- No statutory curriculum
- Entitlement Framework entitles learners to access at least 21 courses, including at least one third leading to 'general' and one third to 'applied' qualifications
- education in school, with access to FE colleges for specific courses (not normally more than one)
- Level-3 qualifications, including A levels
- But also some sitting level-1/2 qualifications

5.4 **Key Data**

- Around 22,000 learners finish KS4 every year
- 65% go into VI Form
- 32% go into FE College: level-1/2 and level-3 courses
- 2% start work without further education or training
- 1% are unemployed
- Around 14,000 learners finish Sixth Form every year
- 71% go on to Higher Education
- 16% go into FE College
- 1.5% enter training
- 10% start work without further education or training
- 2% are unemployed

5.5 **The Further Education Sector Delivery Profile**

- Delivers high quality, economically relevant, professional and technical provision
- Engages with 90,000 learners annually
- Works with over 10,000 businesses across Northern Ireland
- Norbrook – HLAs – professional & technical pathway
- High Wire Press FDI Silicon Valley – bespoke skills intervention
- Fin Tru financial services company – graduates
- Assured Skills – 6,632 jobs with £156m into economy
- Advanced Cyber Security - intervention
- Critical role in developing a globally competitive economy

5.6 **Key Data**

- 34.4% of School leavers in 2015/16 went into Further Education
- 2,525 Starts (16-19 age group) on ApprenticeshipsNI in 2015/16
- Of the 16-19 age group enrolments in FE in 2015/16:
 - 42.8% undertook level 2 qualifications
 - 27.1% undertook level 3 qualifications
 - 1.0% undertook level 4 qualifications

5.7 The new Strategy for Further Education in NI, was published 12 January 2016 and has 21 policy commitments across 9 themes. The Implementation Plan was published on 15 March 2016 with 8 projects and 37 milestones which provides an opportunity to think differently. Locked firmly into the (draft) Programme for Government (PfG) and (draft)

Industrial Strategy and being implemented through eight interlinked projects. Objectives:

- Review 14-19 policy agenda
- Revised Essential Skills qualifications and assessment
- Revised English and Maths GCSEs
- Identify and address barriers to social inclusion
- Enhanced and responsive business engagement solution
- College specialisms and regional capacity
- Understand future skills needs and develop relevant training
- Secure the future of National Occupational Standards
- Agree policy on the future of Qualifications and Awarding Bodies
- Industrial Placement for lecturing staff
- Framework for revised Initial Teacher Education and CPD
- Revised inspection model – standardised approach to learner feedback
- New planning and performance model for colleges as NDPBs
- New funding model to support policy priorities
- Promote the sector and professional and technical education
- College Systems, Technology and Services project – PLR /ULN/C2K

5.8 **14-19 Strategy work programme**

- Steering Group chaired by Deputy Secretaries (DE and DfE)
- Five Working Groups
- Pathways
- Careers
- Literacy and Numeracy
- Qualifications
- Resources and Planning

All directly contributing to a future Programme for Government and Industrial Strategy.

- Aligned to Draft PfG:
 - Strategic Outcome 3 “We have a more equal society”
 - Strategic Outcome 5 “We are an innovative, creative society, where people can fulfil their potential”
 - Strategic Outcome 6 “We have more people working in better jobs”
 - Strategic Outcome 12 “We give our children and young people the best start in life”
 - Linkage to Industrial Strategy: Pillar 2 “Enhancing Education, Skills and Employability”

5.9 **Challenges**

The main challenges to the realisation of the vision appear to be:

- Too many young people do not progress from Level 1 to Level 2, or from Level 2 to Level 3 courses at 16, but continue their education at the same level as before;

- Too many young people choose courses that do not prepare them for employment in the NI economy, and end up having to enter the labour market over qualified or under qualified, or to re-train;
- Too many young people enter the labour market without the fundamental skills that employers expect/require them to have, including functional literacy, numeracy and ICT skills; and
- There is insufficient public recognition of the value of professional and technical qualifications.

5.10 **Recent reforms**

- Revision of GCSE English and Maths specifications to capture functional literacy and numeracy
- Publication of a joint Careers Strategy, and establishment of the Careers Advisory Forum
- Skills Barometer setting out the areas of over-supply and under-supply in different sectors and at different skill levels
- Introduction of A levels designed to meet skills pipelines in priority sectors – life and health sciences, software systems design – and revision of GCSE and A level Digital Technology qualifications to meet changing requirements of industry

5.11 **Q&A opportunity:**

Both speakers were thanked for their informative presentation. Forum members suggested that training needs should focus on industries that are lagging behind in this region for example manufacturing, as opposed to the larger thriving industries and ensure local colleges are fully aware of industry needs and address the skills gaps identified. It was highlighted that a challenging factor in attracting young people into alternative routes of education and training is the lack of knowledge or understanding of what is available along with parental pressures to progress into upper level education.

Forum members raised the question to department reps as to how the Mid Ulster Skills Forum could impact on policy. Department representatives responded indicating that the department would welcome recommendations from industry that would help shape and improve policy and that the Forum should contact the Department at any time.

6. **Update on Mid Ulster Skills Report and Action Plan 2017 – 2020 (Sub Group lead)**

- 6.1. In the absence of Harry Hamilton nominated sub group lead, C McKenna provided an update from Cogent, the Consultants appointed to undertake the Skills Reports and Action Plan;

6.2 **Desk Research**

- Collated information on the key support provisions that are currently available for each of the six sectors identified by the Council.
- Reviewed various labour market interventions for each of the six sectors within the Mid Ulster District Council area.

- Reviewed Government Plans, Strategies and Policies impacting upon each sector's employment, skills and training needs.
- Reviewed best practice examples from Northern Ireland, GB, ROI, Europe and internationally.
- Undertaken in-depth research on the external factors that are having, or have the potential to have, an impact on the anticipated growth and future skills needs across all sectors (including new emerging and weaker sectors).
- Undertaken in-depth research into the issues of attracting and retaining employees and employers within Mid Ulster area.

6.3 **Consultation and Engagement**

- Undertaken in-depth consultations with the owners or HR Managers of 33 businesses across the MUDC area.
- Prepared, in conjunction with the Council support, issued an online survey. As of 26 September 2017, circa 116 online surveys have been completed.

6.4 **Skills Report & Action Plan (2017-2020)**

Started to draft the Skills Report & Action Plan, along with a detailed statistical appendix document, based on the evidence and research undertaken to date. This includes, but is not limited to, the following:

- Full write-up of the findings from the in-depth consultations with the owners or HR Managers of 33 businesses across the MUDC area (to be augmented by the findings of the online survey), which will, where appropriate, disaggregate findings by sector.
- The context within which the Action Plan will be implemented, including some of the potential implications of the UK's vote to leave the EU, as well as other broader economic trends that have relevance.
- Details on the Mid Ulster economy and in particular its position relating to skills availability, and its performance in comparison to the rest of NI.
- The current and future key skill gaps that exist (both in skill area and skill level) and the nature and level of support or intervention required and key actions needed to deliver and make substantial progress towards the identified targets.
- A robust, practical Action Plan to increase skill levels now and into the future.

6.5 C McKenna informed Forum members that Council's contract with Cogent requires an extension due to the extended deadlines provided for the online skills survey. Forum members agreed to this request.

**7. Update on Education Engagement & Linkages
(Sub-Group Lead : L Kearns)**

L Kearns nominated sub group lead, advised that the first meeting of the Education Engagement & Linkages sub group took place on 19th September 2017. In summary, the group agreed that there needs to be a structured approach in linking up with education providers, and in particular careers teachers and principals. It was agreed that the sub group should concentrate on Short to Medium Term Actions, with a focus on greater engagement with career advisors. Possible avenues to explore included the Area Learning Communities or Careers Advisory Forum. It was agreed that the next sub group meeting should take place once data from the consultation process has been analysed and made available to Forum members, and at this point next steps can be agreed.

**8. Update on Community Plan Education & Skills Thematic Group
(Liz Kearns, Forum representative)**

L Kearns advised that the Thematic Group have met and agreed to focus on Short to Medium Short Term Actions. Again, it was identified that greater linkages between industry and education providers is essential and that linkages with the Area Learning Partnership should be established. It was reported that a lack of resources is an issue with a 40% cut in the Framework. Evidence also indicates that there is a duplication of resources between Post Primary Schools and FE establishments with BTEC qualifications being offered to students at post primary level.

Members referred to the 1% of unemployed people who are 16yrs+ (post primary school students) who don't follow on in education, along with post university graduates, and noted the importance of following up on where they go.

9. DfE Connect to Success

It was agreed that representatives from the Dept for the Economy would come to the next Forum meeting to update members on the DfE Connect to Success Portable now available for industry to use in conjunction with Schools and Colleges.

10. Position Paper on Membership

P McCreedy tabled a Position paper on the Forum's membership. Following discussion the following actions were agreed:-

- 1) That a decision on the requests from the Dungannon Learning Partnership and Mid Ulster Food Cluster is deferred until the Forum has reviewed and considered its membership in February/March 2018 (on completion of the Skills Report and Action Plan);
- 2) That a report on members' attendance at Forum Meetings is presented in February/March 2018 for monitoring purposes;

- 3) That Council officers continue to seek representation from the local Digital Sector.

11. **Any other Business**

None noted.

12. **Date of next meeting**

Next Forum meeting to take place on Wednesday 13th December 2017 at 10am in Ranfurly House Arts and Visitor Centre, Dungannon.

APPENDIX 4

ICBAN Progress against Action Plan (01 April 2017 – 31 March 2018)

PROGRESS REPORT FOR PERIOD 1 APRIL 2017 – 31 December 2017

| ICBAN TARGETS/OUTPUTS 2017-18 | ACTIVITIES | PROGRESS |
|---|--|--|
| Platform for Cross Border Cooperation in the ICBAN Region. | <p>Facilitate and service Board Meetings, CEO/CM Meetings, other Sector Specific / Thematic Meetings</p> <p>Facilitate and service meetings with key stakeholders and assist in establishing better cross border working relationships and arrangements.</p> | <p>ICBAN Management Board Meetings were held on: 26 April 2017, 21 June 2017, 20 September 2017, 17 October 2017, 15 November 2017</p> <p>ICBAN Annual General Meeting was held on: 15 November 2017</p> <p>Officer Group Meetings: 20 September 2017, 08 November 2017, 12 December 2017</p> <p>Meetings/Events from 01 April 2017 – 31 December 2017</p> <ul style="list-style-type: none"> - Dundalk Chamber of Commerce Cross-Border Tourism Conference (04 April 2017) - Director of the Department of Foreign Affairs & Trade's Reconciliation Fund (24 April 2017) - Sustainable Development Officer with Leitrim Development Company (25 April 2017) - NI Rural Development Programme reps from Mid Ulster District Council, Armagh City Banbridge & Craigavon Borough Council & Fermanagh & Omagh District Council. Meeting also attended by reps of the Rural Development Council & DAERA (27 April 2017) - Funding Seminar facilitated by Mid Ulster District Council in Ranfurly House (28 April 2017) - Rol Rural Development Programme reps from Sligo & Donegal County Councils (03 May 2017) - 'Models of Cross-Border Cooperation for a post-Brexit Context' in Leinster House, (16 May 2017) - Northern Ireland Tourism Conference 'A Game of Two Halves' in Enniskillen (18 May 2017) - Verbal Arts Centre (24 May 2017), Ofcom Summit (May 2017) - Invest NI regarding the COSME Programme (12 June 2017) - SEUPB & the Rol Country Contact Point for the Interreg Atlantic Area Programme (13 June 2017) - Western Development Commission on the Northern Periphery & Artic Programme (13 June 2017) - Attendance at Northern Periphery & Artic (NPA) Programme Annual Conference in Galway (21 September 2017) - Lough Erne Partnership regarding water based ecology & tourism projects (25 September 2017) - Mid Ulster District Council Officers re EU Interreg & RDP Cooperation project opportunities (06 October 2017) - Sligo County Council regarding RDP Cooperation and NPA Projects - NI & Rol EU Interreg Country Contact Points re NPA Literary Tourism Project (10 October 2017) - Attendance at the 'Brexit and the Irish Border Corridor' report launch at the NI Executive Offices in Brussels with a Councillor from Leitrim County and Mid Ulster District (10-11 October 2017) - Attendance at NPA Programme Lead Partner Workshop in Copenhagen, Denmark (23 Nov 2017) - NPA Partnership Meeting (12 December 2017) |

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| <p>Contribute to the effective and efficient running of ICBAN.</p> | <p>Ongoing operation of Internal Control System. Annual Financial Statement / Accounts. Supporting the employment of an Administrator.</p> | <p>Internal Control System: The agreed Internal Control System is fully operational. The Accounts for 2017/18 were ratified at the AGM held on 15 November 2017.</p> <p>Executive Assistant employed</p> <ul style="list-style-type: none"> • Supporting the development and implementation of ICBAN's corporate aims and objectives, through the provision of administration and secretarial services. • Providing competent, reliable and efficient secretarial, administrative and support services for ICBAN. • Corporate Administration: arranging appointments and service meetings for the ICBAN Management Board and Sub-Committees, Working Groups and others as required. • Financial & Company Administration: including banking, payroll, Assets Register, procurement etc. • Project Administration: maintaining a management information system for all project related documentation. |
| <p>Support the employment of the ICBAN CEO to lead the organisation moving forward.</p> | <ul style="list-style-type: none"> • Leadership, management & development of ICBAN. • Develop strategic focus of ICBAN in partnership with Member Councils. • Maintain and grow ICBAN's position in cross border development and promote cross border cooperation. • Communicating the benefits, successes and awareness of ICBAN within the region and beyond. • Establish, develop & maintain robust structures and systems to ensure effective and efficient delivery of agreed outcomes. • Report to the ICBAN Management Board. | <p>CEO Principal Accountabilities:</p> <ul style="list-style-type: none"> ▪ Acting as a figure head for ICBAN. ▪ Developing and managing new relationships with Councils (elected representatives & officials). ▪ Working with Partner Council Chief Executives and County Managers. ▪ Maintaining ICBAN's position in cross border development through effective influencing at community, local and central government level. ▪ Providing leadership, managing and developing the ICBAN operational team. ▪ Contributing to the development and implementation of strategic, operational and project plans, in partnership with ICBAN member Councils and other stakeholders as appropriate. ▪ Overseeing systems and procedures to ensure effective and efficient delivery of agreed outcomes. ▪ Facilitating collaboration between stakeholders in the field of strategic regional development in the cross border area. Reporting to the Management Board. ▪ Managing public relations and maximising exposure to and awareness of ICBAN's work throughout the central border region. <p>Promoting cross border cooperation through - activities included:</p> <ul style="list-style-type: none"> - Meeting F&O District Council Chief Executive regarding the National Planning Framework (liaison with the Mid Ulster District Council Chief Executive on same) (12 April 2017) - Presentation on Broadband to NILGA Conference in Craigavon (25 April 2017) - Meeting with QUB regarding the 'Bordering on Brexit' project (02 May 2017) - Attendance at the Ofcom Summit (May 2017) - Attendance at Brexit & the Ireland-Northern Ireland Border Corridor Conference (04 May 2017) - Attendance at 'Models of Cross-Border Cooperation for a post-Brexit Context' in Leinster House, Dublin (16 May 2017) - Attendance at the All Island Brexit Dialogue Event in Letterkenny (22 May 2017) - Attendance at Brexit Focus Group sessions in Monaghan & Enniskillen (04 & 05 July 2017) - Meetings with the CEOs of the RoI Education & Training Boards (26 & 27 July 2017) - Attendance at 'Customs & Cross-Border Issues Post-Brexit: Assessing Challenges & Finding Solutions' organised by the European Conservatives & Reformists and the UUP (25 August 2017) - Presentation to Cavan County Council on the National Broadband Plan (11 September 2017) |

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| | | <ul style="list-style-type: none">- Attendance at the Ofcom Board Reception (18 September 2017)- Speaker at the NILGA Event: 'Broadband: Local Needs, Local Solutions' on NI Broadband in Reality (27 September 2017)- Attendance at the All Island Civic Dialogue Event in Dublin (28 September 2017)- Presentation to Sligo County Council on broadband (02 October 2017)- Meeting with Ms Jemma Dolan, MLA to discuss regional issues (02 October 2017)- Meeting with Sinn Féin on Broadband policy at Parliament Buildings, Stormont (04 October 2017)- Meeting with NI Audit Office Senior Officials re Fibre At A Crossroads Part II report (18 Oct 2017)- Meeting with Telecoms Unit, Department for the Economy (18 October 2017)- Meeting with Ofcom in Belfast (18 October 2017)- Meeting with ComReg Commissioner in Dublin with ICBAN delegation (19 October 2017)- Presentation to Armagh City Banbridge & Craigavon Borough Council Community Planning Committee (02 November 2017)- Presentation to Monaghan County Council (06 November 2017)- Presentation to Cavan County Council SPC & meeting with Cavan County Council CE (07 Nov 2017)- Presentation to Monaghan County Council SPC (14 November 2017)- Attendance at the General Consumer Council Brexit Event in Belfast (30 November 2017)- Attendance at the Ofcom Broadband Forum in Belfast (06 December 2017)- Presentation on the National Broadband Plan to Sligo County Council (07 December 2017)- Presentation at the Fermanagh and Omagh District Council Brexit Event in Omagh (13 Dec 2017)- Presentation to the Leitrim County Council Economic Development, Enterprise and Planning Strategic Policy Committee on broadband (14 December 2017) | | | | | | |
| Sustain Existing Jobs | Support the provision of a staff complement to enable ICBAN to achieve its goals: 3 Full time staff | ICBAN Secretariat: <table><tr><td>Shane Campbell</td><td>CEO</td></tr><tr><td>Joanne Breen</td><td>Executive Assistant</td></tr><tr><td>Andy Hallewell</td><td>Innovation Officer</td></tr></table> | Shane Campbell | CEO | Joanne Breen | Executive Assistant | Andy Hallewell | Innovation Officer |
| Shane Campbell | CEO | | | | | | | |
| Joanne Breen | Executive Assistant | | | | | | | |
| Andy Hallewell | Innovation Officer | | | | | | | |
| ICBAN Strategic Development Function | 1. Telecoms/High Speed Internet Provision | <p>ICBAN continues to pursue a range of actions designed to improve digital connectivity in the Central Border Region. The 'Fibre At A Crossroads' Part I report examines technological infrastructure solutions to deliver quicker, more reliable telecommunications & includes case studies from the Mid Ulster District.</p> <p>The 'Fibre At A Crossroads' Part II report was completed in June 2017. This report focuses on the need to confirm BT's capital contribution in Northern Ireland's subsidised broadband infrastructure. References and statistics relevant to Mid Ulster are included in the report.</p> <p>As a continuation of ICBAN's telecoms work, a proposal for the £150 million for broadband infrastructure has been completed.</p> <p>The report for RoI entitled 'The National Broadband Plan: Delivering on the Promise' was completed in June 2017 & a request to meet the Minister responsible for delivery of the National Broadband Plan has been relayed. This report has been shared with Mid Ulster District Council & the Council's attention has been drawn to a section on mobile broadband in the border region.</p> | | | | | | |

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| | <p>2. Roads Infrastructure</p> <p>3. Tourism</p> <p>4. Brexit</p> | <p>The DCMS sought views on the specification for a broadband Universal Service Obligation to be set in secondary legislation. This consultation closed on 09 October 2017 & ICBAN shared its consultation response with Mid Ulster District Council.</p> <p>ICBAN shared a detailed paper for distribution to Member Councils (including Mid Ulster District Council), together with a tailored consultation response to the National Planning Framework.</p> <p>In May and June of 2017, ICBAN formed a partnership arrangement with the Western Development Commission (WDC) in the Republic of Ireland in order to develop a preparatory application to the EU Interreg Northern Periphery and Arctic Programme. The preparatory project will benefit Mid Ulster and the other member Councils by developing a strategic and transnational approach to the strong but as yet not fully realised literary tourism assets of our Region. The preparatory application, which was the result of several weeks of planning and discussion, makes provision for the production of a Literary Tourism Analysis of the Central Border Region, the Northern Periphery and Arctic area as a whole, and will place this in the context of the global market demand, supply and potential for literary tourism as a cultural tourism product. It will also enable ICBAN and WDC to identify and work with a range of new partners from across the NPA to develop a full project application to the NPA by February 2018, likely to be in excess of €1m. The final project will be envisaged to add considerable value to the already well developed literary tourism assets of Mid Ulster including Seamus Heaney and William Carleton, but to gain extra leverage by marketing the cultural tourism product on a transnational scale and by developing a range of innovative practices to further promote the assets to new audiences.</p> <p>The preparatory project application was successful and was awarded €44k to assist in a full project submission by February 2018. Work is underway on the application with two consultants appointed to assist in the submission. ICBAN's Innovation Officer attended a Lead Partner Application Workshop delivered by the NPA Secretariat in Copenhagen, Denmark on 23 November 2017.</p> <p>Since the UK Referendum decision to leave the European Union in June 2016, ICBAN has been examining the consequences and implications of Brexit for those living and working in the Central Border Region; whilst taking on board the opinions of Board Members. ICBAN is continuing to monitor the evolving developments & has engaged with both Governments & submitted responses appropriate consultations. A sub-committee of the Management Board convened in April 2017 to discuss & direct ICBAN's work in relation to Brexit. Recent activities include:</p> <ul style="list-style-type: none"> ▪ Assessment of a survey distributed to Member Councils to gauge the impact on each Council area & across a number of themes; ▪ Development & issuing of a policy document: 'Brexit: The Case for the Central Border Region'; ▪ Attendance at events including the Brexit Dialogue events hosted by the Irish Government (five Dialogue events to date); ▪ Audit of current information, reports & documents on the impact of Brexit to ascertain gaps & direct ICBAN's future work programme. ▪ ICBAN-QUB Online survey 'Have Your Say: Brexit & the Central Border Region' opened 22 May 2017 & closed 30 June 2017 to collate views from rural communities across the Region (13% of respondents were from the Mid Ulster District); |
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| | 7. Other Projects | Application to Department of Foreign Affairs & Trade Reconciliation Fund - An application for the 'Border Compass' project was submitted to the Department on 18 September 2017. |
| Events / Promotion / Materials | Ongoing implementation of ICBAN's Telecommunications Strategy | <ul style="list-style-type: none"> ▪ Release of 'Fibre At A Crossroads- Part I' report ▪ Updating Facebook, Twitter and the ICBAN website on telecoms developments ▪ 'Fibre At A Crossroads – Part II' report completed in June 2017 ▪ 'The National Broadband Plan: Delivering on the Promise' report for RoI completed June 2017. ▪ The 'Bordering on Brexit' report was published in November 2017. ▪ A new corporate website including a library of information will be launched in the New Year. |
| Cross Border Linkages Provide opportunities for shared learning & ensure a coherent impact of investment throughout the eligible area. | Continue to strengthen the working relationships with the East Border Region, and North West Region, to share learning and good practice | ICBAN has continued to build effective working relationships with the other Cross Border Groups, sharing information on a range of topical issues relating to cross-border working. ICBAN representatives attended the Brexit & the Ireland-Northern Ireland Border Corridor Conference on (04 May 2017). ICBAN representatives (including a Mid Ulster District Councillor) attended the launch of the Brexit & the Ireland-Northern Ireland Border Corridor Report in Brussels in October 2017. |
| Role in wider EU Context. | | ICBAN has continued to be a member of the Association of European Border Regions (AEBR) and avails of the networking opportunities provided by Membership. AEBR is also listed as a partner in the Border Compass project proposal. |