

Proposal for PLATO Cross-border Network 2019



Overview of Regional Programme

PLATO is a non-profit business development support network driven by entrepreneurs for entrepreneurs targeted at diverse industry sectors and is unique to Council Business Supports since it is NOT consultancy-led but entrepreneur driven across border Councils Regionally. PLATO is based on a proven network principle where two larger 'Parent' companies (multinational/ indigenous) from the Council District, volunteer their time and expertise every month, to support small business owners through their business challenges to growth during a 12-15 month tailored programme specific to the needs of Programme participants e.g. areas of focus may include but is not limited to strategy, sales, R&D, staffing, supply chain, Branding, leadership, financial management, succession, current challenges e.g. Brexit etc. Across the Border Region, there would be other clusters, thus clients may engage in a cross-border group in another Council jurisdiction. In addition to monthly meets there are inter-group and inter-region training and networking events according to the needs of participants. The value of peer-to-peer learning with the same like-minded individuals over an intensive Programme is novel to other Networks where members change at each meeting and the network is not consultancy-driven or profit-driven.

Programme Partners

PLATO is facilitated in the Eastern and Border Region (EBR) by the Local Enterprise Offices of Cavan, Louth, Meath and Monaghan and their respective County Councils and in Northern Ireland by Armagh City, Banbridge and Craigavon Borough Council, Newry, Mourne and Down District Council, Mid-Ulster District Council and Fermanagh and Omagh District Council. There are current and future funding streams (National and EU) open to the Partnership and can be leveraged to the advantage of PLATO clients across the Region, e.g. ERDF. Note, there has been a legacy of Dungannon and South Tyrone Council involvement in PLATO Blackwater as far back as the 1990s.

Programme Metrics for each Council Area

- Minimum 10 small businesses with diverse industry sector participation engaged and Minimum 1-2 Parent companies engaged, for 10-12 monthly meets.
- Tailored supports for the development of both the entrepreneurs and businesses engaged to enhance knowledge and skills required for growth cross-border & being globally competitive. May include site visits with local industry and additional inter-regional training opportunities.

Programme Highlights

During 2018 alone PLATO EBR supported 103 companies across the Region providing 227.5 hours of intensive core programme activity [excludes Fermanagh and Omagh as not partner at time]. In addition, there were 44 hours of site visits and 20 hours of formal training offered to each client. Client companies have also (a) availed of 1-2-1 mentoring with PLATO staff and Parent leaders, (b) take growth steps based on sound recommendations from Cluster members (c) been held to account for their actions on an ongoing basis to drive growth forward (d) had the opportunity to discuss burning business issues/growth challenges during each monthly meet.

Programme Successes in Mid-Ulster

The existing network is mid-term yet positive growth targets recorded for small client companies and jobs sustained/created with diverse industry participation. Uform and Bulrush facilitate/host Network monthly meets. Site visits scheduled for Uform, Bulrush, McAvoy, Telestack, Balcas, McAree with further planned. 1 has patented product, 7 had 8 new hires in total, 2 introduced management team, 2 engaged in legally structuring family business.

Financial Programme Requirement

The investment sought from Mid-Ulster District Council is **Euro20,000** contribution for the 12-month Programme. Small participant companies contribute a standard 12-month Programme fee of **€400**. Parent companies contribute 30-40% of a 12-month Programme costs. Further in-kind contribution includes leveraging the resources/ infrastructure of stakeholders in the Partnership, Industry guest speakers/mentors, Parent company premises to host meetings and so on as demanded. The PLATO Partnership is a secure partnership composed of 4 NI Council partners and 4 ROI Council partners. Partner funding is acknowledged on all Programme Materials.

Due to the restructuring of the PLATO Partnership, action was taken to create sustainable staff resourcing for the larger Network. As a result, 2019 Programme activity was delayed. The PLATO partnership is now ready to launch recruitment, and this will involve Mid-Ulster even though there is an existing live group in the District.

The PLATO Programme has demonstrated a need for this innovative means of networking for growth. The PLATO Initiative has an outward-looking, long-term approach to business development and since the Programme is driven by entrepreneurs for entrepreneurs it is highly valued by Council clients.

APPENDIX 2



NOW Group

Mid Ulster ESF Match Funding Proposal

*European Social Fund
Call 2 2018-2022
Priority 2 - Disability*

NOW GROUP

The NOW Group are an award-winning social enterprise. We are passionate about changing lives and our priority is on outcomes and impact for individuals, their families and the community. We support people with learning difficulties, disabilities and autism into jobs with a future across Northern Ireland.

Our Employment and Training services focus on supporting people into open employment through our model of individual progression. We work with people in their local community and environment. We have a particular interest in reaching people who often 'fall through the gaps' and are not currently supported but regarded as economically inactive.

NOW Group continually scan workforce trends and the economic and political environments for opportunities for employment, up skilling and social engagement which will increase inclusion and well-being, leading to citizenship development and civic involvement for our participants. Our work is also about social and community inclusion which leads to the people we work with having better health, a better education and a brighter future. Our services are continually evolving as a result of co-design, participant feedback and learning from projects.

Mid Ulster Council Proposal – Area Plan

Based on our experience of delivery of ESF Programmes and the identified a specific need to support people into jobs with a future in the Mid Ulster area, we are seeking match funding of £20,000 per annum to support Year 2 (then subsequently years 3 and 4) of NOW's currently ESF funded Employment and Training programme already operating in Belfast, Lisburn and Castlereagh, Mid and East Antrim, Antrim and Newtownabbey and Ards and North Down. We see a real opportunity to expand this very successful model into the Mid Ulster Council area.

The proposal will support the Council's Economic Growth Plan 2015 – 2020, "This plan will enable economic growth, sectoral diversification, employability and skills, town and village regeneration and infrastructure and connectivity throughout the Mid Ulster district."

Outcomes for Mid Ulster Area

Outcome	Annual Target Y1	Annual Target Y2	Annual Target Y3	Total
Participants Supported	32	33	35	100
Academy Vocational Training accreditation completed	20	25	30	75
Paid Employment Outcomes	10	12	14	36
Voluntary Jobs	10	12	14	36

We have engaged with people across the Mid Ulster council area and collated evidence of need to substantiate our application for support. After discussions with agencies, parent groups, FACT and other voluntary agencies within the council area, NOW Group believe there will be no duplication of services offered. Our unique service and model will allow greater collaboration in order to enhance the range of services supported within the council area, providing greater opportunities, increased economic activity and individual progression.

Our ambitious target against jobs and retention is based on our experience and ability to align individual progression planning, relevant training, job outcome and ability to sustain jobs through Workable NI, when appropriate. There will be an increasing number of jobs over duration of the project; this will reflect the number of participants enrolling on the service within the Mid Ulster area and our increasing employer and community engagement to open new and sustainable opportunities.



The model above shows our Plan for Participant Progression.

ESF experience and results

The NOW Group has delivered services under the ESF programme through the previous 3 calls and were success in our bid for the 2018-2022 application. The programme provides training and employment services for people with learning disabilities/difficulties and Autism, across Belfast, Lisburn, Newtownabbey & Antrim, North Down & Newtownards and we are actively working within a small number of participants in the Mid Ulster area. We have exceeded all targets set and offer substantial 'value for money' when reviewing investments against results.

Since April 2018 we have supported 77 people into paid employment and 19 participants have maintained voluntary jobs. We support progression by providing appropriate life/work experience opportunities and tailored accredited and non-accredited qualifications through academy styled training backed by practical work experience and aligned to local economic and labour market trends.

Delivery

- Employment Programme provides one-to-one specialist support to individuals to help them get the job they want and to keep it.
- A range of interventions to build clients capacity to engage in training, work placements, voluntary work and community/social activities.
- Vocational and employability training delivered at appropriate levels.
- This project will provide a lynch pin in the Mid Ulster area so that NOW Group can begin to explore opportunities to work with local providers and the Council to create sustainable enterprises and paid employment opportunities.
- Funders will receive an annual impact report measuring the social impact of their investment alongside other funders within the programme. In 2018 for every £1 invested in NOW Group we returned £12 in social value.

Sustainability and Growth

The NOW Group successfully operate sustainable social enterprises in Belfast and North Down, the revenue generated supports our progressive approach when working with people with learning disability, difficulty and ASC. We continually seek opportunities for growth, sustainable enterprise and niche industry which will enhance opportunities for social inclusion. We love creating beautiful spaces and sustainable enterprises so that our participants are part of their communities and can excel.

We are part of a consortium of seven disabilities organisations, SES Partnership, who won the WorkableNI Tender. This programme works as a continuum for the ESF programme to continue to support for those who gain paid employment to sustain and progress within the job. We currently support 60 people to sustain their employment post their participation on the ESF programme.

APPENDIX 3

ICBAN Funding Request 2019/20

From: Joanne Breen <Joanne@icban.com>
Sent: 13 March 2019 14:26
To: Anthony Tohill <Anthony.Tohill@midulstercouncil.org>
Cc: Adrian McCreesh <Adrian.McCreesh@midulstercouncil.org>
Subject: ICBAN Member Councils' Annual Contribution 2019/20

Email sent on behalf of Shane Campbell, CEO, ICBAN

Dear Anthony,

ICBAN Member Councils' Annual Contribution (2019/20)

Each year, ICBAN contacts member Councils regarding the Annual Contribution to the cross-border partnership. The amount to be levied was agreed by the Management Board to remain at **£12,500 for the 2019/20 year**.

Member Council contributions are a very important contributor towards our core administration resources and for which we are always most appreciative. The amount has not increased from the contribution first levied over 15 years ago.

Our delivery focus continues to be on areas which will benefit our member Councils. The current work programme centres on broadband telecommunications, literary tourism, creative industries and Brexit. Representations continue to be made on key connectivity infrastructure and on the potential impact of Brexit on the border region. During the next year we will be focusing efforts to advance various such projects and representations. Some of these projects will be advanced for national funding, EU funds and indeed some may be presented to local authorities and Local Action Groups for support. We will continue to keep the Council informed of progress and developments.

The key elements of the current work programme are:

- Leading on the transnational Literary Tourism Project, BLITZ which received funding of €1.95 million from the INTERREG Northern Periphery & Artic Programme. ICBAN will shortly be engaging with Member Council Officers on regional implementation plans for the project, which will include SME development supports, digital initiatives, promotion of literary tourism initiatives and best practice research.
- Working as Project Partner on the Digi-2-Market Project, which received funding of €1.76 million from the INTERREG Northern Periphery & Artic Programme. This project includes support for SMEs in the Central Border Region to embrace digital promotional opportunities and again we will shortly be engaging with Member Council Officers on regional implementation plans for the project, which will include SME development supports.

- Promoting co-operation with all Councils through a cross-border Community Planning initiative. The next meeting is to be held on 21st March 2019. The Chief Executive and Development Director of CAWT will be attending to meet with Community Planning Coordinators to discuss mental health issues and cross-border services in the Region.
- The development of a 'Border Navigator' Project together with Queen's University Belfast, and which will provide an opportunity for Member Councils and stakeholders to collectively address local service delivery challenges being impacted by an impending Brexit. New and innovative service delivery models will be created to benefit the Region's communities through the synergies of cross-border cooperation.
- Engaging on mechanisms which would enhance communications and working relationships between the ICBAN Management Board and Member Councils' Senior Officers.
- Advocacy through policy submissions and representations on key strategic needs for the Central Border Region, to both governments. An ICBAN delegation gave evidence on regional issues to the Oireachtas Committee for the Implementation of the Good Friday Agreement on 14th February 2019. ICBAN recently submitted a comprehensive response to the Northern and Western Regional Assembly's consultation on the Regional Spatial and Economic Strategy, and in preparing to do so facilitated a meeting of Member Councils' Senior Planners in January 2019. It is a priority of the Management Board to continue to advocate for recognition of the potential and significance of the Central Border area to both jurisdictions.
- A continuing priority effort dedicated to promoting and bringing about improvements to fixed and mobile broadband investments on both sides of the border:
 - Actively engaging with government and industry stakeholders on advocating for the delivery of the Project Stratum project in NI Continuing to advocate that inadvertent roaming charges must not be reintroduced as a result of the UK leaving the Digital Single Market through Brexit;
 - Engaging with the Consumer Council on the issues of poor or no broadband connections impacting on daily lives of consumers;
 - Actively engaging with government and industry stakeholders on advocating for the delivery of the Project Stratum project in NI
 - Actively engaging with government and industry stakeholders on advocating for the delivery of Ireland's National Broadband Plan;
 - Supporting County Council interests into the current consultation by the Irish Regulator ComReg into delivery of the 'Strategy for Electronic Communications Services' 2019-21.

Planned work programme outcomes for the next year will include:

- Continue to promote a regional voice on Broadband Infrastructure needs to government departments, Regulators etc.

- Development of a coherent regional platform / voice for local authorities in promoting and advancing cross-border co-operation opportunities in the Central Border Region and to examine opportunities for common projects in local services delivery, for example, through helping establish a Community Planning forum for all areas of the Region;
- Commence delivery of regional elements of the BLITZ and Digi-2-Market projects (including SME programmes, literary tourism pilot projects, trialling of digital apps and the completion of a literary tourism Scoping Study);
- Planning for the delivery of a final Brexit research initiative with communities of the Central Border Region in summer 2019, partnering again with QUB, on service challenges, issues and opportunities arising as the border region moves into a new era of working impacted by the Brexit process. This will complete the trio of Brexit research initiatives completed in 2017 and 2018 and engaging with communities of the border region; and
- Source and secure sustainable core revenues for the organisation.

This list is not exhaustive but demonstrates the priority focus which the organisation has adopted and which is enabled through member Council contributions.

On behalf of the ICBAN Management Board I would like to express our sincere thanks and appreciation to the Council for the continued support and assistance. Should you have any queries or would like more information please do not hesitate to contact me.

Yours sincerely,
Shane

Shane Campbell
Chief Executive Officer
ICBAN

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Retail NI Meeting
Monday 18 February 2019 @ 6pm
Committee Room, Dungannon Office

Present:	Glyn Roberts	Retail NI (CEO)
	Cllr Ashton	Mid Ulster District Council
	Cllr Shields	Mid Ulster District Council
	Cllr Monteith	Mid Ulster District Council
	Cllr Cuddy	Mid Ulster District Council
	Cllr Molloy	Mid Ulster District Council
	Cllr McGuigan	Mid Ulster District Council
	Cllr Burton	Mid Ulster District Council
	Cllr Doris	Mid Ulster District Council
	Cllr Quinn	Mid Ulster District Council
	A McCreesh	Mid Ulster District Council
	F McKeown	Mid Ulster District Council
	M McCullagh	Mid Ulster District Council
	D McCartney	Mid Ulster District Council

<p>1. Apologies: Cllrs McKinney, McLean, McNamee, McPeake and Mulligan</p>	
<p>2. Welcome & Introductions</p> <p>A McCreesh welcomed all to the meeting and introductions were conducted. A brief overview was provided on the background and purpose of the meeting with a motion brought through to engage with key stakeholders to look at interventions to assist in ensuring town centres remain viable and vibrant.</p>	
<p>3. Overview of Retail NI</p> <p>G Roberts welcomed the opportunity to meet with Mid Ulster District Council to discuss 'Town Centres' and their future prospects.</p> <p>G Roberts advised that Retail NI has 1800 members, with strong linkages with town</p>	

partnerships and Chamber of Commerces. The document 'Regeneration NI Creating 21st Century Town and City Centres' was circulated. The document provides new ideas and thinking around Town Centres. He indicated that those businesses surviving in 2019 are independent retailers and those reinventing within retail. To create a 21st Century town centre, reconstruction of the retail sector is required. Growth and City Deals are one way forward and Mid Ulster District Council has started this process with two neighbouring Councils. The Primark disaster in Belfast has been pushed up the political agenda with a £2m rejuvenation packages secured following it.

Businesses that are surviving and thriving are smaller and agile and able to adapt to change. Mr Roberts advised that 'rethinking' the Town Centre model is needed, and a move towards a partnership between retail and hospitality is required, ensuring town centres are destination towns, creating a partnership that develops into an eco-system for the town centre. A place to shop, socialise, live, service the community and generates footfall. The aim is to have one economy, not day and night separate.

The biggest issue facing Town Centre businesses is rates - Future High Street Fund- UK £675m, of which £20m NI to be spread across the 11 Councils. Mr Roberts said Retail NI need assistance - to date there has been no consultation or dialogue on the monies, pressure needs to be exerted politically on the Secretary of State and NIO. With regard to the Rating Policy, there needs to be a fundamental rethink regarding reliefs and restructuring as they are not fit for purpose. He indicated a need for a 'targeted alternative' and before the NI Assembly collapsed the following areas were being highlighted.

- Retail NI was lobbying for SBRR to be increased to values in excess of £26,000, with 40% relief for independent and hospitality businesses.
- New Capital Allowance Rates Relief
- Changes to Rates Hardship Fund

Within the UK Budget, the Chancellor had cut rates bills by a third, with no rates in some areas.

The lack of transfer of regeneration powers to Councils is a hindrance (on street parking/minor

roads were cited) and need for Growth/City Deals to deliver upon regeneration.

A McCreesh invited comments/questions from those present:-

Cllr Shields stated rates were the biggest financial burden on local businesses. Many businesses are holding on as a sense of pride and are struggling to survive.

Cllr Ashton enquired on Retail NI's thoughts on how rates proposals could be subsidised.

G Roberts responded, the three principal towns in Mid Ulster have a large proportion of independent retailers, which is a unique selling point and Independents Day on 4 July allows for promotion of such to the consumer. Subsidising of the rates is about 'cutting the cake differently' the previous proposals financially effectively paid for themselves and by closing off loopholes within schemes such as derelict/vacant properties.

Cllr Monteith stated that he didn't share the optimism of Retail NI. The £20m, if secured and allocated to the 11 Councils should tackle rates rather than Town Centre initiatives which in many cases are sticking plasters. Rates relief schemes similar to England should be tailored and implemented.

G Roberts responded that Retail NI and Hospitality Ulster have submitted a letter to Secretary of State regarding the Future High Street Fund. There is frustration as there is no interface / consultation, round table meetings, no budget headings available. The appointment of new Permanent Secretary for Finance, Ms Sue Gray, may be able to assist with her 'can do' approach. Two pertinent items at the moment impacting on Retail NI members is the hike in ATM robberies and loss of vacant unit rates relief.

Cllr McGuigan enquired under the power of general competence can a funding stream for rates be achievable. A McCreesh stated it was open to interpretation and consistency of how selection will be completed, and queried if a pilot scheme/sectoral based approach be used? B Monteith stated this would be classed as State Aid.

G Roberts stated gathering from the discussions with Councils visited to date key points are as follows:-

- Need fundamental Rates Reform
- Area Plan process not uniform across Councils
- Interesting models - dereliction issues Ballymena Business Centre was a derelict building now incubation units - addressing dereliction, life now in the area, new start-ups and increased footfall.

Major towns need to ask the question Why would someone like to visit? Cardiff have an Enterprise Zone with hi-tec companies, centre for new companies resulting in jobs and increased spend.

W Cuddy enquired if G Roberts believed in the delivery of Growth/City Deal Plans. G Roberts stated that there is a strong case for enterprise zones in key areas, even rural areas. Attracting FDI is a big challenge - co-operation tax was a strategic mistake, didn't look at skills and training, investment, regeneration, rates reform.

By achieving the right equilibrium between retail/hospitality/community people will be attracted in. Ballyhackamore had a 35% vacancy rate a number of years ago, now it is 0%.

Cllr Shields proposed that Council deliver a half day conference to discuss pertinent town centre issues, in association with Retail NI. Villages are forgotten and need to be maintained as part of the community with local services. Lobbying needs to continue for bypasses along the A29 Corridor.

G Roberts stated that infrastructure was indeed required to ensure success. ATM provision is biggest threat of withdrawal at present due to spate of robberies.

A McCreesh stated that there was 70,000 redundancies in one year in retail.

Key Points from discussion summarised by G Roberts:-

1. Council may wish to invite the Secretary of State to visit Mid Ulster to facilitate a constructive and positive discussion.
2. Strategically need implementation of rates relief

3. REVAL process – is it any different to previous REVAL exercises , the process is worrying especially if it is influencing and shaping rates reform

G Roberts stated that REVAL is now every 3 – 4 years and is a fully transparent process. The last REVAL there was 6-7% appeals with 50% of appeals successful.

F Burton agreed the community working together to assist in ensuring vibrancy and viability of towns - one such example is Fivemiletown Chamber of Commerce.

A McCreesh closed the meeting and thanked all for their attendance.

Meeting ended at 7.30pm.



Mid Ulster Brexit Working Group

Monday 26 November 2018 at 6.00 pm

Committee Room, Dungannon Office

	Action
<p>Members Present: Councillor Clarke (on behalf of Councillor Sean McPeake) Councillor Elatter Councillor Kearney Councillor McGuigan Councillor Molloy</p> <p>Officers in Attendance: Anthony Tohill, Chief Executive Adrian McCreesh, Director of Business & Communities Colin McKenna, Economic Strategies Manager</p> <p>Apologies: Councillor Gillespie Councillor McPeake Fiona McKeown, Head of Economic Development</p>	
<p>1. Welcome & Apologies</p> <p>The Director of Business and Communities welcomed everyone to first meeting of the Brexit Working Group.</p>	
<p>2. Election of Chair</p> <p>Using the D'Hondt system;</p> <p>It was proposed by Councillor McGuigan, Seconded by Councillor Clarke and agreed</p> <p>That Councillor Molloy be elected as Chair of the Brexit Working Group</p> <p>Councillor Molloy thanked those present and took the Chair.</p>	
<p>3. Draft Brexit Working Group Terms of Reference</p> <p>The Director of Business and Communities took members through the draft Terms of Reference which set out the scope and remit of the Brexit Working Group. The group agreed to meet quarterly and/or at the Chairperson's discretion. The Terms of Reference was agreed by all present.</p>	

<p>It was agreed that the Brexit Working Group was not a function of Corporate Services and this should be removed from the Draft Terms of Reference.</p> <p>It was also agreed that the Brexit Working Group would try and support businesses.</p> <p>Director of Business & Communities confirmed that the Economic Development section will service all meetings and will deliver on actions required in order for progress to be made.</p>	<p>CMK to amend ToR</p>
<p>4. Presentation</p> <p>Council's Economic Strategies Manager gave a presentation outlining four reports that have been published on Brexit. These reports have linkages to Mid Ulster District Council including an update on SOLACE related workings and the Mid Ulster Skills Forum – Brexit Sub Group.</p> <p>The four reports are:</p> <ul style="list-style-type: none"> - MUDC Community Planning 'Brexit Report' - ICBAN - QUB Initiative: 'Brexit and the Border' - NILGA – 2 Reports from 2017 - UU Study (May 2017) – “Brexit and the Ireland/Northern Ireland Border Corridor: Potential Impacts and Things to Consider”. <p>The Chief Executive updated upon the work of SOLACE with regards to Brexit. He said that SOLACE had identified a number of areas where there were potentially significant risks such as rising insurance costs; waste management issues; environmental health; staffing issues; and potential food standards. Currently migration is seen as a low risk.</p>	
<p>5. Post Brexit</p> <p>It was felt that the Council would have to review how it worked and queried how Brexit would impact on existing services. For example, post Brexit the management of waste would be a high priority as the Council would need more resources to control this situation. Council has limited landfill capacity in the short term but would need contingency in the medium to long term.</p> <p>Concern was raised post Brexit of the impact of potential loss of significant EU funding to the Council. This would be in excess of £20 million which is impossible for the Council to fill this void resulting in a serious reduction in funding available.</p> <p>This would leave the local business sector and the community services support much more vulnerable as they rely greatly on EU funding. CAP funding will be lost to</p>	

<p>farmers and there is uncertainty around what the future agricultural policy will look like.</p> <p>If the bigger companies in the area who have a foothold in EU were to move, then the SME's who are part of existing supply chains would suffer.</p> <p>Outside of Councils, areas such as health, infrastructure and electricity were identified as potentially under threat due to lack of clarity being provided from the government agencies. Therefore an opportunity to engage with the agencies to discuss potential issues exists.</p> <p>Local companies regardless of size will be impacted for example with potential loss of supply chains, migrant workers etc. At present it is impossible to say how many migrants will leave but anecdotal evidence shows that the migrant workforce is becoming unsettled.</p> <p>In reference to the Ulster University study mentioned previously it was commented that it was a good report but was not very positive. On a positive note the Skills Report developed by Council showed that industry in the local area is thriving.</p> <p>Councillor Clarke asked if there was any one area of support that the Council could make an impact on. The Chief Executive mentioned that the Council as an organisation should itself be sustainable first and in turn be best placed to assist others, for example Lough Neagh eels, who need a voice to fight their case and are not benefitting from any direct support.</p>	
<p>6. Any Other Business None</p>	
<p>7. Date of Next Meeting</p> <p>Future meetings dates will be set following the Brexit vote in the House of Commons in December 2018 as this will clarify future direction and actions of this group.</p> <p>The meeting ended at 7.00pm.</p>	<p>CMK to liaise with the Chair to set up the next meeting</p>