

## COOKSTOWN DISTRICT COUNCIL

### Minutes of Proceedings of a DEVELOPMENT COMMITTEE MEETING held in the Council Chamber on Tuesday 19<sup>th</sup> March 2013 at 7.00 pm

**Present:** Councillor Mayo (Chair)

**Councillors:** Clarke, Glasgow, Kelly, Mallaghan, McAleer, McCartney, McElhone, McFlynn, McNamee and Quinn

**Officers:** Adrian McCreesh Chief Executive (Acting)  
Emma Bell Administrative Officer

#### 1. APOLOGIES

Apologies for absence were reported on behalf of Councillors Lees, McCrea, McGarvey and Wilson.

#### 2. DECLARATIONS OF INTEREST

Councillor McAleer declared an interest with regard to Item Number 4 'Irish Central Border Area Network (ICBAN)' and Item Number 5 'Lough Neagh Partnership, as he is a Member of the Management Committees for both organisations.

Councillor Glasgow declared an interest with regard to Item Number 4 'Irish Central Border Area Network (ICBAN)' as he is a Member of the ICBAN Management Board.

#### 3. DEVELOPMENT OFFICER REPORTS

Officer End of Year Reports for April 2012 – March 2013 and Proposed Programme of Events/Plans for April 2013 – March 2014 were circulated to Members prior to the meeting.

Members AGREED that all Officer Reports, as outlined below be taken as read and NOTED:

- 3.1 Tourism Programme
- 3.2 Arts & Cultural Services

Councillor McElhone entered the meeting at 7.07pm.

#### **4. IRISH CENTRAL BORDER AREA NETWORK (ICBAN)**

The Chief Executive (Acting) advised that ICBAN's Progress Report for the year ending March 2013 was received. He further advised that the report is a very comprehensive document which outlines their day to day activities, in addition to their strategic role with regard to roads, telecommunications, tourism, sustainability and regional development. The Chief Executive (Acting) reminded Members that ICBAN invited them to attend three Input Sessions in January 2013 to assist with the preparation of their Vision Plan for the period 2013-2025. The Chief Executive (Acting) advised that this document when finalised will provide a very important basis for the future and will assist stakeholders to secure funding for the region.

Councillor McAleer congratulated the Economic Development Manager and her team for their hard work and diligence when preparing documentation for and liaising with ICBAN.

It was proposed by Councillor Clarke  
Seconded by Councillor McNamee and AGREED

That Council make their second 50% payment of £6,500 to ICBAN for the financial period 2012-2013.

Members NOTED ICBAN's Progress Report for the year ending March 2013.

#### **5. LOUGH NEAGH PARTNERSHIP**

**5.1.** The Chief Executive (Acting) advised that Lough Neagh Partnership's Progress Report for the year ending March 2013 was received. The report is very comprehensive and outlines a number of initiatives, such as the preparation of a 'Tourism Destination Management Plan,' 'Lough Neagh Fest' and 'Navigational Markers' etc, in addition to the outcomes achieved.

It was proposed by Councillor Quinn  
Seconded by Councillor McNamee and AGREED

That Council make their second 50% payment of £2,500 to Lough Neagh Partnership for the financial period 2012-2013.

**5.2.** Members NOTED receipt of Lough Neagh News, dated February 2013, from Lough Neagh Partnership. The Chief Executive (Acting) advised that any future copies of the bulletin would be forwarded to Members for information.

## **6. DUNGANNON AND COOKSTOWN BUSINESS EDUCATION PARTNERSHIP**

Members were advised that Dungannon and Cookstown Business Education Partnership's Progress Report for the year ending March 2013 has been received. The report is comprehensive and outlines the achievement of eight key Business Education Programmes which involved pupils from a variety of primary and secondary schools in both rural and urban locations.

It was proposed by Councillor Quinn  
Seconded by Councillor Glasgow and AGREED

That Council make its second 50% payment of £1,125 to Dungannon and Cookstown Business Education Partnership for the financial period 2012-2013.

## **7. NORTHERN IRELAND LOCAL GOVERNMENT POSITION PAPER**

7.1. The Chief Executive (Acting) reminded Members that documentation with regard to the 'NI EU Operational Programme 2014-2020' was included on the January 2013 Development Committee Agenda. He advised that the 'Northern Ireland Local Government Position Paper: The Case for The Delegation of European Structural Funds 2014-2020' was prepared as a result of discussions between our Members and NILGA representatives. The position paper highlights a number of principles including the need for Local Government to be involved in the shaping and delivery of EU funds especially when determining where it is needed most at a local level. In addition the need for an area plan led spend which will enable Local Government to apply directly to the Department of Enterprise, Trade and Investment (DETI) for funding and having one Managing Authority to report to. This will enable funding to be governed in a more co-ordinated manner, which will allow for a greater impact with clear priorities. The European Commission has proposed a suite of new regulations for Structural Funds and to facilitate the delivery of the Integrated Development Strategies. The draft legislation provides two separate funding structures, namely a Community-led Local Development (CLLD) model and an Integrated Territorial Investment (ITI) model for the delivery of funding in urban areas, which is suggested will be delivered by local area based partnerships. The Chief Executive (Acting) advised that page six of the position paper outlines the funding structure for the future delivery of EU Funds.

It was AGREED that Council ADOPT the recommendations outlined within points 7.1, 7.2, 7.3 and 7.4 of the 'Northern Ireland Local Government Position Paper: The Case for The Delegation of European Structural Funds 2014-2020.' It was further AGREED that Council ADOPT the following recommendations:

- Implement the community plan led and strategic led approach for EU Support Programmes.
- Couple the Integrated Territorial Investment (ITI) model or Community-Led Local Development (CLLD) model with regard to governance and accountability.
- The ITI and CLLD models must reflect the priorities of the Mid Ulster Council and its boundary whilst also enabling Council to collaborate with other Local Councils if necessary.
- A specified funding allocation must be set aside for Local Government, in addition to a separate one being made available for Cross Border Bodies.

7.2. Members NOTED letter, dated 11<sup>th</sup> March 2013, and 'NI EU Operational Programmes 2014-20 Consultation Outcomes Paper' and subsequent recommendations from the Northern Ireland Local Government Association (NILGA).

## **8. MID ULSTER BUSINESS AWARDS 2013**

Members were advised that an email, dated 6<sup>th</sup> March 2013, was received from Ms Anita Murray, Johnston Press PLC with regard to Headline Sponsorship proposals for the Mid Ulster Business Awards 2013.

It was AGREED that Council would not participate in the Mid Ulster Business Awards 2013.

## **9. NORTHERN IRELAND LOCAL GOVERNMENT ASSOCIATION**

The Chief Executive (Acting) advised that the meeting documentation from a NILGA Full Members Meeting held on 25<sup>th</sup> January 2013 is very informative, concise and provides Members with a good summary of the RPA process.

Members NOTED meeting documentation from an NILGA Full Members Meeting held on 25<sup>th</sup> January 2013.

## **10. COUNCIL BUILDINGS WI-FI UPDATE**

Members were advised that Council currently provides 20 minutes free Wi-Fi within Council Buildings to members of the public, however it is proposed that this is extended to a total of 30 minutes which will be more beneficial to users. This service will complement the free one hour Wi-Fi service which will be made available within the town centre to members of the public in April 2013.

It was AGREED to extend the free Wi-Fi facility within Council Buildings up to a maximum of 30 minutes on the basis that it is reviewed in September 2013.

## **11. TOWN CENTRE REGENERATION**

### **11.1. Town Centre Forum**

Members NOTED minutes of Town Centre Forum Meeting held on 18<sup>th</sup> December 2012.

### **11.2. Cookstown Revitalisation Scheme**

The Chief Executive (Acting) provided Members with an update on Cookstown's Revitalisation Projects which includes Cookstown Town Centre Wi-Fi Project, Shutter Art, Window Vinyls on vacant business properties, Branded Shopping Bags and Town Centre Brands. He thanked the Town Centre Councillors for promptly agreeing the content of the new Town Centre Banners, which has enabled the project to proceed swiftly.

The Chief Executive (Acting) advised that there are a lot of Town Centre Projects being delivered at present and it is anticipated that they will be completed in the very near future.

Members NOTED an Update Report with regard to Cookstown Revitalisation Projects.

## **11.2.1 Cookstown Shop Improvement Scheme**

### **11.2.1.1 Cookstown Shop Improvement Scheme Sub Committee**

Members were advised that six of the seven Phase 1 Cookstown Shop Improvement Schemes are now complete. Phase 2 of Cookstown Shop Improvement Scheme was launched in December 2012 and a total of twenty applications were received before the closing date of 4pm on Wednesday 23<sup>rd</sup> January 2013. One application was deemed incomplete and was unable to progress to the assessment stage, however the other nineteen applications submitted fully met the programme criteria and have been approved in principle for grant aid to receive a Letter of Offer. Cookstown Revitalisation Scheme Sub Committee Members have agreed that any underspend in funding be used to advance a Phase 3 of Cookstown Shop Improvement Scheme using the same criteria, guidance notes and application forms. The Chief Executive (Acting) advised that approximately twenty six properties will have benefitted from phases 1 and 2 of this scheme when completed, which is marvellous for Cookstown Town Centre.

Members NOTED minutes of Cookstown Revitalisation Scheme Sub Committee – Shop Improvement Scheme Meeting held on 27<sup>th</sup> February 2013.

### **11.2.1.2 Cookstown Shop Improvement Scheme Update**

Members Noted an Update Report, dated 6<sup>th</sup> March 2013, with regard to Phase 1 and 2 of Cookstown Shop Improvement Scheme.

## **11.3 Cookstown Public Realm Scheme**

The Chief Executive (Acting) advised that an application for £2.8million of funding was submitted to the Department for Social Development (DSD) in November 2012 to deliver a new Public Realm Scheme in Cookstown Town Centre. The DSD Economist has subsequently raised a few issues with regard to the funding application, which Council is now working to resolve.

Members NOTED minutes of Cookstown Public Realm Scheme Meeting held on 29<sup>th</sup> November 2012.

## **11.4 DSD High Street Taskforce Report**

Members NOTED the Department for Social Development's (DSD's) High Street Taskforce Report, dated November 2012, which was supported by the Northern Ireland Executive.

## **11.5 Shopmobility**

The Chief Executive (Acting) advised that the minutes circulated prior to the meeting outline the significance of Cookstown Shopmobility and the positive work which they carry out within the community. He further advised that Council has four representatives who sit on the Cookstown Shopmobility board.

Councillor McNamee highlighted that Cookstown Shopmobility Scheme is one of the more superior local Shopmobility facilities, which is due to the efforts of the staff concerned.

Members NOTED minutes of Shopmobility Cookstown Annual General Meeting on 6<sup>th</sup> June 2012 and Meetings on 20<sup>th</sup> September 2012, 22<sup>nd</sup> November 2012 and 24<sup>th</sup> January 2013.

## **12. COMMUNITY SERVICES**

### **12.1. Good Relations**

Members NOTED minutes of Good Relations Sub Committee Meeting held on 16<sup>th</sup> January 2013.

## **13. RURAL DEVELOPMENT PROGRAMME**

The Chief Executive (Acting) advised Members that Council has secured commitment from each of the three other local Councils, namely Magherafelt District Council, Dungannon and South Tyrone Borough Council and Fermanagh District Council who make up the SWARD Rural Development Programme Cluster to progress the Strategic Projects. He reminded Members that funding is not guaranteed for these projects.

### **13.1. South West Local Action Group**

Members NOTED minutes of South West Local Action Group Meetings held on 5<sup>th</sup> December 2012, 9<sup>th</sup> January 2013 and 6<sup>th</sup> February 2013.

### **13.2. Rural Development Programme Joint Council Committee**

Members NOTED minutes of Rural Development Programme Joint Council Committee Meetings held on 10<sup>th</sup> December 2012, 14<sup>th</sup> January 2013 and 11<sup>th</sup> February 2013.

### **14. TENDERS**

#### **14.1. Evaluation of Business Elevate Programme**

Members were advised that following an advertisement in the Belfast Telegraph, Irish News, Newsletter and also on Council's website on Thursday 11<sup>th</sup> October 2012, one tender was received for the 'Appointment of an Organisation to Conduct an Independent Evaluation of the Business Elevate Programme,' by the closing date of 12noon on Wednesday 7<sup>th</sup> November 2012.

The tender received was evaluated and scored as follows:

<b>Organisation</b>	<b>Stage 3 Total /100</b>	<b>Tender Bid (exc vat)</b>
NORIBIC Ltd Northland Building, NWRC, Strand Rd, L'Derry, BT48 7AL	<b>86</b>	£7,602

The Chief Executive (Acting) advised it is recommended that the tender is awarded to NORIBIC Ltd at a cost of up to £7,602 (including expenses and excluding VAT).

It was proposed by Councillor Quinn  
Seconded by Councillor McNamee and AGREED

That Council appoint NORIBIC Ltd to 'Conduct an Independent Evaluation of the Cookstown Business Elevate Programme' at a cost of up to £7,602 (including expenses and excluding VAT) with immediate effect.



## 14.2. Evaluation of Fastrack to Finance Programme

Members were advised that following an advertisement in the Belfast Telegraph, Irish News, Newsletter and Council's website on Thursday 6<sup>th</sup> December 2012, three tenders were received for the 'Appointment of an Organisation to Conduct an Independent Evaluation of Council's Fastrack to Finance Programme,' by the closing date of 4pm on Wednesday 16<sup>th</sup> January 2013.

Following evaluation and scoring of the three tenders received the tender bids were placed in the following order of preference:

<b>Organisation</b>	<b>Stage 3  Total /100</b>	<b>Tender Bid (exc vat)</b>
RSM McClure Watters, Number 1, Lanyon Quay, Belfast BT1 3LG	<b>89.75</b>	£4,500
i2 Total Marketing Ltd 46 Bridge Street Strabane BT82 9AE	<b>86.45</b>	£5,250
Lindsay Advisory Forsyth House Belfast BT2 8LA	<b>85.85</b>	£5,250

The Chief Executive (Acting) advised that it is recommended that the tender is awarded to RSM McClure Watters at a cost of up to £4,500 (including expenses and excluding VAT).

It was proposed by Councillor McNamee  
Seconded by Councillor McAleer and AGREED

That Council appoint RSM McClure Watters to 'Conduct an Independent Evaluation of the Fastrack to Finance Programme' at a cost of up to £4,500 (including expenses and excluding VAT) with immediate effect.

### 14.3. Evaluation of Tender Programme

Members were advised that an advertisement was placed in the Belfast Telegraph, Irish News, Newsletter and Council's website on Thursday 6<sup>th</sup> December 2012, three tenders were received for the 'Appointment of an Organisation to Conduct an Independent Evaluation of Council's Tender Programme,' by the closing date of 4.00pm Wednesday 16<sup>th</sup> January 2013.

Following evaluation and scoring of the three tenders received the tender bids were placed in the following order of preference:

<b>Organisation</b>	<b>Stage 3  Total /100</b>	<b>Tender Bid (exc vat)</b>
RSM McClure Watters, Number 1, Lanyon Quay, Belfast BT1 3LG	<b>89.06</b>	£6,500
i2 Total Marketing Ltd 46 Bridge Street Strabane BT82 9AE	<b>87.44</b>	£7,000
Lindsay Advisory Forsyth House Belfast BT2 8LA	<b>86.92</b>	£7,000

The Chief Executive (Acting) advised that it is recommended that the tender is awarded to RSM McClure Watters at a cost of up to £6,500 (including expenses and excluding VAT).

It was proposed by Councillor McNamee  
Seconded by Councillor Quinn and AGREED

That Council appoint RSM McClure Watters to 'Conduct an Independent Evaluation of Council's Tender Programme' at a cost of up to £6,500 (including expenses and excluding VAT) with immediate effect.

## **15. ANY OTHER BUSINESS**

### **15.1. Development Committee Agenda and Documentation**

Councillor Glasgow commended everyone involved in the preparation of the Development Committee Agenda for their hard work and effort. He highlighted that the meeting documentation in respect of the NILGA Full Members Meeting on 25<sup>th</sup> January 2013 was particularly informative.

The Chief Executive (Acting) highlighted that NILGA is delivering an excellent service to its Members. Councillor Clarke concurred with the Chief Executive (Acting's) comments.

The Chief Executive (Acting) advised that NILGA has been invited to deliver a presentation to Members at the Policy, Resources and Services Meeting on Tuesday 26<sup>th</sup> March 2013 with regard to their Annual Plan.

Meeting ended at 7.44pm.

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Chairman

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Clerk/Chief Executive (Acting)

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Date