

COOKSTOWN DISTRICT COUNCIL

Minutes of Proceedings of a DEVELOPMENT COMMITTEE MEETING held in the Council Chamber on Tuesday 15th January 2013 at 7.00 pm

Present: Councillor Mayo (Chair)

Councillors: Clarke, Glasgow, Kelly, Lees, Mallaghan, McAleer, McCrea, McFlynn, McGarvey, McNamee, Quinn and Wilson

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

1. APOLOGIES

Apologies for absence were reported on behalf of Councillors McCartney and McIvor.

2. DECLARATIONS OF INTEREST

Councillor Wilson declared an interest with regard to Item Number 10 'Local Economic Development,' as he is a member of the Cookstown Enterprise Centre management board.

3. PRESENTATION

The Chief Executive (Acting) reminded Members that at the Development Committee Meeting on 20th November 2012 it was agreed that Council invite a representative from Victim Support Omagh to deliver a presentation to Members. He advised that Victim Support provides advice and guidance to victims of crime within the districts of Omagh, Fermanagh and Cookstown.

Councillor Mayo welcomed Mr Ken Hutchinson to the meeting.

Mr Ken Hutchinson advised Members that he joined Victim Support Omagh in 2011 as a volunteer and more recently he has temporarily taken up the post of Co-ordinator whilst the post holder is on maternity leave. Victim Support is a charity whose name is derived from the Department of Justice and its objective is to provide advice and guidance to any victim of crime in Northern Ireland. There are a total of five Victim Support offices in Northern Ireland and the remit of the Omagh office follows the same

area that of the PSNI 'F District,' which makes for an efficient referral process. At present Victim Support employs 60 people and has approximately 230 volunteers, the latter of which delivers the majority of services to clients. K Hutchinson highlighted that the majority of referrals come from the PSNI to Victim Support and from April 2011 to April 2012 a total of 34,000 referrals were received. Following the occurrence of a crime the PSNI will obtain the victims consent for a referral to be made to Victim Support. Clients may also be referred to Victim Support from other agencies located within the United Kingdom or be self-referred.

K Hutchinson advised that Victim Support offers three types of services to clients, as outlined below:

- Community Service
- Criminal Injuries Compensation Service
- Witness Service

Community Service

K Hutchinson advised that crime falls into two categories, namely serious and non-violent crime of which there are various levels of severity. Victim Support aims to contact victims within two working days from the date of the crime to invite them to receive support. Following this the client is allocated a suitable volunteer. Outreach facilities are used when required in a number of locations or when this is not convenient a meeting may be held in the clients home following a risk assessment. Volunteers are trained to listen to clients, whilst assessing their needs on a practical, financial, physical and emotional level. Victim Support will if required request that the Public Prosecution Service (PPS) explain a decision to a client and also keep him/her aware of a criminals release date from prison etc.

Criminal Injuries Compensation Service

K Hutchinson advised that in the event of a client sustaining physical and/or mental injuries as a result of violent crime then the client may submit a claim for financial compensation to the Compensation Agency, which falls under the auspices of the Department of Justice. In this instance Victim Support will liaise with the client to assist with processing the claim and also to obtain additional information. If the client is unhappy with the outcome then Victim Support can arrange for the case to be reviewed by the appeals panel. £5.2 million was issued to Victim Support clients from the period 2011-2012.

Witness Service

K Hutchinson advised that this service is offered through the courts. Victim Support assists clients to understand the court processes and if necessary can arrange for a pre-trial familiarisation visit for clients. In addition Victim Support can provide a private waiting room for clients to use which assists them to avoid unnecessary contact with the defendant and if required they will also accompany the client to the court room. The Witness Service is available in all Crown, Magistrates and Youth Courts located in Northern Ireland.

K Hutchinson highlighted the following crime statistics:

RECORDED CRIME	DATE	FIGURES
F District	April - November 2011	6,724
F District	April - November 2012	6,136
Cookstown	April - November 2011	1,270
Cookstown	April – November 2012	1,028

K Hutchinson further advised that the number of PSNI referrals to Victim Support Omagh during the period 1 April 2012 to 11 January 2013 totalled 2,080 of which 64 were serious crime. He further advised that Victim Support is bound by the Department of Justice's Code of Practice for Victims of Crime.

Councillor McCrea, MLA highlighted that the service provided by Victim Support is excellent and provides comfort and assistance to clients especially with regard to compensation claims. He further highlighted the importance of the reduction in recorded crime figures, however he enquired if Victim Support has unrecorded crime figures for the Cookstown District and also figures indicating the number of people who declined use of the service. K Hutchinson advised that unfortunately Victim Support's computer system focuses on capturing data pertaining to the F District only which does not contain unreported crime figures. He highlighted that the more people that report crimes then the more likely the PSNI are to tackle it. K Hutchinson advised that the service offered by Victim Support is confidential unless it is likely that a further crime may be committed. In this instance Victim Support will report such information to the PSNI for investigation.

Councillor Quinn thanked K Hutchinson for his presentation and highlighted that he previously was not aware of the Witness Service, therefore there may be a need for Victim Support to publicise it more, thereby increasing awareness. K Hutchinson advised that Victim Support will be reassessing their approach with regard to the PSNI. He further advised that with regard to language barriers Victim Support use translators

where necessary and on occasion clients are happy for an English speaking friend/relative to translate for them. Councillor Quinn advised that Victim Support may use residents groups and neighbourhood watch schemes to tackle issues of antisocial behaviour in specific areas. K Hutchinson advised that Victim Support Omagh has got a number of publications which they utilise with regard to making referrals to other agencies and at present they have approximately 35 agencies which they can refer clients to depending on their needs.

Councillor Mayo thanked K Hutchinson for his presentation.

K Hutchinson left at 7.21pm.

4. DESERTCREAT COLLEGE

4.1 Meet the Contractors Event – November 2012

The Chief Executive (Acting) advised that three of the five Desertcreat College Bid Teams who attended the 'Meet the Contractors Events' held in Cookstown from 19th to 23rd November 2012 have forwarded correspondence commending the excellent organisation and delivery of the event.

Councillor McGarvey commended the Economic Development Manager and her team for their hard work and efforts with regard to the event and highlighted the significance of receiving positive feedback from the contractors.

Councillor Wilson advised that the successful contractor will be appointed mid February 2013.

Councillor McCrea, MLA advised that he will make enquires with regard to the project and update Members accordingly, however as far as he was aware the project will be completed on time.

Councillor Quinn praised the Economic Development Manager and her team for the successful delivery of this event and advised that he has received positive feedback from local businesses and Cookstown Chamber of Commerce with regard to it. Councillor Mallaghan concurred with Councillor Quinn with regard to this matter.

4.2 Response to Assembly Question

The Chief Executive (Acting) advised that Council had been forwarded a response to a NI Assembly Question from the NI Community Safety College Programme Team regarding the use of stone at the new college at Desertcreat, Cookstown. The correspondence indicated that the vast majority of stone being used on site will be available locally, however a very small amount of stone for external facings of buildings will have to be sourced outside Northern Ireland.

Councillor Wilson expressed his concerns with this response and stated his desire to see all materials sourced locally at every opportunity.

Councillor McCrea, MLA advised that the specified stone cannot be located in Northern Ireland and the design team were unaware of this when preparing the tender documentation. However this stone amounts to less than 0.1% of the total stone being used on the site which will be used in the external facings of the buildings.

The Chief Executive (Acting) advised that Council has provided local businesses with numerous opportunities to prepare them in advance of the NI Community Safety College build commencing e.g. 'Meet the Contractors Events' and Council's tendering programmes.

Members NOTED response to the Assembly Question from NI Community Safety College Programme Board.

5. LOUGH NEAGH PARTNERSHIP

The Chief Executive (Acting) advised that the Lough Neagh Partnership Progress Report for the period up to 31st December 2012 was received. He highlighted the significance of the Tourism Destination Management Plan and advised that Lough Neagh will be one of the signature destinations outlined within the plan.

Members NOTED Progress Report for period up to 31st December 2012.

6. DUNGANNON AND COOKSTOWN BUSINESS EDUCATION PARTNERSHIP

The Chief Executive (Acting) advised that Dungannon and Cookstown Business Education Partnership Progress Report was received for the period up to 31st December 2012. The report highlights that six of the eight Business Education Programmes, as outlined below, have now been completed:

- Interview Skills Programme
- Enterprise Programme
- Globalisation Day
- B.E.S.T Event – Business Enterprise and Skills Training Event
- Area Based Careers Convention
- STEM Activity Days (Post Primary)

The Chief Executive (Acting) further advised that the ‘STEM Activity Days (Primary Schools)’ and ‘Primary 7s into Local Industry’ events will be held in the near future. He highlighted that Dungannon and Cookstown Business Education Partnership are delivering very good programmes in respect of Council’s contribution. Councillor Quinn concurred with these views.

Members NOTED Progress Report for period up to 31st December 2012.

7. IRISH CENTRAL BORDER AREA NETWORK (ICBAN)

7.1 Members NOTED Progress Report for period up to 31st December 2012.

7.2 The Chief Executive (Acting) advised that ICBAN is currently preparing their Vision Plan for the period 2013-2025 and Members are invited to attend three Input Sessions which will be held from 21st to 23rd January 2013, as follows:

- 21st January 2013 – Smart and Internationally Competitive Region
- 22nd January 2013 – People Centred and Inclusive Region
- 23rd January 2013 – Sustainable Region

Councillor Glasgow advised that he would like to attend the third ‘Stakeholder Input Session on a Sustainable Region’ which will be held on Wednesday 23rd January 2013 at 10.30am in Killyhelvin Hotel, Enniskillen.

No further requests to attend were received from Members.

8. NORTHERN IRELAND LOCAL GOVERNMENT ASSOCIATION

8.1. NI EU Operational Programme 2014-2020

The Chief Executive (Acting) advised that NILGA has prepared a NI EU Operational Programme 2014-2020 Consultation Paper to assist Local Councils to bid for EU Funding post 2014. He further advised that stakeholders were asked to consider five questions outlined on page six of the Consultation document. The Chief Executive (Acting) recommended that Council submit its response based on the draft paper which has also been circulated.

It was proposed by Councillor Wilson
Seconded by Councillor McCrea, MLA and AGREED

That Council submit the 'Response to the NI Local Government Association (NILGA) Consultation regarding the NI EU Operational Programme 2014-2020 Future Delivery Campaign for Local Authorities.'

8.2 NILGA Executive Committee Meeting 11th January 2013

Members NOTED documentation with regard to the NILGA Executive Committee Meeting held on 11th January 2013.

9. MOORTOWN ST MALACHYS GAC

The Chief Executive (Acting) advised that a letter dated 21st November 2012 was received on 17th December 2012 from Mr James Devlin, Chairperson of Moortown St Malachys GAC requesting financial assistance from Council for the purchase of a 13 acre site for the development of playing pitches, changing rooms and community facilities. He further advised that the entire project will cost over £2 million and will be delivered in three stages. £900,000 has already been spent on Phase one of the project which included the purchase of the site, the development of pitch number one and the associated Works. Phase two involves the development of pitch number two which will occur in the spring of 2013, at a cost of approximately £275,000, which will include a grant from Sport NI. Phase three of the project comprises the provision of extensive community facilities and changing rooms which will take place over the next few years. Moortown is located in the Ardboe Ward which is the most deprived ward located within the Cookstown District.

The Chief Executive (Acting) advised that Council has received numerous funding requests over the years and he reminded Members of Council's policy to invest in Council's own facilities to ensure that they are of a suitable standard for local groups to avail of. To date Council has managed to adhere to this policy resulting in the continuous improvement of Council facilities.

It was AGREED that the Chief Executive (Acting) respond to Mr James Devlin, Chairperson of Moortown St Malachys GAC in accordance with Council's policy with regard to providing financial assistance to sporting clubs and organisations to upgrade their facilities.

10. LOCAL ECONOMIC DEVELOPMENT – BUSINESS ELEVATE PROGRAMME

Councillor Wilson left the meeting at 7.52pm in accordance with his previous declaration of interest with regard to Cookstown Enterprise Centre.

The Chief Executive (Acting) advised that Council was successful in securing funding to the value of £171,889 (75% grant award) from Invest Northern Ireland and the European Regional Development Fund through the Sustainable Competitiveness Programme for Northern Ireland, to implement the new Business Elevate Programme, valued at £233,566. He advised that the programme will provide a range of tailored support measures to 84 businesses from the Cookstown District to assist them to build and develop business capacity whilst becoming more sustainable and competitive. These measures include the following:

- Sales/marketing
- Business planning
- Financial management
- ICT
- Product and process development
- Human resources
- The implementation of quality and sustainability systems and procedures.

The Chief Executive (Acting) advised that a tender advertisement was placed in the Supplement to the Official Journal of the European Union (OJ/S), Belfast Telegraph, Irish News, News Letter and also on Council's website on 13th September 2012. A total of three tenders were received by the closing date of 12 noon on Thursday 25th October 2012. Stage 1 (parts 1 and 2) of the received tenders were opened by the Council Chairman, Councillor Quinn, the Head of Finance and the Acting Town Strategy Manager at 2.15pm on 25th October 2012. Tenders were received from:

- Full Circle Management Solutions
- Cookstown Enterprise Centre and Partners
- NORIBIC and Partners

Stage 1 (part 1 and 2) of each tender submission was provided to the Assessment Panel whilst Stage 2 of each was retained in a sealed envelope. The assessment of tenders commenced on 5th November 2012 with an Assessment Panel comprising of the Director of Corporate Services, the Economic Development Manager and Council’s Monitoring Officer.

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

Organisation	Stage 2 Total /100	Tender Bid (exc vat)
Cookstown Enterprise Centre and Partners	86	£178,750
NORIBIC and Partners	85.42	£184,124
Full Circle Management Solutions	77.82	£200,575

The Assessment Panel recommended that Council appoint Cookstown Enterprise Centre and partners to develop and deliver the Business Elevate Programme, as their tender offers a competitive price and demonstrated good value for money. The methodology provided in Cookstown Enterprise Centre’s submission shows they have a clear understanding of the project and demonstrates that they can achieve the necessary delivery timescales.

It was proposed by Councillor McCrea, MLA
 Seconded by Councillor McGarvey and AGREED

That Council appoint Cookstown Enterprise Centre and partners with immediate effect to develop and deliver the Business Elevate Programme for a fee of up to £178,750 (including expenses and excluding VAT).

11. BURNAVON

11.1. Arts & Cultural Sub Committee

The Chief Executive (Acting) advised that the Arts & Cultural Sub Committee is keen to be involved in the public art aspect of the new Dereliction Intervention Building Programme. He further advised that in the event that Dereliction Intervention Funding is secured from the Department for Social Development (DSD) then any art/design element will be referred to the Arts & Cultural Sub Committee for progression.

It was proposed by Councillor Mallaghan
Seconded by Councillor McGarvey and AGREED

That Council ADOPT the minutes of Arts & Cultural Sub Committee Meeting held on 13th December 2012.

11.2. Tourism Sub Committee

It was proposed by Councillor Mallaghan
Seconded by Councillor McGarvey and AGREED

That Council ADOPT the minutes of Tourism Sub Committee Meeting held on 15th November 2012.

12. COMMUNITY SERVICES

12.1 Good Relations

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

That Council ADOPT the minutes of Good Relations Sub Committee Meeting held on 17th October 2012.

13. MID ULSTER SPORTS ARENA

Members were advised that following an advertisement in the Belfast Telegraph on 22nd November 2012, two tenders were received for the 'Supply, Installation and Commissioning of Two Electronic Scoreboards at the Mid Ulster Sports Arena (MUSA)' by the closing date of 12noon on Thursday 20th December 2012. The tenders were opened and initialled on the afternoon of 20th December 2012 by the Council

Chairman, Councillor Quinn and the Director of Corporate Services. Tenders were assessed on 21st December 2012 by the Sports Services Manager and Council's Technical Officer using the pre-agreed Tender Evaluation Assessment Criteria. Details of the tenders are outlined below:

Firm	Total Score	Rank	Tender Total (Excl. VAT)
R S Greer (Contracts) 15 Lime Kiln Lane Cookstown BT80 8NL	94	1 st	£19,323.28
Ascot Signs 1 Carrakeel Drive Maydown BT47 6UQ	76.3	2 nd	£26,350.00

The Chief Executive (Acting) advised that it is recommended that the tender is awarded to R S Greer (Contracts) at a cost of £19,323.28 plus VAT.

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

That Council award the tender for the 'Supply, Installation and Commissioning of Two Electronic Scoreboards at Mid Ulster Sports Arena (MUSA)' to R S Greer (Contracts) at a cost of £19,323.28 plus VAT.

14. RURAL DEVELOPMENT PROGRAMME

Councillor Wilson, as Chair of the Rural Development Programme Joint Council Committee, provided Members with an update with regard to a recent announcement made by Ms Pauline Keegan, Director of Rural Development with regard to programme spend. He advised that Ms Keegan has requested that the Department for Agriculture and Rural Development (DARD) claws back programme spend which is not achieved within each month. Councillor Wilson highlighted the ramifications which this presents for each cluster with regard to staffing. Councillor Wilson advised that the South West Action for Rural Development (SWARD) has the highest expenditure out of all five clusters.

The Chief Executive (Acting) advised that a letter was received by the South West Local Action Group and the Rural Development Programme Joint Council Committee in December 2012 with regard to this matter. The letter and its potential implications were considered by the Lead Council in early January 2013 and further discussed at the Rural Development Programme Joint Council Committee Meeting held on 14th January 2013. The Chief Executive (Acting) further advised that he has convened a meeting on Thursday 17th January 2013 with the Chief Executives of the three Local Councils who form the SWARD Cluster with Cookstown District Council.

Councillor McGarvey highlighted the seriousness of this situation and advised that the budget for administration needs to be decoupled from the SWARD programme budget.

It was AGREED that Council's Chief Executive (Acting) will forward a letter to Ms Pauline Keegan, Director of Rural Development and also the Minister of Agriculture and Rural Development, Ms Michelle O'Neill, MLA seeking a meeting with regard to SWARD programme spend. It was further AGREED that the Chair and Vice-Chair of the South West Local Action Group and Rural Development Programme Joint Council Committee, and the Chief Executives from each of the four Councils which form the SWARD Cluster namely Fermanagh District Council, Magherafelt District Council, Dungannon and South Tyrone Borough Council and Cookstown District Council will also be invited to attend.

14.1 South West Local Action Group

Members NOTED minutes of South West Local Action Group Meeting held on 7th November 2012.

14.2 Rural Development Programme Joint Council Committee

Members NOTED minutes of Rural Development Programme Joint Council Committee Meeting held on 12th November 2012.

15. ANY OTHER BUSINESS

15.1. Cookstown Revitalisation Scheme Project

The Chief Executive (Acting) advised that on 15th January 2013 Council received preliminary notice from the Department for Social Development (DSD) that the funding application submitted in respect of the following projects was successful:

- Cookstown Town Centre Wi-Fi Project £57,500
- Cookstown Marketing & Promotional Project £48,500
 - Visual Window Displays
 - Promotional Bags
 - Street banners

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

That Council formally accept the offer of funding up to the value of £106,000 from the Department for Social Development (DSD) and also proceed immediately to procure the items outlined above to facilitate meeting the funding deadline of 31st March 2013.

Councillor McGarvey highlighted that this is excellent news. Councillor Clarke concurred with Councillor McGarvey with regard to this matter.

15.2. Free Time Bound Wi-Fi Service in Council Buildings

Councillor McCrea, MLA requested feedback with regard to the free time bound Wi-Fi service which Council is offering at its facilities. He advised that this information will enable Members to determine if the service needs to be revised. It was AGREED that the Chief Executive (Acting) would circulate this information for Members consideration at a future Council Meeting.

15.3. Refurbishment of Cookstown Council Offices

Councillor McGarvey commended all staff involved in the refurbishment of Cookstown Council offices. He highlighted that it is approximately 20 years since the Council offices was last updated.

The Chief Executive (Acting) advised that a meeting was convened last year with Party Leaders to seek approval to refurbish the Council Offices to reflect its significance as the Civic Centre for the Cookstown District.

15.4. Provision of iPads

Councillor McNamee enquired if a decision had been made with regard to Members receiving iPads following a recent Member Services Meeting. Councillor Wilson advised that it was agreed at the meeting that any Member wishing to receive an iPad should inform Council's ICT Manager.

The Chief Executive (Acting) advised that he will reissue this information to all Members via email.

Meeting ended at 8.15pm.

Chairman

Clerk/Chief Executive (Acting)

Date