

CRAIGAVON BOROUGH COUNCIL

MINUTES OF THE MEETING OF THE DEVELOPMENT COMMITTEE HELD IN THE MEMBERS COMMITTEE ROOM, CIVIC CENTRE, LAKEVIEW ROAD, CRAIGAVON ON MONDAY 8 DECEMBER 2014 AT 6.00 PM

PRESENT:	Councillor M T R Baxter (Chairman) Councillor P Duffy (Vice-Chairman) (6.16pm) Aldermen: Mrs M E Crozier, G A Hatch, Mrs C Lockhart BA (Hons) and Mrs G McCullough Councillors: D J Causby (6.09pm), L Mackle BA Hons, P W J Moutray BSc, N McGeown, J J Nelson MSc, K Savage The Worshipful The Mayor, Councillor C C MCusker (ex officio) (12)
APOLOGIES:	The Deputy Mayor, Councillor Ms C Seeley Councillor Mrs O'Dowd Head of Community Development (Mrs L Moore)
IN ATTENDANCE:	Director of Development (Ms O Murtagh) Head of Economic Development (Mrs N Wilson) Principal Community Resources Manager (Mrs D Clarke) Member Services Officer (Mrs H Doyle)

D362/2014 MINUTES

The Minutes of the Development Committee Meeting held on 10 November 2014, adopted by Council at its meeting on 1 December, with the exception of:

D330/2014	SOUTH LAKE MASTER PLAN
D332/2014	CIDF REVIEW AND REFRESH
D338/2014	MULLAHEAD AND DISTRICT PLOUGHING SOCIETY REQUEST FOR FINANCIAL ASSISTANCE

which were adopted by Council at its meeting held on 17 November 2014, were noted.

URGENT BUSINESS

D363/2014 BUSINESS ENGAGEMENT PROGRAMME APPLICATION (D251/2014)

At the September meeting of the Development Committee, Members received a presentation on the Business Engagement Programme currently being delivered in Craigavon.

Economic Development were seeking the support of the Development Committee to submit an application to the ERDF Investment for Jobs and Growth programme for a new enterprise support programme that would deliver a tailored programme of mentoring support to 600 ABC based small and medium sized enterprises over the next 4 years with signposting and advice provided to a further 200 businesses.

The ABC Business Engagement Programme, built on the achievements of the existing Craigavon Business Engagement Programme which had provided

mentoring to over 150 Craigavon Based SMEs in the last 8 months on a wide range of business issues. Demand had been extremely strong for this programme with recruitment targets being exceeded. Given the level of demand in the Craigavon area and the potential demand in the Armagh and Banbridge Districts, the ABC BEP project aimed to engage with 800 ABC based businesses and deliver mentoring adapted to their individual needs to 600 ABC based businesses over a 4 year period. The remaining 200 businesses would be signposted to other ongoing programmes or advice providers.

The outcomes of the project were anticipated to include supporting improved capacity for participating businesses, increased turnover and the creation of a significant number of new jobs by participating companies in the five years from 2015 to 2020.

A more detailed description of the programme was circulated previously as an Invest Northern Ireland scoping document which identified overall costs, resource requirements and anticipated outcomes.

It was proposed by Alderman Hatch, seconded by Alderman Mrs Lockhart, and

RECOMMENDED:

- (1) That approval be given to support the development of an application for the ABC Business Engagement Programme (BEP) which, if successful, would require a commitment by the new Council of £56,529 per year for 4 years and;
- (2) That this matter be referred to ABC's Services Committee for consideration.

DIRECTOR OF DEVELOPMENT'S REPORT

D364/2014 MINISTERIAL STATEMENT RE REGENERATION BILL

Correspondence had recently been received from the Minister for Social Development, Mervyn Storey MLA advising of the deferral of the transfer of responsibilities to Councils for one year until 2016. The Minister advised that the transfer required the introduction of primary legislation which would not meet the planned timescale of April 2015.

Previously Members were advised that a budget allocation of £6,087,000 had been identified for the Armagh Banbridge Craigavon District Council area in relation to undertaking the urban regeneration and tackling deprivation agenda.

The deferral meant that the Department for Social Development would continue to have responsibility for the delivery of those services to the community, retaining its statutory powers, control of the overall budget and ownership of the associated physical assets and it would continue to deliver its current programmes until April 2016.

With the urban regeneration programme it was important that the Portadown Linkages and Lurgan Public Realm schemes were progressed by DSD during this transition year.

D364/2014 MINISTERIAL STATEMENT RE REGENERATION BILL (Continued)

The Department had advised that they would contact organisations who had been the recipient of funding under the current programmes inviting them to submit applications for this one year timescale.

During this transition period it was important that the budget previously agreed for the Armagh Banbridge Craigavon District Council was retained and was not subject to the budget reduction currently being implemented in Central Government.

It was proposed by Alderman Mrs Lockhart, seconded by Councillor Moutray, and

RECOMMENDED:

That correspondence be sent to the Minister for Social Development acknowledging the delay in the transfer of functions and requesting that the Portadown Linkages project and Lurgan Public Realm scheme would be progressed as priority projects during this transition year.

D365/2014 NORTHERN IRELAND TOURIST BOARD (NITB/TOURISM DEVELOPMENT SCHEME (TDS) – LOUGH NEAGH INTEGRATED VISITOR EXPERIENCE (CRAIGAVON PILOT – PHASE II CAPITAL IMPLEMENTATION) (D245/2014)

Members would be aware that Committee previously approved delegated authority to the Chief Executive to accept a Letter of Offer from the Northern Ireland Tourist Board (NITB) through the Tourism Development Scheme to implement the 'Craigavon Welcome Way'. Members would also be aware that NITB then issued this Letter of Offer but entitled the project 'Lough Neagh Integrated Visitor Experience (Craigavon Pilot – Phase II Capital Implementation)'. The project content was similar but NITB asked, given the success of the Southern Lough Shore branding campaign, the project took cognizance of this design concept through delivery. Members would also be aware that Committee previously agreed deficit funding towards the implementation of the Letter of Offer through the CIDF and the Development Department budget.

This innovative visitor experience project would provide a sense of arrival and identify, aid accessibility and improve way finding and orientation for visitors around and between the 3 urban areas of Craigavon Borough, namely: Lurgan, Central Craigavon & Portadown and their respective visitor attractions through authentic interpretation provision at these sites together with showcasing the unique range of outdoor activities, environment and natural history of the area including the wider Lough Neagh Destination.

A Procurement process to appoint the Design Team was overseen by Central Procurement Directorate and NITB and had resulted in the appointment of Gilligan & Partners Ltd at £18,000. The estimated costs for the capital implementation were in the region of £137,779.

In response to a query from Alderman Mrs Lockhart, the Head of Economic Development advised that the scheme would include the 3 urban areas of Craigavon.

D365/2014 NORTHERN IRELAND TOURIST BOARD (NITB/TOURISM DEVELOPMENT SCHEME (TDS) – LOUGH NEAGH INTEGRATED VISITOR EXPERIENCE (CRAIGAVON PILOT – PHASE II CAPITAL IMPLEMENTATION) (D245/2014)

It was proposed by Alderman Hatch, seconded by Alderman Mrs Lockhart, and

RECOMMENDED:

- (1) That approval be given for delegated authority for the Chief Executive (Acting) to appoint the main contractor to deliver Lough Neagh Integrated Visitor Experience (Craigavon Pilot – Phase II Capital Implementation) as the timescales to deliver this project was 31 March 2015; and
- (2) That Members note the procurement process to appoint the Design Team was overseen by Central Procurement Directorate and NITB which resulted in the appointment of Gilligan & Partners Ltd at £18,300.

D366/2014 MULLAHEAD & DISTRICT PLOUGHING SOCIETY REQUEST FOR FINANCIAL ASSISTANCE

Members would be aware that the 100th year celebrations of the Society's event would take place in February 2015 and that Council had previously agreed a grant of £5,000 towards the event. Members would also be aware that Council had worked successfully in partnership with Lurgan Show and Country Comes to Town to add additional animation to those events through the addition of rural craft displays.

It was envisaged the next tranche of the Rural Development Fund would be promoted at the event utilizing the Council's promotional trailer.

Alderman Mrs Lockhart said that during her tenure as Chair of Development she had a meeting with the organisers of the Mullahead Ploughing Match and would be keen to support this event. Alderman Mrs Lockhart remarked that it would really add to the 100th celebrations if a Royal visitor attended.

Councillor Savage commented that the event brought a large crowd to the area and farmers needed all the support they could get.

In response to a query from Councillor McGeown, the Head of Economic Development advised that Council's promotional trailer would be provided on the day at no additional cost.

D366/2014 MULLAHEAD & DISTRICT PLOUGHING SOCIETY REQUEST FOR FINANCIAL ASSISTANCE (Continued)

It was proposed by Alderman Mrs Lockhart, seconded by Councillor Savage, and

RECOMMENDED:

- (1) That approval be granted for funding in the region of £5,000 facilitating Council Officers to work in partnership with Mullahead & District Ploughing Society to provide additional animation through rural craft displays, rural business displays and the attendance of the Council's promotional trailer at the 100th event; and
- (2) That due to the timescales involved this matter be referred to the Mid-Monthly meeting of Council to be held on 15 December 2014.

D367/2014 DSD FUNDING OFFER FOR HISTORICAL SIGNAGE PROJECT FOR PORTADOWN TOWN CENTRE

Following discussions with the Department of Social Development (DSD) Officers submitted a comprehensive business case and application for funding for a historical signage project in Portadown town centre similar to that delivered in Lurgan town centre under the Lurgan Revitalisation project.

The proposed Portadown signage scheme aimed to instill a sense of pride in the town centre and enhance the visitor experience by installing modern on street signage providing information on historic buildings, people and places of interest. The signage project would be similar in style to the signage in Lurgan town centre and the panel already installed at the Portadown Public Art site.

If Member approval was granted for delegated authority to the Director of Development to accept the funding of £25,000 and appoint a lead consultant, Officers would procure a Landscape Architect to oversee the project in line with Council's procurement policy.

(Councillor Causby entered the meeting at 6.09 pm)

Councillor Savage stated that he had received complaints from the general public regarding the rusty condition of the Ulster in Bloom signage situated on the entrance to the village of Waringstown.

The Chair, Councillor Baxter said that the matter could be addressed through the Village Renewal Plan.

Alderman Mrs McCullough asked if Members could be informed where the signage was being erected. Officers advised that would be the next step in the process.

D367/2014 DSD FUNDING OFFER FOR HISTORICAL SIGNAGE PROJECT FOR PORTADOWN TOWN CENTRE (Continued)

It was proposed by Alderman Mrs McCullough, seconded by Alderman Hatch, and

RECOMMENDED:

- (1) That approval be granted to give delegated authority to the Director of Development to accept an offer of funding for £25,000 from the Department of Social Development to design, manufacture and install historical signage in Portadown town centre;
- (2) That approval be granted to give delegated authority to the Director of Development to appoint a suitably qualified Consultant to oversee the project in line with Council's procurement policy;
- (3) That Members review the type of signage proposed by reflecting on signage already installed in Lurgan town centre under the Lurgan Revitalisation Project; and
- (4) Due to the timescales involved that the matter be referred to the Mid Monthly meeting of Council to be held on 15 December 2014.

D368/2014 TOWN CENTRE REGENERATION – UPDATE (D339/2014)

As Members were aware, the Council's annual Christmas Lights Switch On events took place in Portadown and Lurgan town centres on 14 & 21 November 2014 respectively.

Each event welcomed over 2,000 people and both events saw local community and commercial acts take to the stage before impressive cavalcades brought Santa to the trees to switch on the lights with the Mayor.

December's town centre Christmas events were well underway. The exciting schedule included Cool FM Radio Road Shows, traditional silver and brass bands, cookery demonstrations, craft workshops and the much loved 'Santa at Home' event on Lurgan plaza. All events including those at Council facilities and at private sector venues had been promoted in a themed Christmas Events brochure which had been distributed to 33,000 homes across Lurgan, Portadown, Banbridge, Armagh and Dungannon.

In addition, a competition based digital campaign commenced on the Discover Craigavon facebook page on 1 December and would run until 20 December 2014. Working with various partners across the tourism, hospitality and retail sectors the campaign commenced with a launch ezine and included a combination of innovative promoted posts and facebook advertising to raise the profile of the Discover Craigavon facebook page and of the many festive events and quality tourism/retail offering available across the Borough.

Alderman Mrs Lockhart congratulated the Officers involved for the excellent work in organising the Christmas events.

D368/2014 TOWN CENTRE REGENERATION – UPDATE (D339/2014) Continued

It was

RECOMMENDED:

The content of the report be noted.

D369/2014 TOWN CENTRE DEVELOPMENT UPDATE

In order to meet the ever changing challenges of our dynamic and vibrant town centres Council, together with other strategic partners and Government Departments, had invested millions of pounds into the development and regeneration of Lurgan and Portadown town centres.

Whilst this list was not exhaustive a sample of the work led by the Council's Development Department included extensive Public Realm schemes in Lurgan and Portadown town centres, circa £11 million, the Lurgan ReStore and Lurgan and Portadown Revitalisation projects (£500,000), Lurgan and Portadown Neighbourhood Renewal, circa £450,000, and Lurgan and Portadown Public Art, circa £250,000.

In addition, projects including Meanwhile Space, Council funded Shop Front Improvement Scheme, outdoor town centre WiFi, the Craigavon Locali App, the ABC Cluster KPI and Footfall Project, Signature Events, Lurgan Outdoor Market, Economic Development programmes, work under the Craigavon Integrated Development Framework and other core Town Centre Management activity had further enhanced the town centres and added a further £1.5 million investment.

Members would also be aware of further projects due for completion before 31 March 2015 including the Old Town Quay, Lough Neagh Integrated Visitor Experience, which included town centre interpretive panels and the Portadown Historical signage project.

The effects of this combined town centre investment had been evident not only in the improved appearance of each town centre but in the private sector investment and partnership working that had evolved as a direct result.

These successful initiatives would shape the priorities for town centre development in the Development and Regeneration Strategy for the Armagh Banbridge Craigavon District Council area.

Councillor Causby asked the position regarding the Portadown Linkages programme as it was no longer being considered under the Utilisation of Reserves. The Head of Economic Development advised that Officers were liaising with the DSD to ascertain if they could contribute any funding. The programme was being progressed as far as possible to achieve planning permission in order to be in a position to take to the next stage as soon as funding would become available.

D369/2014 TOWN CENTRE DEVELOPMENT UPDATE (Continued)

It was proposed by Councillor Causby, seconded by Alderman McCullough and

RECOMMENDED:

- (1) That Members acknowledge the significant regeneration and development initiatives/projects that had been delivered in Lurgan and Portadown town centres over the past five years as detailed; and
- (2) That priorities for town centre development be included in the Development Strategy for the Armagh Banbridge Craigavon District Council.

D370/2014 DISCOVER CRAIGAVON MARKETING PLATFORMS (D165/2014)

Advertorial was secured for the prime front cover double page position for the 2015 annual edition of an A4 hardback hotel bedroom guide – This is Belfast. This new stylish publication was distributed across an extensive network of hotels and luxury serviced apartments, including leading restaurants, salons and visitor information points Northern Ireland wide, with an audience reach of up to 1.2 million visitors per annum.

A copy of the front cover as well as a copy of the feature titled 'Be inspired by Craigavon's Southern Shores' was circulated previously for Members information with content including a montage of imagery and visitor inspired editorial.

In addition, a double page advertorial were featured in the October to December 2014 edition of Belfast in Your Pocket, a contemporary travel guide publication distributed across an extensive network of Visitor Information Points, transport and retail outlets within Northern Ireland and ROI. The advertorial was titled 'Destination Craigavon this Autumn/Winter' and profiled the retail offering; free town centre Wifi including a visual synopsis of the tourism offering.

Members were informed that a photo call recently held at Newforge House, Magheralin to celebrate the Guest House receiving 5 star accreditation from the Northern Ireland Tourist Board (NITB) was featured in a mid week edition of the Belfast Telegraph in early November.

It was

RECOMMENDED:

The content of the report be noted.

D371/2014 BLEARY CREATIVE COMMUNITY CENTRE, NIE CONNECTION CHARGE (D304/2014)

The works at the Bleary site were progressing to plan and early stage preparations were being made for an Official Opening at the end of February 2015. However NIE had presented an unforeseen bill for £12,003.70 to make a new connection to the Centre.

NIE had advised Council they must upgrade the existing pole mounted transformer due to the increase in the load of the redeveloped building, the original transformer was at maximum capacity and would have been unable to service the development.

D371/2014 BLEARY CREATIVE COMMUNITY CENTRE, NIE CONNECTION CHARGE
(D304/2014) Continued

To facilitate the large transformer the existing pole must also be changed. This work totalled £12,003.70.

Council's Architect, Engineer and Officers had pursued this matter with NIE and there was no alternative as NIE had a monopoly over the electricity infrastructure in Northern Ireland.

In response to a query from Alderman Hatch regarding the position of the pole, the Head of Economic Development advised that it required to be changed to accommodate the larger transformer.

It was proposed by Alderman Mrs Lockhart, seconded by Alderman Hatch, and

RECOMMENDED:

- (1) That Council approved an additional budget estimated at £12,003.70 plus VAT for the installation of electricity connections; and
- (2) That the matter be referred to the Mid-Monthly of Council to be held on 15 December 2014 for adoption.

D372/2014 CRAIGAVON JOBS FAIR 2015

There were early signs of an economic recovery, including in the construction sector which was worst affected by the downturn.

DEL had approached Council with a view to jointly running a Jobs Fair in the Seagoe Hotel, Portadown on 5 February 2015. Minister Stephen Farry would open the Fair.

A professional set up and layout was envisaged including booths for interviewing for individual employers. 40+ employers with 'live' vacancies were expected to attend. Note that only 'live' job vacancies would be presented at the Jobs Fair.

Presentations would be given to job seekers (there were approximately 9,000 job seekers in the wider region) by the following organisations:

- Southern Health Trust
- Careers Service
- Almac
- Tesco
- Moy Park
- ASDA

As a partner in the organisation and delivery of the event, Craigavon would have a prominent position in all marketing and marketing materials including telephone canvassing of employers, leaflets, posters, radio advertising and an extensive social media campaign.

At the most recent local event in Newry in September 2014, there were 400 vacancies and 1,300 job seekers attended. To date 108 have secured jobs with a similar number of interviews still to be finalised.

D372/2014 CRAIGAVON JOBS FAIR 2015 (Continued)

The last time a Jobs Fair was held in Craigavon was May 2009 and it cost £15,000 plus advertising. DEL had budgeted £14,000 for the February event and were asking for a £6,000 contribution from Council.

(Councillor Duffy joined the meeting at 6.16 pm)

Alderman Mrs Lockhart suggested that during a difficult economic time when many people were experiencing job losses, it would be important to invite private sector companies to the Job Fair.

It was proposed by Alderman Mrs Lockhart, seconded by Councillor Moutray, and

RECOMMENDED:

- (1) That Council approved the allocation of £6,000 as a contribution to the Jobs Fair on 5 February 2015;
- (2) That a report on the outcomes of the Fair were reported to a future Committee Meeting;
- (3) That companies from the private sector be invited to the Job Fair; and
- (4) That the matter be referred to the Mid-Monthly meeting of Council meeting to be held on 15 December 2014 for adoption.

D373/2014 LURGAN COMMUNITY CENTRE OPTIONS APPRAISAL (D402/2013)

Following an extensive piece of work examining the issues for future community centre provision in the Lurgan area, the Consultant had produced a draft report as part of finalising his report.

The Consultant had held three briefing sessions for Members, a copy of which had been circulated previously for Members information.

As part of the presentation, the Consultant identified a range of a possible 9 options for the delivery of future community centre provision in the Lurgan area and in order to finalise his report the Consultant would ask Members for a steer on which options they would want to see included in the appraisal report.

Members would be aware that a sum of £900K had been included in the proposed schedule of Capital plans for the new ABC Council's consideration.

Following the Consultant's presentation to Lough side and Lurgan Members on 24 November 2014, Members expressed a desire to have firm proposals and recommendations in place that could be then brought to the new ABC Council for consideration.

From this meeting the preferred options were as follows:

- Minor improvements to Mourneview and Avenue Road Community Centres to meet short/medium term needs at an estimated cost of £150k.
- An extension to North Lurgan Community Centre at an estimated cost of £500k.
- Explore an additional partner role for a facility to cover the needs of North West Lurgan.
- Explore an additional partner role for a facility to cover the needs of South Lurgan on a long term basis.

Having considered the list of options in the Consultant's report and the preferred options from the Lurgan and Loughside Members meeting, Members of the Development Committee were asked to consider how they would wish to progress/provide a steer as to which options they wish to recommend.

Alderman Mrs Lockhart expressed her concern regarding the proposal to only carry out minor improvements to Mourneview and Avenue Road Community Centres at an estimated cost of £150K each, while much more was being spent on North Lurgan Community Centre. She said that feedback from residents living in the area suggested that the community centres were at the heart of the estate and they were anxious that the facilities were enhanced and retained, bearing in mind that negotiations were taking place regarding the development of the rugby club in the area.

Officers advised that North Lurgan was a busy community centre, compared to Mourneview and Avenue Road and there was not the same need to extend.

Alderman Mrs Lockhart said that the lower usage figures were due to the fact that the buildings were not fit for purpose. She remarked that some work had been carried out to North Lurgan within recent years which had improved their facilities and therefore enabled their usage figures to increase.

Councillor Mackle was of the opinion that the consultant had reached the proposed expenditure proposals based on usage figures of the community centres. He said that North Lurgan were struggling for space and felt that additional expenditure would not be merited in South Lurgan as the facilities were under used.

Councillor Nelson stated that feedback suggested that the reason South Lurgan community centres were not being used was not because they were not up to scratch but due to community capacity and felt that £150k of expenditure would resolve the issues.

Alderman Mrs Lockhart said that she represented South Lurgan and advised that deprivation was extremely high in the area. She stressed that the community centres were not being fully utilised because the facilities were not up to standard and proposed that £500k each was also spent on Mourneview and Avenue Road.

Councillor Moutray commented that he supported Alderman Mrs Lockhart's proposal as the facilities had not changed since his fifth birthday party had been held there.

Councillor Causby stated that Council would be doing the people of South Lurgan a dis-service. He said it should be noted that the investment in Killicomaine and Brownstown communities had boosted the usage figures and they were now out performing all the others.

D373/2014 LURGAN COMMUNITY CENTRE OPTIONS APPRAISAL (Continued)

Alderman Hatch concurred with Councillor Causby and remarked that the Mourneview and Avenue Road community centres were now old buildings that required updating and extending. He said that consideration should be given to a hub type facility for Lurgan and asked what could be acquired with £500k.

Alderman Mrs Lockhart was of the opinion that an architect would need to take a look at the options.

Councillor Mackle said that a consultant had already been employed to come back with proposals and he had ruled out a Lurgan community hub. Councillor Mackle questioned the point of recruiting the consultant if his advice was not going to be followed.

Alderman Mrs Lockhart pointed out that South Lurgan had not had investment for many years and it was a highly deprived area. She said that the current facilities were not suitable for modern day usage and would be keen to see the two community centres made fit for purpose. Alderman Mrs Lockhart expressed a desire to open up negotiations with Lurgan Rugby Club as they had plans to develop the Pollock Park area and it was important that the community centres were not neglected.

Councillor Savage stated that as the community centres were Council owned facilities, they should be brought up to specification. He said that the rugby club had big plans to develop and it was crucial the facilities in Mourneview and North Lurgan were maintained.

Alderman Mrs Lockhart concurred with Councillor Savage and said that it was important that Council owned buildings did not deteriorate.

Following the debate on the issue, the Chair, Councillor Baxter suggested that the consultant be asked to bring back options and further information with visual aids to ascertain how the expenditure could be allocated.

It was proposed by Alderman Mrs Lockhart, seconded by Councillor Moutray, and

RECOMMENDED:

That the Consultant brought back options along with visual aids to see how the expenditure could be allocated.

D374/2014 CONSULTATION RESPONSE – DSD PROVISION OF GENERALIST ADVICE SERVICES (D334/2014)

The Department for Social Development was consulting on a new strategy for the provision of generalist advice services in Northern Ireland. This included advice on issues like welfare benefits, housing, finance and consumer issues and employment issues.

This survey formed part of the public consultation process on the draft proposals for the new strategy. The survey had been completed in conjunction with the consultation document which set out the background and detail of the proposals. The consultation document was called 'Advising, Supporting, Empowering' a

D374/2014 CONSULTATION RESPONSE – DSD PROVISION OF GENERALIST ADVICE SERVICES (D334/2014) Continued

Strategy for the Delivery of Generalist Advice Services in Northern Ireland 2015-2020.

The proposed response for Armagh, Banbridge and Craigavon, which had been developed by all Community Heads of Service had been previously circulated.

In order to ensure a seamless transition in the delivery of Generalist Advice Provision across the ABC Council, post 31 March 2015, it was proposed to conduct research into how best to provide an efficient and effective service across the new ABC Council area. The Terms of Reference for this research would be presented to a future Committee meeting after the results of the regional consultation exercise had been announced.

Members would also be aware of the recent announcement from the Minister for Social Development that DSD powers and functions, which included support to the voluntary and community sectors at local level, would transfer on 1 April 2016. As a result clarity was sought from DSD on whether funding for advice services would be ring fenced for the 2015/2016 financial year and what level of funding would be allocated for advice service provision.

A meeting would be organized with the providers of current advice services to discuss issues during this transition period.

It was proposed by Councillor Causby, seconded by Councillor Nelson and

RECOMMENDED:

That the consultation response be forwarded in relation to DSD provision of generalist advice services.

D375/2014 ACOUSTIC NOISE AT BROWNSTOWN AND KILLICOMAIN JUBILEE COMMUNITY CENTRES (D169/2014)

Members would be aware that feedback had been received about the acoustics in the new Killicomaine and Brownstown Jubilee Community Centres and that Members had asked that these issues be investigated.

Officers have had an acoustician undertake an assessment of internal acoustics at both centres and the report concluded that the recommended sound reverberation time at both centres was exceeded. A copy of the acoustician's reports was previously circulated.

Members were reminded that unlike the new build of Brownlow Community Hub the refurbishment of Killicomaine and Brownstown Jubilee Community Centres involved the retention of the existing main halls and stores so the option of building with acoustic block was not available.

The proposals to address the noise reverberation at both centres was to provide for face fixed wall absorbent acoustic panels to fully satisfy the recommendations of the Acoustic report. The total costs for providing the above was in the region of £36 – £39K, however the architect for both buildings had suggested that should the Council wish to make savings on the works as costed, there were 2 options available:

D375/2014 ACOUSTIC NOISE AT BROWNSTOWN AND KILLICOMAIN JUBILEE COMMUNITY CENTRES (D169/2014) Continued

Option A - Reduce the 40mm thick A rated panels to 20 mm thick B rated panels: an acoustic report was measured to the experts ear but end users largely would not notice any difference in real time.

Option B - Reduce the quantity of the number of panels installed by an appropriate percentage – e.g. install half now and see if the improvement was acceptable to end users – the improvement would be notable.

The preferred recommendation by the architect was Option B that Council could erect half the required amount of panels and measure the effectiveness. This would leave Officers the option to increase/add more in the future if required. Option B would reduce the cost of works to a total of £20K.

In response to a query from Councillor Duffy, the Principal Community Resources Manager advised the work could not be addressed from the start as Brownstown and Killicomaine were refurbishments.

It was proposed by Alderman Mrs McCullough, seconded by Councillor Causby and

RECOMMENDED:

That Option B be approved to reduce the number of panels at a cost of £20K.

D376/2014 SOAR CELEBRATION EVENT

Declarations of Interest

Alderman Mrs McCullough and Councillor Savage declared Non Pecuniary interests as Members of SOAR.

Councillor Joe Nelson declared a Non Pecuniary interest as Chair of JCC.

Councillor Causby and Councillor Duffy declared a Non Pecuniary interest as a Member of LAG.

SOAR was a company limited by guarantee set up by the three partner Councils of Armagh, Craigavon, and Newry and Mourne Council to develop Axis 3 & 4 of the NI Rural Development Programme. This limited company was overseen by Joint Council Committee, which was a body corporate set up in 2009 to oversee the delivery of the N I Rural Development Programme. Its membership was representative of elected members from each partner Council of Armagh, Craigavon and Newry and Mourne.

SOAR had a contract with the Department of Agriculture and Rural Development for £16.7million from 2007 – 2013 to deliver Axis 3 of the NI Rural Development Programme across the 3 Council areas. Officers had the ability to issue letters of offer up until December 2013 and vouch claims for spend up until March 2014.

To date SOAR had processed 1,066 applications. This included those submitted and under appraisal, those withdrawn, those rejected; those successful with Letters of Offer (LoOs) and those that had completed their projects.

To date Council had approved 265 letters of offer with a total value of £13.9 million. Of this budget SOAR had spent £11 million to date and would have completed the remainder of projects by March 2015.

To date SOAR had created over 180 jobs in the rural areas across the 3 partner Councils which was a great achievement in this economic climate. To celebrate this success SOAR planned to host a celebration event in January 2015 and had invited the Minister of Agriculture and Rural Development to attend. The volume of investment in rural areas from the rural development programme was approximately £21million. With approx £14million attributed from DARD and EU funding and approximately £7million from private sector, community and Council contribution.

Invitations would be sent out to all of our successful projects, Council representatives, DARD representatives, Local Action Group and Joint Committee members and SOAR staff. This would amount to just over 600 invitations.

Alderman Mrs Lockhart said that she was hesitant to support this celebration event and felt it could be perceived as being a back slapping exercise.

Councillor Nelson commented that many had benefitted from the Rural Community Development programme administered by SOAR and the tremendous work that had been carried out was worthy of a celebration.

The Chair, Councillor Baxter, concurred with Alderman Mrs Lockhart's remarks and felt there was no merit for a party. He said that he attended a lot of celebration events and quite often it was the same people who were regularly in attendance.

Alderman Hatch stated that the new Rural Development programme had still not been confirmed and if a celebration event was held, it would provide an opportunity to liaise with DARD representatives with regard to continuing the programme.

Councillor Savage said that he was a Member of the SOAR committee and the event would also provide an opportunity to showcase what had been achieved.

Councillor Mackle concurred with Councillor Savage's remarks and said that he would be happy to propose that a celebration event was held.

Alderman Mrs Lockhart stated that it was unnecessary to spend £2k on such an event. She said that there were many communities who had not benefitted from SOAR funding and how would this inspire people to become involved in the new LAG committee.

The Head of Economic Development advised that it was the intention to promote the event regionally to promote this good news story in terms of job creation and volume of investment. She said that many businesses had been positively turned around due to receiving a grant or piece of equipment from SOAR.

Alderman Mrs Lockhart pointed out that if each of the 3 Councils contributed £2k, then £6k was a lot of money to spend on a celebration event and felt the matter required further consideration.

The Chair, Councillor Baxter said that many people had not heard of SOAR and asked if the money could be used to promote it.

(The Mayor, Councillor Colin McCusker retired from the meeting at 6.50 pm)

Councillor Duffy was of the opinion that many people in the Borough had benefitted from the SOAR programme and felt the contribution of £2k was good value for money.

D376/2014 SOAR CELEBRATION EVENT (Continued)

Councillor Nelson said that he was happy to support and second Councillor Mackle's proposal to contribute £2k towards a celebration event.

The Chair, Councillor Mark Baxter called for a vote on Councillor Mackle's proposal which resulted as follows:

FOR: 6 AGAINST: 5 ABSENTIONS: 0

Councillor Mackle's proposal was declared **CARRIED**.

It was proposed by Councillor Mackle, seconded by Councillor Nelson and

RECOMMENDED:

That a contribution of £2,000 be made towards a SOAR Celebration event in January 2015 to acknowledge the achievements of the current programme and to promote the new Rural Development programme.

D377/2014 50TH ANNIVERSARY OF BROWNLOW

In 2015 Brownlow would celebrate its 50th Birthday. Officers and local communities were currently exploring how this special occasion might be celebrated. Significant interest had been generated in recent months around Craigavon as a "new town" concept with press coverage, radio interviews and television coverage. Close links had been formed with the architectural and event company PLACE and this had culminated in the running of an urban design academy during the summer months and a major photographic exhibition in Belfast. Architectural students were also studying the central area as part of their course work and were keen to link in with local community representatives in order to further expand their knowledge. With regeneration opportunities developing in the Central area and a strong community infrastructure the timing was perfect to celebrate all that was good in Central Craigavon with a series of events to mark the 50 anniversary.

As with significant anniversaries in Lurgan and Portadown, Council offered funding towards events taking place with the Portadown and Lurgan 400 celebrations. With this in mind Officers recommended financial support in the region of £6,000 towards marking this special occasion.

The celebratory events would seek to complement already existing initiatives which were being taken forward as part of 50 years in Brownlow. These included the annual Brownlow Festival and the development of the Brownlow History Project.

Officers would recommend financial support of £5,000 toward next year's Brownlow Festival. Alternative funding streams would also be explored in order to add value to the process. The festival had huge potential to further expand and be a flagship late summer event which would highlight many of Council's community and leisure assets. As such it was recommended that this event be forwarded to the Shadow Council as a priority event for the events schedule 2015/2016.

D377/2014 50TH ANNIVERSARY OF BROWNLOW (Continued)

A further report detailing planned events would be forwarded to Members over the coming months.

Councillor Causby referred to the proposed contribution to the 50th Anniversary of Brownlow and asked about funding for other future events such as Country Comes to Town and Lurgan Show.

The Director advised that future funding proposals would need to be put forward under the financial assistance policy and considered by the new Armagh Banbridge Craigavon Council.

(Councillor Savage retired from the meeting at 6.54 pm)

It was proposed by Alderman Hatch, seconded by Councillor Mackle and

RECOMMENDED:

- (1) A contribution of £11,000 to celebrate the 50th Anniversary of Brownlow including the annual Brownlow Festival during 2015 be approved; and
- (2) The matter be referred to the Services Committee of the Shadow Council as a priority for the events programme and budget of the new Council in 2015/16.

D378/2014 RURAL DEVELOPMENT PROGRAMME 2014-2020

SOAR was a company limited by guarantee set up by the three partner Councils of Armagh, Craigavon, and Newry and Mourne Council and had managed the current Axis 3 & 4 of the NI Rural Development Programme.

SOAR's current contract was with the Department of Agriculture and Rural Development for £16.7million from 2007 – 2013 to deliver Axis 3 of the NI Rural Development Programme across the 3 Council areas. This programme would end in June 2014.

The new Rural Development Programme replaced this programme and was to run from 2014 – 2020. An update on the new programme was provided for Members below.

For Members' information two letters had been previously circulated from the Department of Agriculture & Rural Development with information relating to the new RDP.

The main points of these letters could be summarised as follows;

£8.02 million had been allocated to the Armagh, Banbridge and Craigavon (ABC) cluster.

A timeframe for LAG animation, application and appointment was as follows;

- Nov 2014 - Form local facilitation groups, hold animation events
- Dec 2014 – Agree Local Action Group (LAG) Membership
- Jan 2015 – Appointment of LAG by DARD to draft interim strategy

D378/2014 RURAL DEVELOPMENT PROGRAMME 2014-2020 (Continued)

New for this programme was the Commission's stipulation that no one single interest group shall represent more than 49% of the voting rights. Therefore public sector would be considered as a single interest group and must not exceed 49% of the makeup of the LAG. Equally no one single social partner group could occupy more than 49% in farming, business or community.

LAG strategies would eventually be delivered in line with Council Community plans and the Department recognise that the participation of Council representatives on these facilitation groups was critically important.

Members would be kept up to date with further developments.

It was

RECOMMENDED:

The content of the report was noted.

D379/2014 ERECTION OF NEIGHBOURHOOD WATCH SIGNS

Members were reminded that Craigavon Borough Council agreed to erect signs for accredited Neighbourhood Watch schemes within the Borough. The Ramone Park, Portadown scheme had now been accredited and as agreed the potential locations for the erection of signs had been proposed, in consultation with the residents.

Committee had previously agreed in principle that Neighbourhood Watch signage be erected by Technical Services invoking Section 115 of the Local Government Act, subject to specific proposals being presented to the Development Committee for consideration and referral to the Environmental Services Committee. Officers would therefore recommend that Section 115 be invoked to erect the signage, as the expenditure (in term of labour costs) was in the interests of the residents of the Borough. Officers would further recommend that the matter be referred to the Environmental Services Committee. A copy of the proposed locations had been circulated previously for Members' consideration.

It was proposed by Councillor Causby, seconded by Alderman Mrs Lockhart and

RECOMMENDED:

- (1) That approval be granted to erect signs at Ramone Park, Portadown and forward to the Environmental Services committee for approval; and
- (2) That matter be referred to Environmental Services Committee for further consideration.

D380/2014 DEVELOPMENT DEPARTMENT FINANCIAL PERFORMANCE REPORT APRIL TO OCTOBER 2014 (D310/2014)

The department was £9K over budget for the first 7 months of the 2014/2015 financial year. This was primarily through additional employee costs within the Department.

Any expenditure that Council had agreed to be funded from Council's reserves had been removed from the current reported budget position.

D380/2014 DEVELOPMENT DEPARTMENT FINANCIAL PERFORMANCE REPORT APRIL TO OCTOBER 2014 (D310/2014) Continued

It was

RECOMMENDED:

That the content of the report be noted.

D381/2014 ABSENCE MANAGEMENT (D342/2014)

Details had been circulated previously of absence statistics for the Development Directorate for the 2014/15 financial year, month of October 2014. 85.6% of employees had recorded no absence in October 2014.

Council's target for 2014/15 was 4%.

The absence figure for October 2014 relating to the year to date was 6.57%.

It was

RECOMMENDED:

That the content of the report be noted.

D382/2014 NEIGHBOURHOOD FESTIVAL EVENT SCHEME – PORTADOWN CARES (D335/2014)

The Neighbourhood Festival Event Scheme was a rolling grant programme which was advertised approximately 3 times per year and was aimed at encouraging participation in Community life. It was targeted at the community / voluntary sector and groups could secure funding for locally based events to the value of £500.

Members would recall the Neighbourhood Festival Event Scheme was recently advertised for events occurring between 1 January through to 31 March 2015.

Approval was sought for the following:

Name of Group	Type of Project	Amount requested	Score	Amount recommended
Portadown Cares	A cross community, multi-cultural stew night with traditional music and dancing – 17 th March 2015	500	69	440

In response to a query from Councillor Causby, Officers advised that a scoring Matrix was applied to calculate the monetary value.

It was proposed by Councillor Causby, seconded by Councillor Duffy and

RECOMMENDED:

That the grant of £440 to Portadown Cares be approved.

ITEMS FOR INFORMATON

D383/2014 VESTING ORDER – A99 MILLENNIUM WAY EXTENSION, LURGAN

Members were asked to note that DRD Roads Service had forwarded a Notice of Intention to make a Vesting Order in connection with the A99 Millennium Way extension from Malcolm Road to the junction of Banbridge Road, Gilford Road and Flush Place, Lurgan.

The Vesting Order covered 45 individual areas of land of various sizes involving over 40 owners.

A copy of the map together with the Vesting Order was available in the office of the Principal Administrative Officer for any Member wishing to view them.

Any objections had to be submitted to DRD, Transport NI prior to 16 December 2014.

D384/2014 INNOVATE, R & D AND NEW PRODUCTS – BEST PRACTICE AND FUNDING CONFERENCE (D271/2014)

Craigavon hosted the Innovate, R&D and New Products – Best Practice and Funding Conference on 4 November 2014 in the Mayes Hall, along with Queens University's Northern Ireland Technology Centre.

Professor Alastair Fee, visiting Professor of Innovation at the European Business School was the keynote speaker.

96 people attended the event and feedback from delegates was very positive. A number expressed an interest in participating in a local "Innovation Forum". Officers were investigating how this might be done and would bring a further report on the matter to Committee.

D385/2014 BLEARY CREATIVE COMMUNITY CENTRE OFFICIAL OPENING & NI WATER DELAY

DARD had asked all promoters of "Strategic Projects" to suggest dates for the Official opening as the Minister had expressed an interest in attending. Due to the nature of Ministerial diary scheduling, dates needed to be agreed well in advance.

Officers had suggested the last week in February 2015 and were awaiting confirmation from the Ministers Office.

A further report would be brought to Committee when a date was agreed.

The contractor Brendan Loughran and Sons had written to the Council's Architect to request an extension of 4 weeks to the contract because of the date NI Water had scheduled for the connection of the water main, drains and sewers.

The Architect was working to establish the most favourable outcome for Council and Officers would bring a further report to Committee when all the facts were known.

D386/2014 SEED DIGITAL CHARTER

A Digital Charter was signed in the Palace Demesne Armagh on 20 November 2014 by all 7 Mayors/Council Chairs of the SEED (South Eastern Economic Development) Councils.

The Digital Charter would be used as a platform to raise the profile of the Councils' promotion of a digital culture and to aid Council in the future in getting involved in other Digital initiatives such as:

- Appointing a Digital Champion
- Improving basic digital skills for Small & Medium Enterprises
- Supporting Small & Medium Enterprises using digital platforms
- Supporting digital entrepreneurs
- Highlighting the digital industry to 14-18 year olds
- Providing advice & signposting to over 700 businesses

D387/2014 ULSTER SCOTS PROJECT UPDATE (D110/2014)

Members would be aware that Committee resolved to accept an offer of funding totalling £15,800 from the Department of Culture, Arts and Leisure on the recommendation of the Ministerial Advisory Group on the Ulster Scots Academy (DCAL/MAGUS) to carry out research across the Borough, to produce a brochure and erect an interpretation panel at Dollingstown showing the Ulster Scots influence across Craigavon Borough Council.

Following on from a very successful Ulster Scots event which took place at Craigavon Civic Centre in March of this year the 'Ulster Scots in Craigavon' brochure had recently been launched. The brochure covered a number of topics including famous Ulster Scots folk from Craigavon, Ulster Scots culture, 'the way we talk', tracing your Ulster Scots ancestors in Craigavon and Ulster Scots food.

The brochure was the result of extensive work led by the Tourism Development Manager and Rural Development Officer and involved local research and consultation with local groups including Dollingstown Ulster Scots Cultural and Heritage Society, Bleary Farmer's Hall Management Committee, Mourneview Grey and Hospital Estates Association and Bleary and District Pipe Band. Through Matthew Warwick and the Ulster Scots Community Network several local schools also participated in the publication including Maralin Village P.S., Donaghcloney P.S. and King's Park P.S., who took part in Ulster Scots Workshops.

The "Ulster Scots in Craigavon" brochure had also been showcased in America, courtesy of Tourism Ireland. A member of their delegation picked up a copy at the recent Country Comes to Town event and was so impressed they requested copies to bring to the Stone Mountain Highland Games which took place each year in Stone Mountain Park, north-east of Atlanta in Georgia. The games attracted over 80,000 visitors of Scots-Irish and Scots descent during the two-day festival. Clair Balmer from Tourism Ireland stated "It was an ideal opportunity for Tourism Ireland to highlight Northern Ireland as a fantastic holiday destination and a place to discover the Ulster Scots tradition, which the booklet would demonstrate."

The launch of the brochure had also recently been highlighted in the Lurgan Mail and The Newsletter.

Copies of "Ulster Scots in Craigavon" were available from the Development Department.

D388/2014 BROWNSTOWN JUBILEE COMMUNITY CENTRE (D353/2014)

All regular bookings were running as normal in the centre Monday – Friday.

There had been an increase in the number of birthday party bookings in November 2014.

Brownstown Kids Club had commenced every Friday evening in the Community Centre. The centre had been booked for some Christmas events and the centre would be decorated for the events.

Income for the month of November was £1,103.

New entrance signage was to be erected - 'Brownstown Park Leading to Brownstown Jubilee Community Centre and The Queen Elizabeth Playing Fields'. Foyer furniture was currently being sourced which would complete the centres fit out.

In response to a query from Alderman Mrs McCullough regarding the new signage, Officers advised that the wall required to be painted first before the signage could be erected.

D389/2014 KILLICOMAIN JUBILEE COMMUNITY CENTRE (D354/2014)

Killicomaine Jubilee Community Centre held an information evening on Drugs, Alcohol and Suicide awareness on 23 October 2014.

The centre had been busy with bookings - Weight Watchers and the MS Society both had viewed at the centre along with a Scouts Group to use for long term bookings.

The centre had also gained a Parent & Toddler Group and an Over 50s group which meets once a week. The Over 50s group numbers were increasing each week and activities included the Cook It Programme which was run in conjunction with Start 360.

It was reported that Income for November 2014 was £2,663.71.

The centre would be running a Festive Fun Event for Children and Young People on Sunday 7 December 2014. This would include Arts & Crafts & face painting organised by the Council Playscheme leaders and a Santa's Grotto that would be set up for the children to meet Santa and receive a gift.

D390/2014 BROWNLOW HUB

Royal Institute for Blind (RNIB) held an Information Technology and New Technologies awareness session for the visually impaired. Interactive stands were provided by local agencies and private industry and over 50 people attended.

The Hub facilitated Brownlow College's Annual Award Ceremony with over 160 attending from Brownlow College, with teachers and children receiving their awards. Teachers positively commented on a very successful day full of music and celebration.

It was reported that Income for November 2014 was £8,943.61.

D390/2014 BROWNLOW HUB (Continued)

The Annual 'Craft Fair' would be on 28 November 2014 at the Hub. This year, the Hub had teamed up with Danann Crafts, an exciting local company who would be displaying a wonderful selection of hand crafted goodies from all over Ireland. There would be a variety of craft stalls and some live demonstrations of silversmithing, jewellery making and card and clay 'make and take' stalls for all to enjoy.

The Annual Hub Santa's Grotto would be returning on 6, 7 and 13 December 2014. A local artist had been commissioned to design and create a winter wonderland Grotto by transforming the Childcare Space. There would also be festive workshops lead by the Play Scheme to include letters to Santa, making reindeer food and much more.

D391/2014 COUNCIL'S PLAYScheme (D356/2014)

Anti-bullying week took place from the 17 – 21 November 2014. With our junior members Officers focused on bullying in school, the playground and our play setting. With the seniors staff concentrated on cyber bullying through mobile phones, Facebook and Twitter. The young people watched video's and took part in activities surrounding these issues, and were given special packs that were age appropriate to take home with them.

Officers began our Eat Happy Project by learning about different foods, how they are made and where they come from. As part of this we visited Tesco Extra Craigavon on 2 occasions with over 50 children to take part in their Farm to Fork project, with Community Champion Andrew White. Officers would be extending this project to children from our Lurgan and Portadown Playschemes within the next few months.

Children would continue to work with Active Communities and visit the library twice a month.

D392/2014 TOURIST INFORMATION ENQUIRIES AT LURGAN, PORTADOWN AND LOUGH NEAGH DISCOVERY CENTRE TIPs (D357/2014)

SLA agreements were operational at Lurgan Town Hall, Millennium Court Arts Centre and Lough Neagh Discovery Centre TIPs for the provision of visitor information.

Monthly enquiry statistics are detailed below:

OCTOBER 2014			
	COUNTER	TELEPHONE	TOTALS
Lough Neagh Discovery Centre	586	62	648
Millennium Court Arts Centre	319	58	377
Lurgan Town Hall	189	1	190

D393/2014 NEIGHBOURHOOD FESTIVAL EVENT SCHEME – PORTADOWN CARES
(D335/2014)

At the November Meeting of Development Committee, Members had sought information regarding the invitations to the recent Portadown Cares Hamper launch. Some Members of Council had received invitations, whilst The Mayor had not.

There had clearly been an oversight by Portadown Cares regarding the Mayor's invitation as the Mayor's Secretary had advised that the Mayor had been invited by the Secretary of Portadown Cares, Tracey Jenkinson, to accompany Portadown Cares on their first hamper delivery on 17 December 2014 at 11:00.

CONFIDENTIAL BUSINESS

D394/2014 KINGDOMS OF DOWN LTD/ARMAGH DOWN TOURIST PARTNERSHIP

A Confidential report on this item of business can be found at **Appendix 1.**

D395/2014 HONORARIUM REQUEST FOR PARKS DEVELOPMENT OFFICER

A Confidential report on this item of business can be found at **Appendix 2.**

(Alderman Mrs Lockhart retired from the meeting at 7.01 pm)

D396/2014 NEIGHBOURHOOD RENEWAL OFFICER AND SPACE FINANCE AND
ADMINISTRATIVE OFFICER - HONORARIUM REQUEST

A Confidential report on this item of business can be found at **Appendix 3.**

D397/2014 MULLAHEAD & DISTRICT PLOUGHING SOCIETY'S 100TH ANNUAL
PLOUGHING MATCH – FEBRUARY 2015

A Confidential report on this item of business can be found at **Appendix 4.**

The meeting finished at 7.02 pm.

CHAIRMAN

DATE

ITEM FOR DECISION

1.1 BUSINESS ENGAGEMENT PROGRAMME APPLICATION

Report by: Ciaran Tipping, Economic Development Officer

Purpose of Report

To seek support for the development of a new Council wide initiative that builds on the success of the existing Craigavon Business Engagement Programme and approval to refer the report below to the Armagh Banbridge Craigavon (ABC) Services Committee.

Recommendation

Members are asked to consider the content of the report and agree to support the development of an application for the ABC Business Engagement Programme (BEP) which if successful would require a commitment by the new Council of £56,529 per year for 4 years and to refer this report to ABC's Services Committee for consideration.

Background

At the September meeting of the Development Committee Members received a presentation on the Business Engagement Programme currently being delivered in Craigavon.

Economic Development are seeking the support of the Development Committee to submit an application to the ERDF Investment for Jobs and Growth programme for a new enterprise support programme that will deliver a tailored programme of mentoring support to 600 ABC based small and medium sized enterprises over the next 4 years with signposting and advice provided to a further 200 businesses.

The ABC Business Engagement Programme, builds on the achievements of the existing Craigavon Business Engagement Programme which has provided mentoring to over 150 Craigavon Based SMEs in the last 8 months on a wide range of business issues. Demand has been extremely strong for this programme with recruitment targets being exceeded. Given the level of demand in the Craigavon area and the potential demand in the Armagh and Banbridge districts the ABC BEP project aims to engage with 800 ABC based businesses and deliver mentoring adapted to their individual needs to 600 ABC based businesses over a 4 year period. The remaining 200 businesses would be signposted to other ongoing programmes or advice providers.

The outcomes of the project are anticipated to include supporting improved capacity for participating businesses, increased turnover and the creation of a significant number of new jobs by participating companies in the five years from 2015 to 2020.

A more detailed description of the programme is attached as an Invest Northern Ireland scoping document which identifies overall costs, resource requirements and anticipated outcomes.

Appendix 1

1.1 BUSINESS ENGAGEMENT PROGRAMME APPLICATION – Cont.

The overall project costs are anticipated to be £1,130,521 over the 4 year programme life time. This is anticipated to be 60% funded by the ERDF Programme, 20% funded by Invest Northern Ireland and 20% funded from ABC's Economic Development budget. This equate to an overall commitment of £261,116 over 4 years (£56,529) per year.

This would be an important project linking with the enterprise function transferring to Council.

Employee Implications

Recruitment of 3 full-time project staff.

Financial Implications

£261,116 from the Economic Development budget from 2015 to 2019 (£56,529 per year). The project will also involve the recruitment of 3 FTE project staff.

This amount will be set aside in the budgetary process.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A



OFFICIAL-SENSITIVE-COMMERCIAL
ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME
(2014 – 2020) APPLICATION FORM
LOCAL ECONOMIC DEVELOPMENT



PROJECT INITIAL SCOPING DOCUMENT

1. COUNCIL NAME

Armagh Banbridge and Craigavon

2. PROGRAMME NAME

Armagh Banbridge Craigavon Business Engagement Programme (ABC BEP)

3. BRIEF OVERVIEW

Include strategic context/fit with Invest NI corporate objectives, programme aims, objectives, target group, timelines.

Overview

The project builds on the achievements of the existing Craigavon Business Engagement Programme which has engaged over 150 Craigavon Based SMEs in the last 8 months on a business mentoring programme providing advice and support on a wide range of business issues. The originally proposed Craigavon BEP was reduced in scale due to a constrained timescale available to deliver the programme. The original aspiration of the Craigavon BEP was to engage with and provide support to more than 400 Craigavon based businesses over a 2 year timescale however this was reduced to 280 businesses over a 15 month timescale. Demand has been extremely strong for this programme with recruitment targets being exceeded. Given the level of demand in the Craigavon area and the potential demand in the Armagh and Banbridge district The ABC BEP would aim to engage with and assess the business needs of 800 ABC based businesses and deliver a tailored plan of mentoring to 600 ABC based businesses with job creation potential over a 4 year period. The remaining business would be signposted to other providers and existing programmes for support.

Strategic context/fit with Invest NI corporate objectives, programme aims, objectives, target group,

The existing Craigavon BEP programme has demonstrated a strong jobs growth potential with the first 21 companies to complete their mentoring having created an additional 21 jobs since completing. The ABC BEP project would be more focused on jobs creation than the original with those companies exhibiting potential for job creation being preferred candidates for one to one mentoring from the programme.

The project contributes to the Northern Ireland Sustainable Development Strategy which recognises that economic growth and sustainable development are interlinked by contributing to the development, growth and survival of local SME's.

Support to local businesses/entrepreneurs provided by the project contributes to the guiding principle of the Sustainable Development Strategy of :

Building a strong, stable and sustainable economy that provides prosperity and opportunities for all.

The project will also consider the environmental impact of the proposed Business growth activities to ensure they comply with current environmental regulations.

The project also contributes to the SEED Economic Development Strategy and its commitment to promoting entrepreneurship in the SEED region and improve business efficiency and productivity through enable investment projects that can achieve these objectives for businesses in the SEED region.



**ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME
(2014 – 2020) APPLICATION FORM
LOCAL ECONOMIC DEVELOPMENT**



Finally the project contributes to DBIS' Mentoring Action Plan which calls identifies that

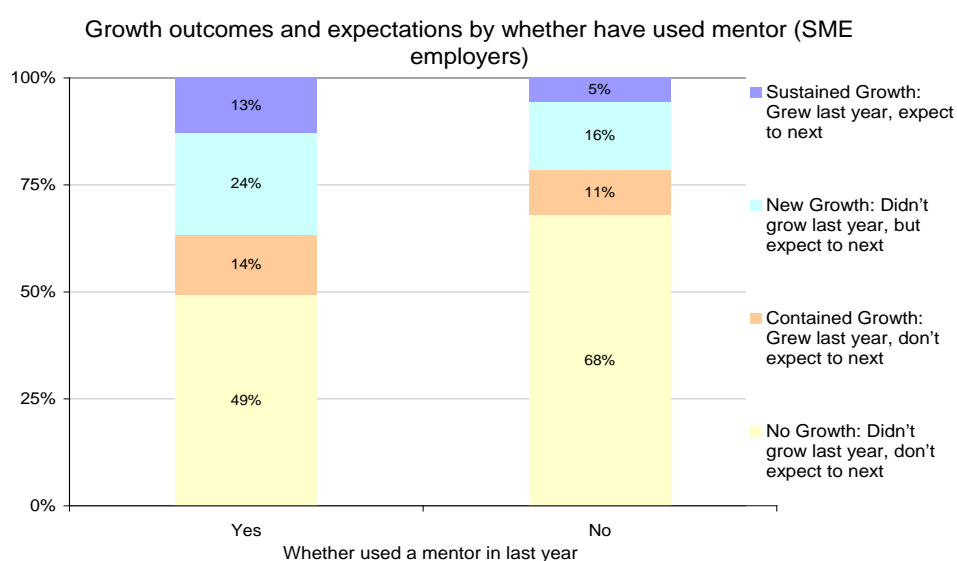
Developing access to and raising awareness of mentoring is a core component of the government's ambition of making the UK one of the best places to start, finance and grow a business.

4. RATIONALE / NEED ADDRESSED

Is the programme new? What gaps does the programme address? How were these gaps identified? What preliminary work has been done to identify a need for the programme?

The Department for Business Innovation and Skills (DBIS) 2010 business survey identifies that 49% of all SME employers had sought external advice or information on matters affecting their business.

They also identify that, using external information, advice and guidance can have a major impact on improving business skills and, through this, business outcomes. This is evidenced by the findings of the BIS Small Business Survey which identifies 51% of SMEs using a mentor experienced growth in 2009 while only 32% of businesses who had not used a mentor had experienced growth in the same time period.



Source: Summary of Evidence on the Provision and use of Mentoring by Small and Medium sized Enterprises, BIS, 2012

In addition DBIS identify that of SME employers using a mentor more than 9 in 10 have benefitted and that in 2011-12 mentoring has helped

- 100,000 SME employers improve their ability to develop business plans and strategy
- 70,000 SME employers to increase sales or profits
- 60,000 SME employers improve their enhance their leadership and



**ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME
(2014 – 2020) APPLICATION FORM
LOCAL ECONOMIC DEVELOPMENT**



management

- 40,000 SME employers to obtain finance

However despite these very significant benefits DBIS identify that, there is universal agreement across the sector – stakeholders and providers – that there remains a lack of understanding amongst business of the benefits of business mentoring as a distinctive business development activity (stated by 90% of organisations).

This has led to the conclusion that, Many small businesses do not make sufficient use of external advice and information¹

DBIS provide clear evidence of this from their analysis of the Business Barometer Survey identifying that only 11% of SME employers (130,000) had used a business mentor; and that 72% have not been involved in mentoring during the last year and have not considered doing so

‘Trust’ is identified by providers as a key attribute for the procurement of successful business mentoring - with around two-thirds of organisations reporting the difficulties companies face both in finding the right mentor and a lack of information on standards.

On the supply side, two-thirds of organisations reported gaps in provision as a barrier to growth – alongside stakeholders identifying the need for segmented and tailored support to bring forward demand.

Stakeholders identified the lack of sector ‘infrastructure’ as the basis for coherence, co-ordination and communication of key messages around business mentoring.

DBIS’s mentoring policy the action plan identifies that “there is still more to do and the evidence base suggests we need to further focus our efforts on three priority areas if we are to achieve our vision and ambition:

- Develop the national mentoring network through mentorsme.co.uk and by working with mentoring organisations, ensuring it effectively co-ordinates both local and national supply
- Boost the supply of quality mentors by encouraging and enabling new business-led mentoring programmes that fill gaps in provision
- Realise the potential of the UK mentoring market by increasing use of a mentor through identifying and articulating the benefits.

Research by DBIS clearly identifies a strong demand for business advice, support and mentoring as well as identifying barriers to the use of mentoring in particular. They also identify a policy action plan for increasing the use of mentoring by businesses and that the use of external information, advice and guidance, for example support through a mentor, can have a major impact on improving business skills and through this improve business outcomes.

¹ Enterprise Mentoring, Summary of Evidence on the Provision and use of Mentoring by Small and Medium sized Enterprises, September 2012



**ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME
(2014 – 2020) APPLICATION FORM
LOCAL ECONOMIC DEVELOPMENT**



The Business Engagement programme can work to meet the demand for business mentors in the ABC region and work to overcoming the barriers business face in identifying and accessing mentors through the use of an initial needs analysis and matching process fitting businesses to their most suitable mentor.

A similar project in Castlereagh Council (the Evolution project) engages with and provides support to 450 businesses. As discussed above the Craigavon Business Engagement Programme has provided support to over 150 businesses in a short (8 months) timescale.

Given the larger number of businesses in the ABC Borough (IDBR identifies Castlereagh has 1,340 businesses with 50 or fewer employees and ABC has 7,590 businesses with 50 or fewer employees) we are confident there will be sufficient demand for the programme to engage with a 800 of business and provide direct support for up to 600 of these in the Craigavon with additional referrals of at least 100 to other programmes and support providers.

5. OPERATIONAL DETAILS

Proposed delivery method - what will be delivered to businesses and how?

A pool of business mentors with specific expertise in providing Strategic advice and support to SME's will be procured on a call off list co-ordinated by a managing agent who will be responsible for matching mentors to participant businesses.

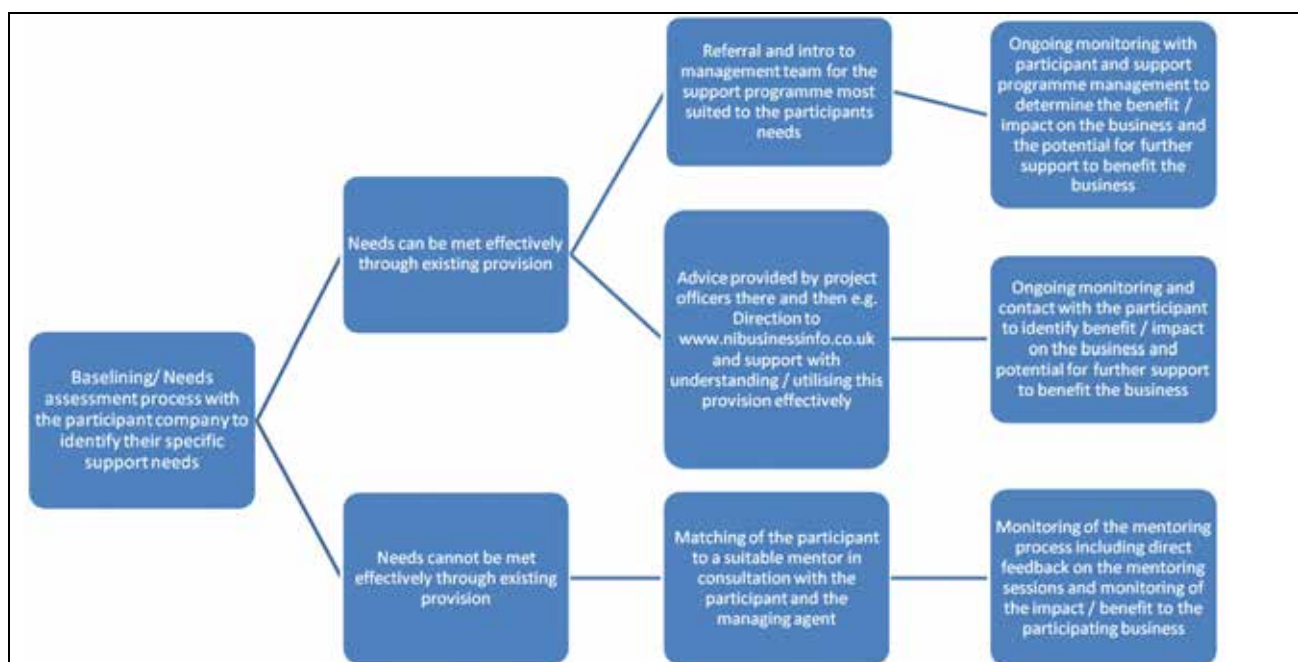
The project would then seek to engage directly on a face to face basis with small and medium sized businesses in the ABC area and carry out baseline studies with these to determine potential for business improvement and growth. The set up of these meetings would be coordinated by a project manager and carried out by the manager and 2 project officers.

Businesses would then be signposted to existing support programmes and assisted in gaining entry onto these programmes or directed to existing support resources e.g. nibusinessinfo.co.uk and assisted in making best use of these. Where current provision wasn't suitable and where it was determined there was potential for mentoring to have a significant benefit impact on the business, the participant company would be matched to a suitable Business Engagement Programme mentor and a programme of direct one to one business mentoring would be agreed.

A diagram of the process followed by the programme's participants is outlined overleaf



ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME (2014 – 2020) APPLICATION FORM LOCAL ECONOMIC DEVELOPMENT



In addition the project would facilitate a series of networking events and activities and well as providing a web based networking forum for programme participants with a view establishing a strong business network in the area in keeping with the objective of the ABC Corporate Plan to

Develop an ABC wide business network supported by business relevant events across the district; and

Deployment of the business network to drive an ABC wide supply chain linking purchasers and suppliers in the public and private sector

6. ANTICIPATED IMPACTS / BENEFITS

What are the key milestones, outputs, outcomes and impacts which will contribute to Job Creation?

- At least 800 baselines studies carried out with local SMEs by end of June 2019
- 600 receiving direct 1 to 1 mentoring by end of June 2019
- 100 businesses signposted to other support providers
- 40 (5%) referrals to Invest Northern Ireland by June 2019
- Turnover / profitability increases in participating businesses by end of 2020
- Supporting businesses in the creation of a significant number of new jobs created by end of June 2016 (feedback from businesses that have

7. PROGRAMME COSTS

A detailed breakdown of overall costs and how these will be funded.

Resource Project Cost	Description	Calculation	Amount	Total
Consultancy	STANDARD Mentoring Hours Per Company (20 hours)	510 businesses * 20 hours per business * £50 per hour	£510,000	

OFFICIAL-SENSITIVE-COMMERCIAL

**ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME
(2014 – 2020) APPLICATION FORM
LOCAL ECONOMIC DEVELOPMENT**


	ENHANCED Mentoring Hours Per Company (40 hours)	90 businesses * 40 hours per business * £50 per hour	£ 180,000	690,000
Marketing & Publicity	Marketing	4 leading newspapers * 1/4 page colour advert * £900 per advert	£ 3,600	9,600
	Design	Brand design, information pack design, banners, posters etc	£ 3,000	
	Website Development	Development costs * £3,000	£ 3,000	
Set Up & Running Costs	Travel Costs	800 meetings * 20 miles per trip * £0.45 per mile	£ 7,200	
	Launch Event Venue Hire	1 launch event * £200 venue hire	£ 200	
	Launch Event Catering	1 launch event * 40 attendees * £7.50 per attendee	£ 300	
	Office Set Up	3 staff * £1,500 per person	£ 4,500	
Council Staff Cost	Quarterly networking events	£500 per event for room hire and catering x 16 networking events	£8,000	20,200
	Recruitment Costs for 3 staff		£2,500	
	Project Manager	4 year Contract * P01 grade = 48 x 3133.57	£ 150,411	
	Project Officer x 2	2 x 4 year Contract * SO1 grade = 48 x 2686.15 x 2	£ 257,870	
Project Costs				£1,130,581

For Internal Use only Invest NI Endorsement (*please circle response*)

Other relevant Invest NI Divisions consulted, if appropriate:

YES

NO



**ERDF INVESTMENT FOR GROWTH & JOBS PROGRAMME
(2014 – 2020) APPLICATION FORM
LOCAL ECONOMIC DEVELOPMENT**



Relevant Regional Office Endorsement to Proceed:	YES	NO
Anticipated Invest NI contribution ERDF (60%)	_____	INI Match (20%) _____
Stakeholder Executive :	_____	Date: _____

DRAFT

ITEMS FOR DECISION

4.1 MINISTERIAL STATEMENT RE REGENERATION BILL

Report by: Olga Murtagh, Director of Development

Purpose of Report

To update Members on the deferral of the transfer of functions from the Department for Social Development to 1st April 2016 and to seek assurance that the Portadown Linkages project and Lurgan Public Realm scheme will be progressed during this transition year.

Recommendation

That Correspondence is sent to the Minister for Social Development acknowledging the delay in the transfer of functions and requesting that the Portadown Linkages project and Lurgan Public Realm scheme will be progressed as priority projects during this transition year.

Background

Members had been previously advised that as a result of Local Government Reform powers in relation to urban regeneration and tackling deprivation were transferring from the Department for Social Development to Local Councils with effect from 1st April 2015.

Key Issues

Correspondence has recently been received from the Minister for Social Development, Mervyn Storey MLA advising of the deferral of the transfer of responsibilities to Councils for one year until 2016. The Minister advises that the transfer requires the introduction of primary legislation which would not meet the planned timescale of April 2015.

Appendix 1

Previously Members were advised that a budget allocation of £6,087,000 had been identified for the Armagh Banbridge Craigavon District Council area in relation to undertaking the urban regeneration and tackling deprivation agenda.

The deferral means that the Department for Social Development will continue to have responsibility for the delivery of these services to the community, retaining its statutory powers, control of the overall budget and ownership of the associated physical assets and it will continue to deliver its current programmes until April 2016.

Within the urban regeneration programme it is important that the Portadown Linkages and Lurgan Public Realm schemes are progressed by DSD during this transition year.

The Department has advised that they will contact organisations who have been the recipient of funding under the current programmes inviting them to submit applications for this one year timescale.

4.1 MINISTERIAL STATEMENT RE REGENERATION BILL – Cont.

During this transition period it is important that the budget previously agreed for the Armagh Banbridge Craigavon District Council is retained and is not subject to the budget reduction currently being implemented in Central Government.

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.2 NORTHERN IRELAND TOURIST BOARD (NITB/TOURISM DEVELOPMENT SCHEME (TDS) – LOUGH NEAGH INTEGRATED VISITOR EXPERIENCE (CRAIGAVON PILOT – PHASE II CAPITAL IMPLEMENTATION) (D245/2014)

Report by: Sandra Durand, Tourism Development Manager

Purpose of Report

To seek Members' approval of delegated authority for the Chief Executive (Acting) to appoint the main contractor to deliver Lough Neagh Integrated Visitor Experience (Craigavon Pilot – Phase II Capital Implementation).

Recommendation

- 1 That Members approve delegated authority for the Chief Executive (Acting) to appoint the main contractor to deliver Lough Neagh Integrated Visitor Experience (Craigavon Pilot – Phase II Capital Implementation) as the timescales to deliver this project is 31 March 2015; and**
- 2 That Members note the procurement process to appoint the Design Team was overseen by Central Procurement Directorate and NITB which resulted in the appointment of Gilligan & Partners Ltd at £18,300.**

Key Issues

Members will be aware that Committee previously approved delegated authority to the Chief Executive to accept a Letter of Offer from the Northern Ireland Tourist Board (NITB) through the Tourism Development Scheme to implement the 'Craigavon Welcome Way'. Members will also be aware that NITB then issued this Letter of Offer but entitled the project 'Lough Neagh Integrated Visitor Experience (Craigavon Pilot – Phase II Capital Implementation)'. The project content is similar but NITB asked, given the success of the Southern Lough Shore branding campaign, the project takes cognizance of this design concept through delivery. Members will also be aware that Committee previously agreed deficit funding towards the implementation of the Letter of Offer through the CIDF and the Development Department budget.

This innovative visitor experience project will provide a sense of arrival and identity, aid accessibility and improve way finding and orientation for visitors around and between the 3 urban areas of Craigavon Borough, namely: Lurgan, Central Craigavon & Portadown and their respective visitor attractions through authentic interpretation provision at these sites together with showcasing the unique range of outdoor activities, environment and natural history of the area including the wider Lough Neagh Destination.

A Procurement process to appoint the Design Team was overseen by Central Procurement Directorate and NITB and has resulted in the appointment of Gilligan & Partners Ltd at £18,300. The estimated costs for the capital implementation are in the region of £137,779.

Employee Implications

N/A

4.2 NORTHERN IRELAND TOURIST BOARD (NITB/TOURISM DEVELOPMENT SCHEME (TDS) – LOUGH NEAGH INTEGRATED VISITOR EXPERIENCE (CRAIGAVON PILOT – PHASE II CAPITAL IMPLEMENTATION) (D245/2014) – Cont.

Financial Implication

Deficit funding to implement the project has been previously agreed by Members from CIDF and the Development Department budget.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.3 MULLAHEAD & DISTRICT PLOUGHING SOCIETY REQUEST FOR FINANCIAL ASSISTANCE (D338/2014)

Report by: Sandra Durand, Tourism Development Manager

Purpose of Report

To seek Members' approval to work in partnership with the organizers of Mullahead & District Ploughing Society to provide additional animation through rural craft displays, rural business displays and the attendance of the Council's promotional trailer.

Recommendation

- 1 That Members approve funding in the region of £5,000 facilitating Council Officers to work in partnership with Mullahead & District Ploughing Society to provide additional animation through rural craft displays, rural business displays and the attendance of the Council's promotional trailer at the 100th event; and**
- 2 That due to the timescales involved this matter is referred to the Mid-Monthly meeting of Council.**

Key Issues

That Members will be aware that the 100th year celebrations of the Society's event will take place in February 2015 and that Council has previously agreed a grant of £5,000 towards this event. Members will also be aware that Council has worked successfully in partnership with Lurgan Show and Country Comes to Town to add additional animation to these events through the addition of rural craft displays.

It is envisaged the next tranche of the Rural Development Fund will be promoted at the event utilizing the Council's promotional trailer.

Employee Implications

N/A

Financial Implication

The budget is available through the Development Department.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.4 DSD FUNDING OFFER FOR HISTORICAL SIGNAGE PROJECT FOR PORTADOWN TOWN CENTRE

Report by: Lyn McNeill, Town Centre Manager

Purpose of Report

To seek Members' approval for delegated authority to the Director of Development to accept an offer of funding from the Department for Social Development (DSD) for £25,000 to deliver a historical signage project in Portadown town centre and to appoint a suitably qualified consultant to oversee the project. The offer of funding has been confirmed by DSD and letter of offer awaited, however it is necessary to seek approval from Members for both offer acceptance and Consultant appointment at this stage to ensure spend can be actioned within the timescales required by DSD.

Recommendation

- 1 That Members approve delegated authority to the Director of Development to accept an offer of funding for £25,000 from the Department of Social Development to design, manufacture and install historical signage in Portadown town centre;**
- 2 That Members approve delegated authority to the Director of Development to appoint a suitably qualified Consultant to oversee the project in line with Council's procurement policy;**
- 3 That Members review the type of signage proposed by reflecting on signage already installed in Lurgan town centre under the Lurgan Revitalisation Project; and**
- 4 Due to the timescales involved that the matter is referred to the Mid-Monthly meeting of Council.**

Background

Following discussions with the Department for Social Development (DSD) Officers submitted a comprehensive business case and application for funding for a historical signage project in Portadown town centre similar to that delivered in Lurgan town centre under the Lurgan Revitalisation project.

The proposed Portadown signage scheme aims to instill a sense of pride in the town centre and enhance the visitor experience by installing modern on street signage providing information on historic buildings, people and places of interest. The signage project will be similar in style to the signage in Lurgan town centre and the panel already installed at the Portadown Public Art site.

Appendix 2

If Member approval is granted for delegated authority to the Director of Development to accept the funding and appoint a lead consultant, Officers will procure a Landscape Architect to oversee the project in line with Council's procurement policy.

Employee Implications

N/A

Financial Implications

£25,000.000 of DSD funding secured to deliver this project in full with no additional cost to Council.

4.4 DSD FUNDING OFFER FOR HISTORICAL SIGNAGE PROJECT FOR PORTADOWN TOWN CENTRE – Cont.

Level of Delegated Authority Sought

Officers request that delegated authority is granted to the Director of Development to both accept the offer of funding and appoint a suitably qualified Consultant to oversee the project.

Equality Screening

N/A

4.5 TOWN CENTRE REGENERATION – UPDATE (D339/2014)

Report by: Lyn McNeill, Town Centre Manager

Purpose of Report

To provide Members with an update on town centre regeneration activity delivered as part of the Town Centre Regeneration & Revitalisation Action Plan (2013-2015).

Recommendation

That Members review footage from the 2014 Christmas Lights Switch On events in Portadown and Lurgan town centres (14 & 21 November 2014 respectively).

Key Issues

As Members are aware the Council's annual Christmas Lights Switch On events took place in Portadown and Lurgan town centres on 14 & 21 November 2014 respectively.

Each event welcomed over 2,000 people and both events saw local community and commercial acts take to the stage before impressive cavalcades brought Santa to the trees to switch on the lights with the Mayor.

Appendix 3

December's town centre Christmas events are well underway - the exciting schedule includes Cool FM Radio Road Shows, traditional silver and brass bands, cookery demonstrations, craft workshops and the much loved 'Santa at Home' event on Lurgan plaza. All events including those at Council facilities and at private sector venues have been promoted in a themed Christmas Events brochure which has been distributed to 33,000 homes across Lurgan, Portadown, Banbridge, Armagh and Dungannon.

In addition, a competition based digital campaign commenced on the Discover Craigavon facebook page on 1 December and will run until 20 December 2014. Working with various partners across the tourism, hospitality and retail sectors the campaign commenced with a launch ezine and includes a combination of innovative promoted posts and facebook advertising to raise the profile of the Discover Craigavon facebook page and of the many festive events and quality tourism/retail offering available across the Borough.

Employee Implications

N/A

Financial Implications

The budgets for the projects described are available from the Town Centre Management Budget 2014/15.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.6 TOWN CENTRE DEVELOPMENT UPDATE

Report by: Lyn McNeill, Town Centre Manager

Purpose of Report

To consider and review the significant regeneration and development initiatives/projects that have been delivered in Lurgan and Portadown town centres over the past five years as Council moves towards Local Government Reform.

Recommendation

- 1 That Members acknowledge the significant regeneration and development initiatives/projects that have been delivered in Lurgan and Portadown town centres over the past five years as detailed; and**
- 2 That priorities for town centre development are included in the Development Strategy for the Armagh Banbridge Craigavon District Council.**

Background

In order to meet the ever changing challenges of our dynamic and vibrant town centres Council, together with other strategic partners and Government Departments, has invested millions of pounds into the development and regeneration of Lurgan and Portadown town centres.

Appendix 4

Whilst this list is not exhaustive a sample of the work led by the Council's Development Department includes extensive Public Realm schemes in Lurgan and Portadown town centres (**circa £11 million**), the Lurgan ReStore and Lurgan and Portadown Revitalisation projects (£500,000), Lurgan and Portadown Neighbourhood Renewal (**circa £450,000**) and Lurgan and Portadown Public Art (**circa £250,000**).

In addition, projects including Meanwhile Space, Council funded Shop Front Improvement Scheme, outdoor town centre WiFi, the Craigavon Locali App, the ABC Cluster KPI and Footfall Project, Signature Events, Lurgan Outdoor Market, Economic Development programmes, work under the Craigavon Integrated Development Framework and other core Town Centre Management activity have further enhanced the town centres and added a further **£1.5 million investment**.

Members will also be aware of further projects due for completion before 31 March 2015 including; the Old Town Quay, Lough Neagh Integrated Visitor Experience (which includes town centre interpretive panels) and the Portadown Historical signage project.

The effects of this combined town centre investment has been evident not only in the improved ascetics of each town centre but in the private sector investment and partnership working that has evolved as a direct result.

These successful initiatives will shape the priorities for town centre development in the Development and Regeneration Strategy for the Armagh Banbridge Craigavon District Council area.

4.6 TOWN CENTRE DEVELOPMENT UPDATE – Cont.

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority

N/A

Equality Screening

N/A

4.7 DISCOVER CRAIGAVON MARKETING PLATFORMS (D165/2014)

Report by: Bronagh Harbinson, Project Officer

Purpose of Report

To update Members on print promotional activities secured across two mediums, including press coverage in the Belfast Telegraph.

Recommendation

That Members review the editorial and creative visuals featured in printed publications profiling the tourism and retail offering across the Borough in regional publications.

Key Issues

Advertorial was secured for the prime front cover double page position for the 2015 annual edition of an A4 hardback hotel bedroom guide – **This is Belfast**. This new stylish publication is distributed across an extensive network of hotels and luxury serviced apartments, including leading restaurants, salons and visitor information points Northern Ireland wide, with an audience reach of up to 1.2 million visitors per annum.

A copy of the front cover is attached for Members' information.

Appendix 5A

A copy of the feature titled 'Be inspired by ... Craigavon's Southern Shores' is attached for Members' information, with content including a montage of imagery and visitor inspired editorial.

Appendix 5B

In addition, a double page advertorial was featured in the October – December 2014 edition of **Belfast In Your Pocket** – a contemporary travel guide publication distributed across an extensive network of Visitor Information Points, transport and retail outlets within Northern Ireland and ROI. The advertorial was titled 'Destination ... Craigavon this Autumn/Winter' and profiled the retail offering; free town centre Wi-Fi including a visual synopsis of the tourism offering.

A copy of the visual is attached for Members' information.

Appendix 5C

Also a photo call recently held at Newforge House, Magheralin to celebrate the Guest House receiving 5 star accreditation from the Northern Ireland Tourist Board (NITB) - was featured in a mid-week edition of the Belfast Telegraph in early November.

A copy of the photo caption is attached for Members' information.

Appendix 5D

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.8 BLEARY CREATIVE COMMUNITY CENTRE, NIE CONNECTION CHARGE (D304/2014)

Report by: Paul Kavanagh, Economic Development Officer

Purpose of Report

To seek Members' approval to allocate funds to cover the NIE Connection charge.

Recommendation

- | | |
|----------|---|
| 1 | That Council approves an additional budget estimated at £12,003.70 plus VAT for the installation of electricity connections; and |
| 2 | That the matter be referred to Mid-Monthly Meeting of Council for ratification. |

Background

The works at the Bleary site are progressing to plan and early stage preparations are being made for an Official Opening at the end of February 2015. However NIE has presented an unforeseen bill for £12,003.70 to make a new connection to the Centre.

NIE has advised us they must upgrade the existing pole mounted transformer due to the increase in load of the redeveloped building, the original transformer was at maximum capacity and would have been unable to service the development. To facilitate the larger transformer the existing pole must also be changed. This work totals £12,003.70.

Council's Architect, Engineer and Officers have pursued this matter with NIE and there is no alternative as NIE have a monopoly over the electricity infrastructure in Northern Ireland.

Employee Implications

N/A

Financial Implications

£12,003.70 to be allocated from Council's underspend.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.9 CRAIGAVON JOBS FAIR 2015

Report by: Paul Kavanagh, Economic Development Officer

Purpose of Report

To seek Members approval to hold a Jobs Fair in Craigavon in partnership with DEL on 5 February 2015.

Recommendation

- | | |
|----------|--|
| 1 | That Council approves the allocation of £6,000 as a contribution to the Jobs Fair on 5 February 2015; |
| 2 | That a report on the outcomes of the Fair are reported to a future Committee Meeting; and |
| 3 | That the matter be referred to the Mid-Monthly Council meeting for ratification. |

Background

There are early signs of an economic recovery, including in the construction sector which was worst affected by the downturn.

DEL has approached Council with a view to jointly running a Jobs Fair in the Seagoe Hotel, Portadown on 5 February 2015. Minister Stephen Farry will open the fair.

A professional set up and layout is envisaged including booths for interviewing for individual employers. 40+ employers with 'live' vacancies are expected to attend. Note that only 'live' job vacancies will be presented at the Jobs Fair.

Presentations will be given to job seekers (there are approximately 9,000 job seekers in the wider region) by the following organisations:

- Southern Health Trust
- Careers Service
- Almac
- Tesco
- Moypark
- ASDA

As a partner in the organisation and delivery of the event, Craigavon will have a prominent position in all marketing and marketing materials including, telephone canvassing of employers, leaflets, posters, radio advertising and an extensive social media campaign.

At the most recent local event in Newry in September 2014, there were 400 vacancies and 1,300 job seekers attended. To date 108 have secured jobs with a similar number of interviews still to be finalised.

The last time a Jobs Fair was held in Craigavon was May 2009 and it cost £15,000 plus advertising. DEL have budgeted £14,000 for the February event and are asking for a £6,000 contribution from Council.

4.9 CRAIGAVON JOBS FAIR 2015 – Cont.

Employee Implications

N/A

Financial Implications

£6,000 will be allocated from the Economic Development Budget.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.10 LURGAN COMMUNITY CENTRE OPTIONS APPRAISAL (D402/2013)

Report by: Diane Clarke, Principal Community Resources Officer

Purpose of Report

To ask Members for direction on options presented for future community centre provision in the Lurgan area.

Recommendation

- 1 That Members consider the presentation and preferred options discussed by Lurgan and Loughside Councillors in relation to Community Centre provision in Lurgan; and**
- 2 That Members provide a steer as to which options they would like to pursue which will allow the consultant to finalise his report and which will be presented to a future Committee Meeting.**

Background

Following an extensive piece of work examining the issues and needs for future community centre provision in the Lurgan area the Consultant has produced a draft report as part of finalising his report.

Key Issues

The Consultant has held three briefing session for Members. A copy of the Consultant's presentation is attached for Members information. **Appendix 6**

As part of the presentation the Consultant identified a range of a possible 9 options for the delivery of future community centre provision in the Lurgan area and in order to finalise his report the Consultant would ask Members for a steer on which options they would want to see included in the appraisal report.

Members will be aware that a sum of £900K has been included in the proposed schedule of Capital plans for the new ABC Council's consideration.

Following the Consultant's presentation to Loughside and Lurgan Members on 24 November, 2014 Members expressed a desire to have firm proposals and recommendations in place that could be then brought to the new ABC Council for consideration.

From this meeting the preferred options were as follows:

- Minor improvements to Mourneview and Avenue Road Community Centres to meet short/medium term needs at an estimated cost of £150K.
- An extension to North Lurgan Community Centre at an estimated cost of £500K.
- Explore an additional partner role for a facility to cover the needs of North West Lurgan.
- Explore an additional partner role for a facility to cover the needs of South Lurgan on a long-term basis

Having considered the list of options in the Consultant's report and the preferred options from the Lurgan and Loughside Members meeting, Members of the Development Committee are asked to consider how they would wish to progress/provide a steer as to which options they wish to recommend.

4.10 LURGAN COMMUNITY CENTRE OPTIONS APPRAISAL (D402/2013) – Cont.

This will allow the Consultant to finalise his report which will be presented to Committee in due course.

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.11 CONSULTATION RESPONSE - DSD PROVISION OF GENERALIST ADVICE SERVICES (D334/2014)

Report by: Diane Clarke, Principal Community Resources Officer

Purpose of Report

Members are asked to consider the content of the report and agree to the proposed response to the consultation of the Department for Social Development's new strategy for the provision of generalist advice services in Northern Ireland.

Recommendation

That Committee approve the attached consultation response in relation to DSD provision of generalist advice services; and following any proposed amendments the response is forwarded.

Background

The Department for Social Development is consulting on a new strategy for the provision of generalist advice services in Northern Ireland. This includes advice on issues like welfare benefits, housing, finance and consumer issues and employment issues.

This survey forms part of the public consultation process on the draft proposals for the new strategy. The survey has been completed in conjunction with the consultation document which sets out the background and detail of the proposals. The consultation document is called 'Advising, Supporting, Empowering' a Strategy for the Delivery of Generalist Advice Services in Northern Ireland 2015-2020.

Key Issues

The proposed response for Armagh, Banbridge and Craigavon, which has been developed by all Community Heads of Service is attached. **Appendix 7**

In order to ensure a seamless transition in the delivery of Generalist Advice Provision across the ABC Council, post 31 March 2015, it is proposed to conduct research into how best to provide an efficient and effective service across the new ABC Council area. The Terms of Reference for this research will be presented to a future Committee meeting after the results of the regional consultation exercise have been announced.

Members will also be aware of the recent announcement from the Minister for Social Development that DSD powers and functions which includes support to the voluntary and community sectors at local level, will transfer on 1 April 2016. As a result clarity is sought from DSD on whether funding for advice services will be ring fenced for the 2015/2016 financial year and what level of funding will be allocated for advice service provision.

A meeting will be organized with the providers of current advice services to discuss issues during this transition period.

4.11 CONSULTATION RESPONSE - DSD PROVISION OF GENERALIST ADVICE SERVICES (D334/2014)– Cont.

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.12 ACOUSTIC NOISE AT BROWNSTOWN AND KILLICOMAIN JUBILEE COMMUNITY CENTRES (D169/2014)

Report by: Diane Clarke, Principal Community Resources Officer

Purpose of Report

To advise Members of costs involved in addressing acoustic noise at Killicomaine and Brownstown Jubilee Community Centres and ask Members to advise how they wish to proceed.

Recommendation

That Members approve Option B i.e. reduced number of panels at a cost of £20K.

Background

Members will be aware that feedback had been received about the acoustics in the new Killicomaine and Brownstown Jubilee Community Centres and that Members had asked that these issues be investigated.

Key Issues

Officers have had an acoustician undertake an assessment of internal acoustics at both centres and the report concludes that the recommended sound reverberation time at both centres is exceeded. A copy of the acousticians reports are attached.

Appendix 8A and 8B

Members are reminded that unlike the new build of Brownlow Community Hub the refurbishment of Killicomaine and Brownstown Jubilee Community Centres involved the retention of the existing main halls and stores so the option of building with acoustic block was not available.

The proposals to address the noise reverberation at both centres is to provide for face fixed wall absorbent acoustic panels to fully satisfy the recommendations of the Acoustic report. The total costs for providing the above is in the region of £36 – £39K, however the architect for both buildings has suggested that should the Council wish to make savings on the works as costed, there are 2 options available:

- Option A - Reduce the 40mm thick A rated panels to 20 mm thick B rated panels: an acoustic report is measured to the experts ear but end users largely will not notice any difference in real time
- Option B - Reduce the quantity of the number of panels installed by an appropriate percentage – e.g. install half now and see if the improvement is acceptable to end users – the improvement will be notable

The preferred recommendation by the architect is Option B i.e. we can erect half the required amount of panels and measure the effectiveness. This will leave Officers the option to increase/add more in the future if required. Option B will reduce the cost of works to a total of £20K.

4.12 ACOUSTIC NOISE AT BROWNSTOWN AND KILLICOMAIN JUBILEE COMMUNITY CENTRES (D169/2014) – Cont.

If Members opt for Option A and apply the reduced 20mm panels instead of the 40mm to all areas there would be no option of increasing absorbency in the future.

Employee Implications

N/A

Financial Implications

Costs can be covered within the centre's existing budgets if completed in 2014-2015 year.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.13 SOAR CELEBRATION EVENT

Report by: Maria Magennis, Deputy Programme Manager

Purpose of Report

To request that Members consider providing financial support of up to £2,000 for a Celebration Event to promote the successes of the current local rural development programme which is administered by SOAR (Southern Organisation for Action in Rural Areas) in the Craigavon, Armagh and Newry Council areas.

Recommendation

That Members support the SOAR Celebration Event in January 2015 by providing a contribution of up to £2,000 to acknowledge the achievements of the current programme and to promote the new Rural Development programme.

Background

SOAR is a company limited by guarantee set up by the three partner Councils of Armagh, Craigavon, and Newry and Mourne Council to develop Axis 3 & 4 of the NI Rural Development Programme. This limited company is overseen by Joint Council Committee, which is a body corporate set up in 2009 to oversee the delivery of the NI Rural Development Programme. Its membership is representative of elected members from each partner Council of Armagh, Craigavon and Newry and Mourne.

SOAR has a contract with the Department of Agriculture and Rural Development for £16.7million from 2007 – 2013 to deliver Axis 3 of the NI Rural Development Programme across the 3 Council areas. Officers have the ability to issue letters of offer up until December 2013 and vouch claims for spend up until March 2014.

Progress to Date

To date SOAR has processed 1,066 applications. This includes those submitted and under appraisal, those withdrawn, those rejected; those successful with Letters of Offer (LoOs) and those that have completed their projects.

To date we have approved 265 letters of offer with a total value of £13.9 million. Of this budget SOAR have spent £11 million to date and will have completed the remainder of projects by March 2015.

Celebration Event

To date we have created over 180 jobs in the rural areas across the 3 partner Councils which is a great achievement in this economic climate. To celebrate this success SOAR plan to host a celebration event in January 2015 and has invited the Minister of Agriculture and Rural Development to attend. The volume of investment in rural areas from the rural development programme is approximately £21million. With approx £14million attributed from DARD and EU funding and approximately £7million from private sector, community and Council contribution.

Invitations will be sent out to all of our successful projects, Council representatives, DARD representatives, Local Action Group and Joint Committee members and SOAR staff. This will amount to just over 600 invitations.

4.13 SOAR CELEBRATION EVENT - Cont

In order to promote the successes of the programme SOAR request that the three partner Councils each consider providing up to £2,000 to help fund this event.

SOAR intends to promote the event regionally to promote this good news story in terms of job creation and volume of investment.

Employee Implications

N/A

Financial Implications

Financial support of up to £2,000 is requested from Council.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.14 50TH ANNIVERSARY OF BROWNLOW

Report by: Tracey Johnston, Community Development Officer (Brownlow)

Purpose of Report

To seek Members' consideration for a series of events to mark the 50th Anniversary of Brownlow and associated costs.

Recommendation

- 1 That approval be given to the allocation of funds of £11,000 to celebrate the 50th Anniversary of Brownlow including the annual Brownlow Festival during 2015; and**
- 2 That this matter be reported to the Services Committee of the Shadow Council as a priority for the events programme and budget of the new Council in 2015/16.**

Background

In 2015 Brownlow will celebrate its 50th Birthday. Officers and local communities are currently exploring how this special occasion might be celebrated. Significant interest has been generated in recent months around Craigavon as a "new town" concept with press coverage, radio interviews and television coverage. Close links have been formed with the architectural and event company PLACE and this has culminated in the running of an urban design academy during the summer months and a major photographic exhibition in Belfast. Architectural students are also studying the central area as part of their course work and are keen to link in with local community representatives in order to further expand their knowledge. With regeneration opportunities developing in the Central area and a strong community infrastructure the timing is perfect to celebrate all that is good in Central Craigavon with a series of events to mark the 50 anniversary.

Key Issues

As with significant anniversaries in Lurgan and Portadown, Council offered funding toward events taking place with the Portadown and Lurgan 400 celebrations. With this in mind Officers recommend financial support in the region of £6,000 toward marking this special occasion.

The celebratory events would seek to complement already existing initiatives which are being taken forward as part of 50 years in Brownlow. These include the annual Brownlow Festival and the development of the Brownlow History Project.

Officers would recommend financial support of £5,000 toward next year's Brownlow Festival. Alternative funding streams will also be explored in order to add value to the process. The festival has huge potential to further expand and be a flagship late summer event which will highlight many of Council's community and leisure assets. As such it is recommended that this event be forwarded to the Shadow Council as a priority event for the events schedule 2015/2016.

A further report detailing planned events will be forwarded to Members over the coming months.

4.14 50TH ANNIVERSARY OF BROWNLOW – Cont.

Employee Implications

N/A

Financial Implications

£11,000

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.15 RURAL DEVELOPMENT PROGRAMME 2014-2020

Report by: Maria Magennis, Deputy Programme Manager

Purpose of Report

To receive an update in relation to the Rural Development Programme 2014-2020.

Recommendation

That Members note the correspondence and update in relation to the Rural Development Programme 2014-2020.

Background

SOAR is a company limited by guarantee set up by the three partner Councils of Armagh, Craigavon, and Newry and Mourne Council and has managed the current Axis 3 & 4 of the NI Rural Development Programme.

SOAR's current contract is with the Department of Agriculture and Rural Development for £16.7million from 2007 – 2013 to deliver Axis 3 of the NI Rural Development Programme across the 3 Council areas. This programme will end in June 2014.

The new Rural Development Programme replaces this programme and is to run from 2014 – 2020. An update on the new programme is provided for members below.

Rural Development Programme (RDP) 2014-2020

For Members' information find attached two letters from the Department of Agriculture & Rural Development with information relating to the new RDP. **Appendix 9A & 9B**

The main points of these letters can be summarised as follows;

£8.02 million has been allocated to the Armagh, Banbridge and Craigavon (ABC) cluster.

A timeframe for LAG animation, application and appointment is as follows;

- Nov 2014 - Form local facilitation groups, hold animation events
- Dec 2014 – Agree Local Action Group (LAG) Membership
- Jan 2015 – Appointment of LAG by DARD to draft interim strategy

New for this programme is the Commission's stipulation that no one single interest group shall represent more than 49% of the voting rights. Therefore public sector would be considered as a single interest group and must not exceed 49% of the makeup of the LAG. Equally no one single social partner group could occupy more than 49% ie. farming, business or community.

LAG strategies will eventually be delivered in line with Council Community plans and the Department recognise that the participation of Council representatives on these facilitation groups is critically important.

Members will be kept up to date with further developments.

4.15 RURAL DEVELOPMENT PROGRAMME 2014-2020 – Cont.

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.16 ERECTION OF NEIGHBOURHOOD WATCH SIGNS

Report by: Alison Clenaghan, PCSP Manager

Purpose of Report

To advise Members of the new Neighbourhood Watch scheme at Ramone Park, Portadown.

Recommendation

- | | |
|----------|---|
| 1 | That Members approve the erection of signs at Ramone Park, Portadown and forward to Environmental Services Committee for approval; and |
| 2 | That the Committee's decision is referred to Technical Services for action. |

Background

Members are reminded that Craigavon Borough Council agreed to erect signs for accredited Neighbourhood Watch schemes within the Borough. The Ramone Park, Portadown scheme has now been accredited and as agreed the potential locations for the erection of signs have been proposed, in consultation with the residents.

Other Implications

Committee had previously agreed in principle that Neighbourhood Watch signage be erected by Technical Services invoking Section 115 of the Local Government Act, subject to specific proposals being presented to the Development Committee for consideration and referral to the Environmental Services Committee. Officers would therefore recommend that Section 115 be invoked to erect the signage, as the expenditure (in term of labour costs) is in the interests of the residents of the Borough. Officers would further recommend that the matter be referred to the Environmental Services Committee. A copy of the proposed locations is attached for Members' consideration.

Appendix 10

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.17 DEVELOPMENT DEPARTMENT FINANCIAL PERFORMANCE REPORT APRIL TO OCTOBER 2014 (D3102014)

Report by: Olga Murtagh, Director of Development

Purpose of Report

To consider the financial performance report which shows how the Department's actual spend varied from its budgeted spend for the 2014/2015 financial year from April to October 2014.

Recommendation

That the report at Appendix 11 is noted along with the explanations for variances at Appendix 12.

Background

Management information is now being reported to budget holders in a timely, relevant and accurate manner. Finance will continue to provide this information moving forward to assist budget holders manage their budgets as effectively as possible.

Overall Position

The Department is £9k over budget for the first 7 months of the 2014/2015 financial year. This is primarily through additional employee costs within the Department.

Please note that any expenditure that Council have agreed to be funded from Council's reserves have been removed from the current reported budget position.

Employee Implications

The continuing improvement in provision of management information will assist budget holders in their decision-making in order to continue to provide services within budget constraints.

Financial Implications

Detailed performance reports have been forwarded to the Departments with high level figures shown in Committee reports.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.18 ABSENCE MANAGEMENT (D342/2014)

Report by: Olga Murtagh, Director of Development

Purpose of Report

To update Members on absence within Development Directorate.

Recommendation

That Members note the content of the report.

Background

The tables attached set out absence statistics for the Development Directorate for the 2014/2015 financial year, month of October 2014. Comparison figures are provided for the 3 previous years. 85.6% of employees within Development recorded no absence in October 2014. **Appendix 13**

The Council's target for 2014/2015 is 4%. The Department figure for the month of October 2014 is 6.28%. The year-to-date figure 6.57%. Officers are actively managing case reviews relating to long-term sick absences within the Department. Absence is being monitored in liaison with the Council's new attendance policy and training in attendance management is being rolled out to all Managers.

Currently there are 4 members of staff off on long-term sick absence in the Department.

Referrals are also being made to the Occupational Health service.

Employee Implications

N/A

Financial Implications

N/A

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

4.19 NEIGHBOURHOOD FESTIVAL EVENT SCHEME – PORTADOWN CARES (D335/2014)

Report by: Olga Murtagh, Director of Development

Purpose of Report

To advise Members of the applicant from Portadown Cares to the Neighbourhood Festival Events Scheme.

Recommendation

That Members approve the grant award to the total of £440 to Portadown Cares.

Background

The Neighbourhood Festival Event Scheme is a rolling grant programme which is advertised approximately 3 times per year and is aimed at encouraging participation in Community life. It is targeted at the community / voluntary sector and groups can secure funding for locally based events to the value of £500.

Members will recall the Neighbourhood Festival Event Scheme was recently advertised for events occurring between 1st January through to 31st March 2015.

Approval is sought for the following:

Name of Group	Type of Project	Amount requested	Score	Amount recommended
Portadown Cares	A cross community, multi-cultural stew night with traditional music and dancing – 17 th March 2015	500	69	440

Employee Implications

N/A

Financial Implications

£400 from existing approved NFES budget.

Level of Delegated Authority Sought

N/A

Equality Screening

N/A

ITEMS FOR INFORMATION

4.20 VESTING ORDER – A99 MILLENNIUM WAY EXTENSION, LURGAN

Report by: Lewis Porter, Principal Administrative Officer

Members are asked to note that DRD Roads Service have forwarded a Notice of Intention to make a Vesting Order in connection with the A99 Millennium Way extension from Malcolm Road to the junction of Banbridge Road, Gilford Road and Flush Place, Lurgan.

The Vesting Order covers 45 individual areas of land of various sizes involving over 40 owners.

A copy of the map together with the Vesting Order is available in the office of the Principal Administrative Officer for any Member wishing to view them.

Any objections have to be submitted to DRD, Transport NI prior to 16 December 2014.

4.21 INNOVATE , R&D AND NEW PRODUCTS – BEST PRACTICE AND FUNDING CONFERENCE (D271/2014)

Report by: Paul Kavanagh, Economic Development Officer

Craigavon hosted the Innovate, R&D and New Products – Best Practice and Funding Conference on 4 November 2014 in the Mayes Hall, along with Queens University's Northern Ireland Technology Centre.

Professor Alastair Fee, visiting Professor of Innovation at the European Business School was the keynote speaker.

96 people attended the event and feedback from delegates was very positive. A number expressed an interest in participating in a local "Innovation Forum". Officers are investigating how this might be done and will bring a further report on the matter to Committee.

4.22 BLEARY CREATIVE COMMUNITY CENTRE OFFICIAL OPENING & NI WATER DELAY

Report by: Paul Kavanagh, Economic Development Officer

Official Opening

DARD has asked all promoters of “Strategic Projects” to suggest dates for the Official opening as the Minister has expressed an interest in attending. Due to the nature of Ministerial diary scheduling, dates need to be agreed well in advance.

Officers have suggested the last week in February 2015 and are awaiting confirmation from the Ministers Office.

A further report will be brought to Committee when a date is agreed.

NI Water Delay

The contractor Brendan Loughran and Sons has written to the Council’s Architect to request an extension of 4 weeks to the contract because of the date NI Water has scheduled for the connection of the water main, drains and sewers.

The Architect is working to establish the most favourable outcome for Council and Officers will bring a further report to Committee when all the facts are known.

4.23 SEED DIGITAL CHARTER

Report by: Paul Kavanagh, Economic Development Officer

A Digital Charter was signed in the Palace Demesne Armagh on 20 November 2014 by all 7 Mayors/Council Chairs of the SEED (South Eastern Economic Development) Councils.

The Digital Charter will be used as a platform to raise the profile of the Councils' promotion of a digital culture and to aid us in the future in getting involved in other Digital initiatives such as:

- Appointing a Digital Champion
- Improving basic digital skills for Small & Medium Enterprises
- Supporting Small & Medium Enterprises using digital platforms
- Supporting digital entrepreneurs
- Highlighting the digital industry to 14-18 year olds
- Providing advice & signposting to over 700 businesses

4.24 ULSTER SCOTS PROJECT UPDATE (D110/2014)

Report by: Patricia Lappin, Rural Development Officer & Sandra Durand, Tourism Development Manager

Members will be aware that Committee resolved to accept an offer of funding totaling £15,800 from the Department of Culture, Arts and Leisure on the recommendation of the Ministerial Advisory Group on the Ulster Scots Academy (DCAL/MAGUS) to carry out research across the Borough, to produce a brochure and erect an interpretation panel at Dollingstown showing the Ulster Scots influence across Craigavon Borough Council.

Following on from a very successful Ulster Scots event which took place at Craigavon Civic Centre in March of this year the 'Ulster Scots in Craigavon' brochure has recently been launched. The brochure covers a number of topics including famous Ulster Scots folk from Craigavon, Ulster Scots culture, 'the way we talk', tracing your Ulster Scots ancestors in Craigavon and Ulster Scots food.

The brochure is the result of extensive work led by the Tourism Development Manager and Rural Development Officer and involved local research and consultation with local groups including Dollingstown Ulster Scots Cultural and Heritage Society, Bleary Farmer's Hall Management Committee, Mourneview Grey and Hospital Estates Association and Bleary and District Pipe Band. Through Matthew Warwick and the Ulster Scots Community Network several local schools also participated in the publication including Maralin Village P.S., Donaghcloney P.S. and King's Park P.S., who took part in Ulster Scots Workshops.

The "Ulster Scots in Craigavon" brochure has also been showcased in America, courtesy of Tourism Ireland. A member of their delegation picked up a copy at the recent Country Comes to Town event and was so impressed they requested copies to bring to the Stone Mountain Highland Games which take place each year in Stone Mountain Park, north-east of Atlanta in Georgia. The games attract over 80,000 visitors of Scots-Irish and Scots descent during the two-day festival. Clair Balmer from Tourism Ireland stated "It is an ideal opportunity for Tourism Ireland to highlight Northern Ireland as a fantastic holiday destination and a place to discover the Ulster Scots tradition, which the booklet will demonstrate."

The launch of the brochure has also recently been highlighted in the Lurgan Mail and The Newsletter.

Copies of "Ulster Scots in Craigavon" are available from the Development Department.

4.25 BROWNSTOWN JUBILEE COMMUNITY CENTRE (D353/2014)

Report by: Stephen Black, Centre Manager

New Groups

All regular bookings are running as normal in the centre Monday – Friday.

There has been an increase in the number of birthday party bookings in November 2014.

Brownstown Kids Club has commenced every Friday evening in the Community Centre. The centre has been booked for some Christmas events and the centre will be decorated for the events.

Income

Income for the month of November £1,103

Centre Improvements

New entrance signage is to be erected - 'Brownstown Park Leading to Brownstown Jubilee Community Centre and The Queen Elizabeth Playing Fields'. Foyer furniture is currently being sourced which will complete the centres fit out.

4.26 KILLICOMMAINE JUBILEE COMMUNITY CENTRE (D354/2014)

Report by: Laura McGrath, Centre Manager

New Bookings

Killicommaine Jubilee Community Centre held an information evening on Drugs, Alcohol and Suicide awareness on 23rd October 2014.

The centre has been busy with bookings - Weight Watchers and the MS Society both have viewed at the centre along with a Scouts Group to use for long term bookings.

The centre has also gained a Parent & Toddler Group and an Over 50s group which meets once a week. The Over 50s group numbers are increasing each week and activities include the Cook It Programme which is run in conjunction with Start 360.

Income

Income for November 2014 was £2,663.71

Upcoming Events

The centre will be running a Festive Fun Event for Children and Young People on Sunday 7 December 2014. This will include Arts & Crafts & face painting organised by the Council Playscheme leaders and a Santa's Grotto that will be set up for the children to meet Santa and receive a gift.

4.27 BROWNLOW HUB (D355/2014)

Report by: Chris Cassidy, Facility Development Manager

Events

Royal Institute for Blind (RNIB) held an Information Technology and New Technologies awareness session for the visually impaired. Interactive stands were provided by local agencies and private industry and over 50 people attended.

The Hub facilitated Brownlow College's Annual Award Ceremony with over 160 attending from Brownlow College, with teachers and children receiving their awards. Teachers positively commented on a very successful day full of music and celebration.

Income

Income November 2014: £8,943.61

Upcoming Events

The Annual 'Craft Fair' will be on 28 November 2014 at the Hub. This year, the Hub has teamed up with Danann Crafts, an exciting local company who will be displaying a wonderful selection of hand crafted goodies from all over Ireland. There will be a variety of craft stalls and some live demonstrations of silversmithing, jewellery making and card and clay 'make and take' stalls for all to enjoy.

The Annual Hub Santa's Grotto will be returning on 6, 7 and 13 December 2014. A local artist has been commissioned to design and create a winter wonderland Grotto by transforming the Childcare Space. There will also be festive workshops lead by the Play Scheme to include letters to Santa, making reindeer food and much more.

4.28 COUNCIL'S PLAYScheme (D356/2014)

Report by: Joanne Cochrane, Acting Senior Play Leader

Anti-bullying week took place from the 17 – 21 November 2014. With our junior members we focused on bullying in school, the playground and our play setting. With the seniors we concentrated on cyber bullying through mobile phones, Facebook and Twitter etc. The young people watched video's and took part in activities surrounding these issues, and were given special packs that were age appropriate to take home with them.

We began our Eat Happy Project by learning about different foods, how they're made and where they come from. As part of this we visited Tesco Extra Craigavon on 2 occasions with over 50 children to take part in their Farm to Fork project, with Community Champion Andrew White. We will be extending this project to children from our Lurgan and Portadown Playschemes within the next few months.

Children continue to work with Active Communities and visit the library twice a month.

Future plans include Christmas arts and crafts, parties, and visits from Santa.

Dates have also been arranged for Magee's Dental Surgery to visit the Playschemes.

4.29 TOURIST INFORMATION ENQUIRIES AT LURGAN, PORTADOWN AND LOUGH NEAGH DISCOVERY CENTRE TIPs (D357/2014)

Report by: Bronagh Harbinson, Project Officer

SLA agreements are operational at Lurgan Town Hall, Millennium Court Arts Centre and Lough Neagh Discovery Centre VIPs for the provision of visitor information.

Monthly enquiry statistics are detailed below:

OCTOBER 2014			
	COUNTER	TELEPHONE	TOTALS
Lough Neagh Discovery Centre	586	62	648
Millennium Court Arts Centre	319	58	377
Lurgan Town Hall	189	1	190

4.30 NEIGHBOURHOOD FESTIVAL EVENT SCHEME – PORTADOWN CARES (D335/2014)

Report by: Robert Colvin, Chief Executive

At the November Meeting of Development Committee, Members had sought information regarding the invitations to the recent Portadown Cares Hamper launch. Some Members of Council had received invitations, whilst The Mayor had not.

There had clearly been an oversight by Portadown Cares regarding the Mayor's invitation as the Mayor's Secretary has advised that the Mayor has been invited by the Secretary of Portadown Cares, Tracey Jenkinson, to accompany Portadown Cares on their first hamper delivery on 17 December 2014 at 11:00.

From: The Minister

5th Floor
Lighthouse Building
1 Cromac Place
Gasworks Business Park
Ormeau Road
BELFAST
BT7 2JB
e-mail: private.office@dadni.gov.uk
Tel: (028) 9082 9034

Our ref: SUB/812/2014
(x ref AGY/132/2013)

Council Chief Executives

10 November 2014

REGENERATION BILL

On 11 April 2013 the Executive agreed that the Reform of Local Government (RLG) should be implemented with effect from 1 April 2015, and that as part of that, certain Housing and Regeneration powers would transfer from my Department to councils on that date.

As you will know, this strand of local government reform needs to be underpinned by primary legislation. However, despite my best endeavours and those of my predecessor to have a Bill introduced to the Assembly in good time, this has been delayed due to a number of concerns being raised by Executive colleagues. I am pleased to be able to tell you that the Executive has just now agreed for the Bill to proceed to Introduction, but unfortunately this agreement has come too late for me to be certain that the legislation would get through the Assembly processes in time for an April 2015 transfer. Without that certainty there are unacceptable risks to the smooth transfer of these important responsibilities to the new councils.

I have carefully considered the options available to me. In trying to come to a decision on the way forward, it was important to consider the impact any further delay and uncertainty would have on the detailed planning by the Department and the receiving councils for the handling of this work from April 2015. At this stage I had planned to be in a position to be able to finalise the planned handover of work to councils and to reach agreement between the Department and yourselves on the arrangements for transfer of budgets, assets, staff etc. In the interests of business continuity it is crucial that there is clarity on the way forward.

After due consideration, and with the full support of the Executive, it has been decided that the best course of action is to defer the transfer of responsibilities



Department for
**Social
Development**

from my Department to councils for one year until April 2016. I can assure you that I am still fully committed to the Reform of Local Government and the transfer of key powers and responsibilities from my Department to the new Councils and I intend to Introduce the Bill to the Assembly as soon as possible.

Since taking up office, I have had some useful discussions with a number of Ministerial colleagues and I have taken their concerns on board. Concerns were raised regarding the proposed transfer of the Housing functions from the NIHE and, having discussed these concerns with Executive colleagues, I decided to remove the relevant provisions from the Bill. I recently brought a paper on a proposed new regulatory regime for HMOs to the Executive which was agreed, and in the Housing Strategy 2012-17, there is a commitment to review the statutory fitness standard across all tenures over the lifetime of the Housing Strategy Action Plan. I have therefore concluded that it is more appropriate to consider this work separately from the Bill. I have amended the Bill accordingly.

I regret that the decision to defer implementation of this key element of the reform of Local government may come as a surprise and a disappointment to you but I have been left with no other choice. I would hope that the excellent arrangements and relationships that have been put in place between councils and the Department would continue as we work together to bring forward this key programme of work.

Yours sincerely

Mervyn Storey MLA
Minister for Social Development

NORTHERN IRELAND ASSEMBLY

11 November 2014

WRITTEN MINISTERIAL STATEMENT

The content of this written ministerial statement is as received at the time from the Minister.
It has not been subject to the official reporting (Hansard) process.

SOCIAL DEVELOPMENT

THE REGENERATION AND HOUSING BILL

Published at 15.00 on 11 November 2014

The Minister for Social Development (Mr Mervyn Storey):

The Executive agreed on 11 April 2013 that the Reform of Local Government should be implemented with effect from 1 April 2015 with the creation of 11 new councils and the transfer of a coherent package of functions and powers from central government to local government on that date. The aim of this fundamental reform programme is to transform local government, putting decision making on local matters in the hands of locally elected representatives. It is not just about doing things differently; it is about doing things better. By transferring key functions such as planning, urban regeneration, local economic development and local tourism from central to local government, councils will be provided with the means with which to shape their areas and communities.

In order to enable the new councils to discharge these new important responsibilities, I must first put in place the necessary legislative framework. The overall reorganisation of local government is covered in the Local Government Act (Northern Ireland) 2014 and other transferring Departments will be putting their own legislation in place.

My predecessor and I have made a number of unsuccessful attempts to secure Executive agreement to the introduction in the Assembly of the draft Regeneration and Housing Bill. However, since taking up office, I have had some useful

discussions with a number of Ministerial colleagues and I have taken their concerns on board. As a result I have agreed to remove the provisions in the Bill relating to housing. However, since taking up office, I have had some useful discussions with a number of Ministerial colleagues and I have taken their concerns on board. Concerns were raised regarding the proposed transfer of the Housing functions from the NIHE and, having discussed these concerns with Executive colleagues, I decided to remove the relevant provisions from the Bill. I recently brought a paper on a proposed new regulatory regime for HMOs to the Executive which was agreed, and in the Housing Strategy 2012-17, there is a commitment to review the statutory fitness standard across all tenures over the lifeline of the Housing Strategy Action Plan. I have therefore concluded that it is more appropriate to consider this work separately from the Bill.

In addition, I recently brought a paper on a proposed new regulatory regime for HMOs to the Executive which was agreed, and in the Housing Strategy 2012-17, there is a commitment to review the statutory fitness standard across all tenures over the lifeline of the Housing Strategy Action Plan. I have therefore concluded that it is more appropriate to allow this work to complete before any decisions are taken on the future of these functions.

As well as removing the transfer of specific housing functions from the Bill, an additional provision has been inserted requiring Departmental approval for any use of the new regeneration powers in respect of housing. I have also provided more detailed explanations in the Explanatory and Financial Memorandum about the Bill's policy context, its relationship to the Local Government Act (Northern Ireland) 2014 and the safeguards in place regarding compulsory purchase powers and other constraints that it would place on councils.

I am pleased to be able to tell you that the Executive has now agreed for the Bill, which has been renamed the Regeneration Bill, to proceed to Introduction. Unfortunately, the timetable for passage of the Bill through the Assembly means that I cannot be certain that the legislation would become law in time for an April 2015 transfer. Without that certainty there are unacceptable risks to the smooth transfer of these important responsibilities to the new councils. I have carefully considered the options available to me. In trying to come to a decision on the way forward, it was

important to consider the impact any further delay and uncertainty would have on the detailed planning by the Department and the receiving councils for the handling of this work from April 2015. At this stage I had planned to be in a position to be able to finalise the planned handover of work to councils and to reach agreement between the Department and the new councils on the arrangements for transfer of budgets, assets, staff etc. In the interests of business continuity it is crucial that there is clarity on the way forward.

After due consideration, and with the full support of the Executive, it has been decided that the best course of action is to defer the transfer of responsibilities from my Department to councils for one year until April 2016. This decision means that my Department will continue to have responsibility for the delivery of these key services to the community, retaining its statutory powers, control of the overall budget and ownership of the associated physical assets and it will continue to deliver the relevant programmes until April 2016.

I can assure you that I am still fully committed to the Reform of Local Government and the transfer of key powers and responsibilities from my Department to the new Councils and I intend to introduce the Regeneration Bill, with the Speaker's consent, to the Assembly as soon as possible.

I am certain that the excellent arrangements and relationships that have been put in place between the councils and the Department will continue as we work together to bring forward this key programme of work.

APPENDIX 2





In situ - High Street, Lurgan



In situ - Market Street, Lurgan

Appendix 3

Town Centre Regeneration – Update (December 2014)

Appendix 3

<https://www.youtube.com/watch?v=vzhKtJz3-yw&feature=youtu.be>

~~Appendix 1~~

SUMMARY OF TOWN CENTRE REGENERATION ACROSS LURGAN AND PORTADOWN TOWN CENTRES

Public Realm: £11 million has been spent on Public Realm schemes in Lurgan & Portadown

Lurgan before...



...Lurgan after



Portadown before...



...Portadown after



Portadown and Lurgan Public Art (£250K)





Lurgan ReStore - £150,000 (DSD)



48b High Street (before)



48b High Street (after)

Lurgan Revitalisation - £100,000 (DSD)



Friendly Faces of Shopping (2nd edition)



Lurgan Historical Panels (installed November 2013)

Neighbourhood Renewal (Lurgan) (£250K)



Wrays Cleaners, Union Street (before)



Wrays Cleaners, Union Street (after)

Neighbourhood Renewal (Shutter Media) - Hendersons, North Street, Lurgan



Portadown Revitalisation (£250K) DSD



50 Bridge Street (before)



50 Bridge Street (after)

Portadown Revitalisation (Planter Scheme & Business Matching)

Environment Injection of colour and greenery



Launching the new planters recently were, from left, Vicki Bell (DSD), Sandra Durand, tourism development manager, Nicola Wilson, head of economic development, Gerard Lynch, economic and regeneration development officer, Lyn McNeill, town centre manager, Jimmy Murray parks supervisor, Jill Bennett from Dandelion Lane and Tracey Jackson from High Street Mall.

Town centre is lifted by new plant scheme

BY STAFF REPORTER
news@portadownnews.co.uk
@portadownnews

Vibrant new planters have been installed throughout Portadown town centre.

Organised by Craigavon Borough Council and funded by The Portadown Revitalisation Project, the planters scheme will see Portadown town centre transform with an injection of colour and greenery complementing the recent regeneration of the town through the public realm

works.

Chair of the development committee, Councillor Carla Lockhart believes these new additions are good news for Portadown town centre.

She said, "We are delighted with these exciting new additions to the town centre."

"The visual appeal of the planters add to the new and improved Portadown town centre look which includes excellent shopping, perfect places to eat and a wide range of retailers. Have a look when you're next in town!"

The Portadown Revitali-

sation Project initiative is funded by Northern Ireland Executive, through the Department for Social Development, and is being delivered by Craigavon Borough Council in partnership with Portadown Retail Action Group (PRAG) consisting of local retail and business representatives.

For further information, please contact Gerard Lynch, regeneration and economic development officer on 028 3831 3692 or email gerard.lynch@craigavon.gov.uk

Got a new business idea or want to expand?

BUSINESS MATCHING EVENT

Portadown Town Centre

PUT YOUR BUSINESS ON THE HIGH STREET!

- Financial Guidance
- Commercial Rates relief information
- Shop fit out
- Social Enterprise

***DATE FOR THE DIARY**

Tuesday 29
January 2013
10am - 2pm



GUEST SPEAKER

Clare Rayner,
the Retail Champion



VENUE:

Millennium Court Arts Centre

TO REGISTER:

email caitlin@stakeholdergroup.com

or phone 028 9033 9949

This event is part of the Portadown Revitalisation Initiative funded by DSD



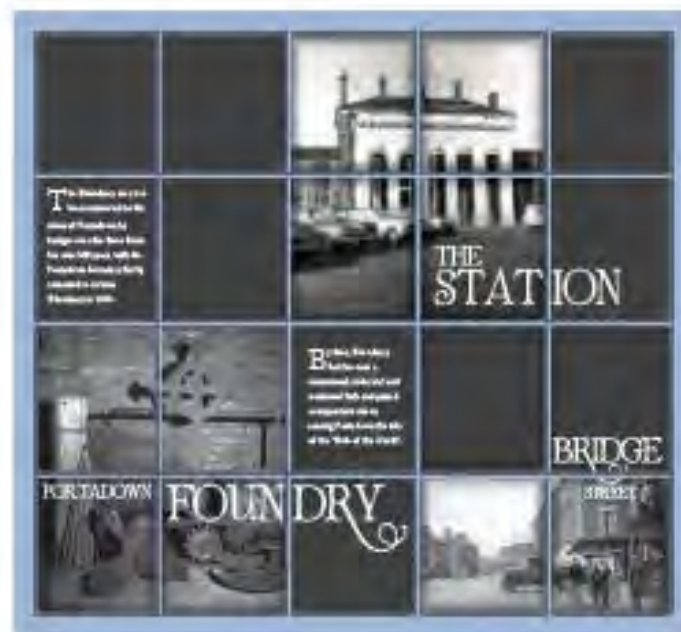
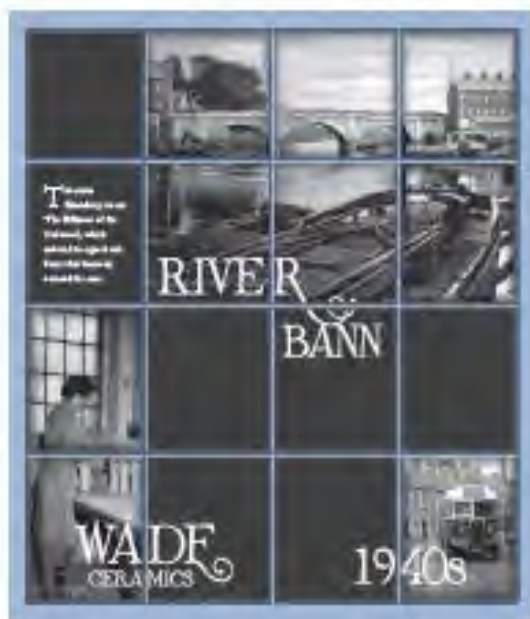
Hosted by: Jim Fitzpatrick,
BBC Business and Economics Editor

www.craigavon.gov.uk

www.e-craigavon.com



Portadown Revitalisation (74 Bridge Street)



Town Centre WiFi £63K (DSD) & Craigavon Locali App (£50K)



Meanwhile Space



VB Fishing Tackle, Meadows Shopping Centre, Portadown



Stretch & Play, High Street, Lurgan

Lurgan weekly Market – launched 7th November 2013



Old Town Quay, Portadown £322K (£187K from Interreg IVA, £135K from Council)



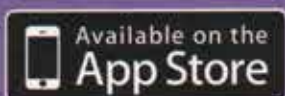
Events – significant investment to deliver high quality events to attract footfall to our town centres.







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Be inspired by ... Craigavon's Southern Shores



stunning features - most definitely adding a distinctive charm to the skylines by day and illuminating the towns by night. Browse the galleries of Millennium Court Arts Centre - hosts of a range of artistic installations throughout the year or have lots of messy fun with clay at the award winning Ballydougan Pottery!

Fashionistas - we promise to inspire you! Stroll the elegant Georgian avenues of Lurgan and explore a myriad of delightful speciality shops; travel a short distance to Rushmere Shopping Centre in Central Craigavon - home to an exciting mix of leading brand outlets such as Mexx, Monsoon and much more and finally, enjoy cosmopolitan chic at West Street in Portadown - a retail quarter brimming with enticing boutiques offering an array of brands sure to add a new spin to your wardrobe!

Finally, savour lots of sumptuous delights at many of our delis, bistros and contemporary restaurants; avail of free outdoor town centre Wi-Fi; enjoy the buzz of our atmospheric pubs or indulge in a luxurious stay at many of our country house retreats - whatever you choose, we wish you a enjoyable visit.

Discover a delightful world of natural beauty; historic towns and villages on the southern shores of Lough Neagh. Based around the towns of Central Craigavon, Lurgan and Portadown, the area offers expansive scenery, fine architectural and cultural heritage sites - so why not uncover its charms for yourself?

A visit to Oxford Island Nature Reserve offers an enchanting experience. As a haven for an abundance of wildlife, absorbing nature trails, five bird watching hides, beautiful meadows and an educational Discovery Centre - there's a lot to enthuse the senses! If you want a splash - look no further than Kinnego Marina also on the Reserve. Try your luck at catching pike or bream from one of the specially built fishing stands or perhaps hop onboard the 12 seater Master McGra and discover the secrets of the Lough in a short shoreline boat journey!

Just a few minutes drive away, is the Meadows Equestrian Centre - home to many prestigious equestrian events throughout the year and truly worth a visit to watch some showmanship in action.

Art lovers are not forgotten! Indulge your passion with a visit to our new public art sculptures in Portadown and Lurgan Town Centres. Take a pew and enjoy the majestic beauty and craftsmanship of these



www.discovercraigavon.com



DESTINATION ... CRAIGAVON

THIS AUTUMN / WINTER

SPECIALITY SHOPPING

LURGAN

With its elegant Georgian avenues and welcoming buzz, Lurgan is a shopper's paradise full of hidden gems and quality brands. Pursue the offering at your leisure in Elegance, Katie's, 2J's, SD Kells, Houstons and The Little Boutique at Alana - home to an unique offering of women's wear and adorable kids fashions all under one roof. Don't forget to take a look at their Dryberg/Kern jewellery range too, its hard to resist - you have been warned!

For the man in your life, Lurgan doesn't disappoint - visit the uber trendy Cloth with vintage lines such as Our Legacy and John Smedley or JR McMahon and MC Menswear who will tantalise your fashion senses with their Barker and Pierre Cardin ranges.



CENTRAL CRAIGAVON

For more retail therapy, travel a short distance to Rushmere Shopping Centre in Central Craigavon - home to an exciting mix of leading brand outlets such as Debenhams, Mexx, Monsoon, H&M, Pandora, Lifestyle Sports and much more!

PORTADOWN

West Street, Portadown's equivalent to Fifth Avenue is brimming with enticing boutiques offering every brand under the sun. Take The Bottom Drawer for example, a beautiful gift shop which has bloomed to include a gorgeous array of international brands such as Soaked in Luxury and Derhy. A little further up the street, be amazed at the Rhubarb Boutique, full of sassy smart casuals including pieces from the Spanish brand Surkana all lovingly sourced and displayed in this beautiful store. Across the street is Sitara Morgan which can only be described as shoe heaven! With brands such as Bourne and Roberto Bottella don't be surprised if you bump into Carrie Bradshaw with an armful of foot candy!



With FREE outdoor town centre WiFi on offer too - there's a lot to love!

Appendix 5C



UNIQUE ATTRACTIONS



VIBRANT EATERIES

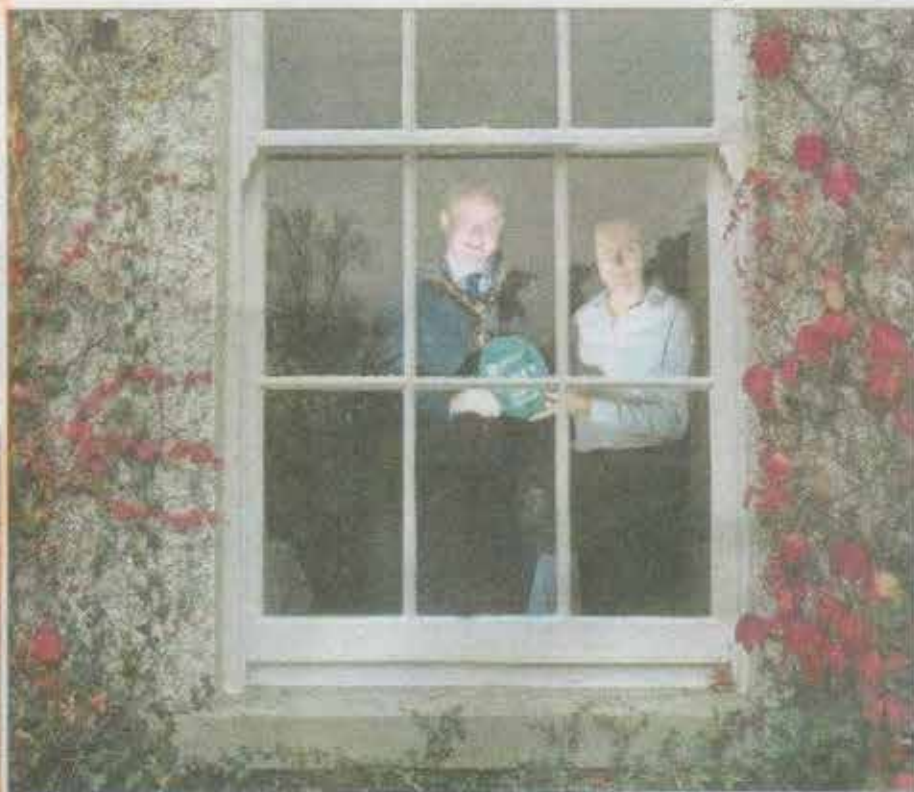


CHARMING GUEST HOUSES

st T-shirt 'not n sweatshop'

A group has strongly
me that T-shirts
of a pro-feminist
were made in a
The Fawcett Society
since it had seen
ly refutes" the
at the "This is what a
sex-like" T-shirts were
sweatshop condi-
tions. The group
e that women were
hour to make the
ich were worn by
ief Nick Clegg and
er Ed Miliband.

Five-star celebrations for Newforge House



Mayor of Craigavon Colin McCusker congratulates John Mathers from Newforge House, which was recently awarded five-star accommodation status from the NI Tourist Board. The establishment also recently received the Guest House of the Year 2014 award, and The Restaurants Association of Ireland Best Hotel Restaurant in Ulster 2014 honour

STEVEN MACQUEEN/MANLEY MULTIMEDIA

ED
2015

Lurgan Community Centres Option Appraisal

Presentation to Elected
Members

24 November 2014



The Brief

- Carry out an Options Appraisal on community centre provision in Lurgan
- Include:
 - Review of the wider strategic context
 - Assessment of need
 - Assessment of monetary impact
 - Assessment of social impact
 - Preferred option recommended

The Current Position

- Lurgan is a very divided town – impact on access to provision
- Substantial deprivation in core wards
- Currently 3 Council run community centres
- Range of other provision for young people and general community/voluntary sector use
- Little evidence of additional capacity in any non Council run facilities

Council Community Centres

- Avenue Road – small, poorly laid out facility. Currently 25% usage
- Mourneview – also poorly laid out and lack of storage which impacts on potential use. Currently 18% usage (affected by storage)
- North Lurgan – better layout, although lack of capacity at peak times. Strong sense of ‘community ownership’. Currently 69% usage

Council Community Centres

Centre	Usage p.a. (Based on 1/10 – 31/3/14)	No. of User Groups	Net Cost to CBC (Total – Income)	Net Cost per User
Avenue Road	14,720	43	£40,129	£2.73
Mourneview	12,426	37	£50,932	£4.10
North Lurgan	47,928	38	£46,053	£0.96
Brownlow Hub	87,994	n/a	£118,695	£1.35

Community Views

- Avenue Road – modest expectations, layout improvements, additional space
- Mourneview – unhappy with operational factors, want greater community input/ownership, more space, better layout
- North Lurgan – can't meet current demands, more space for activities/storage needed
- North West Lurgan – no provision at present, need community centre
- Overall – community centres should be local. No desire for large shared facility.

Assumptions

- A single shared facility (as Brownlow Hub) would not work in Lurgan
- Community relations issues need to be addressed locally and collectively – not forced on community
- Greatest unmet need is in North and North West Lurgan (future growth?)
- Issues in South Lurgan are around capacity and ownership
- Other facilities are unlikely to meet needs

Options

- Do Nothing
- Minor improvements to all three
- New single facility
- New North/NW Lurgan site & refurb AR & M
- Extend all three
- Extend NL & AR and upgrade Mourneview
- New NW Lurgan and upgrade other three
- Upgrade all three and additional partner role (NW)
- Ownership of centres?

Next Steps

- Need steer from Council on:
 - Willingness to absorb running costs in long term
 - Potential for capital funds for improvement
 - Appetite for community ownership
 - View of potential partnership in NW Lurgan
- Complete analysis and appraisal

Advice Strategy Consultation questionnaire.

Introduction and background

The Department for Social Development is consulting on a new strategy for the provision of generalist advice services in Northern Ireland. This includes advice on issues like welfare benefits, housing, finance and consumer issues and employment issues.

This survey forms part of the public consultation process on the draft proposals for the new strategy. The survey should be completed in conjunction with the consultation document which sets out the background and detail of the proposals. The consultation document is called '**Advising, Supporting, Empowering' a Strategy for the Delivery of Generalist Advice Services in Northern Ireland 2015-2020**'. It is available in the Consultation Zone on Department for Social Development (DSD) website
<http://www.dsdni.gov.uk/index/consultations.htm>

This consultation will run from 22 September 2014 until 14 December 2014.

DSD have commissioned the Northern Ireland Statistics and Research Agency's Analytical Services Unit to collate the consultation responses. All responses will be treated as confidential and no individual or organisation will be identifiable from the responses given.

If you have any queries on this survey please do not hesitate to contact the Analytical Services Unit:

asu@dsdni.gov.uk

About you

Your details

No individual will be identified in the analysis of responses, however under the Freedom of Information Act anonymised individual responses may be disclosed.

1. Please provide your details below (* denotes required text):

Name: *	Godfrey McCartney
Address:	The Palace Palace Demesne
City/Town: *	ARMAGH
Post Code:	BT60 4EL
Email Address:	Godfrey.mccartney@armagh.gov.uk
Phone Number:	028 3752 9600

2. Please tick the box below if you wish your response to be held confidential

☐ I wish my response to be confidential

Are you responding as an individual or as a representative on behalf of another group or organisation?

☐

As an individual.

☒

As a representative on behalf of another group or organisation (including charities, advocacy groups, representative bodies and other organisations).

What is the name of the organisation?

Armagh City and District Council
Banbridge District Council
Craigavon Borough Council

The Vision and Values for a new strategy

The background and details behind the priorities and proposals are in section of the consultation document titled “**The Vision and Values for a new strategy**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> That a new Vision for the new strategy be agreed. That underpinning values be agreed. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 1	Vision statement – “To have in place accessible, quality generalist advice services for the people of Northern Ireland”.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 2	The underpinning values of the Vision are - Impartiality, Accessibility, Confidentiality, Independence, Effectiveness, Accountability, Free to the user.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Please provide details of any other components that you feel should be included, in the Vision or underpinning values?

The Councils would agree with the Vision Statement and the underpinning values as they would reflect and compliment the Councils New Corporate Vision 2015-2017.

However there was some detail earlier in the consultation document which was advocating quite strongly in terms of web/portal based accessible services, which was indicating a shift away from a face to face service. Council would agree the IT service would be innovative and useful, however this must be balanced with people who either do not have access to computers or would prefer a confidential one to one meeting.

Council would also view the following as general areas for consideration throughout the report.

- Partnership and collaboration
- Impact of reform (e.g. Welfare Reform, RPA etc)
- Resources - funding and staffing
- Link to Policy-Gov Controls / KPIs

Objective 1: To empower and enable people to help themselves

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 1: To empower and enable people to help themselves**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> Provide services in a way that empowers and enables people to better manage their own affairs. Increase self service provision and its use. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 3	Generalist advice providers should work to provide people with the skills and confidence to manage their affairs effectively.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 4	Generalist advice providers should increase self service provision and actively promote its use.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

Broadly the Councils would agree that this would address the main issues, however there would be a number of concerns: -

- 1 As stated in the previous comment a move away from the personal service must be balanced
- 2 In terms of Training the wider Community this would present a major impact on the already pressurised resources, and Council would question is this not the role of the Regional Bodies.

Council certainly feels that the proposals should possibly consider the following: -

- 1 Regarding training for the wider Community should this possibly be integrated and stipulated into the Regional Bodies Frameworks and Terms and Conditions, it could also consider linking with Community Organisations such as Networks and Forums which could filtrate signposting throughout the Community.
- 2 In Rural or Deprived Areas an Information Point could be agreed with a local organisation which would enable Signposting people to relevant agencies, this could either be IT Information Point or in person if the organisation has staff resources, these could be used.
- 3 Advice Services should ensure other Statutory Departments are more accountable in terms of delivery of their relevant service, this would mean instead of Advice services assisting people to complete forms for Health Trust or Social Security etc that this people would be referred to the relevant departments to receive assistance

There is two major challenge in terms of the above which means if community organisations were to adopt a more active role within the context of advice services, organisations would need to attain the necessary professional indemnity insurance, and where will the budget come for the provision of this training.

Objective 2: To have an aligned and complementary approach to the delivery of advice services

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 2: To have an aligned and complementary approach to the delivery of advice services**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> Service delivery should be organised to take account of changes arising from the Reform of Local Government. Deliver efficient services, which are aligned, minimising duplication and overlap. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 5	Funders and advice providers should align, simplify and streamline the present mechanisms to work closer, more collaboratively and minimise duplication.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 6	Promote the use of signposting and referrals to maximise service delivery.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

As can be seen from the previous response the Councils would strongly agree with this Objective, however it will be difficult as some of the local providers currently work in a “Silo Status”. However Councils feel that there are a number of facets which should be considered: -

- 1 Signposting should be utilised more, and be better co-ordinated with relevant departments.
- 2 Local Steering groups should be considered in terms of all organisations that have a role to play in advice provision e.g. DARD, Health Trust, NIHE, Social Security Agency etc.

This could be proactive and assist with the Community Planning Process.

Objective 3 To have a sustainable Advice Sector which maximises the impact of resources

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 3: To have a sustainable Advice Sector which maximises the impact of resources**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> Find new and innovative ways to provide better value for money. Enhance the sustainability of the Advice Sector. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 7	Review organisational structures and create a more efficient delivery model through the sharing or pooling of resources and adoption of common systems.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 8	Develop new and innovative ways to deliver current services more effectively.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 9	Explore alternative funding sources and models.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 10	Consider a new model for delivery of representation services.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 11	Develop opportunities for diversification and income generation.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 12	Develop services to meet well evidenced need.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

Council believe that the main priority should be that the end user receives a quality service, leading on from the last number of points, Council would reiterate the IT based and Personal Approach must be balanced. However if we look at this correctly under the ethos of Community Planning and a new funding model, if the trends are analysed as what sector the advice is being provided for then the question should be asked; do all the departments receiving the benefit of such services not contribute on an Annual Basis to this service? e.g. in the Armagh, Banbridge and Craigavon area there is additional funds from the Health Trust, PCSP's etc. should this not be extended to other departments such as NIHE, SSA, DARD etc

The difficulty with funding from a “cocktail” of non-departmental funds is that more time will be detracted from advice and directed to bureaucracy to satisfy all the separate agencies. This could be avoided if the Regional Bodies were to take a more strategic approach and apply on a Northern Ireland Wide basis to enable this.

--

Objective 4: To maximise accessibility to quality generalist advice services

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 4: To maximise accessibility to quality generalist advice services**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> Good quality advice services are available to those who need them. Services are readily available and easily accessed. Increase the provision and use of telephony and digital services. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 13	Introduce an agreed advice quality standard across the Advice Sector					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 14	Extend and promote the use of high quality digital and telephone services.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 15	Provide a full range of services using multiple channels and include face to face services for those who need them most.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 16	Generalist advice providers should have appropriate mechanisms in place to provide advice to people with specific accessibility needs.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 17	Funders of generalist advice services should seek assurance that services meet an agreed quality standard.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

Councils would agree with the above Strategic Objective, and in particular the emphasis needs to be on the quality of provision. However as stated this needs to be a balanced approach with the right mix of relevant medias to delivery.

Also Council would feel that this objective also reinforces the need for better alignment of public policy, which could be assisted via the localised approach to the community planning model under the new Local Government Reform

Objective 5: To encourage the role of the Advice Sector in contributing to the policy development cycle

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 5: To encourage the role of the Advice Sector in contributing to the policy development cycle**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> The Advice Sector contributes to the policy development cycle, particularly in terms of independent evidence based input. 	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 18	Policy makers should seek the contribution of the Advice Sector when developing, reviewing or evaluating policies.	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 19	The Advice Sector should contribute to the formulation, development, review and evaluation of policies and to the evidence base that supports these.	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

Again the Councils would agree with this objective and feel that it is useful that there is an extensive amount of qualitative and statistical data, however targets should be driven by the desired output to enable information to be utilised to assist with better planning for future.

Councils believe there is a key role for the Regional Advice Bodies to contribute to the development cycle with the Local Services feeding information into this. However it is important all departments whom are benefiting from the provision of advice services are part of this process.

Objective 6: To support the delivery of the strategy

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 6: To support the delivery of the strategy**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> That consistent training, quality standards and IT systems are in place across the advice network. Develop communications structures to support the changing advice environment. Develop volunteering within the Advice Sector. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 20	Training should be consistent, to a standard that is set out in an advice quality standard and providers should not duplicate or overlap training services.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 21	A single IT system (that includes Management Information Statistics) should be encouraged across the advice network to improve consistency, reduce costs and improve support for frontline staff and volunteers.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 22	Develop an integrated communications strategy.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 23	Retain experienced volunteers, recognise their contribution and develop new volunteering opportunities to help ensure the ongoing involvement of volunteers in advice provision.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

Councils would agree however again this requires a balanced approach e.g.

- 1 Technology v Human
- 2 Urban v Rural
- 3 Affluent v Deprived

Volunteering is something Councils would certainly encourage, and this could be progressed via our existing Community Databases, Community Forums Etc

Council would also reiterate there is a definitive role for the Regional Bodies to co-ordinate and support the delivery of the above.

Objective 7: To deliver the strategy

The background and details behind the priorities and proposals are in the section of the consultation document titled “**Strategic Objective 7: To deliver the strategy**”.

Question: To what extent do you agree with the following priorities and proposals?

Priorities	<ul style="list-style-type: none"> To ensure the strategy and its associated Action Plan are implemented, monitored and evaluated. To ensure strong, effective engagement structures are in place to support delivery. 					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 24	The strategy will have an Action Plan setting out how the strategy will be implemented and which can be adapted to reflect future needs and priorities.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 25	DSD will establish a Steering Group to oversee the implementation of the Action Plan and monitor the strategy's delivery and evaluation.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 26	The cross cutting nature and the need to provide aligned and complementary advice services should also be reflected in the makeup and work of the Steering Group.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 27	The implementation of the strategy will be monitored and reported on throughout its lifetime and there will be interim and final evaluation reports with recommendations.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Proposal 28	Have in place supporting structures to ensure that the cross cutting nature of advice provision is reflected.					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

For consideration: Do these priorities and proposals address the main issues? Responses are especially welcome that offer suggestions about how the proposals might be implemented or that raise issues that have not been covered.

Council would agree with the above and feel it is an extremely important element. In terms of developing a Steering Group to oversee the implementation of the Action Plan it would be pertinent to ensure all Departments who are providing or are assisted by the delivery of advice service is captured on this steering group; this group should also include a representative from Local Government , Regional Advice Bodies etc. This would certainly provide a co-ordinated drive behind delivery of the advice strategy.

About the overall strategy

The following questions ask you about the objectives we have set for the strategy and whether you think the priorities and proposals we have set out will achieve the strategy's Vision.

Question: To what extent do you agree with the objectives we have set for the new strategy?

Objective 1	To empower and enable people to help themselves					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Objective 2	To have an aligned and complementary approach to the delivery of advice services					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Objective 3	To have a sustainable Advice Sector which maximises the impact of resources					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Objective 4	To maximise accessibility to quality generalist advice services					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Objective 5	To encourage the role of the Advice Sector in contributing to the policy development cycle					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Objective 6	To support the delivery of the strategy					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure
Objective 7	To deliver the strategy					
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	No view /not sure

Question: Overall do you think the priorities and proposals we have put forward will be successful in achieving the Vision of having in place accessible, quality generalist advice services for the people of Northern Ireland?

Yes No Partially No view /not sure

For consideration: Are there any other objectives that you think the strategy should have and is there anything else we should consider to achieve the Vision?

General comments re strategy
 Strategy should recognise advice providers current workloads as well as complexity of work undertaken
 Generalist advice providers are targeting/ supporting the most vulnerable in society
 Services are value for money and add value to the local economy
 The strategy should enhance current provision
 Collaborative work is already taking place in our local advice services
 The strategy will need to take account of future challenges eg welfare reform

Overall the strategy should support front line service provision.

- Broadband is still fairly inaccessible in terms of some of the more rural areas of the ABC Region and any imbalances would need to be addressed in terms of equity in provision of online services
- Regional Advice Organisations should be tasked with designing, populating and implementing a “sign posting portal” highlighting provision of support in terms of advice across N Ireland – (yet cognisant of the first point)– this should be built into any future SLA’s between Regional Advice Bodies & Government Departments



**Assesment of Internal
Acoustics
Brownstown Community
Centre,
Portadown.**

Prepared by: Karl McElroy BSc AMIOA

KRM Acoustics

119A Bridge Street
Portadown, Co.Armagh, N.Ireland
BT64 5AA

Krmacoustics.com

028 38 337546

24th March 2014

1.0 Introduction

This report has been produced by KRM Acoustics, 119a Bridge Street, Portadown.

The content of this report details the assessment of the internal acoustics of the main 'Community Hall' within the new Brownstown Community Centre.

A mitigation strategy has been determined to improve the acoustics within the Community Hall space.

The users of the hall have observed that the acoustics are too 'noisy' and 'reverberant'. It is necessary to reduce the level of reverberation within the space to an acceptable level.

2.0 Measurement of Acoustics

A number of acoustic reverberation time measurements were recorded within the Community Hall on the 24th March 2014. The time that it takes for each frequency of sound to decay was measured using a 'Type 1' impulse trigger decay measurement system. The reverberation time is the measure of time, in seconds, that it takes for the sound at each frequency to decay by 60 dB. The sound equipment uses an extrapolated 20 dB drop to determine the overall reverberation time.

Table 1 details the average reverberation time, in seconds, for each of the 1/1 sound frequency octave bands ranging from 125 to 4000 Hz.

The decay time is a useful measure of the properties of the acoustics within a space. Longer reverberation times are present in 'noisy' and reverberant' spaces often considered to have bad acoustics.

Reverberation Time	Octave band centre Frequency Hz						Overall	Tmf
	125	250	500	1000	2000	4000		
Community Hall Average (Seconds)	2.8	5.2	8.0	8.2	6.0	3.1	5.6	7.1

Table1: Average Measured Reverberation Times

3.0 Assessment of Acoustics - Community Hall

The average measured reverberation times presented in **Table 1** can be used to predict the reverberation time in the community hall while occupied.

The predicted internal reverberation times have been calculated taking into account the following,

- Wall surfaces
- The existing measured acoustics
- Floor Surfaces
- Occupancy (20 persons, 100 persons and 200 persons)
- Glazing
- Ceiling Surfaces
- Finishes
- Doors
- Chairs

It is assumed that during a typical low occupancy event the hall will be occupied by approximately 20 adults (equating to approximately 30 children). The high occupancy reverberation times have been calculated assuming 200 adults. A middle level occupancy of 100 seated adults has also been considered.

The following reverberation times are calculated using the low and high occupancy numbers. These figures are derived using proprietary in-house acoustic software and analysis of the internal space.

Table 2 shows how the reverberation time reduces under varying occupancy.

Configuration	# People	Sound Frequency Hz						Tmf	
		125	250	500	1000	2000	4000	Overall	BB93
Low Occupancy	20	2.7	4.7	6.2	6.4	4.8	2.8	4.6	5.8
Middle Occupancy	100	2.4	3.3	3.3	3.3	2.7	2.0	2.8	3.3
High Occupancy	200	2.0	2.4	2.1	2.1	1.8	1.5	2.0	2.2

Table 2: Reverberation times with varying occupancy.

3.1 Recommended Acoustic Specification - Community Hall

There are widely accepted values for reverberation times that are appropriate for particular uses of a space.

The T_{mf} (used in relation to the Acoustic Design in Schools and focuses on speech frequencies) time has also been calculated and incorporated within the table.

Type of Activity	Recommended Reverberation Time (RT60)	Predicted Reverberation Time (RT60)	Exceeded?
Speech (Conference)	0.7- 1.0	2.0-4.6	Yes
Live Music	1.5	2.0-4.6	Yes
Sports (BB93 Recommended T_{mf})	1.5	2.2-5.8 (T_{mf})	Yes

Table 3: Recommended reverberation times.

The reverberation time within the Community Hall under high and low occupancy is circa 2.0-4.6 seconds (and up to 5.8 seconds T_{mf}). Although possibly acceptable under a high occupancy scenario during normal use this can be considered as unsuitable for music, speech and sports purposes (under the guidance of BB93).

Building Bulletin 93 'Acoustic Design in Schools' provides guidance appropriate acoustic environments for the use of spaces by school children. The stated objective of BB93 is to '*... provide acoustic conditions in schools that (a) facilitate clear communication of speech between teacher and student, and between students, and, (b) do not interfere with study activities.*'

The BB93 Document recommends a reverberation time of 1.2 seconds T_{mf} within a multi purpose space and a reverberation time of 1.5 T_{mf} seconds within a gymnasium or sports hall.

Considering the requirements outlined in BB93 and the generally accepted acoustical requirements of a space such as this a reduction in the reverberation time is required.

It is recommended that the reverberation time should be reduced to approximately 1.5 seconds (overall and T_{mf}) under a lower occupancy scenario (20 seated adults) to ensure speech intelligibility is maintained, facilitate the use of the space for musical events and provide a measurable reduction in noise levels within the hall.

To achieve the proposed specification a minimum of 130m of acoustic panelling conforming to a class 'A' specification will be required. (Soundsorba/Echophon wall panel or similar)

4.0 Summary of Mitigation Measures

To reduce the level of reverberation within the Community Hall it is necessary to introduce acoustically absorbent material. These materials are designed to absorb and diffuse the sound waves in turn reducing the energy in the sound waves and the level of reflected sound.

There are a wide range of commercially available materials for use as sound absorbers. Within halls it is normal practice to introduce absorbency either by using wall or ceiling panels.

The Community Hall ceiling structure may be ideal for the placement of the acoustic panels. There are a number of areas on the walls that are also suitable for the application of wall panels.

When using absorbent panels it is necessary to ensure that the panels are placed evenly around the wall surfaces.

Fabric drapes can be used to introduce additional absorbency within the hall. The use of drapes will reduce the required amount of wall panels.

The required areas have been calculated for a number of different types of commercially available panels. The required minimum areas are presented in **Table 4**. It is proposed that material of sufficient area as specified in **Table 4** below be applied evenly to the wall surfaces. Other types of absorbent panels and materials are available.

Option	Material	Recommended area m ²	Absorption Co-Efficient of Absorption at Reference Frequency (seconds at Hz).					
			125	250	500	1000	2000	4000
1	Ecophon Wall Panel	130 m ²	0.20	0.70	1.00	1.00	1.00	0.95
2	Ecophon Super G (sports Rated)	132 m ²	0.16	0.66	0.95	1.00	1.00	0.95
3	Soundsorba A Panel	128 m ²	0.20	0.60	1.00	1.10	1.00	1.00

Table 4: Recommended area of panel coverage and octave band absorption co-efficient.

NOTE: When fitting panels a significant improvement in performance can be achieved by introducing a cavity space behind the panel, between the panel and the wall (or ceiling). The cavity space should have a minimum depth of 25mm.

Please note that a suitably safe and approved application technique should be used.

5.0 Conclusions

Following the measurement of the existing acoustic environment within the Brownstown Community Centre Hall the acoustics have been analysed and assessed.

It has been determined that the reverberation times within the Community Hall are too long (reverberant) to provide a suitable acoustic environment for the intended use.

It is recommended that the specified minimum area of absorbent material (130m^2) be applied evenly to the wall surfaces within the Community Hall. If a combination of treatments will be used this can be re-assessed at a later stage.

The proposed mitigation measures have been formulated to allow the use of a sound reinforcement system while maximising the suitability of the space for intelligible speech, music and sport.

It should be noted that it may be appropriate to re-assess the internal acoustics of the space after the works have been completed.

Karl McElroy. BSc A.M.I.O.A.
KRM Acoustics

24th March 2014



**Assesment of Internal
Acoustics
Killicomaine Community
Centre,
32 Festival Road,
Portadown.**

Prepared by: Karl McElroy BSc AMIOA

KRM Acoustics

119A Bridge Street
Portadown, Co.Armagh, N.Ireland
BT64 5AA

Krmacoustics.com

028 38 337546

24th March 2014

1.0 Introduction

This report has been produced by KRM Acoustics, 119a Bridge Street, Portadown.

The content of this report details the assessment of the internal acoustics of the main 'Community Hall' and the 'Pre School Space' within the new Killicomaine Community Centre.

A mitigation strategy has been determined to improve the acoustics within these spaces.

The users of the hall have observed that the acoustics are too 'noisy' and 'reverberant'. It is necessary to reduce the level of reverberation within the space to an acceptable level.

2.0 Measurement of Acoustics

A number of reverberation time measurements were recorded within the centre on the 21st March 2014. Reverberation times were recorded in the Community Hall space and the Pre School Space.

The time that it takes for each frequency of sound to decay was measured using a 'Type 1' impulse trigger decay measurement system. The reverberation time is the measure of time, in seconds, that it takes for the sound at each frequency to decay by 60 dB. The sound equipment uses an extrapolated 20 dB drop to determine the overall reverberation time.

Table 1 details the average reverberation time in seconds for each of the 1/1 octave bands ranging from 125 to 4000 Hz.

The decay time is a useful measure of the properties of the acoustics within a space. Longer reverberation times are present in 'noisy' and reverberant' spaces often considered to have bad acoustics.

Reverberation Time	Octave band centre Frequency Hz						Overall	Tmf
	125	250	500	1000	2000	4000		
Pre School Space Average (Seconds)	1.3	1.4	2.5	3.0	2.7	2.1	2.2	2.3
Community Hall Average (Seconds)	2.9	3.6	4.4	5.5	4.2	2.5	3.9	4.5

Table1: Average Measured Reverberation Times

3.0 Assessment of Acoustics - Main Community Hall

The average measured reverberation times presented in **Table 1** can be used to predict the reverberation time in the Community Hall while occupied.

The predicted internal reverberation times have been calculated taking into account the following,

- Wall surfaces
- The existing measured acoustics
- Floor Surfaces
- Occupancy (20 persons and 200 persons)
- Glazing
- Ceiling Surfaces
- Finishes
- Doors
- Chairs

It is assumed that during a typical low occupancy event the hall will be occupied by approximately 20 adults (equating to approximately 30 children). The high occupancy reverberation times have been calculated assuming 100 adults.

The following reverberation times are calculated using the low and high occupancy numbers. These figures are derived using proprietary in-house acoustic software and analysis of the internal space.

Table 2 shows how the reverberation time reduces within the Community Hall under varying occupancy.

Configuration	# People	Sound Frequency Hz						Tmf	
		125	250	500	1000	2000	4000	Overall	BB93
Low Occupancy	20	2.7	3.1	3.3	3.9	3.1	2.1	3.0	3.5
High Occupancy	100	2.1	2.0	1.7	1.9	1.6	1.3	1.8	1.9

Table 2: Reverberation times with varying occupancy.

3.1 Recommended Acoustic Specification - Main Community Hall

There are widely accepted values for reverberation times that are appropriate for particular uses of a space.

The T_{mf} (used in relation to the Acoustic Design in Schools and focuses on speech frequencies) time has also been calculated and incorporated within the table.

Type of Activity	Recommended Reverberation Time (RT60)	Predicted Reverberation Time (RT60)	Exceeded?
Speech (Conference)	0.7- 1.0	1.8-3	Yes
Live Music	1.5	1.8-3	Yes
Sports (BB93 Recommended T_{mf})	1.5	1.9-3.5 (T_{mf})	Yes

Table 3: Recommended reverberation times.

The reverberation time within the community hall under high and low occupancy is circa 1.8-3.0 seconds (and up to 3.5 seconds T_{mf}). Although possibly acceptable under a high occupancy scenario during normal use this can be considered as unsuitable for music, speech and sports purposes (under the guidance of BB93).

Building Bulletin 93 'Acoustic Design in Schools' provides guidance appropriate acoustic environments for the use of spaces by school children. The stated objective of BB93 is to '*... provide acoustic conditions in schools that (a) facilitate clear communication of speech between teacher and student, and between students, and, (b) do not interfere with study activities.*'

The BB93 Document recommends a reverberation time of 1.2 seconds T_{mf} within a multi purpose space and a reverberation time of 1.5 T_{mf} seconds within a gymnasium or sports hall.

Considering the requirements outlined in BB93 and the generally accepted acoustical requirements of a space such as this a reduction in the reverberation time is required.

It is recommended that the reverberation time should be reduced to approximately 1.5 seconds (overall and T_{mf}) under a lower occupancy scenario (20 seated adults) to ensure speech intelligibility is maintained, facilitate the use of the space for musical events and provide a measurable reduction in noise levels within the hall.

To achieve the proposed specification a minimum of 55m of acoustic panelling conforming to a class A specification will be required within the Community Hall space. (Calculations based on the use of Soundsorba/Echophon wall panels or similar)

4.0 Assessment of Acoustics - Pre School Space

The average measured reverberation times presented in **Table 1** can be used to predict the reverberation time in the Pre School Space while occupied.

It is assumed that during typical occupancy the room will be occupied by an 'absorption area' equivalent to approximately 10 adults (equating to approximately 15 children).

Table 4 shows how the measured Pre School Space reverberation time reduces when occupied.

Configuration	# People	Sound Frequency Hz						T _{mf}	
		125	250	500	1000	2000	4000	Overall	BB93
Mid Occupied room	10	1.2	1.2	1.5	1.7	1.5	1.4	1.4	1.5

Table 4: Reverberation times with occupancy.

4.1 Recommended Acoustic Specification - Pre School Space

The Pre School Space should provide an acoustic environment suitable for early years play and learning. It is generally accepted that a reverberation time of less than 0.6 seconds (T_{mf}) would be conducive to early years care and learning while providing an appropriate working space for staff.

The T_{mf} (used in relation to BB93 Acoustic Design in Schools) has also been calculated and incorporated within **Table 5**.

Type of Activity	Recommended Reverberation Time (T _{mf})	Predicted Reverberation Time (T _{mf})	Exceeded?
BB93 Nursery School Playrooms	<0.6	1.5	Yes

Table 5: Recommended reverberation times.

The reverberation time within the Pre School Space is circa 1.5 seconds T_{mf}. This can be considered as unsuitable for a pre school play space (under the guidance of BB93). Considering the requirements outlined in BB93 and the generally accepted acoustical requirements of a space such as this a reduction in the reverberation time is required.

To achieve the proposed specification a minimum of 18m of acoustic panelling conforming to a class A specification will be required within the Pre School Space. (Calculations based on the use of Soundsorba/Echophon wall panels or similar)

5.0 Summary of Mitigation Measures

To reduce the level of reverberation within the Community Hall and the Pre School Space it is necessary to introduce acoustically absorbent material. These materials are designed to absorb and diffuse the sound waves in turn reducing the energy in the sound waves and the level of reflected sound.

There are a wide range of commercially available materials for use as sound absorbers. Within halls it is normal practice to introduce absorbency either by using wall or ceiling panels.

The Community Hall ceiling structure may make the use of ceiling panels difficult. There are a number of areas on the walls that are suitable for the application of wall panels.

When using absorbent panels it is necessary to ensure that the panels are placed evenly around the wall surfaces. The panels should be spread evenly across the walls.

Fabric drapes can be used to introduce additional absorbency within the community hall however they will not be practical for use in the Pre School Space. The use of drapes will reduce the required amount of wall panels.

Within the Pre School Space it would be beneficial to apply the absorbent material to the ceiling. Ideally within the roof of the semi circular bay window area.

Please note that a suitably safe and approved application technique should be used.

NOTE: When fitting panels a significant improvement in performance can be achieved by introducing a cavity space behind the panel, between the panel and the wall (or ceiling). The cavity space should have a minimum depth of 25mm.

In summary the recommended minimum areas are,

Pre School Space	Minimum of 18m ² of a class A acoustic panel.
Community Hall	Minimum of 55m ² of a class A acoustic panel.

6.0 Conclusions

Following the measurement of the existing acoustic environment within the Community Hall and the Pre School Space the acoustics have been analysed and assessed.

It has been determined that the reverberation times within the Community Hall and the Pre School Space are too long (reverberant) to provide a suitable acoustic environment for the intended purpose.

It is recommended that the specified areas of absorbent material be applied to the wall and or ceiling surfaces within the Community Hall and the Pre School Space. If a combination of treatments will be used this can be re-assessed at a later stage.

The proposed mitigation measures have been formulated to allow the use of a sound reinforcement system while maximising the suitability of the space for intelligible speech, music, play activities and sport.

It should be noted that it may be appropriate to re-assess the internal acoustics of the rooms after the works have been completed.

Existing and New Council Chief Executives

Dundonald House
Upper Newtownards Road
Belfast BT4 3SB
Tel: 028 90 524 597
Date: 15 October 2014

Dear Chief Executive,

Re: LOCAL ACTION GROUP (LAG) FORMATION 2014:2020

You will know through your Strategic Forum representatives and from minutes of the forum, that DARD has for some time been consulting with the Rural Network and Cluster Networking Group to develop guidelines for the formation and operation of new LAG's.

As part of the LAG formation, *communications strategy and to assist with building momentum towards the 2014/20 NIRD, I am writing to bring you up to date with progress so far. A timeframe for LAG animation, application and appointment has been established, please see table below:-

TASK	TARGET DATE
Form local facilitation group's	Immediately
Hold regional sectoral event	5 November 2014
Animation events	5 November – 11 December 2014
Agree LAG membership and complete registration forms	19 December 2014
LAG membership event	Early January 2015
Selection of social partner LAG board by LAG members	16 January 2015
Receive nominations of councillors for LAG board	16 January 2015
Appoint of LAG by DARD to draft interim local rural strategies	30 January 2015

The LAG formation process will be formally launched by the Minister shortly and this will be followed by a stakeholder event planned for 5th November in Loughry (invitations will issue shortly). This is a one off event, aimed at informing stakeholders and opinion formers of the timeframes and processes of LAG selection and the required shape and structure required of New LAG's. The event will set out the opportunities, challenges and rewards to be experienced in LAG engagement through input from current LAG members and beneficiaries.

The new LAG model remains true to the principles of LEADER and the bottom up approach. Building on the successes of the LEADER method of community led local development (CLLD) the new LAG's will seek to increase community ownership of the Local Rural Strategies and it's delivery through project actions. This will be achieved through the formation of a wider LAG membership from which a LAG Board will be locally appointed. The LAG Board in compliance with EU regulations will be comprised of social partners appointed as part of the wider LAG membership and nominated public (elected) representatives (appointed by councils).

New for this programme is the Commission's stipulation that *'no one single interest group shall represent more than 49% of the voting rights'*. In effect this means that public sector representatives (considered as a single group) must not exceed 49% of the makeup of the LAG Board. Equally no one single social partner group could occupy more than 49% i.e. farming, community or business. It also means that public sector representation, defined in this case as elected representatives, is a requirement. In this new programme, the new council community plans will also be important in framing the LAG strategies and the priority 6 funding.

The November event, essentially the first stage (phase 1) of the LAG appointment process, will focus on gaining the support of regional, sub-regional and umbrella organisations with a rural reach, to mobilise local interest in forming a wider LAG membership from which the social partner representation will be agreed. Enclosed is an information sheet (Annex A) providing more details on LAG Membership and one on the LAG Board (Annex B).

Operationally DARD will manage the process working with the Rural Network and involving the Rural Support Networks. The process will be supported by the establishment of a 'local facilitation group'. This group will be key to the success of the process and will be comprised of volunteers drawn from the current LAG's. It will act as an information conduit helping to ensure that the public consultation process is local, relevant and inclusive. As eventually LAG strategies will be delivering in line with Council Community plans, the participation of Council representatives in these facilitation groups is critically important. This is especially true both at the formation stages and for the nomination of existing LAG members to the group (Terms of Reference attached Annex C). Not all new Councils have direct interface with a current Admin Units and therefore this may require some support. In such cases I would ask that a designated Council contact be established and advised to myself and the Rural Network.

It is difficult to get people out to public meetings particularly as the nights are drawing in, and I am aware that presently many Councils have public consultation exercises underway in relation to corporate or community planning I would not wish to see LAG formation events or activities clash with Council managed consultations. Rather it would be helpful to achieve complementarity perhaps through shared dates or venues. In this respect I would

encourage timely liaison/planning action between the local facilitation group' and council officials.

It is important of course that new rural development money gets on to the ground as soon as possible and in this regard DARD is working to a target date of the end of December 2014 to have LAG Membership in place and the end of January 2015 to have LAG's appointed. These are challenging but I hope achievable targets. I realise there are many competing demands on Councillors and Council Officials with the transitions now taking place and for those involved in NIRD 2007-13 with the programme run out. However I would seek your support and co-operation with the processes of LAG formation which ultimately aims to ensure a smoother and speedier run in to the new programme than we have previously achieved. This aim, I know you will agree, can only benefit your local businesses, communities and as appropriate constituents.

Can I take this opportunity to thank you for your contribution to rural development under the current programme and to thank you in advance in anticipation of your co-operation in implementing the necessary structures for the incoming programme.

Should you have any queries please do not hesitate to get in touch.

Yours sincerely,



Gareth Evans
Implementation Manager

Copied to:
RDP Managers (Lead Councils)
LAGs
JCCs

NB* The RNNI will put in place a fortnightly update in the form of a short newsletter which will be issued to existing Lead and new Council Chief Executives, RDP Admin Units, DARD and Rural Support Networks and invite you to share as necessary in helping to ensure good communications are maintained throughout the process.

INFORMATION SHEET 1

WHAT ARE LOCAL ACTION GROUPS (LAGS)?

New Local Action Groups (LAGs) are being formed to deliver the LEADER element of the new Rural Development Programme (RDP) 2014-2020.

In order to ensure full representation of local opinion, membership of each LAG will be unlimited and will be open to anyone aged 18 or over interested in improving their local area and community. From this membership a LAG Board will be drawn which will also comprise of a mix of appointed and elected representatives.

The LAG Board will be established as a company limited by guarantee and will be responsible for the design and implementation of a Local Development Strategy. The LAG Board is the decision making body responsible for agreeing the operations of their associated LAG.

This Factsheet provides information on becoming a LAG Member.

A separate Factsheet is available on becoming a LAG Board Member.

WHAT IS THE ROLE OF A LAG MEMBER?

The primary role of a LAG Member is to take an active and interested role in the development of their local area and community; to contribute to the design of a local development strategy and to establish the social partner representation within the LAG Board.

Social partner representation means that the interests of the local community have a place within the Board; this can be achieved through the participation of nominated organisations that represent specific sectors or interest groups in society, for example, those working with or representing the interests of community groups, farmers, local business, young people, women or those with disabilities. It also includes members of the wider community who may stand for election to the Board as individuals. Social partners will represent 51% of the Board.

By becoming a LAG Member you will have an input to the Board composition. The Board will be formed through a combination of appointed and elected positions, which will be agreed during the LAG formation process.

Those seats to be filled by public representation and specific sector/interest groups will be by appointment and the remaining social partner seats will be elected by LAG Members. Only those registered as LAG Members can stand for election to the LAG Board. The Board will have defined terms of office that actively seeks, promotes and encourages new membership by rotation.

LAG Members, in addition to standing for election to the Board, can also contribute to the work of the Board by engaging in thematic activities, working groups or panels. Members will also be able to participate in a range of training and networking events, and depending on your level of involvement some training will be compulsory.

HOW MANY MEMBERS WILL IT HAVE?

The LAG will draw its membership from the community within its area and anyone aged 18 or over can become a Member; there is no restriction on membership or on the number of members a LAG can have. Anyone wishing to join their LAG should

attend their local public information events and complete a Registration Form. Registration Forms will also be made available online at www.ruralnetworkni.org.uk

REPORTING & ACCOUNTABILITY

The LAG Board is responsible to its members and should report to LAG Members through at least 2 LAG meetings per year, annual reports and newsletters. The LAG Board may also organise specific thematic events, consultations or strategic reviews with its LAG membership. LAG Members may also if required call their own meetings from time to time.

INFORMATION SHEET 2

WHAT IS THE LOCAL ACTION GROUP (LAG) BOARD?

The **Local Action Group Board** is a group of appointed and elected members who are responsible for the design and implementation of a Local Development Strategy for their area. It is the decision making body of the partnership and is responsible for agreeing the operations of the LAG such as opening calls for applications, assessing applications and taking decisions on which projects to support. It is also responsible for overseeing staff and monitoring the implementation of the Strategy.

**This factsheet provides information on becoming a LAG Board Member.
A separate factsheet is available on becoming a LAG Member.**

HOW MANY MEMBERS WILL IT HAVE?

The size of the Board may vary depending on size of LAG area however to be effective it is recommended that the Board should comprise of between 12-18 members.

HOW IS THIS BOARD MADE UP?

The LAG Board should be representative of the Strategy area. The Board composition should address equality of opportunity and promotion of good relations. The operation of LAGs is set out in the EU Common Provisions Regulation. This stipulates among other things that *'no one single interest group shall represent more than 49% of the voting rights'*. This means public sector representatives (considered as a single group) must not exceed 49% of the makeup of the LAG Board. Equally no one single social partner group could occupy more than 49% i.e. farming, community or business.

Social partners that are represented on the Board will be those that have been identified as part of the LAG formation process, and are chosen to provide a balanced and representative Board. The exact composition of individual Boards may therefore vary depending on local circumstance.

Those seats to be filled by elected representatives and specific sector/interest groups will be by appointment. Remaining seats will be filled by election from the LAG Membership (*for information on LAG Membership refer to Information Sheet 1*).

The Board will have defined terms of office that actively seeks, promotes and encourages new membership by rotation.

WHAT ARE THE CRITERIA FOR BECOMING A LAG BOARD MEMBER?

The LAG will look for individuals who;

- Are already members of the wider LAG membership
- Live / work or can demonstrate a contribution to the LAG area
- Have an understanding of and commitment to addressing the needs of the area
- Demonstrates an understanding of LEADER and the Local Development Strategy
- Are able to commit to the required number of meetings, preparation, travel, etc that are necessary

- Are willing to make a full contribution to Board meetings and to the workings of the LAG in general
- Will act as a champion for the LEADER programme and the area

Skills and experience relevant to the delivery of Local Development Strategies would also be an advantage.

LAG BOARD COMMITMENTS

The full LAG Board will meet between 6-9 times per year depending on business. Board members will also be invited to participate in additional thematic working groups or other panels as determined by the Board. Board members will also be asked to contribute to the development of co-operation projects which can enhance the delivery of the Local Development Strategy.

All Board members will be responsible for preparing for meetings appropriately by reading any briefing papers, project recommendations or proposals in advance.

Members will be invited to participate in training and networking activities on behalf of the LAG as a member of the Rural Network for Northern Ireland.

Each LAG Board will form a Company Limited by Guarantee and each Board member shall assume responsibilities as a Director of the Company.

HOW DO I BECOME AN ELECTED MEMBER OF THE LAG BOARD?

You must complete the Nomination Form and have your Nomination supported by 2 members of the LAG membership. You should make sure that you can meet the criteria and time commitments required. Your Nomination Paper shall then be verified by an independent panel before the Election Ballot is drawn up.

The independent panel do not assess applications for Board Membership. This is a bottom up approach and LAG members will determine its Board. The independent panel will verify that the process has been followed, forms are submitted on time and are fully completed.

Information regarding the Election Process is contained in Information Sheet 3.

Annex C

LEADER FORMATION FACILITATION GROUP: TERMS OF REFERENCE

Background

The Northern Ireland Rural Development Programme 2014-2020 is in the final stages of planning.

With the reform of local government, the Rural Development Programme (RDP) and the LEADER approach presents real opportunity to engage local people in Community Led Local Development (CLLD) aligned to new Council boundaries and in support of future community planning processes.

This inevitably means change to the current operations. This new start means that each eligible area now needs to form a partnership which will take on the role of the LEADER Local Action Group (LAG) and develop a Strategy for its area which then acts as the basis for distributing the funds.

The animation process of forming new LAGs and developing Local Development Strategies for this new programme is currently beginning and as part of this process, each potential LEADER area is invited to set up a local **Facilitation Group** to assist and support the process ensuring the bottom up approach is embedded at every stage of the development cycle.

Rationale for the Facilitation Group

Each potential new LEADER area will be invited to establish a Facilitation Group to provide local direction to this transitional phase into the new programme. The establishment of this group will act as the initial mechanism for bringing local people together that will result in the formation of a new LEADER Local Action Group.

The Facilitation Group will provide the means to retain the experience gained from members of existing LEADER groups and combine this with the input of additional key local stakeholders in directing the formation process needed to set up a new LAG in line with current guidance.

Aims of the Facilitation Group

To work with agreed facilitator(s) (Rural Network Supports) to co-ordinate a local engagement & communication plan to establish a new LEADER Local Action Group for the area;

- To develop and agree a Local Engagement & Communication Plan for the catchment area
- To identify key local stakeholder groups
- To target particular under-represented groups in the area
- To undertake as part of public awareness an initial SWOT and Issues Prioritisation exercise
- To support the creation of the wider LAG group
- To agree an independent panel to assist the verification process of the LAG Board

Membership

In order to provide an effective balance between representation and direction it is recommended that the Group should comprise of 8-10 members, consisting of and/ or engaging with;

- Members of the outgoing Local Action Group (s) for the area (50%)
- Under-represented groups, e.g. youth, unemployed, women, disabled or any other sectors/groups that are recognised as under-represented in the area
- Local business representation
- New local government representation
- Other key stakeholders identified by the group

Duration

The Group is established to fulfill a specific time bound role within the wider LAG and Local Development Strategy (LDS) development process; it ceases once the wider LAG is established and its initial membership signed up.

This process should take approximately 3 months, and be complete by the end of 2014. It is expected that the Group may be required to meet 2-3 times during this process. All meetings will be agreed in advance with the Group and every effort made to accommodate member requirements.

Meetings

1. In order to maintain a consistent and effective approach to achieving the Group's outputs it is expected that all Members attend all scheduled meetings and workshops.
2. The facilitation team will provide full administrative / secretariat support. The facilitation team will be responsible for issuing the schedule of dates and for making arrangements for all meetings and workshops in agreement with the Group.
3. Members of the Group will be invited to take part in the wider process/capacity building activities provided.

JCC Chairs
LAG Chairs
Chief Executives

AN ROINN
**Talmhaíochta agus
Forbartha Tuaithe**

MÄNNYSTRIE O
**Fairms an
Kintra Fordèrin**

Dundonald House
Upper Newtownards Road
Belfast BT4 3SB
Tel: 028 90 524 597
Date: 22 October 2014

Dear Members/CEOs

Northern Ireland Rural Development Programme 2014-2020 – Leader Allocations

I am writing to advise that at an event in Loughry today the Minister announced the allocations for the Priority 6 Leader measures under NIRD 2014-2020. In total this amounts to £70m.

I have set out below in tabular form the individual allocations for council areas.

LAG Geographical Area	Indicative Budget Allocation (£m)
Antrim and Newtownabbey	2.61
Armagh, Banbridge and Craigavon	8.02
Causeway Coast and Glens	9.60
Derry and Strabane	7.54
Fermanagh and Omagh	8.29
Lisburn and Castlereagh and Belfast Rural	3.22
Mid and East Antrim	4.19
Mid Ulster	10.16
Newry, Mourne and Down	11.18
North Down and Ards	3.85

I have attached, for your information a copy of the press release issued by the Minister's Office.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G. Evans', written in a cursive style.

Gareth Evans
Axis 3 Measure Manager

Cc. Admin Unit Manager
Deputy Programme Manager
Project Officer
Lead Council Representative

Appendix 10

Locations for NHW Signs – Ramone Park, Portadown	
Street Light No.	Location
1501	
1502	
1512	
1510	
1508	
08	Cycle path
11	Cycle path

COMPARATIVE STATEMENT REPORT**APPENDIX 11****APRIL 2014 TO OCTOBER 2014****DEVELOPMENT DEPARTMENT**

Expenditure Heading	Annual Budget £000's	Budget YTD £000's	Actual Spend YTD £000's	Total Variance Overbudget/ (Underbudget) £000's
Employee Costs	2,367	1,380	1,425	45
Premises Costs	297	177	168	(9)
Transport Costs	29	18	27	8
Supplies & Services	1,270	932	977	45
Support Costs	86	50	50	0
TOTAL EXPENDITURE	4,049	2,558	2,647	89
Income	(1,141)	(665)	(746)	(80)
NET EXPENDITURE	2,908	1,893	1,902	9

NOTE: Budget figures above do not include loan charges of £630K. Total 2014/15 budget £3,537K

Summary of Variations – Development Department 2014-2015
April 2014 to October 2014

Heading	Amount Over/ (Under) budget £000's	Explanation/Comment
<u>Employee Costs</u>	45	There has been additional costs within Economic Development to assist with the large number of grant related projects. Please note this position includes all expenditure on overtime, agency and casual staff.
<u>Premises Costs</u>	(9)	Premises costs are currently within budget.
<u>Transport costs</u>	8	There have been travel expenses for economic development programmes and attending various conferences, some of which has been funded.
<u>Supplies & Services</u>	45	There has been over spends on grant related projects such as SOAR which is covered by income shown below.
<u>Support Costs</u>	0	
<u>Income</u>	(80)	Community Centre's income is currently above budgeted figures. Additional income has been received to cover expenditure on grant related projects shown above.
<u>Total</u>	9	

Appendix 13

All Development (YTD = Year to Date LTS = Long Term Sick)												
	2011/12	YTD	LTS	2012/13	YTD	LTS	2013/14	YTD	LTS	2014/15	YTD	LTS
April	5.97	5.97	96.9	1.44	1.44	41.7	2.27	2.27	60.5	6.80	6.80	80.0
May	4.56	5.26	72.3	4.41	2.92	0.00	5.17	3.72	23.1	6.3	6.55	65.0
June	4.61	5.04	81.3	3.93	3.26	84.8	4.77	4.04	80.6	6.63	6.57	66.1
July	1.90	4.26	73.1	2.45	3.06	74.4	7.18	4.84	64.0	6.26	6.49	87.5
August	1.19	3.65	0.00	2.37	2.92	45.5	9.38	5.75	81.6	8.01	6.80	87.2
Sept	2.18	3.40	62.9	3.70	3.05	66.1	5.99	5.79	76.4	5.76	6.63	89.5
Oct	0.99	3.06	33.3	3.12	3.06	17.2	4.30	5.58	78.4	6.28	6.57	72.4
Nov	2.63	3.00	0.00	5.39	3.35	43.3	6.36	5.67	52.5			
Dec	0.57	2.73	0.00	7.45	3.81	65.6	6.15	5.73	72.4			
Jan	1.14	2.57	0.00	7.24	4.15	50	4.81	5.63	73.7			
Feb	3.03	2.61	0.00	4.89	4.22	70.4	4.30	5.51	54.5			
March	2.51	2.61	65.9	7.30	4.47	75.7	3.39	5.33	33.3			

Development Absence period 1 st April 2014 to 31 st October 2014	
Division	% loss rate
Administration	1.77
Community Development	9.76
Development	3.66
PCSP	0.68
Economic Development	1.11
Land and Property Services	1.86

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**Table 4 : Development Absence
Year to Date (YTD%) & Long Term Sick (LTS%)**

	Administration			Community Development			Development				PCSP	
	2014/15	YTD	LTS%	2014/15	YTD	LTS%	2014/15	YTD	LTS%	2014/15	YTD	LTS%
April	0.00	0.00	0.00	11.1	11.1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
May	1.67	0.83	0.00	9.83	10.4	68.47	0.00	0.00	0.00	0.00	0.00	0.00
June	3.97	1.88	0.00	9.97	10.3	71.19	0.00	0.00	0.00	0.00	0.00	0.00
July	1.64	1.82	0.00	8.67	9.89	87.13	11.81	2.95	100	4.76	1.19	0.00
August	0.00	1.46	0.00	11.23	10.16	65.57	13.87	5.14	100	0.00	0.95	0.00
Sept	0.00	1.21	0.00	7.95	9.79	92.39	0.00	4.28	0.00	0.00	0.79	0.00
Oct	5.13	1.77	0.00	9.58	9.76	81.42	0.00	3.66	0.00	0.00	0.68	0.00
Nov												
Dec												
Jan												
Feb												
March												
	Land and Property			Economic Development			Development Employees				Council	
	2014/15	YTD	LTS%	2014/15	YTD	LTS%	2014/15	YTD	LTS%	2014/15	YTD	LTS%
April	0.00	0.00	0.00	0.00	0.00	0.00	6.80	6.80	80.0	4.78	4.78	63.9
May	0.00	0.00	0.00	0.87	0.43	0.00	6.30	6.55	65.0	3.84	4.31	60.9
June	0.00	0.00	0.00	0.83	0.56	0.00	6.63	6.57	66.1	4.45	4.35	66.3
July	0.00	0.00	0.00	0.00	0.42	0.00	6.26	6.49	87.5	5.99	4.76	70.6
August	0.00	0.00	0.00	0.68	0.48	0.00	8.01	6.80	87.2	7.58	5.33	87.2
Sept	0.00	0.00	0.00	4.76	1.19	77.25	5.76	6.63	89.5	6.00	5.44	75.4
Oct	13.04	1.86	0.00	0.65	1.11	0.00	6.28	6.57	72.4	6.38	5.57	77.1
Nov												
Dec												
Jan												
Feb												
March												

Development Average Days Lost per employee for the Period 1st April to 31st October 2014 YTD

Division	% loss rate
April	1.3
May	2.5
June	3.8
July	4.9
August	6.4
September	7.7
October	9.0
November	
December	
January	
February	
March	

Days Lost Per Department by Month 2013/14

Directorate	Admin (7)	Community Development (53)	Development (6)	PCSP (3)	Economic Development (20)	Land& Property (1)	Total (90)
April	0	115	0	0	0	0	115
May	1	107	4	0	4	0	116
June	11	113	6	0	0	0	130
July	11	88	17	4	0	0	120
August	0	122	19	0	3	0	144
September	0	92	0	0	23	0	115
October	8	113	0	0	3	3	127
November							
December							
January							
February							
March							

