

30th September 2014 Dunluce Stakeholder Steering Group

Attendance:

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| Mr Stephen Aston | Chairman, Director of Innovation Strategies, NIEA | SA |
| Mr Phelim Maguire | NIEA/Strategic Investment Board (ISD) | PPM |
| Ms Rhonda Robinson | NIEA Innovation Strategies (ISD) | RR |
| Mr Andrew Gault | NIEA Innovations Strategies (ISD) | AG |
| Ms Catherine Spencer | NIEA Innovations Strategies (ISD) | CS |
| Ms Angela Lavin | Heritage Lottery Fund NI | AL |
| Ms Kerrie McGonigle | Moyle District Council | KMcG |
| Cllr. Sandra Hunter | Moyle District Council | SH |
| Mr Shane Mathers | Planning NI | SM |
| Dr Bob Bleakley | NIEA, Regional Operations | BB |
| Ms Mary O'Driscoll | Ballycastle Chamber of Commerce | MO'D |
| Ms Kathleen McBride | Northern Ireland Tourist Board | KMcB |
| The Earl of Antrim | Landowner | EA |
| Mr Sean McKinley | Landowner | SMcK |
| Ms Johann Muldoon | Representative of Sean McKinley | JM |
| Ms Esther Dobbin | National Trust | ED |
| Ms Moira Mann | Coleraine Borough Council | MM |
| Ms Lynore Kelly | NIEA Innovations Strategies (ISD) | LK |

Apologies:

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| Mr Terry A'Hearn | Chief Executive, NIEA | TA'H |
| Mr Maxime Sizaret | Causeway Coast & Glens Heritage Trust | MS |
| Mr Billy Reid | National Trust | BR |
| Dr John O'Keeffe | NIEA, Built Heritage | JO'K |
| Ms Heather Thompson | National Trust | HT |
| Dr Colin Breen | University of Ulster | CB |

| Item | | Action |
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| 1.0 | Introduction | |
| | SA welcomed those attending. | |
| 2.0 | Minutes of the previous meeting | |
| | <p>Action points from the minutes of the meeting held on 29th July 2014 were discussed.</p> <p>A link to the Dunluce development page of the DOE website has been circulated to steering group members.</p> | |

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| 3.0 | Chairman's update | |
| | <p>SA provided the steering group with details of the Dunluce Project Board membership and outlined the Principles which the Project Board have adopted to govern the Project. The project will :</p> <ul style="list-style-type: none"> • Put the active archaeology and its conservation at the heart of the project. • Protect and enhance the archaeological value of the site • Involve the local community in a meaningful and significant way • Explain the cultural heritage significance of the site • Enhance the visitor knowledge and enjoyment of the site <p>SA referred to concerns raised at the previous steering group meeting and emphasised that the focus of the project is on discovering and delivering the archaeological story at Dunluce, not on creating a 'signature' building. He also noted the importance of both the local community and the landscape and its protected status.</p> <p>SA advised that the HLF application, with its emphasis on revealing the archaeological story at Dunluce, dominates NIEA's thinking and work at present, in order to achieve the deadline for the Round 2 submission.</p> | |
| 4.0 | Learning Journey Presentation – Kathleen McBride, NITB | |
| | <p>Kathleen McBride gave a presentation on a recent learning journey where she accompanied members of the Dunluce Project Team to Battle of the Boyne Visitor Centre, Newgrange Visitor Centre and King John's Castle, Limerick. KMcB identified the following 'Learnings'</p> <ol style="list-style-type: none"> 1. Guided versus the self guided 2. Commerciality model versus state care model 3. Car parking, toilets, tea and facilities 4. Visitor is the most important person on site | |
| 5.0 | Project Manager's Report | |
| | <p>PM advised that there has been a delay in obtaining Outline Business Case (OBC) approval from DFP. The delay is impacting upon the project programme as the tender for the Integrated Consultancy Team (ICT) cannot be issued until the OBC has been approved by DFP Economists. Estimate is now mid October for its issue.</p> | |

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| | <p>A summary of the other key issues/ risks/ significant events that have arisen over the reporting period are:</p> <ul style="list-style-type: none"> • Planning – A formal request for a Pre-Application Discussion has been issued to Planning NI. This is quite a substantive application which should facilitate good discussion and direction on the Planning Application. • Programme – following discussions with the HLF, the programme has been reviewed to target a Stage 2 submission date of the 06th August as opposed to the end of October 2015. This would result in a HLF decision on the project in November 2015. • The Interpretation Expert has been procured and has undertaken a review of the ICT Scope of Services document, which should ensure a high quality tender return and a firm understanding of the project requirements. • The draft Audience Development Report has been received and reviewed by the Project Team and the Interpretation Expert. Comments have been returned to the Audience Development Consultant and are being considered. Further reviews will be undertaken and a final report expected by mid – end October. • The NITB Tourism Innovation Fund, which the project team submitted an application for a Joint ticketing, parking and transport strategy, has been cancelled due to ongoing budgetary pressures. This fund could have provided up to 50% of the consultancy costs. The cancellation of the fund is a significant blow to the procurement of the consultancy and a review as to its viability will now be undertaken to see whether it can proceed in its current or reduced format. • Consultations with a number of MLAs from the North Antrim and East Londonderry Constituencies have now been completed with feedback being very positive especially with regards to the development of a key cultural and historic site as well as identifying with NIEA's ambition to add to the local economy with respect to employment, tourism etc. • The Project Manager, SRO and NIEA Chief Executive met with the new Chief Executive of the Causeway Coast and Glens District Council on the 28th August, who was very enthusiastic about the project and supportive of the potential positive outcomes for both Dunluce and the North | |

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| | <p>Coast. A further presentation will be made to the local councillors later in the year when the Design Team has been appointed.</p> <ul style="list-style-type: none"> • The project manager met with Sean McKinley and his team of advisors on the 18th August to discuss the outcome of the Deloitte Outline Business Case review, to update him on the NIEA plans for Dunluce and to discuss opportunity for alternative development of his farm buildings that would enhance the visitor experience. • Evaluation works at Dunluce within the town, garden and visitor centre fields are now complete. No archaeology of significance was found at the Visitor Centre field whilst the results from the town and garden fields will assist in the development of the excavation strategy and the conservation management plan. • Further learning journeys to Visitor Centres have been undertaken to help inform the project. Sites visited include Battle of the Boyne Visitor Centre, Newgrange and King John's Castle, Limerick. This learning journey was also attended by Kathleen McBride of the NITB. • There are currently 13 high (Red) Risks. The more significant risks are summarised here: <ul style="list-style-type: none"> S09 – Conflict over chosen site location S11 – Outline Planning is refused P04 – Planning application for a Visitor Centre on adjacent landowners site is granted T02 – Design programme for new Visitor Centre fails to deliver in line with Project Programme T07 – Project Programme does not meet agreed HLD submission date C08 – Late approval of OBC delays follow-on procurement <p>MM asked if any key learning's had come out of the Audience Development Report. PPM advised that the draft Audience Development Report (ADR) needed revised in order to clearly deliver against the required outputs. The final version should be available by end of October and will be circulated to the group at that stage.</p> <p>ED asked if NIEA could forward a copy of the Terms of Reference for the joint ticketing, parking & transport strategy to the National Trust.</p> | <p>PPM</p> |

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| 6.0 | Learning & Participation update – Catherine Spencer | |
| | <p>CS gave an update on the work she and Eleanor Dillon have been progressing in recent weeks. This includes:-</p> <ul style="list-style-type: none"> • An audit of Dunluce’s current offering and of other sites such as Tower Museum, Ulster Museum, Volunteer Now, Newtownabbey Theatre at the Mill, Hill of the O’Neill Visitor Centre as well as the ROI site visits with the rest of the team. One main point identified was the need for a fixed education space with forward planning in the design and lots of storage space. • Identification of target groups, ages and key skills for education and outreach. • Identification of barriers to learning & participating – transport, financial, physical. • Development of a feedback form to be sent to local groups to enable suggestions and views from a wide variety of sources. • Networking with local schools and planning a primary schools teacher’s workshop. • Investigation of an official engagement advisory group which meets, for example, bi-annually to discuss collaborative ideas. <p>Catherine asked that the Steering Group contribute names of any groups, businesses etc that may be interested in sharing their visions and suggestions.</p> | All |
| 7.0 | Archaeology Update – Andrew Gault | |
| | <p>AG provided an update on the 3 months of archaeological evaluation works carried out on site by QUB and completed on 29th August. A preliminary report is expected by the end of October. New information which will be important to project planning has emphasised the spectacular archaeological survival across the site. Other significant findings were:</p> <ul style="list-style-type: none"> • Late medieval occupation activity preceding the 17th-century gardens • Medieval structure in the eastern field • Further information on route network within the 17th century settlement • Improved understanding of the structure and layout of the castle gardens, including engineering advice which has been procured to inform conservation solutions for restoration and conservation works. | |

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| | <p>AG advised that his main focus of work is now on the Conservation Plan, which will ideally inform the Integrated Design Team (IDT) when appointed; the Archaeological Impact Assessment to inform any related planning application, and the Archaeological Research Framework which is being progressed with Colin Breen. He is also progressing the conservation works plan and survey works at the castle.</p> | |
| 8.0 | AOB | |
| | <p>EA asked when the steering group would know what the options are in terms of site location and the extent of it.</p> <p>PM advised that this will be informed by the decision of Planning NI in relation to the existing planning applications by Mr McKinley.</p> <p>SA added that NIEA have not submitted a planning application so as to ensure that Planning NI can assess Mr McKinley's application and make their decision on a wholly independent basis.</p> <p>SMcK commented that he fully understands this position.</p> <p>SM advised the group that Mr McKinley currently has 2 applications with Planning NI – Full and Outline.</p> <p>JM added that Mr McKinley's planning application does not limit or stop the involvement from stakeholders. Mr McKinley's track has not changed and from his perspective there hasn't been a conflict.</p> <p>SA thanked the group for attending.</p> | |

The date for the next meeting is 25th November 2014 at 11.30am.