



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON MONDAY 8 OCTOBER 2018 AT 6.30 PM

In the Chair	:	Councillor S Ross
Committee Members Present	:	Aldermen – P Barr and T Burns Councillors – P Brett, L Clarke, J Greer, A Logue, R Lynch, V McWilliam and M Maguire
Non-Committee Members Present	:	Alderman – J Smyth Councillors – J Bingham, D Hollis, N McClelland and B Webb
Officers Present	:	Director of Community Planning – N Harkness Head of Property & Building Services – B Doonan Head of Community Planning – L Moore Head of Arts & Culture – U Fay Head of Capital Development – R Hillen Media and Marketing Officer – A Doherty IT Systems Support – A Cole Members Services Manager – V Lisk Governance Support Officer – R Forsythe

CHAIRPERSON'S REMARKS

The Chairperson welcomed Members to the October meeting of the Community Planning and Regeneration Committee and reminded all present of the audio recording protocol.

1 APOLOGIES

Alderman - M Cosgrove
Councillors – S McCarthy and J McGrath

2 DECLARATIONS OF INTEREST

None

3. REPORT ON BUSINESS TO BE CONSIDERED

3.1 PBS/BC/003 STREET NAMING

Members were advised that correspondence was received on 10 September 2018 from Simpson Developments, regarding the naming of a residential development at Avondale Drive, Ballyclare. The development consisted of 20 units, these being a mix of detached, semi-detached and townhouse dwellings. The development names had been submitted as outlined below with a site location map/layout plan circulated.

- 1 – Avondale Court
- 2 – Avondale View
- 3 – Avondale Close

Members were advised that should the Committee not wish to select one of the above names, the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Councillor McWilliam
Seconded by Councillor Greer and agreed that

the name Avondale Court be selected for this development.

ACTION BY: William Richmond, Principal Building Control Surveyor

3.2 PBS/BC/003 STREET NAMING

Members were advised that correspondence was received on 10 September 2018 from Stephen Salley from HBK Architects on behalf of Milibern Trust, regarding the naming of a residential development at Glebe Road West, Newtownabbey. The development consisted of six terraced bungalows. The development names and the developer's rationale had been submitted as outlined below with a site location map/layout plan circulated.

- 1 – Milibern Close
- 2 – Milibern Cottages
- 3 – Milibern Glebe

Members were advised that should the Committee not wish to select one of the above names, the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Alderman Barr
Seconded by Councillor Clarke and agreed that

the name Milibern Close be selected for this development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

3.3 PBS/BC/003 STREET NAMING

Members were advised that correspondence was received on 6 July 2018 from Justin McClay on behalf of Viewpoint Developments, regarding the naming of a residential development at Manse Road, Newtownabbey. The development consists of 5 dwellings, these being a mix of detached and semi-detached. The development name and the developer's rationale had been submitted as outlined below with a site location map and site layout plan circulated.

- 1 – Shaws Mill Gardens
- 2 – Manse Manor Gardens
- 3 – Linen Mill Gardens

Members were advised that should the Committee not wish to select one of the above names, the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Alderman Barr
Seconded by Councillor Clarke and agreed that

the name Manse Manor be selected for this development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

3.4 PBS/BC/005 COMMERCIAL VACANCY SURVEY WORK UNDERTAKEN MAY/JUNE/JULY

Members were aware of the strands of work the Building Control section undertakes in partnership with Land and Property Services (LPS) section of Department of Finance. Building Control have recently completed a tranche of commercial vacancy surveys on behalf of LPS and had received favourable feedback for the Council.

LPS advised that the additional rates income due to be received by the Council from this exercise, was £59,547.

Members welcomed this partnership arrangement.

Proposed by Alderman Barr
Seconded by Councillor Lynch and agreed that

the partnership work with Land and Property Services continues.

ACTION BY: Bronagh Doonan, Head of Property and Building Services

3.5 PBS/BC/001 DATA SHARING PROTOCOLS WITH LAND AND PROPERTY SERVICES

Members were aware of the numerous strands of work the Building Control section undertakes in partnership with Land and Property Services (LPS) section of Department of Finance. LPS and the Council share information on commercial properties to assist in the collection of rates, preventing fraud and crime.

By undertaking commercial vacancies inspections Antrim and Newtownabbey Borough Council act as an agent of LPS to inspect a group of properties identified by LPS and obtain information which will enable accuracy and equity in the collection of rates.

LPS had updated and amended the Data Sharing Protocol with the Council specifically for commercial vacancy inspection. Council's Legal Adviser , Information Governance Manager and Building Control had considered the Data Sharing Protocol a copy of which was circulated and consider it acceptable.

Proposed by Councillor Lynch
Seconded by Alderman Barr and agreed that

the Data Sharing Protocol with Land and Property Service be accepted.

ACTION BY: Bronagh Doonan, Head of Property and Building Services

3.6 CP/PCSP/072 ROADS SAFE ROADSHOW

Members were aware of the Roadsafe Roadshow organised by PSNI in partnership with key stakeholders. The Roadshow uses powerful personal accounts of those who have been caught in the carnage of road traffic collisions and dramatic film footage to deliver road safety messages. The event aims to have a positive influence on the driving behaviours of 17 and 18 year olds as they are beginning to take to the roads. It also highlights the difficult and challenging job that our emergency services complete as they assist at the scene of a collision and the personal impact a serious incident can leave with people who work to help us when we need them most. Participants also experience a re-enactment of a fatal collision and experience first-hand the devastating impact that dangerous or careless driving can have on themselves and others.

A Roadsafe Roadshow was being planned within Antrim and Newtownabbey for February/March 2019 and the PSNI had expressed an interest in hosting the event at the Theatre at the Mill. Members were asked to consider if Council wish to support the event by offering the venue free of charge. The internal cost for venue hire is £550 for a full day hire of the Theatre.

Proposed by Alderman Barr
Seconded by Councillor Clarke and agreed that

the Theatre at the Mill is provided free of charge for the Roadsafe Roadshow in February/March 2019.

ACTION BY: Andrew Irwin, Community Safety and Good Relations Manager

3.7 CP/CP/007 COMMUNITY PLANNING PARTNERSHIP MINUTES

Members were reminded that the Community Planning Partnership operates as a Working Group of the Council. As such the minutes of the 12 June 2018 meeting of the Partnership were circulated for approval.

Proposed by Councillor Lynch
Seconded by Councillor Maguire and agreed that

the Community Planning Partnership minutes for 12 June 2018 be approved.

ACTION BY: Louise Moore, Head of Community Planning

3.8 ED/TO/214 EXTENSION OF OPENING OF SIXMILEWATER CARAVAN PARK

Members were reminded that Sixmilewater Caravan Park at Antrim Loughshore has currently seasonal opening times and is completely closed during December and January.

It has been noted that the caravan park was closed in December just as the Enchanted Winter Garden event commenced at Antrim Castle Gardens. Caravan booking staff have received a number of telephone enquiries to stay at the site during the Enchanted Winter Garden event.

Due to feedback and enquiries from customers there is an opportunity for the caravan park to extend it's opening period from 1 December 2018 to 16 December 2018, in order to accommodate those who wish to visit the Enchanted Winter Garden event and stay at the caravan site which is conveniently situated to the Antrim Gardens.

The same off peak seasonal rates would apply during this extended time period.

The expected cost to the Council for remaining open per day would be £99 staffing costs, £23.00 in overhead costs making a total of £122.00 per day. Total expenditure for the 16 days would be £1,952.00.

Expected Income per day would be 10 sites at £22.00 income per day giving a total income per day of £220.00. Total income over the 16 days would be £3,520.00. Using this calculation would give an expected net income to Council of £1,568.00.

Members welcomed the interest in the use of the park.

Proposed by Alderman Barr
Seconded by Councillor Lynch and agreed that

the Sixmilewater Caravan Park at Antrim Loughshore extend its opening season from 1 December 2018 to 16 December 2018 and the off peak seasonal rate be applied to this same period.

ACTION BY: Colin Meneely, Business Support Manager

3.9 CP/CD/205 REQUEST FOR CAR PARK CLOSURE – THE SQUARE, BALLYCLARE

Members were reminded that permission must be sought from the Council for any car park closures or changes in car park charges. This is then reported to Transport NI to allow them to make the necessary changes.

The following request has been received:
The Square Car Park Ballyclare

Reason for Car Park Closure:

Annual Christmas Lights Switch-On and Associated Christmas Market

Date: Saturday 24 November 2018

Start 6am **Finish** 10pm

Proposed by Councillor McWilliam
Seconded by Councillor Maguire and agreed that

the Square Car Park in Ballyclare be closed from 6am until approximately 10pm on Saturday 24 November 2018 to facilitate the annual Christmas Lights Switch-On and associated Christmas Market.

ACTION BY: Jonathan Henderson, Community Services Officer

Alderman Burns arrived at this point of the meeting.

3.10 CP/P4/029 & CP/P4/024 PEACE IV – SERVICE LEVEL AGREEMENT ACCEPTANCE

Members were reminded that Antrim and Newtownabbey Borough Council received three letters of offer and a permission to start letter from the Special European Union Programmes Body (SEUPB) on 24 August and 6 September 2017 respectively. The letters of offer totalled £3,063,346.40 and were backdated to 1 June 2016. The original letters of offer were accepted by the PEACE IV Partnership on 12 September 2017 and Full Council on 21 September 2017.

Within the PEACE IV Local Action Plan, there are 31 total projects, 18 to be delivered via public tender and the remaining 13 to be delivered directly by Antrim and Newtownabbey Borough Council. Following completion of all project development work, lead Council Sections have now been identified for each of the Council led projects, two of which fall within the remit of the Community Planning Section:

- Shared Spaces and Services Programme 2 - Engagement and Events Programme (Community Centres - £10,000);
- Shared Spaces and Services Programme 2 – Theatres Engagement Project (Arts and Culture - £10,000);
- Building Positive Relations Programme 3 - Cross Border Programme (Sligo and Louth £44,400).

Service Level Agreements for each of the projects above were issued to the Community Planning Section and Arts and Culture Head of Service on 20 September 2018, copies of which were circulated. Officers were currently agreeing final implementation plans for each project and if approved, would formally accept the Service Level Agreements and return to the PEACE IV Secretariat.

Proposed by Alderman Barr
Seconded by Councillor Clarke and agreed that

the Service Level Agreements be accepted.

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator

3.11 CP/CC/005 ANTRIM SENIOR CITIZENS GRANTS 2018

Members were reminded that as part of the Christmas 2018 Programme it was agreed by the Council in November 2017 to retain the funding for Senior Citizens Groups in Antrim to apply for funding to run Christmas events using the Council's Corporate Financial Assistance form, with funding drawn from the Community Events budget.

The total budget available for Christmas 2018 was £8,000. Twenty grant applications had been received, requesting assistance totalling £15,450.50. Expected attendance at these events was likely to be in excess of 1,335 Senior Citizens.

Members were advised that Crumlin Seniors Group applied to the programme on an annual basis, however this year the group had indicated that they have been unable to return the application on time due to unforeseen circumstances but would wish to avail of the funding in 2018. On this basis the group had been included in the table below and subject to receipt of a compliant application, Members may wish to pre-approve the request.

Funding was awarded based on the number of proposed attendees at each event. A breakdown of the planned events was detailed below for Members' consideration.

SENIORS GROUP 2018	NOS ATTENDING	COST OF EVENT £	AMOUNT REQUESTED £	RECOMMENDED GRANT £	AMOUNT PER HEAD £
Antrim Retirement Group	37	699.00	699.00	220.89	5.97
1 st Donegore Presbyterian	70	750.00	750.00	417.90	5.97

SENIORS GROUP 2018	NOS ATTENDING	COST OF EVENT £	AMOUNT REQUESTED £	RECOMMENDED GRANT £	AMOUNT PER HEAD £
Antrim Parish Church	80	900.00	700.00	477.76	5.97
AMH Men's Shed Steeple	20	359.00	359.00	119.40	5.97
Crumlin Senior Citizens	100			597.00	5.97
Dunamuggy Friendship Hr	75	625.00	625.00	447.75	5.97
Greystone Presbyterian Thursday Club	45	450.00	450.00	268.65	5.97
High St. Presbyterian Women	80	1174.50	1174.50	477.76	5.97
Killead Presbyterian Church	70	1050.00	1050.00	417.90	5.97
Loanends Presbyterian	60	870.00	870.00	358.20	5.97
Lylehill Presbyterian.	100	1300.00	1300.00	597.00	5.97
Muckamore Parish Dev. Ass.	65	1400.00	1400.00	388.05	5.97
Neillsbrook Fold Tenants Association	50	750.00	750.00	298.50	5.97
Silverthreads Antrim	18	360.00	360.00	107.46	5.97
Templepatrick Parish Church	100	700.00	700.00	597.00	5.97
Toome & District Senior Citizens	85	1565.00	900.00	507.45	5.97
Rathenraw Youth Scheme	150	570.00	500.00	500.00	3.33
Antrim Free Presbyterian	60	880.00	880.00	358.20	5.97
1 st Antrim Presbyterian	40	640.00	640.00	238.80	5.97
Old Presbyterian T'patrick	50	1043.00	1043.00	298.50	5.97
Creggan Local Heritage Group	80	410.00	300.00	300.00	3.75
TOTALS	1435		£15,450.50	£7,994.17	

Proposed by Councillor Lynch

Seconded by Councillor Clarke and agreed that

- i. **the 20 applications for financial assistance totalling £7,994.17 towards Antrim Senior Citizens Christmas Events be approved.**
- ii. **the award to Crumlin Senior Citizens is subject to the submission of a fully compliant application.**
- iii. **free use of Rathenraw and Stiles Community Centres be granted to Rathenraw Youth Scheme and Antrim Free Presbyterian for their Senior Citizens Christmas Events.**

ACTION BY: David Jordan, Community Services Officer

3.12 CP/GR/086 VULNERABLE PERSON RELOCATION SCHEME – TRANSPORTATION GRANT FUNDING OFFER

Members were aware of the ongoing work through the District Council Good Relations Programme and associated 2018-19 Action Plan to assist with the relocation of Syrian refugees within the Borough through the Vulnerable Person Relocation Scheme. Consultation with the Syrian families had identified that whilst generally the new families are settling well, a number of

considerations were raised that would help to improve the settlement of these new families.

A letter was circulated from Department for Communities (DfC), indicating that it has been identified that transportation may be a barrier to integration of Syrian children relocated through the Vulnerable Person Relocation Scheme. The letter offered grant funding to meet the costs of transporting children to scheme/events during school holidays. A total of £40,000 was available between July 2018 and March 2021 across all Councils who had accepted Syrian families and can only be utilised for children of school age and where there is no other transport available. Council must apply to the Department on behalf of the voluntary sector. In order to progress this grant offer, further information would be required from DfC regarding the dissemination of funds across all relevant councils. Members may wish to accept the grant aid offer and a proposal could be worked up following further clarity from DfC. This could be administered through the Good Relations Programme.

In response to Members' queries regarding engagement with Syrian families, the Head of Community Planning provided clarification on the work of the Equality and Diversity Group and requested that Members contact her Department regarding any issues.

Proposed by Councillor Brett
Seconded by Alderman Barr and agreed that

(i) the grant offer be accepted.

(ii) the grant offer be administered through the Good Relations Programme.

ACTION BY: Andrew Irwin, Community Safety and Good Relations Manager

3.13 AC/EV/7 & CP/CD/205 ARRANGEMENTS FOR ENCHANTED WINTER GARDEN FESTIVE FAYRE AND CHRISTMAS MARKETS 2018

Enchanted Winter Garden Festival Fayre 2018

Members were reminded that the Enchanted Winter Garden 2017 event was significantly expanded and as part of this a Festive Fayre element was included for the first time. This was in essence a mini continental Christmas market selling mostly seasonal and artisan food and drink along with some craft and novelty items. Vendors were housed in a combination of either their own themed vehicles such as horse box and vintage camper van or in wooden chalets decorated to suit the Christmas theme.

As there was no budget available for the required infrastructure and other costs to deliver this in-house officers appointed an experienced event management company, who has delivered markets all over the UK and Ireland, to manage this element of the event at no cost to the Council whilst ensuring a high quality offer. The intention was to explore the potential for this new event element as a pilot exercise at no cost or risk to the Council.

This company took on responsibility for sourcing, attracting and selecting an appropriate range of vendors, who would offer the right mix of products to enhance the event, as well as supplying all the required infrastructure including generators and chalets in return for retaining the fees paid by traders for the opportunity to run a stall. The event management company also provided a full management service of the Festive Fayre throughout Enchanted Winter Garden event including managing set up, set down and all operational trouble shooting. This in itself can be hugely resource intensive activity when done in-house.

The Festive Fayre proved to be a hugely popular additional element to Enchanted Winter Garden and was provided at no additional cost to the Council in 2017. In addition, it provided a commercial opportunity to small business owners from the Borough and beyond whilst saving significantly on the required management resource both to develop and operate this element of the event.

It was planned to include the Festive Fayre once again in Enchanted Winter Garden 2018 with if possible an expanded offer in terms of numbers of stalls and also range of products available. Having evaluated the pilot the following options for delivery of this element of the event were proposed:

Option 1 In-House – This would involve officers taking on all elements of organisation of the Festive Fayre including resource intensive procurement and selection of vendors as well as of infrastructure. Stall fees should at least cover infrastructure costs. However, there is a risk that an appropriate range of traders may not be sourced in-house. Another disadvantage of this approach is that the management of the traders during the event would require intensive staff resources which could be better, deployed looking after other elements of the event.

Option 2 Managed Service – This would involve advertising the opportunity to deliver the Festive Fayre element of Enchanted Winter Garden as a managed service on a similar basis to last year at no cost and low risk to the Council whilst ensuring excellent standards of health and safety as well as range of traders and quality of the offering.

Option 3 A Combination – This would involve carrying out a procurement exercise in-house to select appropriate traders and retaining the income from stall fees which would then be required to fund the infrastructure covering the costs of wooden chalets, generators etc. The opportunity to manage the delivery of the event throughout the duration of Enchanted Winter Gardens only would then be advertised as a managed service for which a fee in the region of £3,000 would be paid. This option still requires a significant staff resource to deliver the procurement and organisation of creating the Festive Fayre and there is a risk that the Council procurement process will not secure the appropriate range of traders which in turn would impact upon the quality of this event element.

Having considered all the advantages and disadvantages of the three options it was recommended that Option 2 is the preferred option ie advertise

the opportunity to manage the service delivery of the Festive Fayre in its entirety to a suitably experienced and qualified event management company for the following reasons:

- An experienced event management company will have access to a wide range of quality traders who will create a high quality Festive Fayre event.
- This option carries the lowest risk and cost to the Council whilst ensuring a quality event element.
- This option is most cost effective in both human resource and cash.
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Christmas Markets 2018 Programme 2018

Members were reminded of the success of the 2017 Christmas Markets programme. Antrim, Ballyclare, Glengormley and Randalstown Town Teams and the DEA Forums have allocated £56,484 for Christmas Markets and other festive entertainment in their 2018/19 action plans. These activities proved popular last year and will complement the Christmas switch on events in the four areas. An Expression of Interest exercise was conducted in 2016/17 to attract craft organisers for regular Market events with one provider coming forward. This provider then recruits the stallholders and manages the relevant governance issues on behalf of the Council and pays a fee of £100 per market per day. It was proposed to appoint the same craft provider for each of the four areas for this year's Christmas Markets with a view to progressing the managed service option in line with the Enchanted Winter Garden in 2019.

- Glengormley Saturday 17 November 2018
- Antrim Friday 23 November 2018
- Ballyclare Saturday 24 November 2018
- Randalstown Saturday 1st December

Proposed by Councillor McWilliam

Seconded by Councillor Lynch and agreed that

(i) the delivery of the Festive Fayre element of Enchanted Winter Garden 2018 as a managed service by a suitably experienced and qualified Event Management Company to be identified through a procurement process be approved.

(ii) the Christmas Markets in Antrim, Ballyclare, Glengormley and Randalstown be delivered as outlined in 2018, with a review thereafter.

Officers to monitor and review the number of stalls at the Christmas Markets.

ACTION BY: Ursula Fay Head of Arts and Culture/Karen Uprichard, Tourism, Town Centre and Regeneration Officer

3.14 AC/EV/1 SPOOKED OUT AT V36

Members were reminded that it was agreed at the May Operations Committee meeting that the 'Spooked Out at V36' Halloween event

including fireworks display be held on Wednesday 31 October 2018 in V36 at the Valley with a funfair/fairground event to operate in V36 at The Valley from Saturday 27 October until Wednesday 31 October at no additional cost, branded as Scream and Tricks at V36.

A procurement exercise to appoint a suitable contractor to provide the Screams and Tricks at V36 Funfair had now been completed and Members were advised of the following updates and recommendations:

- Screams and Tricks at V36 will now operate for a slightly extended period from Friday 26 October to Wednesday 31 October
- The Council will receive £750 rental from the contractor, which will be available to the event budget, with the contractor retaining all income.
- The Funfair will include the 35M Ferris Wheel which will feature in the 2018 Enchanted Winter Garden event along with a number of other large scale and smaller attractions
- The funfair will feature a special inclusive 'Sensory Sunday' session on Sunday 28 October from 2pm to 4pm when all attractions will be adapted for children and adults with specific needs.

Members were also advised that the Belfast City Council Monster Mash Halloween event had been moved from its usual Sunday slot to Wednesday 31 October due to the scheduling of a U2 concert in the SSE Arena. It is not anticipated to have any significant impact upon the numbers attending Spooked Out at V36 however post event evaluation will examine this.

Proposed by Councillor Brett
Seconded by Councillor Clarke and agreed that

the report be noted and the updated arrangements for the 'Spooked Out at V36' be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.15 AC/GEN/37 ARTS AND CULTURE GRANT AID

Members were reminded that a revised Arts and Culture Grant Aid Programme was approved by the Operations Committee in March 2017. The purpose of the grant programme was to provide financial assistance to individuals and groups in the Borough for a range of arts and heritage purposes.

To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation.

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. Four applications

had been assessed by officers under the appropriate funding category and having exceeded the scoring threshold are eligible for the maximum award available. A summary of the applications was set out below along with the recommended award:

Ref	Group Individual	Funding Category	Funding Purpose	Score	Amount Awarded
4119	Jemma Browne	Attendance or participation in art event	Providing craft/ceramic tuition for community	60%	£500
4105	Men's Shed Antrim	Delivery of event or festival open to the public	Providing 10 week Art & music Classes	65%	£1000
4132	Ciaran Kennedy	Participation in Specialist Training	Complete Teaching Diploma	50%	£250
4066	Friends of Antrim Castle Gardens	Delivery of event or festival open to the public	To cultivate culturally significant landscapes and add to biodiversity in the Community Garden at Clotworthy	85%	£1000

The remaining budget available for arts and culture grants in 2018/2019 was £11,500. The total amount proposed for this award was £2,750 leaving a balance of £8,750 to fund any future applications in the current financial year.

Proposed by Alderman Barr
Seconded by Councillor Logue and agreed that

the Arts and Culture Grant Awards be approved.

ACTION BY: Leeann Murray, Arts Development Officer

3.16 AC/GE/025 SOLACE: GROUP FOR REALISING THE VALUE OF THE HISTORIC ENVIRONMENT

Correspondence had been received from SOLACE NI regarding the proposed establishment of a Department for Communities and Council only group to discuss the value of historic environment. This is in addition to the "Stakeholder Reference Group on Realising the Value of State Care Monuments" Council group already established by SOLACE. It was anticipated that the new group would meet quarterly in advance of the meeting of the Historic Environment Stakeholder Group. The draft Terms of Reference were circulated for Members' information.

The correspondence advised that the Director of the Historic Environment Division at the Department for Communities was seeking a nominee to represent the Council who should be a senior officer engaged in the historic environment. It was proposed that the Head of Arts & Culture be nominated to represent the Council on this group.

Proposed by Councillor McWilliam
Seconded by Alderman Barr and agreed that

the nomination of the Head of Arts & Culture to the SOLACE Group for Realising the Value of the Historic Environment be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.17 PBS/BC/002 BUILDING CONTROL MATTERS FOR THE PERIOD 1-31 JULY 2018

BUILDING REGULATIONS

The following submissions under Regulation 9, 10, 11, 12, 13 & 14 of the Building Regulations (Northern Ireland) 2012 (as amended) were received.

Applications Received

Full Plans – 61
Building Notices – 89
Regularisation Certificates – 55

Full Plans

Approvals – 34 Rejected applications requiring resubmissions – 51

Commencements & Completions

Commencements – 238 Completions - 174

Inspections - A total of 685 Site Inspections were carried out.

Regularisation Certificate - 38 Regularisation Certificates issued.

Building Notice- 89 Completion Certificates issued

Property Certificates Received – 225

Energy Performance of Buildings

Energy Performance Certificate's checked – 7 and 100% compliance
Domestic Energy Certificate's checked – 25 and 56% compliance
Air Conditioners checked – 13 and 53% compliance

Income

Plan Fees Received for Month	£8421.25
Inspection Fees Invoiced for Month	£18570.61
Building Notice Fees Received for Month	£4228.00
Regularisation Fees Received for Month	£2730.40
Property Certificate Fees Received for Month	<u>£13200.00</u>
	£47150.26

TOTAL

**Projected Annual
Income
£346,201.00**

**Year to Date Actual
Income
£376,762.00**

Postal Numbering & Development Naming

Numbers of official postal numbers issued – 104

Number of new developments named - 3

LPS Partnership

Commercial Vacancies – 60 (Commercial vacancy tranche received on 15/11/2017).

Property details surveys completed 8

Proposed by Councillor Clarke

Seconded by Councillor Greer and agreed that

the report be noted.

NO ACTION

3.18 CD/PM/117 MONTHLY UPDATE - CAPITAL PROGRAMME

A Capital Projects Status Report for September 2018 was circulated for Members' information.

Proposed by Councillor Brett

Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

Councillor Brett left at this point of the meeting.

3.19 CP/GR/088 HOLOCAUST MEMORIAL DAY 2019

Members were aware of the work through the District Council Good Relations Programme to commemorate Holocaust Memorial Day (HMD) on 27th January each year.

This year work had been progressing in partnership with the Executive Office and Belfast City Council to commemorate HMD 2019 through a series of events. These events include presentations to schools and also at alternative venues such as HMP Hydebank Wood, Belfast City Hall, Belfast Synagogue and HMP Magilligan to view the Holocaust Memorial display.

Members were reminded that in preparation for HMD, the District Council Good Relations Programme would deliver some lead in work. Therefore Antrim and Newtownabbey Borough Council will be hosting Eugene Murangwa MBE a survivor of the 1995 Genocide in Rwanda to tell his story of

his survival and how this led to establishing the organisation 'Football for Hope, Peace and Unity'. This event will be hosted at the Theatre at the Mill on 16th October from 6pm, a formal invitation will be issued to elected members as well as to members of the community.

A publicity leaflet for the events was circulated for information. Further events/activities to commemorate HMD locally through the District Council Good Relations Programme would be communicated to Members.

Proposed by Alderman Barr
Seconded by Councillor Maguire and agreed that

the report be noted.

NO ACTION

3.20 AC/GEN/022 BALLYCLARE TOWN HALL – UPDATE

Members were reminded that Ballyclare Town Hall was designated as an Arts and Culture facility within the new Council structures and it was previously reported to Committee that it was planned to raise the profile of this historic building through a range of activities and initiatives.

An update on the various activity to date was brought to the June 2017 meeting of the Operations Committee when it was reported that there had been a variety of facility enhancements and programming developments, which had achieved additional use of the building.

Members were advised of 3 further initiatives, which it is hoped will further enhance the facility as an arts and cultural venue:

1. Ballyclare Town Hall Historical Timeline

A permanent graphical historical timeline is being designed for one half of the rear wall in the Ollar Room. The timeline will document key dates and important events in the history of Ballyclare Town Hall along with historical photos. The attraction will tell the story of the Town Hall and aims to educate and encourage people to visit the venue and discover more about its past. There is currently no information at the venue for visitors to find out about its history and the timeline aims to fulfil this need. It is hoped to have a proof of the design distributed to Ballyclare DEA elected Members by November 2018.

2. Caretaker Tours

A publicly advertised guided tour of Ballyclare Town Hall has been scheduled for Tuesday 9th October 2018. It will be conducted by the Town Hall's Caretaker and compliments the growing profile of the venue. The tour, which has six places, is fully booked and due to demand, a waiting list is currently in place.

A test tour was conducted on Friday 31st August 2018 with residents and carers from Ballyclare Private Nursing Home. This was led by the Town Hall's Caretaker alongside the Community Arts & Events Officer. The tour was very well received, and given the interest in this to date it is anticipated to roll out additional tours early next year.

3. Outdoor Noticeboards

Two outdoor weatherproof noticeboards are being planned for Ballyclare Town Hall. Currently there is little outdoor provision for passing members of the public to find out about activities and events in the venue. The boards will be in keeping with the style of other Council noticeboards around the Borough. It is hoped to place one board beside the pedestrian gate at the front of the building and another at the rear of the building close to the public car park.

Proposed by Councillor McWilliam
Seconded by Alderman Barr and agreed that

the report be noted.

NO ACTION

3.21 AC/HE/003 MID ANTRIM HERITAGE PARTNERSHIP

Members were reminded that provision of £20,000 was made in the 2018/19 Arts and Culture budgets for Mid Antrim Heritage Partnership projects. This budget provision was allocated according to the Partnership Project Action Plan, a copy of which was circulated and which was approved by the Operations Committee in February 2018.

One of the approved projects was the production of an exhibition entitled Hand to the Plough: The Impact and Influence of Robert Burns in Mid-Antrim. This project has now been completed and the exhibition is currently on display in Museum at The Mill, Mossley Mill until 31 October.

The budget provision for the exhibition also allowed for associated programming which will take place in the form of an Ulster Scots Activity Day at Mossley Mill on Saturday 13 October from 12noon to 4pm with free admission. This will be delivered by the Ulster Scots Community Network and will offer a range of activities such as a guide to organising a traditional Burns Night, cookery demonstrations, musical entertainment and an introduction to the Ulster Scots language.

Proposed by Councillor Greer
Seconded by Councillor Maguire and agreed that

the report be noted.

NO ACTION

Councillor Brett returned to the meeting during the next item.

3.22 PRO/QUO/321 MOYLINNEY HOUSE FEASIBILITY STUDY

Members were reminded of the decision at the Council meeting in March 2018 to commission a feasibility study into the potential future use of Moylinney House. Following a procurement exercise Lorraine McCourt Consulting was appointed for this study, the cost of which will be met through funding of £5,354 included in the DEA programme for Threemilewater.

Members were reminded that the Northern Health and Social Care Trust, (NHSCT), declared the asset surplus and a public sector trawl process was issued, of which Council expressed an interest in Moylinney House in May 2018.

Correspondence was received 7 September 2018 from the NHSCT, a copy of which was circulated, for Members' information, advising that a decision had been made not to offer Moylinney House to Antrim and Newtownabbey Borough Council. NHSCT noted in their correspondence that a number of factors were considered in the decision making process to include:

- Antrim and Newtownabbey Council's bid is subject to a feasibility study/business case and economic appraisal
- It has not been stated that funding has been secured;

Members noted that the feasibility study, undertaken by Lorraine McCourt Consulting, was nearing completion and will be forwarded for Members' consideration in due course to the Community Planning and Regeneration Committee.

In response to Members' queries, the Head of Community Planning advised that a further report would be made to the Community Planning and Regeneration Committee meeting in November.

Proposed by Alderman Barr
Seconded by Councillor Clarke and agreed that

the report be noted.

ACTION BY: Louise Moore, Head of Community Planning

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Alderman Barr
Seconded by Councillor McWilliam and agreed that

the following Committee business be taken In Confidence.

3.23 **IN CONFIDENCE** CP/CD/201 [REDACTED]
[REDACTED]

[REDACTED]
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[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

[REDACTED]

Proposed by Alderman Barr
 Seconded by Councillor Brett and agreed that

- (i) [REDACTED]
- (ii) [REDACTED]

ACTION BY: Elaine Manson, Community Services and Tackling Deprivation Manager

The undernoted supplementary report was taken at this point of the meeting.

3.25 **IN CONFIDENCE** SUPPLEMENTARY CP/CD/201 [REDACTED]

[REDACTED]

Proposed by Alderman Barr
Seconded by Councillor Brett and agreed that

[REDACTED]

[REDACTED]

*ACTION BY: Elaine Manson, Community Services and Tackling Deprivation
Manager/Louise Moore, Head of Community Planning*

3.24 IN CONFIDENCE AC/HE/16 [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Proposed by Alderman Barr
Seconded by Councillor Lynch and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Councillor Brett and agreed that

the remainder of Committee business be taken in Open Session.

The Chairperson advised that audio-recording would recommence at this point.

There being no further committee business the Chairperson thanked everyone for their attendance. The meeting concluded at 7.01 pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.