



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING AND
REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON MONDAY 10 SEPTEMBER 2018 AT
6.30 PM**

In the Chair : Councillor S Ross

Committee Members Present : Aldermen – P Barr, T Burns and M Girvan
Councillors – L Clarke, R Lynch, S McCarthy, J McGrath,
V McWilliam, M Maguire and J Montgomery

Non-Committee Members Present : Alderman - J Smyth
Councillors - D Hollis, N McClelland and B Webb

Officers Present : Deputy Chief Executive – M McAlister
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 – J McIntyre
IT Systems Support – A Cole
Members Services Manager – V Lisk
Governance Support Officer – B Thompson

CHAIRPERSON'S REMARKS

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

1 APOLOGIES

Alderman - M Cosgrove
Councillors - P Brett, J Greer and A Logue

2 DECLARATIONS OF INTEREST

None.

3. REPORT ON BUSINESS TO BE CONSIDERED

3.1 AC/HE/23 2018 EUROPEAN YEAR OF CULTURAL HERITAGE – THE EARLY SHIFT PROJECT

Members were advised that as part of 2018 European Year of Cultural Heritage, Museum at The Mill has been invited to participate in a new and innovative project led by the Northern Ireland Museums Service in partnership with Thrive Audience Development Company. The project will deliver unique interactive experiences in seven museums across Northern Ireland with the aim of attracting different audiences and adapting to a new economic climate of sustainability. This project is being funded by Tourism NI, Heritage Lottery Fund NI, and Historic Heritage Division of the Department of Communities and there will be approximately £2,500 to £3,000 funding available to each of the participating museums.

This project, entitled The Early Shift, offers the opportunity to engage with a wider range of people, while particularly focusing on 18-30 year olds, a demographic that traditionally does not normally engage with cultural heritage and museums. The project title refers to enabling access to the participating museums outside of the normal working day.

The event proposed for Museum at The Mill focuses on Health and Well-being with the connection to the museum being the flax seed itself which is currently classed as a superfood due to its nutritional benefits. The funding for the event will be used to provide a range of energising activities for both mind and body in the beautiful surroundings of Mossley Mill. From cookery demonstrations in the Museum to Tai Chi in The Civic Square participants will be able try out a host of activities aimed at enhancing relaxation, inner calm, and peace. Activities will include an introduction to the practice of Mindfulness and Pilates along with a look at how the process of Crafting can help with managing stress. Given that this event will be both indoor and outdoor it lends itself best to taking place in the morning and it has therefore been agreed with the Museums Council that it will be entitled The Early Shift.

The project will take place over the weekend of 26 to 28 October and it is proposed that The Early Shift will take place on Saturday 27 October from 8am – 11am. The Northern Ireland Museums Service proposes that there will be charges for all events across each Council area at £5 per participant.

Proposed by Councillor Lynch
Seconded by Councillor McWilliam and agreed that

the Early Shift project takes place in Museum at The Mill and the Civic Square on Saturday 27 October from 8am to 11am at a cost of £5 per participant.

ACTION BY: Samantha Curry, Culture and Heritage Manager

3.2 AC/HE/21 ARTS AND CULTURE GUIDED WALKING TOURS PILOT

Members were advised that over recent years, guided walking tours have become a growth area in the cultural tourism offer across Northern Ireland particularly in Belfast and Londonderry with this type of activity proving hugely popular with visitors and locals looking for something different to do.

Guided walking tours are available in Belfast covering everything from ghostly tales, culinary sampling, historic tours, graveyard trails and titanic tours. Fees are charged for tours ranging from £10 to £30 and they must be booked in advance given that there is a limited number of places available on each tour. Research has shown that a tourism destination that thrives on local cultural products will open up many opportunities for local people and economic growth.

The Borough has a wealth of history and heritage, much of it associated with its cultural facilities. As part of its approach to delivering its business plan and specifically the objective of growing visitor numbers at heritage attractions, the arts and culture service has recognised the potential of developing high quality-guided walking tours, which would support growth of the arts & cultural offer, income generation, increased facility use and tourism.

It is proposed to pilot walking tours over the Halloween period as follows:

- Mossley Mill
- Antrim Castle Gardens and
- Sentry Hill

A bespoke tour will be developed for each venue with content specific to the location, lasting approximately 60 minutes, which will cover tales, stories and anecdotes in an informative, entertaining and engaging manner and be delivered by an external specialist who will be in character and appropriate costume and add a theatrical slant to the experience. Given the time of year a 'spooky' theme will apply, which is known to have commercial appeal at Halloween in particular. Tours would be available over the week of Halloween on various dates and times with advance booking required. A cost of £5 per person is recommended to cover costs and will include complimentary refreshments at the end of the tour when participants will also be asked to provide their feedback.

Should the pilot prove successful, further development of the cultural walking tour product is proposed with a report brought back to a future meeting of the Committee.

Proposed by Alderman Barr

Seconded by Councillor Montgomery and agreed that

the delivery of three guided walk pilot projects at Mossley Mill, Antrim Castle Gardens and Sentry Hill, with a charge of £5 per person, over the Halloween period be approved and if successful a further report brought back to a future meeting.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.3 CP/P4/017/VOL2 PEACE IV PARTNERSHIP MINUTES

Members were reminded that the PEACE IV Partnership operates as a Working Group of the Council. As such the minutes of the 17 April, 12 June and 10 July 2018 meetings of the Full PEACE IV Partnership were circulated for approval.

Councillor Lynch congratulated Officers on the work carried out within the tight timeframe.

Proposed by Councillor Clarke

Seconded by Councillor Lynch and agreed that

the PEACE IV Partnership Minutes for 17 April, 12 June and 10 July 2018 be approved.

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

3.4 CP/CD/214 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2018/19 – SMALL GRANTS FUNDING RECOMMENDATIONS

Members were reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members are advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2018/19 financial year.

To be successful in securing a small grant groups applying must score a minimum of 50% in their application assessment and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the month of August, two applications totalling £1,000 were received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
Antrim Reminiscence Group	Small Activity Grant to cover insurance, rent & transport	60%	£500.00	£500.00
Ballycraig Primary School PTA	Small Activity Grant to cover an event to celebrate the school's 50 th Birthday	46%	£500.00	£0.00

The total budget available for Small Grants for the 2018/19 financial year is £8,129.50. The total amount of financial assistance awarded to date,

including the above successful application, is £4,320.00 leaving a balance of £3,809.50 to fund future applications that may be submitted to the Council during the remainder of the year.

Proposed by Councillor Montgomery
Seconded by Councillor Clarke and agreed that

the Small Grant award recommendation be approved and feedback provided to the unsuccessful.

ACTION BY: Kerry Brady, Community Support Officer

3.5 CP/GR/080 GOOD RELATIONS GRANT AID PROGRAMME 2018

Members were reminded that the annual Good Relations Action Plan submitted to The Executive Office includes a budget of £20,000 for the implementation of a Good Relations Grant Aid Programme to support community and race relations locally. This is a rolling programme open until November 2018 subject to budget availability.

A summary of the Good Relations applications received for June and an overview of the assessment and funding details was provided for information. Members would be aware that a pass threshold of 50% for Good Relations Grant Aid applications was agreed at the Community Planning and Regeneration Committee in November 2014.

Group Name/ Project Promoter	Project Description/Title	Scored (%)	Amount Requested
A Safe Space to Be Me	Community engagement activities for young people in Crumlin to create a sense of being welcomed and their needs recognised by the community. Additionally to improve levels of engagement and reduce anti-social behaviour.	44%	£2,448

Proposed by Councillor Montgomery
Seconded by Councillor Lynch and agreed that

the proposed funding request is not approved as it has not achieved the pass threshold of 50%.

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

3.6 ED/TOU/28 HALLOWEEN SPOOKTACULAR AT THE JUNCTION 2018

Members were reminded that a Halloween Spooktacular event takes place annually at The Junction in Antrim attracting an estimated 10,000 spectators.

The Halloween Spooktacular will be organised in partnership with The Junction who have agreed to contribute £10,000 towards the costs of children's entertainment, a radio roadshow and fireworks display. This is an extra £1,500 contribution from last year's event and The Junction also spends an additional £10k on marketing the event. The net cost of the event to the Council is £18,000 for which there is provision in the Economic Development budget.

It was proposed to hold the Halloween Spooktacular at The Junction on Thursday 25 October, as part of the Council Halloween programme of activities and events. The event format will feature a range of family entertainment, Halloween themed attractions and a fireworks finale.

This event will complement the Borough's other large scale family event, Spooked Out, which is planned once again for V36 on Wednesday 31 October 2018.

Proposed by Councillor Clarke

Seconded by Councillor Lynch and agreed that

the Halloween Spooktacular event at The Junction on 25 October 2018 be approved, up to a maximum cost of £18,000 for which provision has been made in the Economic Development budget.

ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration Manager

3.7 AC/GEN/21 ARTS COUNCIL CHALLENGE FUND FREE FACILITY USE

Members were reminded that it was agreed at the October 2017 Council meeting to accept an offer of £122,640 from the Arts Council of Northern Ireland (ACNI), for the delivery of the Love Living Here Through the Arts project plan of arts development across the Borough in 2018/2019. It was agreed within the overall DEA Funding plan that the required match funding of £122,640 must be provided in equal contributions from each of the seven DEAs.

The project was officially launched by the then Mayor Councillor Paul Hamill in Museum at The Mill on 23 May 2018 when lead artists for each of the five project strands were announced. Members were advised that each Lead Artist would be working closely with the Community Planning Manager and the Arts Services Manager to identify suitable locations and to set up groups in line with the outcomes determined in Community Plan and in order to ensure an even spread of activity across the seven DEAs.

A stated aim of the project is that each of the projects will take place in a community setting as far as possible. At this point the scheduling of parts of the programmes has been done as listed below, however there may be a need to use other Council facilities at other times and it is proposed that this also be approved (subject to bookings).

Older Peoples Programme	Hours Use
Ballyduff Community Centre	72hrs
Monkstown Community Centre	72hrs
Greystone Community Centre	72hrs
Crumlin Leisure Centre	72hrs
Stiles Community Centre	72hrs
Mossley Pavilion	72hrs
Lillian Bland Pavilion	72hs
Rathenraw Community Centre	72hs
Issue Based Theatre Programme	
Mossley Pavilion Core	140
Valley Leisure Centre - Rathcoole Players	140
Lilian Bland	140

Councillor Montgomery made reference to the free use of these facilities and asked that this be clearly identified in the usage statistics so that it does not skew the report.

Proposed by Councillor McCarthy
Seconded by Councillor Montgomery and agreed that

the free use of the Council facilities outlined above be approved for delivery of the Arts Challenge Fund Issue Based Theatre and Older People's Programmes and that other further bookings also be approved, subject to availability within the venues.

ACTION BY: Bernard Clarkson Arts Service Manager and Ursula Fay, Head of Arts & Culture, Community Planning and Regeneration Department

3.8 AC/THB/8 BALLYCLARE TOWN HALL

A request had been made by Ballyclare Protestant Boys Flute band to sell alcohol at an event they have booked in Ballyclare Town Hall on Saturday 13 October 2018 from 5pm until midnight. As had been the case previously, this could be facilitated with Council's permission if the organisation applied for and was granted an alcohol licence.

Proposed by Councillor Montgomery
Seconded by Councillor McWilliam and agreed that

permission be given for Ballyclare Protestant Boys Flute Band to apply for an alcohol licence to sell alcohol at their event in Ballyclare Town Hall on 13 October 2018, between the hours of 5pm and midnight.

and that sufficient staff cover be available following the booking.

ACTION BY: Ursula Fay, Head of Arts & Culture

3.9 CP/CD/248 CHRISTMAS CELEBRATION EVENTS FUND 2018

Members were reminded of the decision taken by the Council in February 2018 to establish a Christmas Celebration Events Fund to assist groups that may wish to develop and deliver their own Christmas Celebration events in the absence of a Council installed Christmas tree and associated switch on ceremony.

The total budget allocated to the fund for 2018 is £18,000 and groups representing the 18 designated sites across the Borough were invited to apply. Under this fund the Council would provide financial assistance of up to £500 per group with no match funding required and for groups wishing to organise a larger scale event a maximum ceiling of £1,000 would be available if the group can secure match funding for the additional £500 (or smaller amount) on a pound for pound basis.

The closing date for receipt of applications was 27 July 2018 and the total number of applications received was eleven. Following assessment by Council Officers the total amount requested from the eleven applications was £8,445.75 all of which were recommended for funding, subject to the receipt of all relevant supporting documentation and legislative requirements, and detailed in the table below:

Group Name	Total Event Cost	Match Funding Secured	Total Requested from Council
Ballyrobert Village Committee	£1,000.00	£ 350.00	£ 650.00
Bawnmore District Residents Association	£1,930.00	£1,000.00	£ 930.00
Burnside and District Community Group	£1,500.00	£ 500.00	£1,000.00
CORE New Mossley	£ 500.00	-	£ 500.00
Doagh Cultural Society	£1,500.00	£ 500.00	£1,000.00
Jump Youth Club Parkgate	£ 800.00	£ 150.00	£ 650.00
Mallusk Community Action Group	£ 465.75	-	£ 465.75
Monkstown Community Association	£2,050.00	£1,050.00	£1,000.00
Straid Village and District Community Group	£ 500.00	-	£ 500.00
TIDAL	£1,500.00	£ 500.00	£1,000.00
Tildarg Primary School	£1,000.00	£ 250.00	£ 750.00
TOTAL	£12,745.75	£4,300.00	£8,445.75

Members were advised that a number of groups applied and successfully secured financial assistance from the Council's Community Festivals Fund to cover the cost of their Christmas activities. These groups were as follows:

1. Ballynure & District Community Association
2. Whiteabbey Community Group
3. Newtownabbey Womens Group
4. Crumlin Community Group.

Members were also advised that 3 sites/groups namely, Ballyduff Community Regeneration Group, 1st Donegore Presbyterian Church Youth Club (Parkgate) and Templepatrick Action Community Association have not applied for funding for the Christmas Celebration Event Fund to date. Officers would therefore suggest that any further applications for Christmas Events be submitted by Friday 5 October 2018 at 4pm to facilitate groups that may still be considering this option.

Members were also reminded of the decision taken in February 2018 to gift existing Christmas Tree Lights to groups upon request providing that they can demonstrate the capacity to take responsibility for all electrical testing, insurance and adherence to the legislation in relation to roadside working etc. At this stage requests had been received from the Villages of Doagh, Straid, Burnside, Parkgate and Templepatrick (to be confirmed).

Proposed by Councillor McWilliam

Seconded by Councillor Clarke and agreed that

- i. **the 11 applications totalling £8,445.75 be approved.**
- ii. **the existing Christmas tree lights used in Doagh, Straid, Burnside, Parkgate and Templepatrick be gifted to each of the respective groups.**

ACTION BY: Jonathan Henderson, Community Services Officer

3.10 CP/GEN/19 COMMUNITY PLANNING & REGENERATION SECTION - PARTNERSHIP MINUTES

Members were advised that the quarterly update Partnership Minutes as listed below could be viewed in the new electronic folder called "**Partnership Minutes for Members Information**" on their Ipads.

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91	-	Antrim & Newtownabbey Citizens Advice Bureau
D/CSP/48	28 March 2018 30 May 2018	Antrim & Newtownabbey Policing & Community Safety Partnership (PCSP)
D/DP/67	19 June 2018	Rathcoole Neighbourhood Renewal Partnership
D/DP/67	-	Grange Neighbourhood Renewal Partnership

	-	Joint Cohesion Group
CP/GR/43	19 Jan 2018 23 March 2018 25 May 2018	Traveller Issues Local Government Partnership

Proposed by Councillor Lynch
Seconded by Councillor Montgomery and agreed that

the Partnership Minutes be noted.

NO ACTION

3.11 AC/HE/022 ALEXANDER IRVINE – REPRINT OF MY LADY OF THE CHIMNEY CORNER

Members were reminded that Alexander Fitzgerald Irvine was an author and a minister born and raised in Antrim at Pogue's Entry who went on to fight in the Great War as Chief Morale raiser from 1916 to 1918. He authored such books as *The Master and the Chisel* (1904), *God and Tommy Atkins* (1916), *A Fighting Parson* (1930 Autobiography), and *Anna's Wishing Chair* (1938). He is probably best known locally for his book *My Lady of the Chimney Corner* written in 1913 but no longer available in circulation to purchase.

Whilst discussing plans for a number of Alexander Irvine events, the Arts and Cultural Advisory Panel asked that officers explore the potential of having this book reprinted and made available for both viewing and sale in various arts and cultural venues.

Members were advised that an initial order of 200 copies was placed with Appletree Press in return for a commitment to purchase these books at 50% discount of the retail price of £5.99, therefore costing £599 in total. The books would be made available for purchase at various arts and culture locations and this will be promoted at the Alexander Irvine day event in Pogue's Entry On Saturday 8 and Sunday 9 September 2018.

Councillor Montgomery thanked the Head of Arts and Culture for delivery of this project.

Proposed by Councillor Montgomery
Seconded by Councillor Lynch and agreed that

the report be noted.

NO ACTION

3.12 AC/EV/3 GARDEN SHOW IRELAND 2018 AND BEYOND

Members were reminded that Garden Show Ireland (GSI) was held in Antrim Castle Gardens for the fifth successive year in May 2018. This being the last year of a three-year partnership agreement between Garden Show Ireland

and the Council to host the event for which support of £25,000 had been provided annually.

Members were reminded that in planning for the next 2 years, Garden Show Ireland had requested additional support which was subsequently approved (June 2018). GSI had now confirmed its commitment to a 2-year agreement, 2019 and 2020 with financial support from Council of £35,000 each year.

A further report on specific operational arrangements regarding Garden Show Ireland 2019 including dates will be brought to a future meeting of the Committee.

Proposed by Councillor Clarke
Seconded by Councillor Lynch and agreed that

the report be noted.

NO ACTION

3.13 AC/MU/3 MUSEUM ACCREDITATION

Members were reminded that the Museum Accreditation Scheme sets nationally agreed standards for museums in the UK. There are currently just under 1,800 museums participating in the scheme, demonstrating their commitment to managing collections effectively for the enjoyment and benefit of users.

The scheme was administered by Arts Council England in partnership with CyMAL: Museum, Archives, Libraries Wales; Museums Galleries Scotland and the Northern Ireland Museums Council. It was reported to the Operations Committee in March that Sentry Hill Historic House and Visitor Centre achieved full accreditation in 2007, submitted a successful accreditation return in 2011 and in 2014 again achieved full accreditation to a revised version of the scheme with Museum at The Mill achieving full accreditation in 2015.

Members were advised at this meeting that the Accreditation award is valid for three years at which point participating museums are invited to provide evidence that they continue to maintain the Accreditation Standard. The Accreditation returns for both Sentry Hill and Museum at The Mill were submitted by 31 March 2018. The following documents were required as part of the application process and formed part of the return having been approved by the committee in March:

Museums Service Access Policy
Museums Service Environment Policy
Museums Service Documentation Policy
Museums Service Conservation Policy
Museums Service Collection Development Policy
Museums Service Forward Plan

Correspondence has been received from Arts Council England, a copy of which was circulated for Members' information, advising that both Museum at The Mill and Sentry Hill have once again achieved full accreditation, which is valid for a further three years.

Proposed by Councillor McCarthy
Seconded by Alderman Barr and agreed that

the report be noted.

NO ACTION

3.14 CPR/PBS/BC/005 LAND AND PROPERTY SERVICES STATISTICS FOR HOUSING COMMENCEMENTS AND COMPLETIONS

The Building Control Section sends a range of monthly statistical reports to Land and Property Services relating to a range of building regulations activity, including commencement and completion of applications received. On a quarterly basis LPS publishes their analysis of these reports relating to new housing and the latest version for April – June 2018 can be found on the following link <https://www.finance-ni.gov.uk/topics/statistics-and-research/new-dwelling-statistics> .

The table highlighting the numbers of new dwelling commencements and completions under the Building Regulations for each of the 11 Council areas was circulated for Member's information.

Proposed by Councillor Lynch
Seconded by Alderman Barr and agreed that

the report be noted.

NO ACTION

3.15 CP/CP/074 MULTI AGENCY SUPPORT HUB - DRAFT OPERATING PROTOCOL

Members would be aware of the ongoing work of the Multi-Agency Support Hub (MASH) that was established within Antrim and Newtownabbey Borough in July 2017. The MASH seeks to assist and support vulnerable individuals across the Borough through a collaborative multi-agency approach. It provides a forum where individual cases are discussed and actions are agreed to improve the situation of those who require assistance. The MASH assists individuals who have not reached thresholds for specialist interventions or specialist safeguarding but who require some intervention to improve their wellbeing.

The Antrim and Newtownabbey MASH is Chaired by the Council's Community Safety and Good Relations Manager and includes representation from statutory organisations. This includes Policing & Community Safety Partnership, Police Service of Northern Ireland, Northern Ireland Fire & Rescue Service, Northern Ireland Housing Executive, Youth Justice Agency, Northern Health & Social Care Trust, Northern Ireland Ambulance Service, Northern Ireland

Probation Board & Council (Environmental Health). The group meets monthly or more frequently if there is a particular urgency around a case. Individual cohorts give their consent for their cases to be discussed at the MASH and this consent remains in place until they either remove their consent or the MASH members agree that the individual no longer requires assistance from the MASH at which point the normal processes of the statutory agencies are sufficient.

The Antrim and Newtownabbey MASH operating protocols were circulated for Members' information.

Councillor McCarthy thanked Officers involved and hoped the Council would continue to support this project.

Proposed by Councillor Montgomery
Seconded by Alderman Girvan and agreed that

the report be noted and that Officers furnish Members with the relevant monitoring information regarding number of cases successfully resolved.

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

3.16 CP/CP/085 DEA FUNDING PROGRAMME

Members were reminded of the DEA funding programme which commenced in December 2015. In the current financial year there is budget provision of £50,000 per DEA.

Appendix 1 (circulated) details, for each DEA, the projects which were scheduled for the current financial year, twinned with an update on the status of each project. Members noted that four projects that were finalised under the 2017/18 programme were now complete and highlighted in yellow.

Members were advised that a mid-year review would take place in October to establish spend to date and a further report would be brought forward for members consideration. Members noted that site visits for completed capital projects at the following primary schools; Ballyhenry, Whitehouse and Kingspark would be organised now that the schools have recommenced.

Proposed by Councillor McWilliam
Seconded by Alderman Barr and agreed that

the schedule of projects at Appendix 1 be noted.

NO ACTION

3.17 FI/PRO/QUO/422 COMMUNITY PLANNING REVIEW

Members were reminded that the 'Love Living Here' Community Plan was developed in 2017. The development of the plan was the result of extensive engagement, research and consultation with community planning parties, key stakeholders, agencies, communities and individuals. This culminated in a

shared vision that 'Antrim and Newtownabbey was a resilient, socially responsible community where citizens enjoy a high quality of life'.

Members noted that the Community Plan was led by a Senior Officer Partnership and Elected Members, representative of all community planning parties. In order to implement and review the Community Plan a Community Planning Officers Working Group develops and determines a range of delivery arrangements for the Community Plan. The officers working group comprises management from each of the partner organisations. A wider group of stakeholders sit on Outcome Delivery Groups who engage with community and relevant stakeholders to design the actions to achieve the outcomes in the Community Plan.

Additional to this there were seven Place Shaping Forums which operate across the Borough to ensure the implementation of the Plan.

At this stage it was opportune to review and assess the impact of the community planning process to date twinned with identifying the focus of community planning going forward, where the greatest gains could be achieved for the benefit of the citizens.

Members were therefore advised that Locus Management have been appointed, following a procurement exercise, to review and document the suite of actions delivered within the Community Plan and across wider Council services. The review will involve engagement with Elected Members, Community Planning Partners and Key Stakeholders. A further report was presented for members' consideration.

Proposed by Alderman Girvan
Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

Supplementary reports and Any Other Business were taken at this point of the meeting.

3.21 SUPPLEMENTARY REPORT CP/CD/049 GIRLS' BRIGADE 125TH ANNIVERSARY

Members were reminded of the decision taken at the Council meeting in July 2018 to award sponsorship of £1,000 to Girls Brigade Northern Ireland (GBNI) for a programme of fundraising events and activities to mark its 125th Anniversary in 2018/19.

Further correspondence had been received from GBNI inviting representatives from the Council to a Leaders Ball on 5 October 2018 at 7pm in the Tullyglass Hotel. Tickets cost £50 per person. Proceeds from the ticket sales would support the rebuilding of a primary school in Uganda for which GBNI has already raised £35,000 and hopes to raise a further £90,000.

Proposed by Alderman Girvan

Seconded by Councillor McWilliam and agreed that

the Mayor and Chairperson of the Community Planning and Regeneration Committee, or nominees, attend.

ACTION BY: Kerry Brady, Community Support Officer

3.22 SUPPLEMENTARY REPORT PBS/BC/003 STREET NAMING

A development naming application from Peter O'Hare Ltd, regarding the naming of a residential development at Shore Road, Newtownabbey was referred back to the developer from the Council Meeting on the 28 August 2018. The development consists of 11 units, these being a mix of detached, semi-detached and terraced dwellings.

Subsequently correspondence was received on 5 September with alternative proposals for naming of this development. The development names submitted are outlined below with rationale enclosed. All original documentation was circulated in Appendix A.

- 1 – Neills Court
- 2 – Neills Place
- 3 – Neills Avenue

Should the Committee not wish to select one of the above names, the matter will be referred back to the developer via the Building Control section for further consideration.

Proposed by Councillor Clarke
Seconded by Councillor Montgomery and agreed that

the name Neills Court be approved.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

3.23 SUPPLEMENTARY REPORT CP/CD/248 CHRISTMAS CELEBRATION EVENTS FUND 2018 – ADDITIONAL APPLICATION

Members were reminded of a previous report detailing the 11 successful applications to the Christmas Celebration Events Fund 2018.

Members were advised that a further application had been received from Templepatrick Action Community Association which had also been assessed and recommended for funding. The inclusion of this application, with those reported previously, brings the total amount requested for 12 applications to £9,225.75. Details are included in the table below:

Group Name	Total Event Cost	Match Funding Secured	Total Requested from Council
Templepatrick Action Community Association	£2,000	£1,200	£800

Proposed by Councillor Clarke
Seconded by Alderman Barr and agreed that

the application from Templepatrick Action Community Association for £800 be approved.

ACTION BY: Jonathan Henderson, Community Services Officer

4 ANY OTHER RELEVANT BUSINESS

- (1) Councillor Webb made reference to the 'Spinning Yarns' event which took place recently in Antrim Castle grounds. This was a one off event but he hoped that it would become an annual event due to its success.

NO ACTION

- (2) The Chairperson welcomed the new Director of Community Planning, Mr Nick Harkness to his first meeting.

NO ACTION

- (3) The Chairperson also welcomed Councillor McGrath to his first meeting of the Committee.

- (4) Councillor Montgomery informed Members that by the time of the next meeting Councillor McCarthy would be a married man. Members wished him well.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor McCarthy
Seconded by Councillor Lynch and agreed that

the following Committee business be taken In Confidence.

3.18 IN CONFIDENCE CD/PM/084 NEILLSBROOK 3G PITCH, APPOINTMENT OF INTEGRATED CONSULTANT TEAM

Members were reminded that at the Council meeting in June 2018 approval was granted for the Neillsbrook 3G Pitch project to be brought forward onto the Capital Programme at an estimated cost of £[REDACTED]. An Economic Appraisal, Business Case and EQIA Screening Form have been completed and were circulated for Members consideration.

The scope of works included the following; replacement of existing grass rugby pitch with new 3G synthetic pitch and shockpad (107m x 70m) suitable for rugby, football and Gaelic games including bitmac spectator area, fencing and floodlighting.

EXECUTION PLAN

To expedite the programme and make the pitch available for the 2019/20 season the professional services are being procured through the Scape Built Environment Consultancy Services framework and delivered by Perfect Circle. AECOM is the local team for Perfect Circle in Northern Ireland.

Scape is a local authority based organisation acting as a Contracting and Central Purchasing Body as defined in the EU Procurement Directives.

COST PLAN

Perfect Circle had submitted a fee proposal of £[REDACTED] (excluding site supervision) which is within the normal fee range for a project of this scale and complexity and as allocated within the economic appraisal.

PROGRAMME

Subject to Council approval in August 2018, it was envisaged that works would commence in March 2019 and be completed by the end of August 2019.

The Deputy Chief Executive advised Members of an error on the report, appendix 4 should read £[REDACTED] and not £[REDACTED].

Proposed by Councillor Clarke
Seconded by Alderman Barr and agreed that

- i. **The Economic Appraisal, Business Case, EQIA screening form be approved.**
- ii. **Perfect Circle be appointed to undertake professional services for delivery of the scheme for the fee of £[REDACTED].**

ACTION BY: Andrew McKeown, Capital Projects Officer

3.19 IN CONFIDENCE CD/PM/084 RANDALSTOWN ENVIRONMENTAL IMPROVEMENT SCHEME

Members were reminded of the provision made in the Capital Development programme 2018/2019 to redevelop the area to the rear of the synthetic pitch in Neillsbrook, Randalstown.

An indicative budget of £[REDACTED] was provided for initially in the capital estimates in November 2017. Subsequent to this decision a number of meetings were held with key stakeholders and Elected Members for the area. The feedback from these meetings was two-fold, in that there was a need expressed to address the car parking problem in the area particularly during key sporting events and training both rugby and football. Secondly there was a desire to enhance the visual appearance of the area and create a space which could be used for events and other community activity. This proposal was supported by Tidy Randalstown, based on feedback from judges who

had assessed the town for the Britain in Bloom competition. An Economic Appraisal, Business Case and EQIA Screening Form have been completed and were circulated for Members consideration.

A concept design based on these requirements has subsequently been developed, a copy of which was circulated.

The key elements of the scheme included;

1. The creation of 53 car parking spaces to the rear of the recently refurbished MUGA with access provided from the side of the community centre and the far side of the MUGA. The materials to be used would be primarily permeable paving grids with reinforced grass together with a central area which would be constructed in reinforced concrete.
2. An additional 4 car parking spaces beside the Bowling Green and a coach bay adjacent to Neillsbrook Road.
3. The removal of the existing wall and replacement with two totems – theme to be agreed.
4. Two collapsible bollards to control access to facilitate the security of the new car park.
5. Two new lighting columns in new parking area.
6. A landscaped community area.

The revised cost estimate for the scheme based on the revised brief is circa £[REDACTED] if all elements are to be included. A breakdown of cost is shown below.

Summary of Estimated costs

New Car park area	£ [REDACTED]
Extension to existing car park	£ [REDACTED]
Landscaped Community area	£ [REDACTED]
Coach Parking	£ [REDACTED]
*Miscellaneous Items	£ [REDACTED]
	£ [REDACTED]
Contingency	£ [REDACTED]
Fees	£ [REDACTED]
TOTAL	£ [REDACTED]

*The miscellaneous items included lighting, signage, totems and a new storage unit to replace the existing storage shed.

Officers had confirmed that planning permission was required.

On the assumption of Council approval in August 2018, it is anticipated works could commence on site in February 2019 and be complete by May 2019.

Councillor Montgomery queried the need for coach parking in addition to the other provision within the scheme.

Proposed by Councillor Clarke

Seconded by Councillor Lynch and

on the proposal being put to the meeting, 8 Members voted in favour, 3 against and 0 abstentions and it was agreed that

- (i) The Economic Appraisal, Business Case, EQIA screening form be approved.
- (ii) The scheme as outlined be approved with a revised budget for the full scope of the works of £[REDACTED].

ACTION BY: Des McFaul, Capital Projects Officer

3.20 IN CONFIDENCE CD/PM/107 THREEMILEWATER PARK PHASE 1 PROPOSALS

Members were reminded of the report brought to the Community Planning and Regeneration Committee in May 2017 identifying proposals for the development of Threemilewater Park ie: Area 1 (Woodland), Area 2 (Parkland) and Area 3 (Entrance and Wetland). A plan of the proposal was circulated in Appendix A.

Members were further reminded that a report was brought to the Council in June 2018 and it was agreed that £[REDACTED] be brought forward onto the Capital Programme for Phase 1 of the Masterplan for the Threemilewater Park. An Economic Appraisal, Business Case and EQIA Screening Form have been completed and were circulated for Members' consideration.

The main objective for Phase 1 is to develop a pathway through Area 1 and Area 2 in the Threemilewater Park and following a recent site inspection, a potential route for a woodland path had been identified. This proposal provides a link off the Newtownabbey Way directly back to the existing footpath from the car park at the Doagh Road entrance. A copy of the proposed route was circulated at Appendix B.

It was estimated that the route will measure approximately 1½ Kilometres, allowing for switch backs for the trail to meet the 4% "all ability" gradient standard for best practice.

The specific objectives of the proposal were as follows:

- i. Extend the current path network into the woodland on the south side of the Threemilewater River;
- ii. Maintain the path at river level as far as possible;
- iii. Complete the loop path route by traversing the open grassland back towards the car park at Doagh Road;
- iv. Provide a low maintenance path with feature leaning rails at the river and scenic viewpoints at higher level;
- v. Assess opportunities for woodland restoration.

An impact analysis on the proposal had been undertaken as detailed below:

Pros:

- Improved park amenity providing access to the underused woodland zone and creating a new loop path
- Improve the condition of existing woodland stands by clearing undergrowth which currently inhibits access along the river
- Reduce the density of woodland planting along the path route by clearing the windblown stems and standing dead larch trees
- Opportunity to remove non-native sycamore and encourage healthy regeneration by interplanting a more diverse species mix.

Cons:

- Civil engineering works will interfere with the current tree root system and may destabilise the steep bank and subsequently the Doagh Road above
- Access for plant and machinery will be difficult which will give added expense to the path construction
- The open grassland is overgrown with 'Marestails' weed which will need to be treated and require ongoing maintenance to eradicate it and avoid damage to the new path
- The required conditions for "all ability" access will be very difficult to achieve along the full length of the trail.

The above risks would be responded to through the design detail and operational management plan.

The Threemilewater Park was designated as a Site of Local Nature Conservation Importance which requires compliance with the Wildlife Refuges (WRs) Order and the Nature Reserves (NRs) Order. Planning Legislation would also require reference to the Amenity Lands Act, Tree Preservation Order regulations and the Nature Conservation and Amenity Lands Order.

As part of the Planning Application process the Council would also be required to consult with the Historic Environmental Division (HED) and the Rivers Agency and further site investigation work and reports may be needed in addition to those required to achieve current design standards.

OPTIONS

To achieve the best value outcome for the path development, an options appraisal exercise had been undertaken. Two options have been identified:

- Option 1 – 2 metre gravel path to the best achievable gradients
- Option 2 – 2 metre bitmac path to the best achievable gradients

The gravel path will require the least maintenance and will blend in with the natural environment.

The bitmac path is more suitable to "all ability" standards.

BUDGET COSTS

- Option 1 – gravel path
- Construction

£ [REDACTED]

Contingency	£		
Professional fees	£		
Specialist fees	£		
Statutory fees + Site Reports	£		Trail Designer *
TOTAL:	£		

Option 2 – bitmac path			
Construction	£		
Contingency	£		
Professional fees	£		
Specialist fees	£		
Statutory fees + Site Reports	£		Trail Designer *
TOTAL:	£		

It was noted that costs were [REDACTED] until site investigations and detailed design are undertaken.

* Planning fee, site investigations, topographical survey, arboriculture survey, Environmental Habitat Regulations (HRA) report and surveys.

QUALITY/COST ANALYSIS

The gravel path option is more sympathetic to the woodland environment.

The gravel path option was within the approved budget of £[REDACTED]. The bitmac option is £[REDACTED] ([REDACTED]) above the approved budget.

It was proposed to develop the gravel path option for Phase 1 of the Threemilewater Park development plan.

Proposed by Councillor McCarthy
Seconded by Alderman Barr and agreed that

- (i) **the Economic Appraisal, Business Case, EQIA screening form be approved.**
- (ii) **Option 1 (gravel path) for the Phase 1 development at an estimated budget cost of £[REDACTED] be approved.**
- (iii) **a consultant design team be appointed to deliver the scheme from inception to completion.**

Officers undertook to report back to Members regarding the extent of disability access which could be achieved within the site constraints.

ACTION BY: Claire Minnis, Projects Development Manager

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Alderman Barr
Seconded by Councillor Lynch 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 7:20pm.

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.