



3 October 2018

Chairman: Councillor S Ross

Vice Chairman: Councillor M Maguire

Committee Members: Aldermen P Barr, T Burns, M Cosgrove, M Girvan  
Councillors P Brett, L Clarke, J Greer, A Logue, R Lynch,  
S McCarthy, J McGrath, V McWilliam, J Montgomery

Dear Member

**MEETING OF THE COMMUNITY PLANNING & REGENERATION COMMITTEE**

A meeting of the Community Planning and Regeneration Committee will be held in the **Council Chamber, Mossley Mill on Monday 8 October 2018 at 6.30pm**  
You are requested to attend.

Yours sincerely

A handwritten signature in black ink that reads "Jacqui Dixon".

Jacqui Dixon, BSc MBA  
**Chief Executive, Antrim & Newtownabbey Borough Council**

**PLEASE NOTE: a fork buffet will be available in the Members Room from 5:30pm**

**For any queries please contact Member Services:**

Tel: 028 9448 1301 or Email: [memberservices@antrimandnewtownabbey.gov.uk](mailto:memberservices@antrimandnewtownabbey.gov.uk)

## **AGENDA**

- 1 Apologies.
- 2 Declarations of Interest.
- 3 Report on business to be considered:

## **ITEMS FOR DECISION**

- 3.1 Street Naming
- 3.2 Street Naming
- 3.3 Street Naming
- 3.4 Commercial Vacancy Survey Work Undertaken May/June/July
- 3.5 Data Sharing Protocols with Land and Property Services
- 3.6 Roadsafe Roadshow
- 3.7 Community Planning Partnership Minutes
- 3.8 Extension of Opening of Sixmilewater Caravan Park
- 3.9 Request for Car Park Closure – The Square, Ballyclare
- 3.10 Peace IV – Service Level Agreement Acceptance
- 3.11 Antrim Senior Citizens Grants 2018
- 3.12 Vulnerable Person Relocation Scheme – Transportation Grant Funding Offer
- 3.13 Arrangements for Enchanted Winter Garden Festive Fayre and Christmas Markets 2018
- 3.14 Spooked Out at V36
- 3.15 Arts and Culture Grant Aid
- 3.16 SOLACE: Group for Realising the Value of the Historic Environment

## **ITEMS FOR INFORMATION**

- 3.17 Building Control Matters for the Period 1-31 July 2018
- 3.18 Monthly Update Capital Programme
- 3.19 Holocaust Memorial Day 2019
- 3.20 Ballyclare Town Hall – Update
- 3.21 Mid Antrim Heritage Partnership
- 3.22 Moylinney House Feasibility Study

**ITEMS IN CONFIDENCE**

- 3.23 Community Centres Review-Expression of Interest for Management Transfer
  - 3.24 Council Art Collection
- 4 Any Other Relevant Business.

**REPORT ON BUSINESS TO BE CONSIDERED AT THE  
COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON  
MONDAY 8 OCTOBER 2018**

**ITEMS FOR DECISION**

**3.1 PBS/BC/003 STREET NAMING**

Correspondence was received on 10 September 2018 from Simpson Developments, regarding the naming of a residential development at Avondale Drive, Ballyclare. The development consists of 20 units, these being a mix of detached, semi – detached and townhouse dwellings. The development names have been submitted as outlined below with a site location map / layout plan enclosed.

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

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.

**RECOMMENDATION: that Committee selects a name for this development**

Prepared by William Richmond, Principal Building Control Surveyor

Agreed by: Bronagh Doonan, Head of Property and Building Services

Approved by: Nick Harkness, Director of Community Planning

### **3.2 PBS/BC/003 STREET NAMING**

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 consists of six terraced bungalows. The development names and the developer's rationale have been submitted as outlined below with a site location map / layout plan enclosed.

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

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.

**RECOMMENDATION: that Committee selects a name for this development**

Prepared by: Liam McFadden, Principal Building Control Surveyor

Agreed by: Bronagh Doonan, Head of Property and Building Services

Approved by: Nick Harkness, Director of Community Planning

### 3.3 PBS/BC/003 STREET NAMING

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 has been submitted as outlined below with a site location map and site layout plan enclosed.

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

Should the Council not wish to select the above name; the matter will be referred back to the developer via the Building Control section for further consideration.

**RECOMMENDATION: that the Committee selects a name for this development**

Prepared by: Liam McFadden, Principal Building Control Surveyor

Agreed by: Bronagh Doonan, Head of Property and Building Services

Approved by: Nick Harkness, Director of Community Planning

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

Members will be 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 have received favourable feedback for the Council.

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

**RECOMMENDATION: that the partnership work with Land and Property Services continues.**

Prepared by: Bronagh Doonan, Head of Property and Building Services

Approved by: Nick Harkness, Director of Community Planning

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

Members will be 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 have 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 have considered the Data Sharing Protocol a copy of which is **enclosed** and consider it acceptable.

**RECOMMENDATION: that the Data Sharing Protocol with Land and Property Service is accepted.**

Prepared & Agreed by: Bronagh Doonan, Head of Property and Building Services

Approved by: Nick Harkness, Director of Community Planning

### 3.6 CP/PCSP/072 ROADS SAFE ROADSHOW

Members will be 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 is being planned within Antrim and Newtownabbey for February/March 2019 and the PSNI have expressed an interest in hosting the event at the Theatre at the Mill. Members are 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.

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

Prepared by: Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

### **3.7 CP/CP/007 COMMUNITY PLANNING PARTNERSHIP MINUTES**

Members are 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 are **enclosed** for approval.

**RECOMMENDATION: that the Community Planning Partnership minutes for 12 June 2018 be approved.**

Prepared by: Louise Moore, Head of Community Planning

Approved by Nick Harkness, Director of Community Planning

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

Members are 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 is closed in December just as the Enchanted Winter Garden event commences 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.

**RECOMMENDATION: 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.**

Prepared by: Colin Meneely, Business Support Manager

Approved by: Nick Harkness, Director of Community Planning

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

Members are 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

**RECOMMENDATION:** 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.

Prepared by: Jonathan Henderson, Community Services Officer

Agreed by: Elaine Manson, Community Services & Tackling Deprivation Manager/Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

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

Members are 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 are **enclosed**. Officers are currently agreeing final implementation plans for each project and if approved, will formally accept the Service Level Agreements and return to the PEACE IV Secretariat.

**RECOMMENDATION: that the Service Level Agreements be accepted.**

Prepared by: Connor O'Dornan, PEACE IV Co-ordinator

Agreed by: Louise Moore, Head of Community Planning/Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.11 CP/CC/005 ANTRIM SENIOR CITIZENS GRANTS 2018

Members are 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 is £8,000. Twenty grant applications have been received, requesting assistance totalling £15,450.50. Expected attendance at these events is likely to be in excess of 1,335 Senior Citizens.

Members are advised that Crumlin Seniors Group applies to the programme on an annual basis, however this year the group has 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 has been included in the table below and subject to receipt of a compliant application, Members may wish to pre-approve the request.

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

| SENIORS GROUP 2018                    | NOS ATTENDING | COST OF EVENT<br>£ | AMOUNT REQUESTED<br>£ | RECOMMENDED GRANT<br>£ | AMOUNT PER HEAD<br>£ |
|---------------------------------------|---------------|--------------------|-----------------------|------------------------|----------------------|
| Antrim Retirement Group               | 37            | 699.00             | 699.00                | 220.89                 | 5.97                 |
| 1 <sup>st</sup> Donegore Presbyterian | 70            | 750.00             | 750.00                | 417.90                 | 5.97                 |
| 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 <sup>st</sup> Antrim Presbyterian   | 40            | 640.00             | 640.00                | 238.80                 | 5.97                 |
| Old Presbyterian T'patrick            | 50            | 1043.00            | 1043.00               | 298.50                 | 5.97                 |

| <b>SENIORS GROUP 2018</b>    | <b>NOS ATTENDING</b> | <b>COST OF EVENT<br/>£</b> | <b>AMOUNT REQUESTED<br/>£</b> | <b>RECOMMENDED GRANT<br/>£</b> | <b>AMOUNT PER HEAD<br/>£</b> |
|------------------------------|----------------------|----------------------------|-------------------------------|--------------------------------|------------------------------|
| Creggan Local Heritage Group | 80                   | 410.00                     | 300.00                        | 300.00                         | 3.75                         |
| <b>TOTALS</b>                | <b>1435</b>          |                            | <b>£15,450.50</b>             | <b>£7,994.17</b>               |                              |

**RECOMMENDATION: that**

- i. the 20 applications for financial assistance totalling £7,994.17 towards Antrim Senior Citizens Christmas Events be approved.**
- ii. that 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.**

Prepared by: David Jordan, Community Services Officer

Agreed by: Elaine Manson, Community Planning and Tackling Deprivation Manager/Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

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

Members will be 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 has 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 is enclosed 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 offers grant funding to meet the costs of transporting children to scheme/events during school holidays. A total of £40,000 is available between July 2018 and March 2021 across all Councils who have 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 will 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.

#### **RECOMMENDATION: that**

- (i) the grant offer be accepted.**
- (ii) the grant offer be administered through the Good Relations Programme.**

Prepared by: Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by Nick Harkness, Director of Community Planning

### 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 are 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 is 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 are 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 is recommended that Option 2 is the preferred option i.e., 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.

#### Christmas Markets 2018 Programme 2018

Members are 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 is 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 1<sup>st</sup> December

#### **RECOMMENDATION:**

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

Prepared by: Ursula Fay Head of Arts and Culture

Agreed by: Nick Harkness, Director of Community Planning

Approved by: Majella McAlister, Director of Econ Development & Planning

### 3.14 AC/EV/1 SPOOKED OUT AT V36

Members are 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 has now been completed and Members are 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 are also advised that the Belfast City Council Monster Mash Halloween event has 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.

**RECOMMENDATION: that the report be noted and the updated arrangements for the 'Spooked Out at V36' are approved.**

Prepared by: Ursula Fay, Head of Arts and Culture

Agreed by: Nick Harkness, Director of Community Planning

### 3.15 AC/GEN/37 ARTS AND CULTURE GRANT AID

Members are 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 is 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 have 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 is 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 is £11,500. The total amount proposed for this award is £2,750 leaving a balance of £8,750 to fund any future applications in the current financial year.

**RECOMMENDATION: that the Arts and Culture Grant Awards be approved.**

Prepared by: Leeann Murray, Arts Development Officer

Agreed by: Ursula Fay Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

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

Correspondence has 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 is anticipated that the new group will meet quarterly in advance of the meeting of the Historic Environment Stakeholder Group. The draft Terms of Reference are **enclosed** for Members' information.

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

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

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

## **ITEMS FOR INFORMATION**

### **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> |
| <b>TOTAL</b>                                 | <b>£47150.26</b> |

#### **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

**RECOMMENDATION: that the report be noted.**

Prepared by: Vicky Jordan, Clerical Officer

Agreed by: Bronagh Doonan, Head of Property & Building Services

Approved by: Nick Harkness, Director of Community Planning

### **3.18 CD/PM/117 MONTHLY UPDATE - CAPITAL PROGRAMME**

A Capital Projects Status Report for September 2018 is enclosed for Members' information.

**RECOMMENDATION: that the report be noted.**

Prepared by: Claire Minnis, Capital Projects Manager

Approved by: Nick Harkness, Director of Community Planning

### 3.19 CP/GR/088 HOLOCAUST MEMORIAL DAY 2019

Members will be aware of the work through the District Council Good Relations Programme to commemorate Holocaust Memorial Day (HMD) on 27<sup>th</sup> January each year.

This year work has 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 are 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 Rowanda 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 16<sup>th</sup> 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 is **enclosed** for information. Further events/activities to commemorate HMD locally through the District Council Good Relations Programme will be communicated to members.

**RECOMMENDATION: that the report be noted.**

Prepared by: Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

### 3.20 AC/GEN/022 BALLYCLARE TOWN HALL – UPDATE

Members are 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 are now 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 9<sup>th</sup> 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 31<sup>st</sup> 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.

**RECOMMENDATION : that the report be noted.**

Prepared by: Ursula Fay, Head of Arts and Culture

Agreed by: Nick Harkness, Director of Community Planning

### 3.21 AC/HE/003 MID ANTRIM HERITAGE PARTNERSHIP

Members are 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 is allocated according to the Partnership Project Action Plan, a copy of which is enclosed, 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 allows 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.

**RECOMMENDATION: that the report be noted.**

Prepared by: Samantha Curry, Culture and Heritage Manager

Agreed by: Ursula Fay Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.22 PRO/QUO/321 MOYLINNEY HOUSE FEASIBILITY STUDY

Members are 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 are 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 is enclosed, 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 may wish to note that the feasibility study, undertaken by Lorraine McCourt Consulting, is nearing completion and will be forwarded for Members' consideration in due course to the Community Planning and Regeneration Committee.

**RECOMMENDATION: that the report be noted.**

Prepared by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning