



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON
MONDAY 13 NOVEMBER 2017 AT 6.30 PM**

In the Chair	:	Councillor A Logue
Committee Members Present	:	Aldermen – T Burns Councillors – J Blair, L Clarke, N Kells, R Lynch, M Maguire, P Michael, J Montgomery and S Ross
Non-Committee Members Present	:	Alderman – J Smyth Councillors – D Arthurs, J Bingham, S McCarthy, N McClelland, V McWilliam, B Webb
Officers Present	:	Director of Community Planning and Regeneration - M McAlister Head of Property and Building Services – B Doonan Head of Economic Development – P Kelly Head of Capital Development – R Hillen Community Services and Tackling Deprivation Manager – E Manson Media and Marketing Officer – N McCullough ICT Officer – A Cole Governance Support Officer – D Conlan

CHAIRPERSON'S REMARKS

The Chairperson welcomed Members to the November meeting of the Community Planning and Regeneration Committee and a group of final year Law students from Ulster University and reminded all present of the audio recording protocol.

1. APOLOGIES

Alderman – P Barr, M Cosgrove
Councillor – P Brett, J Greer, J Scott

2. DECLARATIONS OF INTEREST

Item 3.5 - Councillor D Arthurs

3. REPORT ON BUSINESS TO BE CONSIDERED

3.1 CP/GR/68 & CP/GR/70 GOOD RELATIONS GRANT AID PROGRAMME 2017

Members were reminded that the annual Good Relations Action Plan submitted to The Executive Office includes a budget of £22,113.29 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 2017 subject to budget availability.

A summary of the Good Relations applications received for September and an overview of the assessment and funding details was provided below for information. Members were made 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. Two applications had been received in October requesting a total of £4,960.

Group Name/ Project Promoter	Project Description/Title	Scored (%)	Amount Awarded
Mae Murray Foundation	To carry out a feasibility study around the potential development of an Inclusion Zone space and project in the Ballyclare area. The planned Inclusion Zone would provide a physical space and project activities suitable for people with disabilities and encourage engagement between people with disabilities, those without and provide opportunities for mixing between people from all gender, age and community backgrounds and create a shared space hub in the Ballyclare area.	60%	£2,500
Randalstown Cultural Awareness Association	To implement a programme of learning focused on shared history and community through an examination of the Polish contribution to the war effort in Northern Ireland during World War II. The programme will be targeted at 15 people from the Randalstown area and will employ a	56%	£2,460

	modular approach to learning with sessions including shared history, understanding and recognising cultural differences and understanding diversity. The project will include visits to the graves of Polish airmen buried locally and visits to the Northern Ireland War Memorial museum and aviation society. The project is OCN accredited.		
		TOTAL AMOUNT AWARDED	£4,960

Proposed by Councillor Lynch
Seconded by Councillor Ross and agreed that

the funding awards be approved.

ACTION BY: C Fox/ V Crozier-Nicholl, Good Relations Officer

Councillor Blair asked that it be put on record that, as agreed at the September Council meeting, he had requested that future grant applications would detail the measures, targets and outcomes of each application. The Director of Community Planning and Regeneration confirmed that the application format is being revised to include this information.

3.2 CP/CD/135 BONFIRE MANAGEMENT PROGRAMME 2017 REVIEW

Members were reminded of the Bonfire Management Programme 2017 agreed by the Council in February 2017 and the commitment within the document to review the Programme annually.

Members recalled a meeting in October 2017 to begin this review process at which the key issues were discussed and agreement reached on the following for inclusion in the Programme in 2017:

- I. Sign up sessions to be held on 26/27 March 2018 with a deadline of 6 April 2018, after which groups will not be permitted to sign up;
- II. The collection date would be 14 May for 2018;
- III. The 3 day notification period for groups to have all materials removed which are on the site prior to the 14 May will apply;
- IV. The amount of funding allocated to groups for the family fun events would remain at £2,700;
- V. The 3 day notification period for groups to have tyres and other toxic materials removed from sites from the specified collection date until the 12 July will apply;

- VI. The Council will continue to procure all goods and services for the family fun events;
- VII. Health and safety training will remain mandatory for groups responsible for the family fun events and who have not undertaken the training in the past 3 years.

Discussion took place, however, there was no consensus on the following issues:

- VIII. Officers indicated that in addition to the 16 participating groups in 2017 there is the potential for a further 4 groups (from the list of 26 recognised sites) to sign up to the programme, with each getting £2,700 this would equate to a total budget in 2018 of £54,000. In this case the Council would be required to increase the current budget by £11,000.
- IX. If the designated bonfire site is subject to a change of use by the landowner, for example housing, or where ownership is transferred to another organisation who will not grant permission for the bonfire to take place should the group be given the opportunity to identify an alternative site?

Councillor Blair expressed his opposition to the continued approval of bonfire protocol and the Chair acknowledged his concerns.

The members discussed various aspects of the bonfire management programme and Councillor Kells asked the Director of Community Planning and Regeneration for clarification and that it be put on record that the Council does not fund bonfires.

Proposed by Councillor Clarke

Seconded by Councillor Ross and agreed that

RECOMMENDATION: that

- i. **The Council approves the above terms and conditions (I-VII) for inclusion in the Bonfire Management Programme 2018;**
- ii. **In relation to point VIII, no additional provision is to be made in the estimates at this point. Requests by individual groups to participate in the programme in 2018 will be reported to Members on a case by case basis for approval; if necessary, additional changes will be funded from efficiencies.**
- iii. **In relation to point IX the status of an individual bonfire site will be dealt with on a case by case basis and reported to Members for consideration.**

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

3.3 CP/F/CD/445 & CP/F/CD/446 CP/F/CD/447 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2017/18 – FUNDING RECOMMENDATIONS (SMALL GRANTS)

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 2017/18 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 October a further 3 applications were received requesting a total of £1,351.30 and were assessed by Officers as outlined below:

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
Disability Support Team N.I.	Small Seeding Grant for Insurance & Rent Costs	66%	£500.00	£500.00
Muck and More Allotment Association	Small Activity Grant for Insurance	60%	£351.30	£351.30
New Mossley Allotment Association	Small Seeding Grant for Insurance, Rent & use of a Signer for the deaf	73%	£500.00	£500.00

The total budget available for Small Grants for the 2017/18 financial year was £11,570.93, with a remaining budget of £403, 86. If all three applicants above are to be awarded the amounts requested totalling £1351,30, this will result in a shortfall of £947.44, with no budget left to fund future applications during the remainder of the 2017/18 financial year.

Members may therefore wish to consider the following options in relation to the above 3 applications:

Option 1 –each applicant is awarded £134.62 which would equate to the remaining budget of £403.86.

Option 2 –each applicant is awarded the amount requested with the shortfall of £947.44 being taken from the departmental budget.

Proposed by Councillor Lynch

Seconded by Councillor Kells and agreed that

- i) **Members approve option 2 – award each applicant the amount requested with the shortfall taken from the departmental budget;**
- ii) **A further £2,000 be allocated to the Small Grants Programme from the remainder of the year from the departmental budget.**

ACTION BY: Kerry Brady, Community Support Officer

Councillor Webb enquired if the New Mossley Allotment Association had received £1,000 from Lidl at the time of their application. The Director of Community Planning and Regeneration agreed to find out and respond to this enquiry.

3.4 CP/CD/106 QUEEN'S AWARD FOR VOLUNTARY SERVICE 2019

Members were aware of the Queen's Award for Voluntary Service which operates on a UK wide basis. The Award is the highest award given to local volunteer groups to recognise the outstanding work done in their communities. It was created in 2002 to celebrate the anniversary of The Queen's Coronation.

Any organisation that is doing volunteer work in the local community, whether social, economic or environmental, can be nominated for the award. Assessment is based on the benefit that it brings to the local community and its standing within that community. Organisations must have been running for three years or more to be nominated.

Nominations must be submitted by mid -September 2018 for the 2019 Awards. Awards are published annually on 2 June on the Anniversary of Her Majesty's Coronation. Winners will receive a certificate signed by the Queen and a domed glass crystal. Representatives from the group may also be invited to attend a royal garden party.

The following organisations had been proposed by Elected Members for the 2019 Awards;

- Girls Brigade NI;
- Monkstown Boxing Club

- Tidy Randalstown

Officers would complete the nominations and submit in January 2018, subject to Committee approval.

Proposed by Councillor Clarke

Seconded by Councillor Kells and agreed that

the 3 named groups be nominated for the Queen's Award for Voluntary Service 2019.

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

Councillor Webb queried why a previously proposed group was not included and the Director explained that a 3 year period must pass before the group can be renominated.

3.5 CD/PM/117 CAPITAL PROGRAMME 2018-2019

Members recalled that a draft capital programme for 2018/19 was discussed at the Corporate Workshop in October. A copy of the updated version of this programme was circulated for Members consideration which reflected amendments proposed by Members and Officers following this detailed discussion.

Projects shown in light blue considered to be essential operational projects were recommended to proceed in 2018/19. External funding linked to the Gateway project shown in dark blue is likely to be confirmed in November at which point a further report would be presented to Members. Should this funding be secured it was recommended that the project proceeds. Finally, projects shown in the buff colour were considered to be non-essential therefore whilst they would deliver Customer Service Improvements they were not recommended to proceed in 2018/19.

Further to a discussion around the Steeple development, the Director of Community Planning and Regeneration indicated that a meeting be arranged to revisit the concept plan for the development and to commence discussions regarding an options appraisal.

Proposed by Councillor Kells

Seconded by Councillor Clarke and agreed that

a) The essential projects be approved to proceed in 2018/19 as part of the Capital Programme.

b) A further report be provided in relation to the Gateway project.

c) Non-essential Customer Service projects do not progress in 2018/19.

ACTION BY: Reggie Hillen, Head of Capital Development and Majella McAlister, Director of Community Planning and Regeneration.

ITEMS FOR INFORMATION

3.6 CD/PM/112 COMPLETION REPORT FOR NEILLSBROOK TRAINING PITCH

Members were reminded that Antrim and Newtownabbey Borough Council at the Council meeting in June 2017 approved a budget of £153,367.43 (Incl. fees) for the conversion of the three existing MUGAs at Neillsbrook, to one large 3G practice pitch.

SCOPE

The scope of the project included the following:

- Removal of existing pitches
- Drainage
- Installation of 3G pitch, shockpad & associated works
- Installation of 5m high ballstop fencing at main goal ends

PROJECT PERFORMANCE

PROGRAMME

Work began on site on 24 July 2017 and was completed on 28th September 2017, one week ahead of the proposed programme. Annex 1 circulated included photos of completed works.

COST SUMMARY

The outturn cost for the project is £137,416.22. This was 10.4% below the approved budget.

Proposed by Councillor Clarke
Seconded by Councillor Blair and agreed that

the report be noted.

NO ACTION

3.7 CP/P4/3/VOL2 PEACE IV PARTNERSHIP ELECTED MEMBER CHANGE

Members were reminded that as part of the PEACE IV Local Action Planning process, the Council was required to establish a Partnership made up of elected members, relevant statutory agency representatives and appropriately skilled social partners. It was agreed that the partnership would

have 21 members in total (11 elected members, 6 social partners and 4 statutory partners).

As part of this process, at Community Planning and Regeneration Committee on 13 June 2016, the Council nominated 11 elected members for the Partnership via D'Hondt +1. This approach resulted in the following party nominations:

- 4 DUP
- 3 UUP
- 1 SF
- 1 SDLP
- 1 Alliance
- 1 TUV

Each political party nominated representatives and the list of names was submitted to SEUPB and approved as part of the Stage 1 application.

On 24 September 2017, a written request was received from the UUP party leader Alderman Cosgrove to replace Cllr John Scott (UUP) with Cllr David Arthurs (UUP) on the PEACE IV Partnership with immediate effect.

Proposed by Councillor Blair
Seconded by Councillor Ross and agreed that

the report be noted.

NO ACTION

3.8 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1- 30 SEPTEMBER 2017

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 – 50

Building Notices – 125

Regularisation Certificates – 65

Full Plans Approvals – 44 Rejected applications requiring resubmissions – 51

Commencements & Completions

Commencements – 337

Completions - 262

Inspections - A total of 828 Site Inspections were carried out

Regularisation Certificate - 77 Regularisation Certificates issued

Building Notice- 139 Completion Certificates issued

Property Certificates Received – 240

EPB

EPC's checked – 1 & 0% compliance

DEC's checked – 1 & 10 % compliance

Air Conditioning checked – 7 & 100% compliance

Income

Plan Fees Received for Month	£7667.00
Inspection Fees Invoiced for Month	£312434.51
Building Notice Fees Received for Month	£ 9814.00
Regularisation Fees Received for Month	£4644.00
Property Certificate Fees Received for Month	<u>£16585.00</u>
TOTAL	£69944.51

BUILDING CONTROL MATTERS FOR SEPTEMBER 2017

POSTAL NUMBERING

Numbers of official postal numbers issued – 12

Number of new developments named – 0

Proposed by Councillor Lynch

Seconded by Councillor Montgomery and agreed that

the report be noted.

NO ACTION

The undernoted supplementary items were considered at this point.

3.10 ED/ED/101 GILBERT STUDENT EXCHANGE 2018 (SUPPLEMENTARY REPORT)

Members were reminded that the Council has supported a student exchange with the Borough's Sister City, Gilbert since 2000 (formerly through legacy Newtownabbey Borough Council) and it is proposed to run the programme again in 2018.

The Sister Cities Student Exchange Programme is a cross-community programme that provides four students, two from Antrim and Newtownabbey and two from Gilbert, Arizona with an opportunity to develop an understanding of a different country, its culture and people through a family living experience. The programme lasts approximately six weeks during the summer with half the time spent in Gilbert and half in Antrim and Newtownabbey. Prior to the exchange, the successful Antrim and Newtownabbey applicants are required to take part in a social benefit project, and both sets of students undertake some volunteering during the exchange programme.

The 2017 exchange saw two students from Antrim and Newtownabbey, Ben McCormick and Lauren Burrows along with Bryson Jones and Adison McIntosh from our Sister City, Arizona taking part in the exchange. The students volunteered with Belfast Lough Sailability, and had the opportunity, along with the host family, to meet members of the Community Planning & Regeneration Committee and past participants at a BBQ at Sentryhill House on 28 July 2017. Feedback from the students participating on the 2017 programme has been very positive.

It is proposed to commence recruitment of the 2018 Sister Cities Student Exchange Programme for young people in year 13 (or equivalent) in the Borough. It is intended to advertise the programme through schools, colleges, youth organisations and through the community directory starting in December 2017, with a selection process taking place in February 2018. It is intended that the exchange will take place for approximately 6 weeks during summer 2018. The cost of the programme is up to £5,000 and provision has been made in the Economic Development budget.

Proposed by Councillor Lynch
Seconded by Councillor Kells and agreed that

The Council sponsors a Student Exchange Programme with Gilbert in 2018

- (a) **Officers commence the marketing and selection process for the Antrim and Newtownabbey 2018 Sister Cities Student Exchange Programme, and proceed to organise the 2018 exchange.**

ACTION BY: Carol Shane, Community & Economic Development Officer

3.11 ED/TOU/18 ANTRIM AND NEWTOWNABBEY TOURISM STRATEGY AND ACTION PLAN (SUPPLEMENTARY REPORT)

Members were reminded that a year 1 (2017/18) Action Plan within the Council's Tourism Strategy was approved at the September meeting Committee with £60,000 going towards a number of projects that could be implemented before 31 March 2018, plus a tourism micro website at an estimated costs of £12,000. The Council subsequently put these actions on hold at the September Council meeting until after the Corporate Workshop.

The Council's Tourism Team, which is made up of representatives from the local industry, has asked if any projects can be taken forward this year. There is £26,500 within the current Economic Development budgets and officers have identified a number of projects costing £14,500 which can be completed by the end of this financial year, subject to the Council's agreement; these include the projects set out on Table 1 below:

It is also proposed that the Committee considers proceeding with the tourism micro-website at an estimated cost of £12,000 as part of redeveloping the Council's main website, which has been approved.

Table 1: Priorities in Tourism Action Plan 2017/18

ORGANISATION AND MANAGEMENT	COST
1. Inter-departmental Working Group	£NIL
2. Tourism Team and Tourism Forum Facilitation	£1,000
3. Visit Belfast Service Level Agreement	£NIL
4. Lough Neagh Partnership: core funding contribution	£NIL
5. Establish other Strategic Partnerships	£NIL
6. Monitoring and Evaluation	£NIL
<u>SUB TOTAL</u>	<u>£1,000</u>
VISITOR EXPERIENCE AND PRODUCT DEVELOPMENT	
7. Parks and Gardens: cluster the offer around Antrim Castle Gardens and develop Coach Packages	£1,500
8. Development of themed Lough To Lough Trails	£5,000
9. Develop Waterways Working Group	£NIL

10. Business Tourism: scoping study	£4,000
11. Extension of caravan facilities	£NIL
12. Evening Economy	£NIL
<u>SUB TOTAL</u>	<u>£10,500</u>

ACCESS AND INFRASTRUCTURE

13. Directional/Interpretative signage	£3,000
<u>SUB TOTAL</u>	<u>£3,000</u>

MARKETING CAMPAIGN: YEAR 1 ELEMENTS

14. Tourism e-newsletter	£NIL
15. Translink iLink Card	£NIL
16. Air Traffic Control Centre – Belfast International Airport	
18. Develop Ulster Scots marketing collateral	£NIL
19. Promote uniform use of tourism brand	£NIL
20. Promote Borough as tourism destination to media	£NIL
21. Belfast Cruise Ships - one pager passenger itinerary	£NIL
22. Event Tagging	
<u>SUB TOTAL</u>	<u>£NIL</u>

<u>TOTAL</u>	<u>£14,500</u>
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Proposed by Councillor Lynch
Seconded by Councillor Kells and agreed that

the Council;

- a) approves the priority tourism actions in the Year 1 Action Plan above, with a budget of up to £14,500; and;
- b) agrees to proceed with the development of the tourism micro website at a cost of approximately £12,000, provision for which exists in current Economic Development budgets

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

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Lynch
Seconded by Councillor Ross and agreed that

the following Committee business be taken In Confidence.

ITEMS IN CONFIDENCE

3.9 IN CONFIDENCE CE/GEN/76 HEATHROW LOGISTICS HUB

The Director of Community Planning and Regeneration reported that there had been 121 expressions of interest for this project and going forward to Phase 2 there are just 65 with 6 of the submissions from Northern Ireland. The Council's joint proposal along with Mid and East Antrim Borough Council is one of the proposals successful in going forward to Phase 2, which includes 3 sites: Global Point, Michelin site (Ballymena) and Belfast International Airport. The Director will bring further information to the committee when this is available.

Proposed by Councillor Michael
Seconded by Councillor Lynch and agreed that

the report be noted.

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Michael
Seconded by Councillor Lynch and agreed that

the remainder of Committee business be taken in Open Session.

The Chairman 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 7.50 pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.