



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING AND
REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON MONDAY 14 MAY 2018 AT
6.30 PM**

In the Chair	:	Councillor A Logue
Committee Members Present	:	Aldermen – P Barr and T Burns Councillors – J Blair, P Brett, L Clarke, J Greer, S McCarthy, M Maguire, P Michael, J Montgomery and S Ross.
Non-Committee Members Present	:	Aldermen – Smyth Councillors – D Arthurs, N McClelland and B Webb
Officers Present	:	Director of Community Planning and Regeneration - M McAlister Head of Property & Building Services – B Doonan Head of Capital Development – R Hillen Head of Economic Development – P Kelly Media and Marketing Officer – J Coulter IT Systems Support – C Bell Governance Support Officer – D Conlan

CHAIRPERSON'S REMARKS

The Chairperson welcomed Members to the May meeting of the Community Planning and Regeneration Committee.

1. APOLOGIES

Alderman M Cosgrove
Councillor R Lynch

2. DECLARATIONS OF INTEREST

Item 3.11 – Councillor Blair
Item 3.22 – Councillor Arthurs
Item 3.24 – Alderman Barr

3. REPORT ON BUSINESS TO BE CONSIDERED

3.1 PBS/BC/003 STREET NAMING

Correspondence was received on 11 April 2018 from Apex Housing Association Ltd, regarding the naming of a residential development at Fennel Road, Antrim. The development consists of 10 units, these being semi – detached dwellings. The development names and the developer's rationale had been submitted as outlined below with a site location map/layout plan (circulated).

- 1 – Fennel Drive
- 2 – Fennel Gardens
- 3 – Fennel Park

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 Blair

Seconded by Councillor Brett and agreed that

the name Fennel Drive be selected for this development.

ACTION BY: William Richmond, Principal Building Control Surveyor

3.2 PBS/BC/003 STREET NAMING

Correspondence was received on 17 April 2018 from Ken Gilliland of Amulet Developments, regarding the naming of a residential development at Shore Road, Newtownabbey. The development consisted of 25 units, these being a mixture of single, two and three storey dwellings. The development names and the developer's rationale had been submitted as outlined below with a site location map/layout plan (circulated)

- 1 – Hazelbank Hall
- 2 – Hazelbank
- 3 – Willowbrook

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 Ross

Seconded by Alderman Barr and agreed that

the name Willowbrook be selected for this development.

ACTION BY: William Richmond, Principal Building Control Surveyor

3.3 CP/P4/017/VOL2 PEACE IV PARTNERSHIP MINUTES MARCH 2018

Members were reminded that the PEACE IV Partnership operates as a Working Group of the Council. As such the minutes of the 13 March 2018 meeting of the Full PEACE IV Partnership were circulated for approval.

Proposed by Councillor Maguire
Seconded by Councillor Brett and agreed that

the PEACE IV Partnership Minutes for 13 March 2018 be approved.

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

3.4 ED/REG/006/VOL 3 RANDALSTOWN TOWN TEAM: PROPOSED ACTION PLAN 2018/2019

Members were advised that proposals for the Randalstown Town Team Action Plan for 2018-19 were agreed at the Randalstown Town Team meeting on 18 April. The proposed action plan is set out below and includes proposals for marketing the town and business development initiatives, contribution to the annual Christmas Market and finalising the new heritage trail for the town.

RANDALSTOWN TOWN TEAM ACTION PLAN 2018-19 BUDGET ALLOCATION £22,000

PROJECT IDEAS	INDICATIVE BUDGET
Contribution to the Christmas market	£2,000
Marketing and Business development (promotional video, business networking, promotional merchandise and tour guides)	£9,000
New Heritage trail graphics	£3,340
Environmental improvements to key sites to be identified	£7,660
Total	£22,000

Proposed by Councillor Clarke
Seconded by Councillor Greer and agreed that

the Randalstown Town Team action plan for 2018-2019 be approved at a total cost to the Council of £22,000, provision for which exists in the Economic Development budget.

ACTION BY: Karen Uprichard, Tourism, Town Centre and Regeneration Officer

3.5 ED/REG/009 CRUMLIN TOWN TEAM: PROPOSED ACTION PLAN 2018/19

Members were advised that proposals for the Crumlin Town Team Action Plan for 2018-19 were agreed at the Crumlin Town Team meeting on 2 May. The proposed action plan is set out below and includes proposals for social media

support, networking events, business safety scheme, and environmental improvements.

CRUMLIN TOWN TEAM ACTION PLAN 2018-19 BUDGET ALLOCATION £22,000

PROJECT IDEAS	INDICATIVE BUDGET
Social media workshops and mentoring	£2,500
Networking events to help build business engagement, targeting the local business community and featuring relevant guest speakers	£1,000
Contribution towards town centre safety scheme to be agreed.	£4,000
Ongoing technical assistance from external specialists to establish and develop the Town Team and assist with the development/implementation of the plan	£1,500
Environmental improvements to help improve the appearance of some vacant units and surrounding areas	£11,000
Contribution to town centre events	£2,000
Total	£22,000

Proposed by Councillor Michael

Seconded by Councillor Blair and agreed that

the Crumlin Town Team action plan for 2018-19 be approved at a total cost to the Council of £22,000, provision for which exists in the Economic Development budget.

ACTION BY: Karen Uprichard, Tourism, Town Centre and Regeneration Officer

3.6 ED/REG/005/VOL 3 ANTRIM TOWN TEAM: PROPOSED ACTION PLAN 2018/19

Members were advised that proposals for the Antrim Town Team Action Plan for 2018-19 were agreed at the Antrim Town Team meeting on 23 April. The proposed action plan is set out below and includes proposals for marketing the town as a strong independent sector, business development measures, loyalty scheme and the annual town business awards.

ANTRIM TOWN TEAM ACTION PLAN 2018-19 BUDGET ALLOCATION £22,000

PROJECT IDEAS	INDICATIVE BUDGET
Marketing campaign to promote Antrim town as a strong independent shopping destination, including free car	£8,500

parking, town ambassadors at large events and promotional videos	
Business development (promoting vacant units and social media workshops/mentoring)	£5,000
Development of a loyalty scheme	£4,500
Business Awards	£4,000
Total	£22,000

Proposed by Councillor Montgomery
 Seconded by Councillor Blair and agreed that

the Antrim Town Team action plan for 2018-19 be approved at a total cost to the Council of £22,000, provision for which exists in the Economic Development budget.

ACTION BY: Karen Uprichard, Tourism, Town Centre and Regeneration Officer

3.7 ED/ED/122 PROPOSED NEAR MARKET TRADE VISIT TO GREAT BRITAIN

Officers had been in discussions with Invest NI about new initiatives that could encourage and support local small firms to explore opportunities to export their goods and services to new markets in Great Britain (GB). Invest NI has suggested running a pilot 'near market' trade visit to GB during 2018-19 involving a select number of businesses from the Antrim and Newtownabbey, Lisburn and Castlereagh and Mid and East Antrim Council areas. The rationale for this pilot is based on the premise that developing a strong presence in GB is critical for companies with the ambition to export beyond the British Isles, enabling them to establish credibility through strong customer references, prove that they can effectively manage logistics and service a market 'overseas' from Northern Ireland and to fund their expansion into other territories. In this way, GB is a key starter market and training ground for new exporters.

The proposed pilot will primarily focus on market exploration and building the capacity of the businesses which take part to experience new markets and different business practices and customer expectations. It is anticipated that approximately 5 businesses from each Council area will take part and the suggested criteria for selection to participate in the visit is as follows:

- An Invest NI customer / potential to be an Invest NI customer
- Employing less than 75 employees
- Have little or no experience of selling to GB
- Have a desire to consider developing export business
- Have a product range which is suitable (or can be adapted) for export

- Have the necessary financial stability and resources to develop and maintain an export market
- Target Sectors :- Advanced Manufacturing and Engineering

The proposed programme of activities include:

- One day workshop pre-market visit– incorporating networking, sales pitch, operating at a trade show/exhibition
- Visit to a trade show/exhibition
- Best Practice Visit
- Networking opportunities.

Invest NI has offered to cover the cost of the pilot programme (including travel and subsistence for the businesses) with the Councils hosting the pre-visit workshops and meeting travel and subsistence expenses for any officers who may be accompanying businesses.

Proposed by Councillor Brett

Seconded by Alderman Barr and agreed that

- a) Council participate in the Invest NI pilot programme to encourage and support local businesses to explore potential markets in Great Britain with Invest NI covering the costs;**
- b) an Officer participate in the trade visit and associated travel and subsistence expenses be covered;**
- c) a venue and hospitality for pre-visit workshops be provided.**

ACTION BY: Paul Kelly, Head of Economic Development

3.8 CPR/PBS/BC/2 AUTHORISATION AND DELEGATION OF OFFICERS FOR BUILDING CONTROL FUNCTIONS

The Council in the interest of improved service delivery and promptness of action may delegate some of its powers to Officers of the Council. A local authority may only delegate the discharge of a function to the extent that statute has conferred on it the power to do so. Here the relevant power to delegate is that conferred by Section 47a of the Local Government Act 1972 as amended by the Local Government (Miscellaneous Provisions) (NI) Order 1985.

Authorisation of Placement Student

In exercising the powers conferred on it, it is recommended that the undernoted officers be appointed to act on behalf of the Council and be authorised by the Council to act under:

- a) Article 11 of the Building Regulations (N.I.) Order 1979, to enter premises at any reasonable time, for the purpose of, among others ascertaining possible contraventions of the Order, or of the Building Regulations.
- b) The Towns Improvement Clauses Act 1847 – Section 75 as adopted by the Towns Improvement (Ireland) Act 1854 – Section 39 (Ruinous and Dangerous Buildings) The Public Health Acts Amendments 1907 – Section 30 (Dangerous Places to be Repaired or Enclosed).
- c) The Energy Performance of Buildings (EPC) (Certificates and Inspections) Regulations (Northern Ireland) 2008 as amended 2014.
- d) The Local Government Miscellaneous Provisions (Northern Ireland) Order 1995 Article 11 Street names and numbering of buildings.
- e) To act as an agent of Land and Property Services for data collection purposes

Mark Stanfield– Building Control Placement Student

Authorisation of Belfast City Council staff to assist in enforcement of Energy Performance of Buildings Regulations

The Council has a Service Level Agreement (SLA) with Belfast City Council for the enforcement of Energy Performance of Buildings (EPC) (Certificates and Inspections) Regulations (Northern Ireland) 2008 as amended 2014. On occasion officers from Belfast City Council may visit premises within the Borough with regard to the enforcement of the above legislation, these officers need to be authorized to work on behalf of this Council.

In exercising the powers conferred on it, it is recommended that the under noted officers be appointed to act on behalf of the Council and be authorised by the Council to act under:

- f) The Energy Performance of Buildings (EPC) (Certificates and Inspections) Regulations (Northern Ireland) 2008 as amended 2014.

Ronan McPartland
Maeve McGinley
Kevin Ward

Proposed by Alderman Barr

Seconded by Councillor Blair and agreed that

- a) the aforementioned officer, namely Mark Stanfield, be authorised to undertake the duties as specified on behalf of the Council;**
- b) Belfast City Council Officers, namely Ronan McPartland, Maeve McGinley and Kevin Ward, be authorised to undertake the duties as specified on behalf of the Council.**

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

3.9 CP/GR/080 GOOD RELATIONS SUMMER INTERVENTION GRANT AID PROGRAMME 2018

Members were reminded that the annual Good Relations Action Plan submitted to the Executive Office included a budget of £18,000 for the Summer Intervention Grant Aid Programme to support diversionary activities and good relations projects for young people living in areas affected by sectarian conflict.

The funding stream which closed on Monday 23 April 2018 invited applications for projects which would help to reduce potential clashes and promote positive community relations during July and August 2018.

A total of 3 applications were received, one application successfully scored above the 50% threshold requesting a total amount of £2,500. A summary of all the applications received, the proposed award recommendations and an overview of the assessment and funding details were circulated for Members' consideration. Members were advised that there is a remaining budget of £15,500 allocated to this project and due to the tight turnaround time, the funding had been reopened with a closing date of 4pm on Monday 21 May 2018 at 4pm.

A report detailing the outcomes would be submitted for approval to Council in June. Officers would continue to provide feedback to the unsuccessful applicants and deliver Grant Aid Workshops to interested groups.

Proposed by Councillor Brett

Seconded by Councillor Ross and agreed that

the proposed funding award totalling £2,500 be approved.

ACTION BY: Thomas McGarvey, Good relations Support Officer

3.10 ED/TOU/43 BALLYCLARE MAY FAIR WORKING GROUP MINUTES 2018

Members were advised that meetings of the Ballyclare May Fair Working Group took place on 14 March and 16 April 2018, the minutes were circulated for approval.

Proposed by Alderman Barr

Seconded by Councillor Brett and agreed that

the minutes of the meetings of the Ballyclare May Fair Working Group held on 14 March and 16 April 2018 be approved.

ACTION BY: Vanessa Postle, Tourism, Town Centre & Regeneration Officer

Councillor Blair left the Chamber.

3.11 ED/ED/80 CORPORATE EVENTS SPONSORSHIP PROGRAMME

Members were reminded that the Council agreed to publish a second call for applications for the Corporate Events Sponsorship Programme in April 2018 for events taking place during this financial year. A maximum award of sponsorship in the sum of £10,000 per event is available.

A call for applications was promoted through the Council's social media channels. One application was received from Straid Fishery by the closing date of 30 April 2018 and a summary of the assessment process carried out by officers is set out in the table below. The Trout Anglers Federation of Ireland is hosting this event for the first time and has selected Straid Fishery as one of five venues in Northern Ireland as well as Quiggery River, Woodford Fly Fishery, Burn Dennett River and Lough McRory to host the XVIII Commonwealth Fly Fishing Championships 2018. The event will rotate around the 5 venues from 31 August until 8 September and will attract teams from all the Commonwealth countries. To complement the main event Straid Fishery is also proposing to hold a Commonwealth Angling Fair to allow families to participate and try fly-fishing and bait fishing for free under the supervision of angling coaches and instructors.

APPLICANT	EVENT NAME	LOCATION/DATE	SCORE (PASS RATE = 50%)	AMOUNT REQUESTED	AWARD RECOMMENDED
Straid Fishery	XVIII Commonwealth Fly Fishing Championship	Straid Fishery 31 August – Official Practice 4-6 September -Competition Days	35%	£10,000	£NIL: did not meet the threshold for funding

Proposed by Councillor Ross

Seconded by Councillor Maguire and agreed that

(i) the application from Straid Fishery be declined as it did not meet the 50% threshold for sponsorship.

(ii) a further call for applications be made.

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

Councillor Blair returned to the Chamber.

3.12 PBS/GEN/001 TECHNICAL ENERGY OFFICER

Members were reminded that the Council has employed students to assist with the delivery of energy management across the Council for the last two years. This approach has produced significant benefits for Council whilst also providing valuable work experience.

The overall energy budget for the Council is in excess of £1.6M annually. The Council's Energy Strategy is currently being developed and this will be delivered through an Energy Action Plan.

The 2017/2018 benefits are as follows:

1. Energy student has undertaken a range of works in relation to good management of energy resources across the Council, including the following:
2. Collection and checking of energy data and provision of the energy information to Heads of Service and 'Property Owners' on a quarterly basis.
3. The student reads all water meters on a routine basis. A positive outcome of this was when the student noted high readings for the public toilets at Randalstown. The student worked alongside Property Services Officers, Northern Ireland Water (NIW) and contractors to identify likely faults which in this case were faulty semi-automatic cisterns. These cisterns were then replaced potentially saving the Council over £10,000 per month.
4. A few months ago the Council's Energy student was requested to methodically check all of the Council's water meter locations to provide some reassurance as to the accuracy of their locations and to match those to the water bills received. The student discovered that at some stage there were two NIW supplies for Mossley Pavilion. Subsequently the meter was removed by NIW as Council no longer required the second supply, but NIW continued to bill the Council based on estimated readings. This was verified by NIW, we entered negotiations and a refund of £47,745.76 was agreed which has been received by the Council.

The proposed work programme for 2018/2019:

1. Continuation of the collection and checking of energy data and provision of the energy information to Heads of Service and 'Property Owners' on a quarterly basis.
2. Reading the water meters on a routine basis
3. Researching the potential for refunds which may be available from NIW for sites who also contain a water hydrant within their grounds.
4. Following on from a recent condition survey at Sixmile Water LC, to investigate more fully a number of energy saving, heat loss reducing and heat recovery options which may be available. The outcomes of these are potentially capital schemes and would require thorough and robust investigation.

5. Finalising the Council's Energy Strategy and the development of an Energy Action Plans, which as above will require a resource to fully investigate options and benefits both financially and in terms of carbon reduction.

The cost of £13,000 (including Council overheads) for the energy student had been provided for within existing budgets.

Councillor Webb requested that the new student explore a power supply from the river beside Mossley Mill.

Proposed by Councillor Ross

Seconded by Councillor Montgomery and agreed that

recruitment for a placement energy student from August 2018 to September 2019 be approved and that part of their duties include exploring a power supply from the river beside Mossley Mill.

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

3.13 CP/CD/135 BONFIRE MANAGEMENT PROGRAMME 2018-SECTION 75 SCREENING

Members were reminded that there is a statutory obligation on the Council under the Section 75 Northern Ireland Act (1998) to undertake screening of each new policy or programme.

Both legacy Councils operated bonfire management programmes, the legacy Newtownabbey Programme was adopted by the new Council in 2016 with agreement that it would be reviewed on an annual basis. Given that the Programme was reviewed in 2017 and again in 2018 it was deemed appropriate to screen the revised Programme at this time.

A copy of the screening document for the revised Bonfire Management Programme was circulated for Members' consideration. The screening indicated there was no requirement to complete a full Equality Impact Assessment.

In response to a request from Councillor Logue the Director of Community Planning and Regeneration confirmed that the scheme is reviewed each September and that this would be the opportunity to review the content of the policy.

Proposed by Councillor Montgomery

Seconded by Councillor Brett and agreed that

the Equality Screening for the Bonfire Management Programme 2018 be approved.

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

3.14 CP/CD/144 IPB PRIDE OF PLACE AWARDS 2018

Members were reminded of The IPB Pride of Place Awards in association with Co-Operation Ireland the purpose of which is to acknowledge the work carried out by communities throughout the entire island of Ireland. Entry to the competition is by way of Council nomination. Members recalled that the Council decided not to make a submission to the Pride Of Place Competition 2017. It was agreed that, given capital and revenue schemes underway at that stage, it would be more appropriate to wait for 18-24 months until some of these had come to fruition.

The focus of the competition is people coming together to shape, change and improve daily lives in their communities. The judges visit each nominated group during the summer and base their recommendations on how the Group/Community has demonstrated pride in their place by oral presentation, exhibitions of community activities and culture and a tour of the area highlighting the aspects of which they are particularly proud. It is also important that the community demonstrates real partnership with their local council and shows that all sectors of the community are included.

This year there are 6 categories in total; 3 population categories and 3 single issue categories with designated themes. Groups can be nominated under one of population or single issue categories, no more than one group can be nominated in each category. The categories are listed below for Members' consideration:

Population (Urban Neighbourhoods)

1. Under 1,000
2. 1,000-2,000
3. Over 2,000

Theme

4. Creative Place Initiative
5. Community Wellbeing Initiative
6. Communities Reaching Out Initiative

To nominate a group, a short application form must be completed by the Council and submitted along with a short resume of the groups work and how it meets the entry criteria. Following assessment successful entrants would receive a large trophy and a cash prize of €1,000. Runners-up would also receive a trophy and a cash prize of €500. The entry fee per Council is £500 per entry, provision for which had been made within the Community Services budget. The closing date for applications was 4 May 2018, although an extension has been agreed by the organisers.

The Pride of Place Competition culminates with a Gala Dinner and Awards Ceremony to be held on Saturday 17 November 2018 in Cork City Hall, Co

Cork. 10 complimentary tickets for this event had been received from Co-operation Ireland with guidance that they were to be distributed as follows: 2 tickets per nominated group with the remaining 4 tickets being allocated to Councillors/Council Officers and 2 tickets issued to the Council Chief Executive.

As the venue was approximately a 5-6 hour journey from the Borough it was proposed that the Council provides the financial assistance to cover the cost of 1 night's accommodation to include bed and breakfast per attendee. Hotel accommodation costs in Cork had been researched. The total accommodation costs had been estimated at £650 for 10 attendees, provision for which had been made in the existing Community Services Budget.

It was proposed that the Mayor and the Chairperson of the Community Planning and Regeneration Committee or their nominees and 2 appropriate Council officers attend the Gala Dinner and Awards Ceremony along with the 4 group representatives.

Co-operation Ireland had advised that the nominated groups may invite additional members to the event, however, should the groups avail of this all costs would be paid for separately by the participants.

Transportation to and from the event would be the responsibility of the individuals attending.

Officers proposed that the following groups be nominated for the 2018 competition

- Rathfern Community Regeneration Group
- Antrim Youth Information and Counselling Centre

Proposed by Councillor Blair

Seconded by Councillor Montgomery and agreed that

- (i) the 2 proposed groups for nomination to the 2018 Pride of Place Awards be approved;**
- (ii) the Mayor and Chairperson of Community Planning & Regeneration Committee and 2 appropriate officers attend the Gala Dinner and Awards Ceremony;**
- (iii) an estimated amount of up to £650 to cover 1 night's Bed and Breakfast for 10 attendees be approved.**

ACTION BY: Jonathan Henderson, Community Services Officer

3.15 CP/CD/65 VOL 1 DUNANNEY CENTRE - TENANCY UPDATE

Members were reminded that the legal transfer of the Dunannee Centre was completed on 28 February 2018 and the Council previously approved the rental of office space at a cost of £■■■■ per square metre per annum to Barnardo's Family Connections until June 2018 (with the possibility of an extension) and Newtownabbey Arts and Cultural Network until April 2019 and agreed that this rate would be applicable to other future tenants.

All tenancy agreements are subject to review after 6 months and can be terminated by either the tenant or the Council at this stage. Both these groups are now operating from the Centre and will pay £■■■■ and £■■■■ per annum respectively.

Members were advised that the Bytes Project has also been renting rooms in the Centre to deliver a regional Peace IV programme within the Rathcoole area to young adults. This project would see a number of young people complete OCN accredited courses utilising ICT. Bytes had requested tenancy within the Dunannee Centre to operate until March 2020 and will pay £■■■■ per annum. The project will primarily engage socially excluded young people to progress into education, training and employment.

A further two groups had expressed interest in renting space in the Centre; PIPs which is a suicide prevention education and counselling service and Ashton Community Trust to deliver its Breakthrough Youth Programme in the area. This initiative is targeted at young people aged 16-24 to help develop new skills and training and take part in Good Relations and Citizenship programmes. Officers are currently working with these groups to identify suitable office space in the building as some parts of the Centre require maintenance and are therefore unsuitable at the present time for use. Both groups would be interested in one year tenancy agreements initially.

Proposed by Councillor Brett

Seconded by Councillor Maguire and agreed that

a tenancy agreement with the Bytes Project be approved to March 2020.

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

3.16 CP/CD/201 COMMUNITY FACILITIES KEYHOLDER POLICY-SECTION 75 SCREENING

Members were reminded that there is a statutory obligation on the Council under Section 75 of the Northern Ireland Act (1998) to undertake screening of each new policy or programme.

As part of the Community Centres' Review, carried out in 2017, it was recommended that the policies and procedures relating to all 10 Community Centres should be examined to ensure a standardised process across all the

centres. The Council has already approved some of these policies at its meeting in March; Terms and Conditions of Hire and the Pricing Policy. Officers have now drafted a Community facilities Keyholder Policy which is particularly relevant in those centres where there are tenants for example the Dunanney Centre. In essence this policy will enable tenants to access the centre/s within the agreed time periods with no requirement for Council staff to be on site. The terms and conditions as laid out must be accepted by the keyholder and the policy will be reviewed regularly by Council Officers.

A copy of the draft Community Facilities Keyholder Policy and Section 75 Screening Form was circulated for Members' consideration. The screening indicated there was no requirement to complete a full Equality Impact Assessment.

The Director of Community Planning and Regeneration responded to Members' queries around future staffing, security of the building and security of equipment in the building.

Proposed by Councillor Maguire
Seconded by Councillor Blair and agreed that

I. the Community Facilities Keyholder Policy be approved;

II. the Equality Screening for the Community Facilities Keyholder Policy be approved.

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

3.17 CP/CP/3 QUEENS PARK OPTIONS PLAN

Members were reminded that in September 2017, the Council, appointed PLACE to undertake a community based spatial planning options development process in the Queens Park area of the Borough. The process was underpinned by structured community and stakeholder engagement to explore local people's ideas for the potential development of a site off Queens Park Avenue. The space was identified, for the study, as an area that has potential for regeneration to eliminate opportunities for anti-social behaviour. A copy of the report was circulated for Members' consideration. Members were also reminded that at the April Council Meeting £10,000 was approved under the DEA programme towards the outworking's of a Queens Park Development Plan

Members were advised that the report details the process of engagement, stakeholder findings and a number of options for consideration ranging from costs of under £5,000 to a higher cost of over £10,000. The lower cost options included a clean up, installation of litter bins with the higher costs including the erection of a modular unit and a play park, all of which were detailed in the report.

Following a presentation to Glengormley Urban DEA Members, 1 May 2018, it was suggested that the low cost options be progressed to include; general clean-up of the site and installation of two litter bins. Members also requested that the Council write to the Northern Ireland Housing Executive, (NIHE), to formally request that they initiate the process to explore alley-gating and also to revisit the concept of creating ramped areas alongside steps, with Transport NI, to encourage accessibility for residents with mobility issues.

It was also suggested that prior to discussing how the area could be physically re-developed and the cost of such work that NIHE should initiate their formal process of consultation to ascertain the views of residents directly impacted by any proposed development and that this consultation should seek to gather views on the following:

- Current use of the space and adjoining carpark
- Access requirements for the site, current and future
- Ideas for preferred future use of the space
- Current levels of anti-social behaviour and/or related issues

It was proposed that visual impressions should accompany the consultation so that residents have an idea of the proposals. On completion of the formal consultation a further report be presented to Members, detailing the feedback and subsequent options.

Members also suggested, that at this stage, the higher cost option for the installation of a play park should not be considered.

Proposed by Councillor Maguire

Seconded by Councillor Brett and agreed that

- i. the low cost options be approved to include a general clean-up of the site and that two litter bins be installed;**
- ii. a letter be sent to NIHE to request that the process of alley-gating be explored and that the concept of creating ramped areas alongside steps is revisited;**
- iii. NIHE be requested to initiate a formal consultation process with residents directly impacted by the proposed developments;**
- iv. the higher cost option for the installation of a play park should not be considered at this stage.**

ACTION BY: Louise Moore, Head of Community Planning

3.18 CD/PM/111 ANTRIM PUBLIC REALM SCHEME: EQUALITY IMPACT ASSESSMENT SCREENING

Members were reminded that there is a statutory obligation on the Council under Section 75 of the Northern Ireland Act (1998) to undertake screening of each new policy or programme to establish if an Equality Impact Assessment (EQIA) is required. A further phase of public realm improvement works is proposed for Fountain Street in Antrim town centre in 2018-19, subject to funding being made available from the Department for Communities and to consultation with local businesses and residents. In the meantime, officers have carried out a screening of the potential equality impact of the proposed scheme (circulated).

The screening exercise had concluded that, as the scheme will have no adverse impact on any of the Section 75 categories, a full equality impact assessment is not required.

The Director of Community Planning and Regeneration responded to Members' enquiries and clarified the process for implementing the improvement works, which will be the subject of a separate decision by the Council in due course.

Proposed by Councillor Montgomery
Seconded by Councillor Brett and agreed that

the Equality Impact Assessment screening report be approved.

ACTION BY: Paul Kelly, Head of Economic Development

3.19 CP/CD/213 ANTRIM AND NEWTOWNABBEY SPIRIT OF VOLUNTEERING AWARDS 2018

Members were reminded of the decision taken in March 2018 to establish an Event Management and Assessment Panel to oversee the development and delivery of the Antrim and Newtownabbey Spirit of Volunteering Awards 2018. The budget approved for the event is £15,000 plus £3,000 from sponsorship.

To date 2 meetings of the Event Management and Assessment Panel meetings had taken place and minutes of the meetings held on 23 February 2018 and 9 April 2018 were circulated for Members' approval.

The theme of this year's awards personifies the volunteer as being an individual thread within a well woven tapestry. Volunteering plays a pivotal role in the development of our communities with the volunteers themselves being comparable to "A different kind of thread". Their unique qualities, skills and experiences as individuals are like diverse colours which when woven together create the fabric of the local community.

Following two successful roadshow events in the Oriel Gallery and Museum at The Mill in April 2018 nominations are now open with a closing date of Friday 29 June 2018.

This year nominations are invited under five specific categories namely:

- Newcomer to Volunteering Award
- Team Spirit Award
- Personal Achievement Award
- Community Impact Award
- Lifetime Contribution Award

In previous years Her Majesty's Lord Lieutenant for the County of Antrim had presented a special award which is selected, at her discretion, from those who have been nominated and it is proposed that this will be repeated again this year.

Following discussions with the Mayor it was proposed that the Mayor's Special Award this year will focus on Social/Community Enterprise in recognition of the Council's responsibility to promote this type of enterprise across the Borough.

Social/Community Enterprises provide a range of benefits to both individuals and communities. These range from the provision of employment opportunities for local people, social benefits targeted at those most in need, the opportunity to generate income for development and activities and the positive change they bring about for individuals and the communities in which they live.

Currently there is a varied range of Social/Community Enterprises operating across the Borough and this award will recognise the voluntary contribution that they make to the areas in which they serve.

Following representations from the Mayor, NILGA had agreed to sponsor this award on an annual basis.

Assessment of nominations for this year's awards would take place on Tuesday 10 July 2018. Subsequently a further report would be presented to Council in August 2018 detailing the outcome of this process and the arrangements for issuing guest invitations to the Celebration Event to be held on Thursday 27 September 2018 at 7pm in Theatre at The Mill.

Proposed by Councillor Brett

Seconded by Councillor Greer and agreed that

- i. the minutes of the Event Management and Assessment Panel be approved;**
- ii. the Mayor's Award be focused on Social/Community Enterprise and that the successful recipient be selected from a register of all Social/Community Enterprises operating within the Borough;**

- iii. **a further report be presented to Council in August 2018 detailing the outcome of the assessment process and the arrangements for issuing guest invitations to the Celebration Event.**

ACTION BY: Jonathan Henderson, Community Services Officer

3.20 CD/PM/124 Vol 2 CARMONEY HILL FEASIBILITY STUDY

Members were reminded of the decisions made by legacy Newtownabbey Borough Council in April 2008 and May 2008 to support housing development on Carnmoney Hill (16 hectares), subject to the transfer of (79 hectares) of land to the Council to create a Country Park. This matter was considered and accepted by the Planning Appeals Commission as part of the BMAP inquiry process. Following further agreement by the legacy Newtownabbey Borough Council in 2013, the BMAP zoning and commentary published in 2014 reflected this arrangement. More recently, Antrim and Newtownabbey Council considered the position of Carnmoney Hill as part of the Preferred Options Paper process and agreed to support and retain the decision made by legacy Newtownabbey Borough Council.

The transfer of the 79 hectares referred to above, involved 4 landowners who would be required to commit via a legal agreement with the land being transferred in advance of any development. Due to the housing downturn, etc, this agreement was never progressed however, in recent weeks the Council had been approached by one of the original land owners with a revised proposal, the details of which were summarised in the circulated presentation. In summary, the proposal suggests a reduced area of land (47.28 hectares) to be transferred to the Council, creation of 2 formal links to the Hill via the Brackens and Glebe developments and the offer of land/related development such as car-parking.

Members attended a briefing on 30 April 2018 to consider this revised proposal which informed the recommendation outlined below. The cost of the feasibility study estimated to be in the region of £5,000 - £7,500, could be met through existing budget provision.

Proposed by Councillor McCarthy
Seconded by Councillor Brett and agreed that

a feasibility study be commissioned to explore the concept of a country park on this reduced area of land; consider the facilities, paths, signage etc that would be required, the implications of creating further access points onto the Hill and the related management issues for the Council or its appointed operator. The study should also consider the recurrent cost implications for the Council or its appointed operator and public access indicating existing asserted Rights of Way and other non-asserted paths and if/how these might be linked to maximise the visitor experience.

ACTION BY: Majella McAlister, Director of Community Planning and Regeneration

3.21 CP/PCSP/063 BEAT AND YOUTH ZONE SUMMER INTERVENTION PROGRAMMES 2018

Members were aware that the Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) supported by Council's Good Relations Programme operate two youth intervention programmes, BEAT ('Be Educated, Be Active, Be Together') and Youth Zone during the summer months which engages detached young people who are at risk of becoming involved in anti-social behaviour and providing a mix of positive physical, developmental and educational activities. Young people are encouraged to participate in activities that include drugs/alcohol awareness, fire safety, mental health and suicide awareness, developing healthy inter-personal relationships, arts and music, good relations, and sports.

The 2018 summer programmes will target particular areas across Antrim and Newtownabbey Borough that have been highlighted by PSNI and youth and community providers as having anti-social behaviour related issues.

To support the delivery of this summer's BEAT and Youth Zone programmes, Council was asked to grant free use of Council's community and leisure facilities in those areas that BEAT and Youth Zone will be operating. Sessions will run every Monday, Wednesday, Friday and Saturday evening, 7pm -10pm from 2 July to 25 August 2018 in the following locations:

- Lilian Bland Pavilion, Glengormley
- Rathenraw Community Centre
- The Dunanney Centre, Rathcoole
- Crumlin Leisure Centre
- Valley Leisure Centre

The cost of the Centre hire would be as follows:-

Venue	Cost Per Night	Total Cost
Lilian Bland Pavilion	£27.60	£662.40
Rathenraw Community Centre	£25.05	£601.20
The Dunanney Centre	£25.05	£601.20
Crumlin Leisure Centre	£225	£900
Valley Leisure Centre	£230	£920
	Total Cost:	£3,684.80

Proposed by Councillor Brett

Seconded by Alderman Barr and agreed that

the free use of community and leisure facilities for the Summer BEAT programme to include Lilian Bland Pavillion, Rathenraw Community Centre, the Dunanney Centre, Crumlin Leisure Centre and Valley Leisure Centre during July and August 2018 every Monday, Wednesday and Friday evening, 7pm -10pm from 2 July to 25 August 2018, subject to availability, be approved.

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

3.22 CD/PM/117 REVIEW OF CAPITAL INVESTMENT TO DATE AND FORWARD PLAN

Members were reminded that the Council's Capital Development Programme for 2018/19 (and onwards) was agreed in November 2017. A copy of the programme outlining the various projects; cost; proposed implementation dates, etc., was circulated for Members' information.

In order to update Members on the progress regarding delivery of the Capital programme by DEA, Officers had produced a status report, a copy of which was circulated.

Since the Council's Capital Programme had been operating from 1 April 2015, a review of the investment made by DEA is detailed below.

Net Capital Expenditure 2015/2016 to 2020/2021

DEA	Total - 2015- 2016 £	Total - 2016- 2017 £	Total - 2017- 2018 £	Total - 2018- 2019 £	Total - 2019- 2020 £	Total - 2020- 2021 £	Overall Total £
Airport	227,258	10,470	32,518	474,786	261,071	28,571	1,034,675
Antrim	3,570,611	1,531,351	142,534	930,786	1,317,571	126,571	7,619,425
Ballyclare	113,516	3,792	23,493	374,416	28,571	68,571	612,360
Dunsilly			131,651	163,286	69,071	28,571	392,579
Glengormley Urban	715,581	14,271	1,815	458,647	540,571	528,571	2,259,457
Macedon	- 552,287	320,309	157,817	1,087,956	103,571	28,571	1,145,938
Three Mile Water	468,247	159,389	194,228	114,286	195,604	28,571	1,160,325
Total	4,542,927	2,039,582	684,056	3,604,161	2,516,033	838,000	14,224,759
Cross Borough Projects	3,665	97,998	255,785	1,203,463	2,961,793	3,088,145	7,610,849
Total Capital Expenditure	4,546,591	2,137,580	939,841	4,807,624	5,477,826	3,926,145	21,835,608

The Director of Community Planning and Regeneration answered Members' queries and it was proposed that a separate workshop be arranged to discuss the capital programme. It was requested that the workshop be held in the evening.

Proposed by Councillor Clarke

Seconded by Councillor Montgomery and agreed that

the report be noted and that a separate evening workshop be arranged to further discuss capital projects.

ACTION BY: Majella McAlister, Director of Community Planning & Regeneration

Councillor Brett left the Chamber.

3.23 ED/ED/124 SOCIAL ENTERPRISE PROGRAMME

Members were reminded that the function of local economic development along with a significant budget transferred to the Council under the Review of Public Administration, and this includes responsibility for supporting social enterprise. A number of existing social enterprises have been assisted through the Council's suite of business support programmes and in March 2018 a pilot 'Social Innovation Challenge' brought together community groups and students from Northern Regional College to present social enterprise as an opportunity for organisations to become more self-sustainable.

The level of social enterprise activity in the Borough is quite low and there is a need to raise more awareness of the opportunities that are available to provide socially useful goods and service as well as employment. The Council's draft economic development strategy points to the level of economic inactivity in the Borough and how this can be reversed by removing barriers to employment such as accessible childcare provision and transport. Social enterprise offers a potential model for providing such services in a way that is both locally accessible and capable of creating jobs.

Following feedback from the 'Social Innovation Challenge' pilot event and an increase in enquiries regarding social enterprise, it is proposed to deliver a dedicated 'Social Entrepreneurship Programme' to offer 'wrap around' support to the social enterprise sector. Officers will be consulting with the local social enterprise sector to consider best practice and map out the content of a proposed Programme which could offer the following:

- Awareness raising sessions on social entrepreneurship;
- Pre-start support, including exploring trading ideas and capacity building;
- Set-up support, including governance structures, legal obligations, managing people and sourcing funding;
- Post-start support, including mentoring and training.

The programme will be flexible allowing both new and existing social enterprises to benefit from support. Recruitment will be open and rolling throughout the duration of the programme. It is anticipated that approximately 18 new and existing social enterprises will be supported through the Programme and it is proposed to run it over a period of 18 months, from September 2018 to March 2020. There is also an opportunity to promote the Mayor's Award for Community Enterprise through this initiative. The estimated total cost for the programme is £35,000, provision for which exists through the Economic Development budget. It is proposed to appoint a delivery agent for the programme through a public tendering process.

Proposed by Alderman Barr
Seconded by Councillor Montgomery and agreed that

a Social Entrepreneurship Programme for the period 1 September 2018 – 31 March 2020 at a total cost of £35,000 (£12,000 in 2018-19 and £23,000 in 2019-20), be delivered, subject to a public tendering process, provision for which exists in the Economic Development budget.

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

3.24 ED/ED/114 SOCIAL ENTERPRISE FEASIBILITY STUDY – WHITEABBEY PRIMARY SCHOOL

Members were reminded that the function of local economic development transferred to Council under the Review of Public Administration, which included the transfer of responsibility for social enterprise. A number of existing social enterprises have been supported through business support programmes across the Borough.

A proposal has been submitted by Whiteabbey Primary School to carry out a feasibility study to assess the feasibility of establishing a childcare social enterprise within the School. The study will be used by the school Principal and Board of Governors to determine the potential of setting up a childcare enterprise outside of school hours, such as a breakfast club, after school and holiday childcare for pupils and for other local children.

The proposed feasibility study will include an assessment on the physical, economic, legal and operational matters of providing childcare through a social economy model, as well as determining demand for such a facility and a cost/benefit analysis. If it concludes to be a feasible option, Whiteabbey Primary School will be encouraged to undertake the 'Go for It' Programme to help prepare a business plan for the enterprise. There may also be an opportunity to link in with the Council's proposed Social Enterprise Programme.

Proposed by Councillor McCarthy
Seconded by Councillor Ross and agreed that

funding of £3,000 be provided to Whiteabbey Primary School to commission a feasibility study to set up a childcare social enterprise, provision for which exists in the 2018-2019 Economic Development budget, subject to approval of the Terms of Reference.

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

3.25 PBS/BC/002 BUILDING CONTROL MATTERS FOR THE PERIOD 1- 31 MARCH 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 – 45

Building Notices – 131

Regularisation Certificates – 128

Full Plans

Approvals – 22

Rejected applications requiring resubmissions – 52

Commencements & Completions

Commencements – 332

Completions - 315

Inspections - A total of 845 Site Inspections were carried out.

Regularisation Certificate - 34 Regularisation Certificates issued.

Building Notice- 172 Completion Certificates issued

Property Certificates Received – 223

EPB

EPC's checked – 48 & 100% compliance

DEC's checked – 4 & 100% compliance

Air Con checked - 2 & 100% compliance

Income

Plan Fees Received for Month	£8581.00
Inspection Fees Invoiced for Month	£16036.23
Building Notice Fees Received for Month	£22344.00
Regularisation Fees Received for Month	£2606.40
Property Certificate Fees Received for Month	<u>£12840.00</u>
TOTAL	£62407.63

Postal Numbering Numbers of official postal numbers issued – 120

LPS Partnership

Commercial Vacancies – New tranche requested

Property details surveys completed 4

Proposed by Alderman Barr

Seconded by Councillor Blair and agreed that

the report be noted.

NO ACTION

3.26 CE/GEN/4 DEPARTMENT FOR INFRASTRUCTURE – AMENDMENT: PROPOSED 40MPH SPEED LIMIT ON ROGUERY ROAD, TOOMEBRIDGE

Correspondence had been received from the Department for Infrastructure outlining an amendment to the proposed speed limit on Roguery Road, Toomebridge from 50mph to 40mph (letter and map circulated).

The Chairperson also asked that the Director of Community Planning and Regeneration contact the Department for Infrastructure regarding the installation of 40mph signs on the Mayfield Link that had been agreed previously.

Councillor Ross informed the Committee that the PCSP was considering the establishment of a Road Safety Group and had asked the Chief Executive to explore whether or not legacy groups in both areas still existed and would collaborate going forward.

Proposed by Councillor Clarke
Seconded by Councillor Greer and agreed that

the correspondence be noted and that Officers contact the Department for Infrastructure regarding installation of 40mph signs on Mayfield Link.

ACTION BY: M McAlister, Director of Community Planning and Regeneration

3.27 CP/GEN/21 CITIZENS ADVICE NORTHERN IRELAND

Correspondence has been received from the Department for Communities (circulated) providing an update on the progress being made to implement measures that will ensure local Citizens Advice bureau have ongoing support.

The correspondence provides information on the outcome of meetings with local Citizens Advice Bureau specifically on the following areas:

- Citizens Advice Brand and membership
- Access to IT services and developing a new case recording / IT system
- Delivering the advice strategy 'Advising, Supporting, Empowering' and delivering Welfare Reform initiatives

Proposed by Councillor McCarthy
Seconded by Councillor Ross and agreed that

the correspondence be noted.

NO ACTION

3.28 ED/ED/8 CORPORATE EVENTS SPONSORSHIP PROGRAMME: BATTLE OF ANTRIM

Members were reminded that the Council agreed in February to provide sponsorship to Country Lifestyle Exhibitions Ltd and Living History Ireland to stage a mock Battle of Antrim event in Antrim Castle Gardens from 2-3 June 2018. The organisers had contacted the Council to say that they have not been able to lever the additional funding required to run the event so it will not be going ahead as planned.

£10,000 had been requested in sponsorship by the organisers and the Council agreed to provide £5,000 following the application assessment process.

Members asked if Officers could explore the possibility of the Council taking the lead in marking this important historical event in future and also if the Head of Arts and Culture could contact the organisers of this event to identify difficulties in securing matched funding.

Proposed by Councillor Michael

Seconded by Councillor Montgomery and agreed that

the report be noted and

- i. that Officers investigate the possibility of taking the lead in this project in future; and**
- ii. that the Head of Arts and Culture contact the organisers of the event to identify difficulties in securing matched funding;**

ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration Manager/Ursula Fay, Head of Arts and Culture

3.29 ED/ED/53 GROW SOUTH ANTRIM: VILLAGE RENEWAL MEASURES

Members were reminded that GROW South Antrim is one of seven Local Action Groups (LAGs) responsible for delivering funding through the Northern Ireland Rural Development Programme. One of the measures that GROW is implementing is Village Renewal and a total budget of £313,000 had been allocated by GROW to support eligible projects throughout the Borough.

Correspondence had been received, a copy of which was circulated, from the Department responsible for managing the programme budget highlighting its concerns over the slow rate of spend to date across the 11 LAGs in Northern Ireland under the Village Renewal measure. Approximately £42m has still be committed by the 11 LAGs of which GROW's share is just £313,000. Only local Councils can apply for funding under the Village Renewal measure and 75% grant aid is available up to maximum of £50,000 with 25% match funding required from the Council.

To date, GROW had committed £76,718 of its £313,000 budget to a number of village renewal projects in Ballynure, Ballyeaston and Templepatrick. A budget of £236,282 therefore remains available to support new projects that are expected to come forward this year. Three further projects are currently being developed by Council officers in Burnside, Parkgate and Straid. In addition, GROW has funded the preparation of new village plans in Ballyeaston, Straid, Killead, Moneyglass, Groggan and Creggan and has paid for the updating of existing plans in Ballynure, Ballyrobert, Parkgate, Templepatrick and Burnside (Cogry & Kilbride).

Officers will continue to work with GROW to ensure that its Village Renewal budget is fully utilised by September 2019.

Proposed by Councillor Ross
Seconded by Councillor Montgomery and agreed that

the report be noted.

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Ross
Seconded by Councillor Montgomery and agreed that

the following Committee business be taken In Confidence.

3.30 IN CONFIDENCE CP/CD/201 [REDACTED]
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Proposed by Councillor Montgomery
Seconded by Councillor Michael and agreed that

- i. [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

- iii. **a future report be presented.**

ACTION BY: Louise Moore, Head of Community Planning

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Maguire
Seconded by Alderman Barr and agreed that

the remainder of Committee business be taken in Open Session.

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

The undernoted supplementary items were considered at this point.

3.31 SUPPLEMENTARY REPORT CP/GEN/025 DEPARTMENT FOR COMMUNITIES LETTER OF OFFER - COMMUNITY FESTIVALS FUND 2018-19

Members were advised that a Letter of Offer had been received from the Department for Communities (DfC) a copy of which was circulated, to support the delivery of the Council's Community Festivals Fund 2018/19.

The total amount awarded by DfC for 2018/19 is £27,200, this represents a reduction of approximately 4% on the amount awarded in 2017/18 (£28,300).

Members were reminded that there were 2 calls for Community Festivals; October 2017 and March 2018. In total 23 applications were successful and the amount allocated is £94,835. The Council has made match funding provision of £67,635 which will cover the reduced amount from DfC.

Proposed by Alderman Barr
Seconded by Councillor Maguire and agreed that

the Letter of Offer from DfC for delivery of the Community Festivals Fund 2018/2019 be accepted in the sum of £27,200.

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

4. ANY OTHER RELEVANT BUSINESS

There being no further committee business the Chairperson thanked everyone for their attendance. The meeting concluded at 7.29 pm.

MAYOR

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