



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON
MONDAY 9 MAY 2016 AT 6.30 PM**

- In the Chair** : Councillor P Brett
- Committee Members Present** : Alderman T Burns
Councillors - T Girvan, P Hamill, N Kells, N Kelly, R Lynch,
M Magill, P Michael, J Montgomery, V McWilliam and
J Scott
- Non Committee Members Present** : Councillors - D Arthurs, J Blair, N McClelland, S Ross and
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 Community Planning - L Moore
Head of Capital Development - R Hillen
ICT Officer - A Cole
Media & Marketing Officer - J Coulter
Senior Mayor & Member Services Officer - K Smyth

CHAIRMAN'S REMARKS

The Chairman welcomed Members to the May meeting of the Community Planning & Regeneration Committee and reminded all present of the audio recording protocol.

1 APOLOGIES

Aldermen - P Barr and M Cosgrove.

2 DECLARATIONS OF INTEREST

3.7 - Councillor N Kells
3.16 - Councillor J Scott

3.1 PBS/PS/3 PROVISION OF DIRECTIONAL SIGNAGE FOR COMMUNITY CENTRES

It was reported that following the Committee's decision in March to consult with all the community centres within the Council area, requests for directional signage had been indicated as follows:-

Community Centre	No of signs	Location of signage
Ballyduff	2	<ul style="list-style-type: none">• Fairview Road at Beverley shops• Junction of Fairview Road and Forthill Drive
Monkstown	1	<ul style="list-style-type: none">• Junction of Monkstown Road and Cashel Drive
Rathfern Social Activity Centre	2	<ul style="list-style-type: none">• Junction of Knockenagh Avenue and Doagh Road• Junction of Knockenagh Avenue and O'Neill's Road
Rathenraw	1	<ul style="list-style-type: none">• At entrance to Rathenraw on Stiles Way
Stiles	1	<ul style="list-style-type: none">• On Fountain Hill at entrance to Centre
Greystone	1	<ul style="list-style-type: none">• On Ballycraigy Road adjacent to Centre carpark entrance
Muckamore	1	<ul style="list-style-type: none">• On Ballycraigy Road adjacent to Centre carpark entrance
Neillsbrook	2	<ul style="list-style-type: none">• Junction of Moores Lane and Main Street• Junction of Moores Lane and Neillsbrook Road
Parkhall	1	<ul style="list-style-type: none">• Junction of Seacash Drive and Steeple View

Members were aware the provision of directional signage on public roads was the responsibility of Transport NI, who had advised that they could facilitate directional signage requests where adequate car parking was available. The design of signage was completed by Transport NI in accordance with their requirements.

Transport NI advise the cost for the provision of each double sided sign would be approximately £490, therefore the total cost for the 12 signs is approximately £5,880.

Proposed by Councillor T Girvan
Seconded by Councillor Hamill and agreed that

the signage as outlined at a cost of £5,880 be approved.

NOTED: Councillor Ross asked if directional signage at the Councils Pavilions could be reviewed highlighting Mossley and Rathcoole.

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

3.2 ED/TOU/19 SHORELINE FESTIVAL

Members were reminded that the Shoreline Festival had traditionally taken place over three days of the August bank holiday weekend in Jordanstown Loughshore Park.

This year it was proposed to hold the event from 27-29 August. As 2016 is NI Year of Food & Drink, it was proposed to incorporate cookery demonstrations with popular chefs at the event as well as a food market. The Classics in the Park concert which had featured as part of the event over the last 3 years had not attracted the desired audience numbers, therefore alternative entertainment was being explored.

A programme would be presented to the Committee in due course.

In accordance with the relevant byelaw, the consumption of alcohol was prohibited in the park. It was therefore proposed to suspend the byelaw for the duration of the evening music concerts as in previous years.

Members were aware of the ongoing review of Council events, therefore it was proposed to convene a working group following this year's festival to review the Shoreline Festival.

Proposed by Councillor Kells

Seconded by Councillor McWilliam and agreed that

- i. the Shoreline Festival takes place from 27-29 August 2016;**
- ii. a notice advising of the suspension of the byelaw be placed in the local press;**
- iii. a working group be convened in the Autumn to review the Shoreline Festival**

ACTION BY: Paul Kelly, Head of Economic Development

3.3 ED/TOU/6 MEMORANDUM OF UNDERSTANDING BETWEEN TOURSIM NORTHERN IRELAND AND ANTRIM & NEWTOWNABBEY BOROUGH COUNCIL

Members were reminded that Tourism Northern Ireland (Tourism NI) was formerly known as the Northern Ireland Tourist Board. Officers had been in discussions with Tourism NI to explore fresh partnership opportunities and areas for potential collaboration.

Tourism NI had now produced a 'Memorandum of Understanding (MOU)', a copy of which was circulated. Through this MOU partnership with the Council would be developed for the year to March 2017. Tourism NI and Council would also support

the development of a local tourism strategy for the Borough through the Community Planning process. Through this MOU Tourism NI intends to work more closely with all 11 Councils in the preparation of a new tourism strategy for Northern Ireland and to help build the capacity of Council Elected Members, staff and representatives from the local industry to deliver on agreed objectives.

One issue that the Council may wish to consider before accepting the MOU concerns brown signage in the Borough, in particular signage for Antrim Castle Gardens. Officers have been lobbying DRD Roads Service to provide prominent brown signage for the Gardens from the M2 given the popularity of the attraction with an annual footfall exceeding 350,000. Tourism NI was in a strong position to influence Roads Service on brown signage and it was recommended that the Council agreed to ask Tourism NI to include this in the MOU.

Proposed by Councillor Hamill
Seconded by Councillor Magill and agreed that

the Council agrees to include lobbying for brown signage in the Memorandum of Understanding with Tourism NI 2016-17.

ACTION BY: Paul Kelly, Head of Economic Development

3.4 ED/TOU/7 NORTHERN IRELAND FESTIVAL OF CYCLING

Members were reminded that the Council would be participating in the 'Northern Ireland Festival of Cycling 2016' by hosting the StreetVelodrome and a range of cycling activities in Ballyclare from 17-19 June.

Members were advised that officers had secured funding of £15,000 from Tourism Northern Ireland towards the event. In addition an application has been made to DRD Travelwise to run a number of cycling safety initiatives.

The programme for the weekend was:

Friday 17 June (10am – 6pm)

- StreetVelodrome (Schools groups / Special Olympics Club to participate)

Saturday 18 June (10am – 6pm)

- StreetVelodrome (general public may enter a draw to participate)
- Urban Sports Demonstrations
- Bling your bike, Bike training, Obstacle course, Bike maintenance
- Led bike rides
- BMX Skills Coaching
- Family fun day (inflatables, face painting, arts & crafts and balloon modelling)
- Musical entertainment

Sunday 19 June (10am – 6pm)

- Official round of the UK StreetVelodrome. Amateur riders will enter a draw to compete, alongside professional riders. The winner will participate in the

final at Buckingham Palace in July. This will be televised and the Mayor will present prizes.

- Kings Moss & Kilbride Cycle Club joint ride out departing and returning to town centre
- Slow Bike Ride and family cycling initiatives from 10 – 11.30 in Asda Car Park
- Bling your bike, Bike training, Obstacle course, Bike maintenance
- Led bike rides
- Cycling safety initiatives (in conjunction with PCSP)
- Family fun day (inflatables, face painting, arts & crafts and balloon modelling)
- Musical entertainment

Ballyclare Town Team had committed £10,000 towards the events on Saturday 18 June to provide activities that will increase footfall for local traders. Further promotion of the recently launched Ballyclare Loyalty Card would also take place at the event.

To facilitate the event set up it was proposed that the main car park at Sixmile Leisure Centre was closed from 6pm on Thursday 16 June until midnight on Sunday 19 June.

The event was expected to attract a large number of visitors to the town therefore it was proposed to offer free parking at Market Square Car Park and Harrier Way Car Park from 17-19 June.

Proposed by Councillor T Girvan
Seconded by Councillor Kells and agreed that

- (a) the programme be noted;**
- (b) the main car park at Six Mile Leisure Centre be closed from 6pm on 16 June until midnight on 19 June 2016;**
- (c) free parking be offered in Harrier Way Car Park and Market Square Car Park from 17-19 June 2016.**

ACTION BY: Paul Kelly, Head of Economic Development

3.5 ED/ED/5 RURAL DEVELOPMENT PROGRAMME: LOCAL ACTION GROUP STRATEGY

Members were reminded that a strategy for the delivery of £2.61m of Rural Development funding in Antrim and Newtownabbey was submitted by GROW South Antrim Local Action Group (LAG) to the Department of Agriculture and Rural Development (DARD) in December 2015. The strategy had been accepted by DARD and contracts to enable delivery of the strategy had been released. To deliver the funding, 3 separate contracts were to be put in place to run from 1 April 2016 – 31 December 2020:

- 1) Contract between DARD and GROW LAG for Programme delivery;
- 2) Service Level Agreement between DARD and Council for administration of the programme;
- 3) Contract between Council and GROW LAG for administrative services.

The Service Level Agreement (item 2 above) covers the administration expenses for the LAG at up to 22% of Programme spend with a value of up to £470,000 over the lifetime of the contract. A copy of all contracts were circulated.

GROW South Antrim LAG would consider the contracts at its meeting on 13 May.

Proposed by Councillor McWilliam
Seconded by Councillor Scott and agreed that

the Council accepts

- i. **the terms of the Service Level Agreement with the Department of Agricultural & Rural Development from 1 April 2016 – 31 December 2020 towards the costs of administering the Rural Development Programme;**
- ii. **the terms of the Contract with GROW South Antrim Local Action Group from 1 April 2016 – 31 December 2020 to administer the Rural Development Programme.**

ACTION BY: Paul Kelly, Head of Economic Development

Alderman Burns joined the meeting.

3.6 ED/ED/7 ANTRIM AGRICULTURAL SHOW: REQUEST FOR FINANCIAL ASSISTANCE

It was reported that Antrim Agricultural Show had submitted an application under the Corporate Financial Assistance Programme for the 110th Agricultural Show on Saturday 23 July at Shane's Castle. The Show's organisers aim to be the leader in Agricultural Shows in County Antrim offering an opportunity for rural communities and rural businesses to showcase their goods and services.

The Show features livestock showing classes, a pet show, home industries and floral art. Visitors to the Show can also expect a variety of craft stalls, demonstrations, competitions, food offerings, musical entertainment and amusements for children. The organisers estimate an attendance of 6,000.

Officers had assessed the application and recommended an award of £2,500 towards this year's event.

Proposed by Councillor Montgomery
Seconded by Councillor Magill and agreed that

the Council awards the Antrim Agricultural Show £2,500 provision for which exists in the agreed estimates for 2016-17.

NOTED: officers to –

- respond to Councillor Michael with detail on the actual funding amount requested by Antrim Agricultural Show;
- collaborate with Town Teams and avail of tourism opportunities to enhance attendance and promotion of such events, including potential for special offers.

ACTION BY: Paul Kelly, Head of Economic Development

Councillor Kells withdrew from the Chamber having declared an interest in the next item.

3.7 ED/ED/6 EXPLORING ENTERPRISE PROGRAMME: MATCH FUNDING CONTINUATION

Members were reminded that in June 2015, the Council agreed to provide match funding to Antrim Enterprise Agency (AEA) in support of a three year 'Exploring Enterprise Programme' (EEP). The programme is run throughout Northern Ireland with 65% of the cost funded by the Department for Employment and Learning (DEL) through the European Social Fund (ESF). The Council's match funding was approved subject to the annual estimates process and to an annual review of performance against the agreed outputs.

The Exploring Enterprise Programme is aimed at unemployed individuals, especially the long term jobless, who may be interested in the self-employment option; it offers a range of practical support activities that may result in participants either starting up their own businesses or enhancing their employability skills and prospects. The programme has a particular focus on people with disabilities and health conditions, lone parents, older workers, young people not in education, employment or training (NEETs), women and also people with low or no qualifications.

AEA, working closely with Mallusk Enterprise Park, proposed delivery of eight courses in the Antrim and Newtownabbey Borough Council area (2 in year 1, 4 in year 2, and 2 in year 3) with the following key outputs:

- 96 personal development plans completed
- 56 individuals achieving QCF Level I in 'Understanding Business Enterprise'
- 6 individuals successfully obtaining employment
- 8 individuals starting their own businesses

An overview and review of the project was circulated and a summary of outputs for year 1, for courses, which were held in Ballyclare and in Antrim, are set out below:

Year 2015-2016	Progress to Date
Courses Delivered	2
Personal Development Plans Completed	30

Individuals achieving QFCF Level 1 in 'Understanding Business Enterprise'	13 (5 Portfolios will be moderated by CCEA in May 2016 & 8 in January 2017)
Individuals obtaining employment	7 (3 of these participants were part-time employed when starting the programme)
Individuals starting their own business	2

In 2016-17, AEA is to run 4 courses with Council match funding of up to £20,622.

Members were reminded that supporting the 'Exploring Enterprise' Programme makes a contribution towards meeting the annual job creation performance targets that have been set for the Council through the Transfer of Economic Development functions. It also complements the Council's aims to support the social economy sector.

Proposed by Councillor Scott

Seconded by Councillor Hamill and agreed that

- **The Council confirms its support for year 2 of the Exploring Enterprise Programme for the 2016/17 year in the sum of up to £20,622, provision for which exists in the Economic Development budget;**
- **Officers to present a further report to the Committee with a recommendation for year 3 of the Exploring Enterprise Programme.**

ACTION BY: Paul Kelly, Head of Economic Development

3.8 ED/REG/5 ANTRIM TOWN TEAM: PROPOSED ACTION PLAN 2016/17

Members were reminded that proposals for the Antrim Town Team Action Plan for 2016-17 were agreed at the Antrim Town Team meeting on 11 April.

The proposed action plan, set out below, includes proposals for occupying vacant units, contributing to town centre Wi-Fi, and a range of complimentary activities, including some environmental improvements to 'gateway' sites.

PROJECT IDEAS	INDICATIVE BUDGET
Billboard marketing campaign to promote Antrim town brand as an independent shopping destination	£2,000
Pop-up shop concept to occupy vacant unit and support new businesses	£7,000
Support Wi-Fi initiative for the town centre	£4,000
Improve signage from Antrim Castle Gardens to the Town centre	£1,000
Complimentary events in the town when large events are taking place in nearby attractions	£3,500
Development of the More loyalty card Facebook page	£500

Environmental improvements to key gateway sites such as the Police Station perimeter wall	£2,000
Business Awards	£2,000
Total	£22,000

Members were reminded that four businesses were nominated to Antrim Town Team. Officers had been notified that a Town Team member (trading as 'Shunters') had since stepped down following the sale of his business. At the last Town Team meeting Mr Michael Johnson trading as 'Pizza Time' had been nominated to represent the evening economy interest group.

Proposed by Councillor Montgomery
 Seconded by Councillor Scott and agreed that

- 1) the Antrim Town Team action plan for 2016-17 be approved at a total cost to the Council of £22,000, provision for which exists in the Economic Development budget;**
- 2) and that Mr Michael Johnson's nomination to the Antrim Town Team be ratified.**

ACTION BY: Paul Kelly, Head of Economic Development

3.9 ED/REG/9 CRUMLIN TOWN TEAM

Members were reminded that the Council agreed to facilitate the formation of Town Teams in the main towns across the Borough to design and deliver a range of activities and promotions throughout the year. At the Crumlin Town Team meeting held on 20 April 2016, the following business representatives were nominated to be members of the Crumlin Town Team:

- Mark Lauro - Stylus Engraving
- Tracey Duffy - Crumlin Travel
- Gerard DeBrun - Fiontar Safety
- Julie Robinson - Julie Robinson Opticians

Members were also reminded that the Councillors who represented the Airport DEA, comprising Aldermen Burns and Rea, Councillors Logue, Magill, and Michael would be invited to sit on the Crumlin Town Team. Meetings would be held every 6-8 weeks to build momentum and to start working on the development of an action plan. Proposals for the Crumlin town centre action plan would be reported to the Committee in due course.

Proposed by Councillor Magill
 Seconded by Councillor Scott and agreed that

- 1) Mr Mark Lauro, Ms Tracey Duffy, Mr Gerard DeBrun and Ms Julie Robinson be appointed to the Crumlin Town Team;**

2) Officers present a further report setting out a proposed action plan for the Town Team.

ACTION BY: Paul Kelly, Head of Economic Development

Councillor Kells returned to the Chamber.

3.10 ED/REG/3 GLENGORMLEY TOWN TEAM

Members were advised that at the recent Annual General Meeting of Glengormley Chamber & Traders' Association, Mr Jonathon Reilly of Bank of Ireland (Glengormley branch) was nominated to fill the trader vacancy on the Glengormley Town Team.

Members were reminded that alongside the elected members from Glengormley Urban DEA, Mr Iain Patterson (EA Davies Insurance), Mr Chris McMahon (Café Cuisine) and Mr John McMillen (McMillen's Newsagents) participate in the Glengormley Town Team.

Proposed by Councillor Hamill
Seconded by Councillor Scott and agreed that

Mr Reilly be appointed to the Glengormley Town Team.

ACTION BY: Paul Kelly, Head of Economic Development

3.11 ED/REG/6 RANDALSTOWN TOWN TEAM: PROPOSED ACTION PLAN 2016/17

Members were advised that proposals for the Randalstown Town Team Action Plan for 2016-17 were agreed at the Randalstown Town Team meeting on 19 April. The proposed action plan was set out below and included proposals for addressing vacant units by developing the Market Yard in New Street, contributing to town centre events and some environmental improvements to specified sites.

RANDALSTOWN TOWN TEAM ACTION PLAN 2016-17 BUDGET ALLOCATION £22,000

PROJECT IDEAS	INDICATIVE BUDGET
Pop-up shop concept to occupy vacant units and support new businesses; carry out a feasibility study for the Market Yard in New Street.	£10,000
Review of current town centre signage and additional signage were necessary (subject to planning consent)	£5,000
Support town centre events including a Christmas Market	£2,000
Environmental improvements/virtual graphics to key sites such as Wallace Corner, Moore's Lane and D Rainey building	£4,000

Additional festive lighting to complement the Council's Christmas lighting scheme focusing on Lower Main Street	£1,000
Total	£22,000

Proposed by Councillor McWilliam
 Seconded by Councillor Scott and agreed that

the Randalstown town team action plan for 2016-17 be approved at a total cost to the Council of £22,000 provision for which exists in the Economic Development budget.

ACTION BY: Paul Kelly, Head of Economic Development

3.12 ED/MI/340 LOCAL SMALL BUSINESS SUPPORT PROGRAMMES 2016-17

Members were reminded that the Council agreed to consider proposals for additional enterprise support programmes at the March Committee meeting.

Officers had carried out an evaluation of the programmes delivered by the Council in 2015-16 including feedback from local businesses on their support needs. A fresh suite of programmes was now proposed in addition to the ASK mentoring programme and LEAN Business Network which had already been approved by the Council.

Details of the proposed programmes were circulated and were summarised below for Members' information. Provision had been made in the 2016-17 Economic Development budget to deliver these programmes.

Programme	Details	Estimated Cost to the Council
Bricks 'n' Clicks	A start-up retail programme for up to 10 individual businesses	£25,000
STAR 3	Services, Tourism & Retail Support Programme for up to 20 businesses	£33,000
Build your own Website	A tailored programme to support 10 local businesses to create their own website and manage the web content themselves	£12,000

Proposed by Councillor Montgomery
 Seconded by Councillor Kelly and agreed that

the 3 Business Support Programmes outlined, STAR 3, Bricks 'n' Clicks 2, and Build your own Website be approved at an estimated cost of £70,000 to be delivered by 31 March 2017, provision for which exists in the Economic Development budget.

ACTION By: Paul Kelly, Head of Economic Development

3.13 ED/ED/19 PRINCES TRUST DEVELOPMENT AWARDS

Members were reminded that the Princes Trust was a charity that supported young people who were unemployed, unskilled and at risk of exclusion. A proposal had been received from the Princes Trust for the Council to consider to sponsor a Development Awards scheme aimed at young people (16-24) from disadvantaged backgrounds including ex-offenders, those moving out of residential care and the long term unemployed in the Antrim and Newtownabbey Borough Council area.

Through the Development Awards scheme the Princes Trust provides small cash grants averaging £200 with a maximum up to £500 to help young people to prepare themselves for education or employment opportunities. Typically, the grants could be used to assist a young person to obtain a qualification, including clothes to wear at an interview, short term childcare or travel costs. No cash was given to individuals and the Princes Trust procures relevant items on behalf of the young person.

Council funding for a Programme delivered between October 2015 – March 2016 enabled The Princes Trust to award 34 Development Awards to disadvantaged young people in the Borough, with 80% to date indicating a positive outcome through either returning to education or accessing employment. The project promoter was confident that this would rise when the full impact of the programme was monitored.

The Princes Trust was now seeking sponsorship from Council of up to £10,000 to deliver Development Awards to 40 young people at risk or unemployed in the Antrim and Newtownabbey Council area to 31 March 2017. The objective was to support at least 36 young people into education, training or employment.

Breakdown of the £10,000 budget:

Activity	Cost
Development Awards for up to 40 young people at average £200 each	£8,000
Overhead and administration expenses for The Princes Trust	£2,000 (staff salary £14.33 per hour × 3.53 hou admin per award × 40 awards)
Total costs	£10,000

Proposed by Councillor Scott
Seconded by Councillor Hamill and agreed that

Development Awards for up to 40 disadvantaged young people in the Antrim and Newtownabbey area to 31 March 2017, at a total cost of £10,000, be approved provision for which exists in the economic development budget.

ACTION BY: Paul Kelly, Head of Economic Development

3.14 ED/ED/7 NOW GROUP: MATCH FUNDING CONTINUATION

It was reported that the NOW Group was a social enterprise that supported young people and adults facing obstacles to employment and learning. In 2015, NOW secured funding at a rate of 65% by the Department of Education and Learning through the European Social Fund to provide young people (16-24) and adults up to 65 with learning difficulties access to training, volunteering and employment opportunities using a mix of mentoring, workshops, and tailored advice services over a three year period. The project aimed to recruit 580 trainees across the Council areas of Antrim and Newtownabbey, Ards and North Down, Belfast, and Lisburn and Castlereagh creating 126 jobs over three years.

Members were reminded that in June 2015, the Council agreed to provide match funding to the Now Group in the sum of up to £17,500 per annum for three years (2015-16, 2016-17 and 2017-18) subject to an annual review of performance. The funding from the Council was towards the costs of an Employment Officer, a Job Support Worker, a Skills Trainer and a Careers & Educational Guidance Officer over 3 years.

An overview and review of the project was circulated and progress of the programme in the Antrim and Newtownabbey area was summarised below for Members' information.

Output	Target for 3 years (April 15 – March 18)	1 year output at March 2016
Paid jobs to be created	15	7
Voluntary jobs to be created	15	4
Work experience placements	15	10
QCF accreditations	90	31
Individual learner plans prepared	75	25

Provision had been made in the 2016-17 Economic Development budget to match fund this project. Progress reports from the project promoter indicate that satisfactory progress had been made against the set targets to date.

Members were reminded that supporting the 'NOW Group' Programme made a contribution towards meeting the annual job creation performance targets that had been set for the Council through the Transfer of Economic Development functions. It also complemented the Council's aims to support the social economy sector.

Proposed by Councillor Hamill
Seconded by Councillor Scott and agreed that

the Council confirms match funding to the NOW Group for year 2 of its programme in the sum of up to £17,500 provision for which exists in the Economic Development budget.

ACTION BY: Paul Kelly, Head of Economic Development

**3.15 CP/GR/23, CP/GR/25 GOOD RELATIONS SUMMER INTERVENTION GRANT AID
CP/GR/26, CP/GR/27 PROGRAMME 2016/17 -FUNDING RECOMMENDATIONS
CP/GR/28, CP/GR/22
CP/GR/24, CP/GR/29**

Members were reminded that the Annual Good Relations Action Plan 2016/17 submitted to the Office of the First Minister and Deputy First Minister included a budget of £22,000 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 Thursday 21 April invited applications for projects which would help to reduce potential sectarian clashes and promote positive community relations during July and August 2016.

A total of 8 applications were received requesting £17,780. Five applications successfully scored above the 50% threshold requesting a total amount of £11,300. A summary of the applications received, the proposed award recommendations and an overview of the assessment and funding details was circulated for Members' consideration. As there was a remaining budget of £10,700 the Programme had been reopened for a second call with a closing date of 4:00pm on Friday 20 May. Officers would offer support to those groups who submitted unsuccessful applications in the first call.

Details of the awards recommended under the second call would be reported to the Committee in June for consideration.

Proposed by Councillor T Girvan
Seconded by Councillor Hamill and agreed that

the proposed funding awards totaling £11,300 be approved.

ACTION BY: Louise Moore, Head of Community Planning

Councillor Scott withdrew from the Chamber having declared an interest in the next item.

**3.16 CP/CD/41/, A/GEN/139 COMMUNITY CENTRE REVIEW
A/GEN/155, A/GEN/196,
D/CD/50**

Members were advised that the former Newtownabbey Borough Council operated 3 Community Centres, Ballyduff, Monkstown and Rathfern under Service Management Agreements (SMA's) with local community groups. The SMA's have been operational since 1 April 2012 in Monkstown and 1 April 2013 in Rathfern and Ballyduff. In accordance with each of the SMA's an advisory group was established by the Council consisting of all Elected representatives for the relevant District Electoral Areas, (Macedon and Threemilewater), representatives

from the Management Committees of each of the 3 centres and relevant Council Officers.

Members were reminded that at the Council meeting in November 2015 it was agreed to appoint a consultant to review the SMA's as they were introduced as pilot projects and had been operational for over 2 years. Following this decision, Lorraine McCourt Consulting was appointed to undertake the review and has met with Council Officers and members in order to review and benchmark the current SMA's.

Members should note that it was agreed at the Council Meeting in March 2016, to extend the Service Management Agreements for 6 months in order to continue daily operations whilst enabling the review. During this process of review, Ballyduff Community Group which manages the Community Centre has indicated that it did not wish to renew its agreement with the Council after this 6 month extension, as detailed in the circulated report.

Members were reminded that the business plan which supported the SMA for the Ballyduff Community Centre indicated that the money generated from the sale of the community house in Ballyduff, circa £45,000 would be reinvested into the community centre on an annual basis to cover operational and programming costs therefore no financial assistance was provided on annual basis to the Group to operate the centre. Officers will engage with the group to review this requirement before the end of the SMA period.

The Rathfern Regeneration Group has also as part of the review raised the issue of the level of annual support from the Council, which currently stood at £2,900. The premises grant offered through the Council's Grant Aid programme was higher at £3,500 and the Group had asked that consideration be given to increasing the assistance provided to this level.

A copy of the report was circulated for Members consideration. Twelve recommendations had been made some of which were operational such as updating titles, membership details, promoting the centres through social media, obtaining confirmation of updated insurance etc. These matters would be dealt with by Officers as appropriate.

The key recommendations which would impact on the operation of any Service Management Agreements going forward are summarised below:

1. *Additional information should be sought from Monkstown Community Association outlining income as well as expenditure for the period as well as updated information on governance arrangements.*
2. A review should be undertaken of additional maintenance costs incurred by centres to determine whether there are means by which they can be minimised.
3. The Council should consider alternative options for centre management for Ballyduff Community Centre including whether the centre should be managed by the Council directly, or whether an alternative community based partner should be sought.

4. *The Council should require compliance with best practice published by the Charities Commission within any new Service Management Agreements to enhance governance structures and ensure effective policies, procedures and accounting practices.*
5. *Consideration should be given to a new management arrangement between the Council and the Community Associations to replace the Advisory Group structure*

On the basis that the Ballyduff Community Group did not wish to renew its SMA post September 2016 it was proposed that the management of the facility reverts to the Council including all booking arrangements. A report on performance against the agreed business plan would be presented to the Committee in due course.

Proposed by Councillor Hamill
Seconded by Councillor Kells and agreed that

- (1) the report recommendations be accepted and progressed as appropriate;**
- (2) new draft Service Management Agreements for Rathfern and Monkstown be presented to a future Committee meeting;**
- (3) the management of the Ballyduff Community Centre reverts to the Council at the end of the current SMA period;**
- (4) a report on performance against the agreed business plan be presented to the Committee in due course.**

ACTION BY: Louise Moore, Head of Community Planning

Councillor Scott returned to the Chamber.

3.17 CPRD/CD/6 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2016/17 - 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 was 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 were advised that groups who applied for a small grant were not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2016/17 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 were subject to the receipt of all relevant supporting documentation or the offer of funding would be withdrawn.

During the months of March and April 6 applications were received requesting a total of £3,000 and were assessed by Officers as outlined below:

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
Eastway Friends of the Fallen Rathcoole	Seeding Grant for support for set up costs for the first year, including room hire and insurance cover to allow them to commemorate Ulster's part in the first and second World Wars and to provide care and advice to ex-servicemen and women.	53%	£500	£500
Muck and More Allotment Association	Small Activity Grant for support with groundworks (i.e. services including electricity, water and sewer provision) for a new mobile building at the Greystone Allotment site.	67%	£500	£500
Killead Presbyterian Church	Small Activity Grant to support an annual Vintage Road Run for provision of barbecue, awards and promotion and publicity.	33%	£500	£0
New Mossley Presbyterian Youth Club	Small Activity Grant to provide support for a project called Food and Fun for Primary 1-3 children including costs of taking the children to Pizza Express.	47%	£500	£0
Rcity Media CIC	Small Activity Grant to provide support with a music course including DJ workshops and performances for 11-15 year olds in the Whitecity area.	0%	£500	£0
Toome Men's Shed	Seeding Grant for support for set up costs for the first year including small pieces of equipment and insurance cover to allow them to run a Men's Shed project providing social contact for unemployed and retired men three days a week.	33%	£500	£0

The total budget available for Small Grants for the 2016/2017 financial year is £9,500. The total amount of financial assistance awarded to date is £1,000 leaving a balance of £8,500 to fund future applications that may be submitted to the Council during the remainder of the year.

Proposed by Councillor Kelly

Seconded by Councillor Kells and agreed that

the Small Grant award recommendations be approved.

NOTED: confirmation from the Director that -

- the procurement process for fencing for the Muck and More Allotment Association was being advanced;
- a security brief to the Muck and More Allotment Association would be arranged.

ACTION BY: Louise Moore, Head of Community Planning

3.18 CP/CD/69 DCAL LETTER OF OFFER- COMMUNITY FESTIVALS FUND

Members were advised that correspondence had been received from the Department of Culture, Arts and Leisure (DCAL) indicating that financial assistance totalling £29,600 was to be made available to the Council to deliver its annual 2016/17 Community Festivals Fund.

As in previous years there was a requirement that the Council provides match funding of at least the same level as the DCAL award. Based on the amount awarded for Community Festivals in 2015/16 the Council agreed to increase its contribution for 2016/17 to £50,000, provision for which had been made in the Council's 2016/17 estimates, bringing the total amount available in the Community Festivals Fund for the 2016/17 financial year to £79,600. Given that the amount requested from the 23 successful applications this year totalled £91,963, the Council agreed in March 2016 to allocate an additional £12,093, which remained in the Community Development Grant Aid budget after all successful awards were made, enabling all successful Community Festivals applications to be funded at 100%.

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

the Letter of Offer for financial assistance received from the Department of Culture, Arts and Leisure for the sum of £29,600 for the period 1 April 2016 to 31 March 2017 be accepted.

ACTION BY: Louise Moore, Head of Community Planning

3.19 CP/CD/43 VISIT TO NORTHERN IRELAND HOSPICE

Members were advised of receipt of correspondence from the Northern Ireland Hospice confirming their new facility 'Somerton House' would soon begin caring for patients.

The new Hospice Centre would act as a hub and centre of excellence and advice for Community Nursing Services across Northern Ireland and would also include an Education and Research Institute.

Being extremely appreciative of the support from both Legacy Councils the Hospice had recognised both Antrim and Newtownabbey Borough Council and Antrim Borough Council on a dedicated Roll of Honour within the reception area of the new building. An invitation had been extended to all Elected Members and the Chief Executive to participate in a Guided Tour prior to opening to see first-hand the contribution and difference this service would make for people at the end of life.

Guided Tours had been scheduled, on an hourly basis, between Sunday 15 May 2016 and Saturday 21 May 2016 as undernoted (*please note the Tour on Sunday was fully booked*).

Monday 16 May – 12noon to 7pm
Tuesday 17 May – 12noon to 5pm
Wednesday 18 May – 12noon to 5pm
Thursday 19 May – 12noon to 7pm
Friday 20 May – 12noon to 7pm
Saturday 21 May – 11am to 2pm

Further details were available on the Northern Ireland Hospice website, www.nihospice.org

Members were advised that limited car parking was available on the grounds for disabled guests and those with limited mobility. Alternatively, parking was available in the street. The address for Somerton House was 74 Somerton Road, Belfast, BT15 3LH.

Contact details for arranging a tour were via Angela Gribbon - 028 90 781836 or angela/gribbon@nihospice.org

Proposed by Councillor T Girvan
Seconded by Councillor Hamill and agreed that

Members wishing to avail of a guided tour of the new Hospice advise Member Services or Angela Gribbon directly.

ACTION BY: Members Services

3.20 D/PCSP/111 YOUTH ZONE WORKING GROUP

Members were reminded that it was agreed at the Council meeting in April 2015 that one member from each District Electoral Area (DEA), preferably members serving on the Community Planning and Regeneration Committee, be appointed to a new Youth Zone Working Group in order to examine the recommendations contained in the Feasibility Study into the potential for a permanent Youth Zone in the Borough, a copy of which was circulated for members' information.

This study focused on the legacy Newtownabbey Council area and considered a model based on the commitment of core partners to the scheme, e.g. the Youth Service through an annual block grant.

Nominations were subsequently made at the Community Planning and Regeneration Committee in May 2015; the following members were appointed.

Alderman Cochrane-Watson (Antrim town)
Councillor Paul Michael (Airport)
Councillor T Girvan (Ballyclare)
Councillor Hamill (Macedon)
Alderman Barr (Threemilewater)
Councillor Beatty (Dunsilly)
Councillor McClelland (Glengormley Urban)

Given that Alderman Cochrane-Watson no longer sits on the Council it was proposed that the Committee nominated another member to represent the Antrim Town DEA.

Members were advised that the Youth Zone concept would require a core commitment from the Youth Service/Education Authority and the community and voluntary sector alongside any Council contribution to meet the establishment and operational costs.

Proposed by Councillor Kells
Seconded by Councillor T Girvan and

on a vote of 5 in favour and 5 against, the Chairman used his casting vote in favour and declared the proposal carried, namely, that

no further meetings of the Youth Zone Working Group take place, with future reports being made directly to the Community Planning & Regeneration Committee.

ACTION BY: Louise Moore, Head of Community Planning

3.21 CP/CD/3 BONFIRE MANAGEMENT PROGRAMME 2016

Members were reminded that the Bonfire Management Programme was approved by the Council in February 2016. Officers subsequently met with bonfire builders and groups that deliver the July family fun events in Antrim and Newtownabbey to discuss the details of the new Programme.

Following on from these meetings and initial bonfire site inspections, Council Officers and statutory partners from the Police Service of Northern Ireland, the Northern Ireland Fire and Rescue Service and the Northern Ireland Housing Executive, met with representatives from the constituted groups that would deliver the family fun events. The details of the family fun events were discussed

and the relevant documentation signed which will enable groups to participate in the 2016 Programme.

To be eligible for inclusion in the Bonfire Management programme the specific site must be recognised by the Council and included in Appendix C of the Bonfire Management programme.

In total 15 groups from across the Borough have signed up to the Programme for 2016; six in Antrim and eight in Newtownabbey, details of the associated bonfire sites were detailed below:

Antrim

Ladyhill and Tannaghmore - Bonfire
Neillsbrook - Bonfire
Newpark and Caulside – No Bonfire
Parkhall (Donegore) - Bonfire
Parkhall (Kilgreel) – No Bonfire
Steeple (Oaktree Drive) – No Bonfire

Newtownabbey

Burnside (Kelburn Park) - Beacon
Doagh (Anderson Park) - Beacon
Mallusk (Parkmount) - Bonfire
Old Mossley - Bonfire
Monkstown (Abbeytown Square) - Bonfire
Monkstown (Devenish Drive) - Bonfire
Queenspark – Bonfire
Grange Drive, Ballyclare
Rathcoole (Foyle Hill) - Bonfire

The agreed collection date for this year's programme was Monday 16 May. Inter-agency inspection dates had been set to coincide with this on Friday 13 May and thereafter on Friday 17 June and Friday 8 July 2016.

At present groups were developing their 11 July festival programmes and completing their event pro-formas. All approved events would be funded and administered by the Council up to a maximum of £2,700 per group. It was expected that the procurement of all goods and services in relation to each site would be completed by the end of May.

Information detailing the dates, times and venues of these festivals would be reported to the Community Planning and Regeneration Committee in June 2016.

Proposed by Councillor Hamill
Seconded by Councillor Magill and agreed that

the 15 sites listed be approved for inclusion in the 2016 Bonfire Management Programme, subject to the conditions of participation being met.

ACTION BY: Louise Moore, Head of Community Planning

3.22 CE/GEN/4 DISABLED PARKING BAY

It was reported that correspondence had been received from Transport NI regarding a proposal to reserve an on-street parking space outside 16 George Avenue, Ballyclare.

Transport NI had requested a letter from the Council confirming that it was in agreement with the proposal.

Proposed by Councillor T Girvan
Seconded by Councillor Scott and agreed that

the Council confirms that it is in agreement with the proposal to reserve an on-street parking space outside George Avenue, Ballyclare.

ACTION BY: Member Services

3.23 CPR/PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1 TO 31 MARCH 2016

Building Regulations

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

Applications

Full Applications – 97
Building Notices – 143
Regularisation Certificate applications – 75

Recommendations

Approvals – 43
Rejected – 40

Regularisation Certificate

38 Regularisation Certificates issued under Regulation 13 of the Building Regulations (Northern Ireland) 2012 (as amended).

Building Notice

97 Completion Certificates issued on Applications received under Building Notices.

Inspections

A total of 644 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

Commencements and Completions

Work commenced on 218 jobs.
Work completed on 189 jobs.

Property Certificates

A search was carried out for outstanding notices under Building Regulations, on 180 property enquiries from Solicitors.

Income for March 2016

Plan Fees Received for Month	£9,212.75
Inspection Fees Invoice for Month	£13,787.45
Building Notice Fees Received for Month	£10,188.00
Regulation Fees Received for Month	£5,913.60
Property Certificate Fees Received for Month	<u>£12,000.00</u>
Total	£51,101.80

Proposed by Councillor Magill
Seconded by Councillor Hamill and agreed that

the report be noted.

ACTION BY: Bronagh Doonan, Head of Building Control & Property Services

3.24 ED/TOU/13 BALLYCLARE MAY FAIR 2016

Members were reminded that the Ballyclare May Fair would take place from 24-30 May 2016. A copy of the programme was circulated for information.

Members wishing to participate in the May Fair parade on Saturday 28 May were asked to confirm their attendance with Karen Jones and also arrange collection of their robes on Friday 27 May.

Members walking in the parade were asked to assemble at the Six Mile Leisure Centre with robes for 12.30pm on Saturday 28 May.

Proposed by Councillor Kelly
Seconded by Councillor T Girvan and agreed that

the Ballyclare May Fair programme be noted.

ACTION BY: Paul Kelly, Head of Economic Development

3.25 CP/CD/64 COMMUNITY CELEBRATION EVENT 2016

Members were advised that the 2016 Community Celebration Event approved by the Council in March 2016 would be branded the Antrim and Newtownabbey Spirit of Volunteering Awards and the BIG Event.

This year's nomination process would be launched with two 'Big Volunteering Roadshows' to be held in the Old Courthouse, Antrim and the Linen Suite, Mossley Mill on Wednesday 18 and Thursday 19 May respectively.

The theme of this year's event would be 'Recognising the Signs of Success along the Road to Change' and groups and individuals would have the opportunity to nominate under the following five categories:

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

The nomination process would open online on Friday 20 May 2016 and close on Friday 1 July at 4pm.

Nominations would be assessed over the summer months by the Event Management and Assessment Panel and recipients would be announced at 'The BIG Event' to be held in Theatre at the Mill on Thursday 6 October 2016 at 7.30pm.

It was estimated that the total cost of the 2016 event including the Roadshows would be £18,500 for which the Council has made provision within the 2016/17 estimates.

Members would receive invitations to the events in due course.

Proposed by Councillor Hamill
 Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Louise Moore, Head of Community Planning

3.26 D/CD/70 COMMUNITY PLANNING & REGENERATION SECTION - PARTNERSHIP MINUTES

Members were advised that the quarterly update Partnership Minutes as listed below can be viewed in the new electronic folder called "**Partnership Minutes for Members Information**" on your I pads.

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91	-	Antrim Citizens Advice Bureau Monitoring Committee Newtownabbey Citizens Advice Bureau Monitoring Committee
D/CSP/48	27 January 2016 16 December 2015	PCSP – Full Partnership Meeting PCSP – Public Meeting
D/DP/67	9 February 2016	Rathcoole Neighbourhood Renewal Partnership
CP/CD/41	-	Joint Community Centre Advisory Committee
D/DP/67	27/1/2016	Grange Neighbourhood Renewal Partnership

Economic Development		
File Ref	Date of Meeting	Name of Partnership

ED/MI/250	22 January 2016 11 March 2016	GROW Local Action Group Meeting GROW Local Action Group Meeting
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Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/TC/5	2 December 2015	Glengormley Town Teams
ED/TC/5	5 November 2015	Ballyclare Town Teams
-	-	Antrim Town Development Company

Proposed by Councillor Kells
Seconded by Councillor McWilliam and agreed that

the Partnership Minutes be noted.

NO ACTION.

Councillors Blair, McClelland and Webb left the Chamber.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Kelly
Seconded by Councillor Hamill and agreed that

the following Committee business be taken 'In Confidence'.

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

ITEMS IN CONFIDENCE

3.28 IN COMMITTEE FI/PRO/TEN/57 TENDER REPORT FOR ANTRIM FORUM AND VALLEY PARK HOCKEY PITCH RESURFACING WORKS

BACKGROUND

It was reported that Antrim and Newtownabbey Borough Council at the Full Council meeting in November 2015, approved £ [REDACTED] (Incl. fees) for the replacement of the hockey pitch surfaces at the Valley Park and Antrim Forum. The scope of the work included the replacement of the synthetic carpets, shock pads and ancillary works. In addition the work would include the replacement of drainage at the Antrim Forum hockey pitch.

PROCUREMENT

Doran Consulting were appointed as design consultants for the scheme in January 2016.

For the works the following eight companies returned completed Pre-Qualification Questionnaires (PQQs) in March 2016 for inclusion on a select list of contractors. The completed PQQs were evaluated using a range of mandatory and quality criteria including professional conduct, economic/ financial standing, previous relevant experience, health and safety and technical/professional ability.

Contractor	Evaluated Score (%)	Proceed To Tender
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Tony Patterson Sportsground Ltd	80	Yes
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

The 6 companies achieving the highest scores in the evaluation process were invited to submit tenders for the project. [REDACTED] and [REDACTED] attained the lowest PQQ evaluation scores and were excluded from tendering for the project.

Tender Documents were issued on 1st April and all 6 companies invited to submit tenders did so by the closing date on 15th April 2016.

The tenders were assessed on cost only as detailed below.

Contractor	Tendered Total of the Prices (exc. VAT)	Model Compensation Event Total*	Tender Assessment Total Price	Rank
Tony Patterson Sports Grounds Ltd	£302,498.80	£40,000	£342,498.80	1
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

*The model compensation event is included in the evaluation exercise to assess the cost impact of change resulting from potential future compensation events (variations due to unforeseen items). It includes costs for people, materials and equipment.

TENDER ANALYSIS

A review of the three lowest tenders was undertaken. No significant errors were identified. A comparison of the individual elements within the bill of quantities was also undertaken. The costs submitted by the lowest tender from Tony Patterson Sports Ground are lower than expected. However they were in line with current tendering variance trends in civil engineering projects.

OTHER ISSUES

The works at the Antrim Forum pitch includes a significant amount of underground drainage replacement. At design stage it was not possible to fully evaluate this and this cannot be fully established until onsite work begins.

Considering the relatively low competitive rates combined with the risk of additional drainage works, it would be prudent to allow for a further small contingency of £25,000 for additional works and professional services, should this be required.

COST SUMMARY

Total Predicted Project Cost	
Tendered Total of the Prices	£ 302,498.80
Model Compensation Event Total	<u>£ 40,000.00</u>
Tender Assessment Total Price	£ 342,498.80
Professional fees	£ 22,825.00
Additional Client Contingency	£ [REDACTED]
Total Estimated Budget	£ [REDACTED]

Original Council budget approved in November 2015 was £ [REDACTED]

PROGRAMME

It was envisaged that work would commence late June 2016, early July, and be completed by September 2016.

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

- a) **The works for the tendered sum of £302,498.80 from Tony Patterson Sports Grounds Ltd be approved giving a tendered assessment total of £342,498.90 (excl. VAT).**
- b) **An additional client contingency sum of £ [REDACTED] be approved.**
- c) **The total estimated budget for works and professional fees of £ [REDACTED] be approved.**

ACTION BY: Sharon Logue, Procurement Manager

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Kells
Seconded by Councillor T Girvan and agreed that

any remaining Committee business be taken in Open Session.

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

SUPPLEMENTARY REPORTS

3.29 SUPPLEMENTARY REPORT ED/GEN/1/VOL3 REGIONAL START INITIATIVE: TEMPORARY INTERIM PROGRAMME MANAGER TO BE EMPLOYED BY LISBURN AND CASTLEREAGH CC

Members were reminded that the function of local economic development transferred to the Council under the Review of Public Administration, which included the transfer of responsibility for a Regional Start Initiative (RSI). The contract for the current RSI, managed by Invest NI and marketed to the public as the 'Go for It' Programme, had been extended to 21 October 2016. Councils would assume full responsibility for delivering an RSI from 22nd October, and had submitted a collaborative application to the Department of Enterprise, Trade and Investment (DETI) for European Regional Development Funding (ERDF) through the Investment for Growth and Jobs Programme. Members were reminded that an Economic Appraisal prepared on behalf of the 11 Councils recommended a Northern Ireland wide programme with one service delivery contract.

An Economic Appraisal of the application was underway and one of the risks identified was that there was currently no dedicated resource in place to manage the set-up, procurement, management arrangements and documentation to ensure a smooth transition to any new Programme and to minimise any gap between the current RSI and the new one which the Council would manage. The application identified that a Central Services Delivery Team, comprising of two Programme Managers and one Finance Officer as per the existing RSI team based in Invest NI, would be based at Lisburn and Castlereagh City Council (LCCC) as the lead Council. It was therefore proposed to employ one temporary Interim Programme Manager, based in LCCC, for a period of six months to address the risk identified.

The staff would be procured through the normal recruitment procedures within the lead Council and would carry out a range of duties prior to the Programme launch including:

- Procurement of key programme contracts
- Development of new internal programme systems:
 - Legal agreements
 - Finance & Claims systems
 - Data Management and reporting
 - FOI requests
 - State Aid compliance
 - Audit compliance
 - Ministerial Questions.
 - Stakeholder engagement

There was also a need to participate in job shadowing with the RSI team based in Invest NI with a view to sharing RSI programme information and experience which would help to inform the new Council led programme, e.g. eligibility criteria,

operating manual, vouching system, monthly end to end processes, statistics, and reporting requirements.

As the cost of this temporary Interim Programme Manager is outside of the RSI funding bid, it was proposed that the six month salary and overhead costs were split between all Councils using the percentage allocation used to apportion ERDF funding and individual Council Programme for Government jobs targets. The breakdown of salary (gross cost) and overhead contributions per Council were circulated with the Antrim and Newtownabbey contribution amounting to £1,563.73 split as £1,298.61 for salary costs and £265.12 for overheads for the six month period.

Proposed by Councillor Kells
Seconded by Councillor McWilliam and agreed that

the contribution towards salary and overhead costs of a temporary Interim Programme Manager to be employed by LCCC for the Regional Start Initiative for a six month period at a total cost of £1,563.73, provision for which exists in the economic development budget be approved.

ACTION BY: Paul Kelly, Head of Economic Development

3.30 P/FP/13 DUBLIN ROAD, SOLAR FARM, ANTRIM

Members were be aware that planning permission has been granted by the DOE Minister, Mark Durkan for the development of a solar farm on the Dublin Road, Antrim by Rad Energy Three Limited. This was one of the largest planning applications in Northern Ireland covering a 79 hectare site. The 180,000 solar panels would be capable of generating enough electricity for 9,700 homes and will be Northern Ireland's biggest solar farm development to date.

The total financial outlay to build the solar farm is £43 million, with direct financial payments to local companies and employees estimated to be in the order of £3.5 million. It was understood that during the construction phase, 40 people would be employed for an 8 month period on the development. The annual maintenance work required thereafter was estimated at a further £250,000.

The environmental impact of the Scheme would include a reduction in CO2 emissions by an estimated 18,600 tonnes with 40,800,000 kwh of electricity produced per annum from this renewal source.

The scheme when complete would help to increase the security of the electricity supply within Northern Ireland in the longer term. In addition the developers had included within their scheme the opportunity for community benefit arising from the investment. Ideally they wish to identify a signature project that could be the main beneficiary and wish to engage with the Council in this process.

Members were advised that the scheme must be built, generating and connected to the grid before March 2017 to benefit from government subsidies. Whilst an application was made to Northern Ireland Electricity in August 2015, no

determination has yet been made regarding the grid connection which is vital to the overall project.

The developer had indicated that unfortunately should the project not proceed then the anticipated community benefit as per the proposal would not be created and the identified benefits would not be realised.

In order to support this significant investment within the Borough, Members may wish to write to Northern Ireland Electricity and the DETI Minister.

Proposed by Councillor Scott
Seconded by Councillor Hamill and agreed that

a letter of support be sent to Northern Ireland Electricity and the DETI Minister.

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

3.31 L/P/28 BALLYDUFF QUARRY

Members were aware that the Council owned a portion of Carnmoney Hill which was managed by Woodland Trust for public recreation.

Anderson Haulage, the owner of the Ballyduff Quarry/landfill site had approached the Council with a view to gifting the site at no charge, for the purpose of provision of open space/recreation. The site, after completion of quarry works, had been a licenced landfill site for inert waste and was now closed and capped.

The Council's Planning Section was currently investigating a breach of planning control relating to unauthorised increased levels and unauthorised infilling beyond the scope of that provided for in the planning permission granted in 2009 for the re-contouring and restoration of the site. The owner/operator advised the Planning Section in December 2015 that a planning application would be submitted seeking to regularise the breaches.

The Planning Section had requested the submission of a topographical survey to establish the extent of the breach, and Officers have been advised that this would accompany the planning application due to be submitted.

Initial discussions with the landowner and Woodland Trust had identified potential benefits to the Council through accepting this offer including:-

- Provision of increased open space for public/recreational resource and community linkages
- Opportunity to secure grant aid from the Forest Service for tree planting and Sport NI for improved access.

Issues to be considered include:-

- Agreement with the current landowner that the unauthorised works would be regularised to the satisfaction of the Planning Section prior to the Council undertaking responsibility for the lands
- Agreement with the current landowner that a separate planning application would be submitted seeking permission for the land to be used for public recreation incorporating woodland creation.
- Long term obligations with regard to the previous land use
- Issues with regard to anti-social behaviour such as scramblers and fly-tipping

The Woodland Trust had stated an interest in working with the Council on this project either during initial improvement works or through a long term lease.

In order to progress the proposal the current owner with input from the Woodland Trust was developing a concept plan for the site including details of engineering works to be completed to satisfy the Planning requirements and enhancement works including planting and access.

Proposed by Councillor Scott
 Seconded by Councillor Hamill and agreed that

the Council agrees 'in principle' to the gifting of the land subject to

- (a) all planning requirements being met and a fully costed concept plan being submitted to a future Committee meeting for consideration;**
- (b) appropriate funding sources being secured and management arrangements established for the land.**

ACTION BY: Geraldine Girvan & Majella McAlister

**3.32 CD/PM/5 & RANDALSTOWN & BALLYCLARE PUBLIC REALM AND REVITALISATION
 CD/PM/59 SCHEMES**

Members were aware that the regeneration functions which it had been proposed would transfer to Council, under the Reform of Local Government, remain the responsibility of the Department for Social Development. To this end Officers have been working closely with Departmental Officials to determine the Schemes proposed for delivery over the next 2-3 years. Whilst all the projects remain subject to approval by the Department, it was anticipated that the following schemes would be delivered in 2016/17, subject to funding, planning permission and operational requirements, e.g. traffic management.

	2016/17	DSD	Council	Lead Delivery
1	Randalstown Phase II	£350,000	£35,000	Transport NI
2	Carnmoney Road, Glengormley	£200,000	£100,000	Transport NI
3	Ballyclare (North)	£300,000	£30,000	Council
4	Bridge Street/Dublin Road, Antrim	£150,000	£100,000	Council

5	Revitalisation Scheme - Ballyclare	£100,000	£10,000	Council
6	Revitalisation Scheme – Antrim	£100,000	£10,000	Council
	Total	£1,200,000	£285,000	

Members were reminded that provision of £500,000 had been made in the 2016/17 estimates to provide match funding as required for projects attracting external supporting including the schemes listed. As outlined the estimated match funding required for this suite of projects is £285,000.

The two schemes being advanced by Transport NI, namely Randalstown Phase II and Carnmoney Road include a 12 week period for the order of materials. As the Council would not have secured a letter of offer until later this year Transport NI requires direction as to whether or not the materials can be ordered 'at risk', i.e. any costs incurred would be the responsibility of the Council should the funding not be secured from the Department.

Members were also advised that in order to deliver the Ballyclare and Antrim schemes within the current financial year it may be necessary to adopt a similar approach to purchasing the materials in advance. A further report would be presented when the detail of these projects has been progressed.

Proposed by Councillor Kells
 Seconded by Councillor McWilliam and agreed that

- (a) **£285,000 match-funding be allocated for the public realm and revitalisation schemes outlined, provision for which exists in the Community Planning & Regeneration department budget;**
- (b) **Transport NI be advised to order the materials required for the Randalstown and Carnmoney Road schemes up to a maximum of £100,000 on an 'at risk' to the Council basis;**
- (c) **a further report on the materials required to advance the Ballyclare and Antrim schemes be presented in due course.**

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

3.33 CE/GEN/4 TRANSPORT NI - A6 DUALLING - TOOME TO MONEYNICK

Correspondence had been received from transport NI, a copy of which was circulated, providing an update following the recent meeting with Members to discuss the proposed road scheme.

Traffic Management met with the contractor and highlighted Members' concerns with regard to access into Randalstown as a consequence of a possible closure of the A6 Junction with Moneynick Road.

The contractor had agreed to review the proposed arrangements and examine the early construction of the new link road from the A6 which would form part of the final layout. The contractor was quite positive on this being an option but there would still be occasions when the junction would have to fully closed given the alterations required but would be of a shorter period than first suggested.

An update would be provided following Traffic Managements' meeting with the contractor in May.

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Member Services

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.12pm.

MAYOR

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