



6 February 2019

Chairman: Councillor S Ross

Vice Chairman: Councillor M Maguire

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

Dear Member

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

A meeting of the Community Planning and Regeneration Committee will be held in the **Council Chamber, Mossley Mill on Monday 11 February 2019 at 6.30pm**

You are requested to attend.

Yours sincerely

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

Jacqui Dixon, BSc MBA

**Chief Executive, Antrim & Newtownabbey Borough Council**

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

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

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

## **AGENDA**

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

## **ITEMS FOR DECISION**

- 3.1 Street Naming
- 3.2 Street Naming
- 3.3 Peace IV Partnership Minutes October 2018
- 3.4 Catering Vendors for Events Select List
- 3.5 Queen's Royal Gun Salute
- 3.6 Regional Pipe Band Championships 2019 Antrim Castle Gardens
- 3.7 Borough Arts and Cultural Advisory Panel
- 3.8 Facility Closures for Arts and Culture Facilities
- 3.9 Lough Neagh Rescue: Proposal to Vacate Temporary Site
- 3.10 DEA Funding Programme
- 3.11 Mid Antrim Heritage Partnership Review
- 3.12 Community Festivals Grant Aid Recommendations 2019-2020
- 3.13 Community Development Grant Aid Recommendations 2019-2020

## **ITEMS FOR INFORMATION**

- 3.14 Building Control Matters – November 18
- 3.15 Holocaust Memorial Day 2019
- 3.16 Access and Inclusion Programme

### **ITEMS IN CONFIDENCE**

- 3.17 Tender for Public Toilets Refurbishment Works in the Antrim and Newtownabbey Borough Area
- 3.18 Tender for the Provision of Catering Services at Antrim Civic Centre
- 3.19 Tender for the Provision of Catering Services at Antrim Castle Gardens
- 3.20 Crematorium Development, Doagh Road
- 3.21 Provision of Mechanical Services Term Contract
- 3.22 Provision of Plumbing Works Term Contract
- 3.23 Minor Works and Building Repairs at Council Sites in the Antrim and Newtownabbey Borough Area
- 3.24 Provision of Electrical Works Term Contract
  
- 4 Any Other Relevant Business

**REPORT ON BUSINESS TO BE CONSIDERED AT THE  
COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON  
MONDAY 11 FEBRUARY 2019**

**ITEMS FOR DECISION**

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

An application was received on 24 January 2019 from Aoife Ward on behalf of Choice Housing, regarding the naming of a residential development at Neillsbrook Randalstown. The development consists of 14 units, these being a mixture of semi – detached and apartments. The development names have been submitted as outlined below, with the developer's rationale, a site location map and site plan **enclosed**.

- 1 – Neillsbrook Hill
- 2 – Neillsbrook Cross
- 3 – Neillsbrook View

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

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

Prepared by: Liam McFadden, Principal Building

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

### 3.2 PBS/BC/003 STREET NAMING

An application was received on 21 January 2019 from Patrick Morwood on behalf of Nuport Developments, regarding the naming of a residential development at Templepatrick Road, Ballyclare. The development consists of 35 dwellings, these being a mixture of detached and semi – detached units. The development names have been submitted as outlined below, with the developer’s rationale, a site location map and site plan **enclosed**.

- 1 – Sandymount Lane
- 2 – Hansons Hall
- 3 – Lindsays Lane

Members should be aware that there is an existing development in Glengormley called Sandymount Green.

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

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

Prepared by: Liam McFadden, Principal Building Control Surveyor

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

Approved by: Nick Harkness, Director of Community Planning

### **3.3 CP/P4/017/VOL2 PEACE IV PARTNERSHIP MINUTES OCTOBER 2018**

Members are reminded that the PEACE IV Partnership operates as a Working Group of Council. As such the minutes of the PEACE IV Partnership meeting held on 9 October 2018 are **enclosed** for consideration.

**RECOMMENDATION: that the minutes of the PEACE IV Partnership held on 9 October 2018 be approved.**

Prepared by: Connor O'Dornan, PEACE IV Co-ordinator and  
Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

### 3.4 AC/EV/014 CATERING VENDORS FOR EVENTS SELECT LIST

Members are reminded that it was reported to the Operations Committee in April 2017, that officers were to carry out a procurement exercise to establish a Select List of catering vendors for the Council programme of outdoor events up until end March 2019.

The purpose of the exercise was to greatly reduce the volume of administration required to appoint caterers to events on an individual basis whilst also ensure service quality and a consistent approach.

The outcome of this exercise was reported to the Operations Committee in November 2017 and 23 catering vendors who met the requirements of the assessment process were placed on a Select List for the period 1 January 2018 to 31 March 2019 with the option to extend for a period of 12 months, subject to review and performance.

Members are advised that the process was specifically for catering vendors who operate from mobile units selling food and drink made to order and sold for consumption at the events. The list did not cover food and drinks vendors, who wish to sell their manufactured product at markets and events not intended for immediate consumption such as jams, cakes, bottled drinks, sweets etc.

The opportunity was publicly advertised and submissions were evaluated using the following criteria:

1. Mandatory Exclusion
2. Insurances
3. Food Hygiene Rating
4. Vendor Registration With a Council
5. Health and safety Policy
6. Environmental Policy
7. Details of Mobile Unit to be Used
8. Special Terms and Conditions
9. Safety Guidelines
10. Declarations
11. Terms and Conditions

Members were advised in November 2017 that additional catering vendors could apply for inclusion on the Select List in 6 month intakes during the life of the contract. It was subsequently reported to the Council meeting in October 2018 that since approval of the initial list of 23 vendors two further intakes had added an additional thirteen vendors to the list. The current Select List is enclosed for Members' information. Vendor performance is reviewed as part of each post event evaluation and all 36 have been retained on the list.

The list has been in use since January 2018 and used to appoint caterers for various events including the May Fair, Antrim Live, Party in The Park, Shoreline Festival and Spooked Out. This process has achieved significant efficiency in terms of administration required as part of event planning whilst also providing quality assurance and a consistent approach across Council Departments.

It is proposed therefore to extend the list for a further 12 months to the end March 2020 when a further review will be carried out. The process, which will be used to appoint vendors from the Select List during this period, is enclosed for Members' information. It is also proposed that there will be no further intakes to the list as the 36 vendors meet the needs of the 2019/20 event programme in terms of food and drink offers required and added to the list would reduce the opportunity for the current vendors to trade.

**RECOMMENDATION: that**

- i. the extension of the Catering Vendors for Events Select List for a further 12 months to end March 2020 be approved with no further intakes to the list to be made.**
- ii. the process used to appoint vendors to each event from the list be noted.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.5 AC/ACG/015 QUEEN'S ROYAL GUN SALUTE

Members are reminded that it was approved at the Operations Committee in February 2018, at the request of the 38 (Irish) Brigade, to hold a Queen's Royal Gun Salute at Antrim Castle Gardens on Saturday 21<sup>st</sup> April 2018. There are six such events held annually, which usually take place at Hillsborough Castle.

With the Castle being closed for refurbishment, this presents an opportunity to bring these events out to other venues where the public could access and enjoy the occasions. It is estimated that between 500 and 750 spectators attended the event on 21<sup>st</sup> April 2018, hosted by Her Majesty's Lord Lieutenant of County Antrim Mrs Joan Christie CVO OBE and the Mayor.

A number of compliments about the success of the event and Antrim Castle Gardens as a host venue were received from event organisers with one such letter from the High Sheriff of County Antrim reported to the Operations Committee in June 2018.

Members are advised that correspondence has been received from the Lead Engagement Officer of 38 (Irish) Brigade advising that following the success of the event last year, permission has been sought and granted by the Lord Chamberlains Office to have two of the annual programme of Queens Royal Gun Salutes outside of Hillsborough in 2019. He has requested that the Council consider hosting a Queens Royal Gun Salute at 12noon on Monday 3 June 2019 Coronation Day, which would once again be hosted by Her Majesty's Lord Lieutenant of County Antrim Mrs Joan Christie CVO OBE and the Mayor.

Given the date, it is likely that this would be one of the Lord Lieutenants last official duties before she steps down from her role.

It is proposed to accept the offer to host the Coronation Day Royal Gun Salute on 3 June 2019 with the event being open to the public and the Clotworthy House car park closed until 2pm to facilitate secure car parking for the event.

**RECOMMENDATION: that the request from 38 (Irish) Brigade to host the Coronation Day Queen's Royal Gun Salute at 12noon on Monday 3 June 2019 in Antrim Castle Gardens be approved with the Clotworthy House Car Park closed until 2pm to facilitate this event.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.6 AC/ACG/5 REGIONAL PIPE BAND CHAMPIONSHIPS 2019 ANTRIM CASTLE GARDENS

Members are reminded that the Ulster Pipe Band Championships, organised by the Royal Scottish Pipe Band Association of Northern Ireland (RSPBNI) were held by in Antrim Castle Gardens in 2016 and 2017 with the Operations Committee agreeing previously that the Council host the events at a cost of £12,000 plus in kind support to the value of £5,000 on each year. There were approximately 6,000 spectators in 2016 and 3,500 in 2017.

This event had traditionally been held on the third Saturday in July, which unfortunately has clashed with Antrim Agricultural Show. In light of this the RSPBNI requested that the Council host another regional pipe band championship event in Antrim Castle Gardens in 2018 but on a different date thus avoiding any clash.

The Operations Committee in December 2017 subsequently agreed to host the Antrim and Newtownabbey Borough Council Regional Pipe Band Championships in Antrim Castle Gardens on Saturday 23 June 2018 at a cost to Council of £12,000 plus in kind support to the value of £5,000. The in kind contribution covered such things as event support and infrastructure in the form of crowd control barriers, first aid, security and signage.

There were approximately 4,000 spectators in attendance when the event was held. The RSPBNI have once again requested that the Council host the Antrim and Newtownabbey Regional Pipe Band Championships in Antrim Castle Gardens on Saturday 22 June 2019 with the same financial support package as previous years.

Members are advised that the RSPBNI were shown other facilities in the Borough namely V36 at The Valley and Antrim Stadium as potential venues for the 2019 event but have indicated their preference for Antrim Castle Gardens as it provides all of the facilities they require for their event and meets their car parking requirements. This event has been screened and the screening form is **enclosed** for Members' information. An Equality Impact Assessment is not recommended.

**RECOMMENDATION: that the hosting of the Antrim and Newtownabbey Regional Pipe Band Championship event in Antrim Castle Gardens on 22 June 2019 at a cost of £12,000 plus in kind support to the value of £5,000 be approved.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.7 AC/ART/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL

Members are reminded that it was agreed by the Operations Committee in June 2015 to form the Borough Arts and Cultural Advisory Panel. The general role of the Panel being to provide advice, support and advocacy to the Borough's Arts and Cultural Service to enable it to deliver the Council's Corporate Plan - Our Vision Our Borough 2015-2030 and specifically to:

- Advise Council on the programming of arts and cultural activity throughout the Borough.
- Provide advocacy for the arts and cultural sector
- Provide Council with an insight into current issues affecting the arts and cultural throughout Northern Ireland.
- Represent the arts and cultural community both locally and regionally.
- Contribute expertise, skills and knowledge from specific genre for the benefit of ongoing development of arts and culture in the Borough.

At this meeting the Constitution was approved and in terms of Membership, 6 Elected Members (with at least 1 from each political party) were nominated to serve on the Panel and 12 independent Members were recruited to serve for the remaining term of the Council in line with the arrangements for period of service contained within the Constitution.

During this first Council term, the Panel has fulfilled its role and proved to be a valuable resource for the Arts and Culture Section and the Council. As the Council term comes to a close, it is proposed that the Borough Arts and Cultural Advisory Panel be retained for the duration of the next Council term and a revised Constitution is **enclosed** for Members' information and approval.

It is proposed that 6 Elected Members are nominated to the Panel at the Annual Meeting of the Council on Monday 13 May 2019; with recruitment of up to 12 non-elected independent Members to commence at the earliest opportunity to ensure that this exercise is complete in time for the first scheduled meeting of the newly constituted Panel in June 2019.

**RECOMMENDATION: that**

- (a) the continuation of the Borough Arts and Cultural Advisory Panel be approved with 6 Elected Members to be nominated to serve for the term of the Council at the annual meeting on 13 May 2019.**
- (b) the recruitment of up to 12 non-elected independent members of the Panel be approved to commence in March 2019.**
- (c) the revised Constitution of the Borough Arts and Cultural Advisory Panel be approved.**

Prepared by: Ursula Fay Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.8 A/GEN/9 FACILITY CLOSURES FOR ARTS AND CULTURE FACILITIES

A schedule for the closure arrangements on Bank/Public Holiday times during 2019/2020 is enclosed for Arts and Culture facilities.

**RECOMMENDATION: that the arrangements for closures of Arts and Culture facilities as set out in the schedule for 2019/2020 be approved.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.9 ED/ED/055 Vol 2 LOUGH NEAGH RESCUE: PROPOSAL TO VACATE TEMPORARY SITE

Members will recall that following Lough Neagh Rescue's presentation to January's Committee, officers were asked to seek clarification from the charity on its plans for disposing of its temporary structures at Antrim Lough Shore Park.

Lough Neagh Rescue has now confirmed in writing its intention to remove its temporary structures from the Council's land and relocate them to one of its other rescue stations at Kinnego Marina adjacent to Oxford Island. It is proposed that the removal works will be carried out by Lough Neagh Rescue personnel and contractors, including the restoration of the site to its original condition all of which will be at no cost to the Council. The works will be undertaken in consultation with Council officers who will also ensure that everything is done to the required standard and with minimal impact on the construction of the adjacent Gateway Centre.

**RECOMMENDATION: that the Council agrees to the proposal from Lough Neagh Rescue to vacate the lands at Antrim Lough Shore Park of all temporary structures prior to the completion of the new Gateway Centre and restore the site to its original condition at no cost to the Council.**

Prepared by: Paul Kelly, Head of Economic Development

Approved by: Nick Harkness, Director of Community Planning

### 3.10 CP/CP/085 DEA FUNDING PROGRAMME

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

Further to the review of the programme in December, underspend was projected in the Threemilewater (£15,728) and Macedon (£5,513) DEAs. Proposals from each of these DEAs to utilise the underspend are enclosed for Members' consideration.

#### Arts Challenge Fund

Members are reminded that it was agreed at the October 2017 Council meeting to accept an offer of £122,640 from the Arts Council of Northern Ireland (ACNI), following a successful application to their Arts Challenge Fund, for the delivery of the Love Living Here Through the Arts Project Plan of arts development across the Borough in 2018/19. It was agreed within the overall DEA Funding Plan that the required match funding of £122,640 to be provided in equal contributions from each of the seven DEAs.

A quarterly report on the Arts Challenge Fund has been brought to committee since its commencement, with the last quarterly update in January advising that there was an underspend in the Arts Apprentice scheme as a result of the 16 available places not being taken up. It was agreed by the Committee in January that the underspend on the Arts Apprentice Scheme be re-profiled across the remaining four projects where additional budget is required to realise a project and with the agreement of the Arts Council of Northern Ireland.

As has been reported each quarter it has been a challenge to find young apprentices to enrol on the scheme since the outset. Members are reminded that 16 places were set aside for the scheme, which included a weekly payment to the young apprentices for 24 weeks, plus £1,000 investment in professional training in line with their art form.

An exhaustive campaign including two radio interviews, articles in Borough Life, an e-campaign, attendance at trade fairs was carried out to launch the scheme. The Lead Artist has been in contact with the following organisations and agencies: Creative Culture Skills, Creative Employment Programme, CAMHs (Children and Adolescents with Mental Health), Careers Advisors in schools and colleges, Community Officers, Northern Regional College, Newtownabbey and Ballymena, Newtownabbey Training Centre, Dept for Economy, Network Personnel, Antrim Job Centre, Newtownabbey Job Centre, Careers Services with Department of Economy in Antrim and Carrickfergus, Barnardos, Newtownabbey Family Connections, Children in Looked After Care, Northern Trust, Radio U 105, Rutledge Recruitment, Youthways, Specialisterne, Oh Yeah, Red Box Studios, STRIDE, Education welfare officers, Home schooling, Network NI, Monkstown Guidance centre, New Horizons, Clotworthy, Youth Action Partnership, Community Arts Partnership, Community organisations and various schools and leisure centres

to help promote the opportunity, only 5 young apprentices have taken up the offer and are currently enjoying placements on the scheme.

Members are reminded that the Arts Council generously agreed to match the Council's investment, and projects have been allocated to each DEA in relation to the objectives set out in the Community Plan and then by the geographic delivery point of each project.

The Arts Council complimented the Council on promoting the Arts Apprenticeship Scheme, which they cited as such a progressive scheme, and it is for this reason that there was continued promotion of the scheme through until December. The Arts Council are disappointed, however, understanding of the need to withdraw the scheme given the lack of take up and limited time until the end of the project.

The Arts Council has generously permitted the reallocation of £5,000 of to the Village Artist in Residence Project. The remaining impact on the £122,640 DEA Arts Challenge Fund match funding is a total underspend of £19,141. Proposals from each of the DEA's to utilise this underspend are **enclosed** for Members' consideration.

**RECOMMENDATION: that**

- (i) the schedule of projects for Threemilewater DEA is agreed at a total cost of £15,725;**
- (ii) an options appraisal/feasibility study for Gideon's Green be undertaken at cost of up to £5,513;**
- (iii) the schedule of alternative arts projects for Airport, Antrim, Glengormley Urban, Macedon and Dunsilly DEA's is agreed at a total cost of £19,141.**

Prepared by: Alison Keenan, Community Planning Manager & Bernard Clarkson, Art Services Manager

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

Approved by: Nick Harkness, Director of Community Planning

### 3.11 AC/MU/6 MID ANTRIM HERITAGE PARTNERSHIP REVIEW

Members are reminded that the Mid Antrim Heritage Partnership with Mid and East Antrim Borough Council was established for an initial 12-month period from April 2016 pending a review. The review on the work of the partnership was subsequently carried out in autumn 2016 and approved by the committee in December 2016.

The key recommendation of the review was that both councils continue to work in partnership without the continuation of formal partnerships arrangements and structures including the existence of a Heritage Advisory Panel, which ceased at the end March 2017.

Provision of £20,000 was retained in the 2018/19 Arts and Culture budgets for such partnership projects with a Review for 2017/18 and Action Plan for 2018/19 approved in February 2018.

A Review of the partnership for 2018/19 and the proposed Action Plan for 2019/20 is now **enclosed** for members' information with further provision of £20,000 made in the 2019/20 Arts and Culture estimates for the delivery of the action plan including the following projects, with indicative costs:

Led by Antrim and Newtownabbey Borough Council:

- Fiddle and Fife Project - Mid and East Antrim Museum & Heritage Service are currently running a project with the Fiddle and Fife Group to record and celebrate shared music traditions in the period 1940 – 1970. It is proposed to extend this project through the Partnership to the Antrim and Newtownabbey area and to feature significant players from the Borough. The intention would be to tie in with local establishments that feature traditional music to bring this to a wider audience, including tourists. £10,000
- Service Contract renewal for Kids n Castles mobile application (1 year) £1,250
- Churchyard trails transferred onto a digital interactive map platform to expand public access to the publication and exhibition produced in 2018/19 £8,750 Led by Mid and East Antrim Borough Council
- Exploring Your Roots exhibition update for tour in 2020/21 £10,500
- Decade of Centenaries 1919-22 performances and workshops on main socio-political issues of this period to include script development; rehearsal, performance, associated workshop learning resources £9,000
- Antrim and Carrickfergus Churchyard Trails exhibition transfer to The Braid to tie in with Exploring Your Roots exhibition March – June 2020 £500

The Action Plan has been screened and an Equality Impact Assessment is not recommended. Rural Proofing has also been completed with both forms **enclosed** for members' information.

**RECOMMENDATION: that the 2018/19 Review of the Mid Antrim Heritage Partnership and 2019/20 Action Plan, including planned expenditure, be approved.**

Prepared by: Samantha Curry, Culture and Heritage Manager

Agreed by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

### 3.12 CP/GEN/030 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2019/20

Members are advised that the closing date for receipt of applications under the Community Festivals Fund for 2019/20 was 14 December 2018. To support applications to this grant aid programme, officers delivered 4 grant workshops and offered one-to-one support to any interested groups.

Members will be aware that a pass threshold of 50% applies to applications to the Community Festivals Fund and that groups are not required to demonstrate match funding however where a group evidences match funding this is reflected in the scoring. Members should also note that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

The total budget available for the 2019/20 Community Festivals Fund is £79,600 as provided for in the estimates, of which £29,600 (similar to the amount awarded in 2018/19) is expected from the Department for Communities (DFC) under its Community Festivals Programme for 2019/20 and the remaining £50,000 from the Council. Notification of the 2019/20 award from DFC is expected in March 2019. A further report will be brought to Members at this stage.

In total 23 applications were received and assessed by a panel of Officers, a full list of all the applications received and the scores awarded are enclosed for Members' information. The total amount requested from all 23 applications is £108,498.04 with £107,873 deemed to be eligible expenditure; 15 applications successfully achieved the required 50% threshold and have been allocated a total of £68,303 which leaves a balance of £11,297. The total amount requested by the 8 unsuccessful applications is £39,570. Members may wish to consider the following options around utilising the remaining budget and opening the Community Festivals Fund for a second call for the 8 unsuccessful groups if deemed appropriate.

Members are advised that any additional financial uplift considered, as per the options noted below, will be secured through departmental savings.

#### **Option 1**

Fund the 15 applications that achieved the 50% threshold at a total cost of £68,303

No second call

**Balance £11,297 saving to the Council**

#### **Option 2**

Fund the 15 applications that achieved the 50% threshold at a total cost of £68,303;

Open a second call, total budget required £39,570 to fund any of the groups achieving the 50% threshold at 100%; following assessment of the resubmitted application.

Allocate remaining budget of £11,297;

**Additional amount required £28,273**

The second call could open on 4 March 2019 with a closing date of 25 March 2019 and the outcome reported to the Council in April 2019.

Members are advised that Officers will arrange to meet with the unsuccessful groups in advance of the second call to provide feedback on their applications or to signpost them to other relevant funders.

**Members' instructions are requested.**

Prepared by: Elaine Manson, Community Services and Tackling Deprivation Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

### 3.13 CP/GEN/031 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME RECOMMENDATIONS 2019/2020

Members are advised that the closing date for receipt of applications under the Community Development Grant Aid Programme for 2019/20 was 14 December 2018. To support applications to this grant aid programme, Officers delivered 4 grant workshops and offered one-to-one support to any interested groups.

Members will be aware that a pass threshold of 50% applies to applications to the Community Development Grant Aid Programme and that groups are not required to demonstrate match funding however where a group evidences match funding this would be reflected in the scoring.

In relation to insurance for programme/activities, successful applicants under Community Outreach and Involvement, Summer Schemes and Technical Assistance would also be entitled to financial assistance towards insurance cover up to a maximum of £500. Members are also advised that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

The total budget available for the 2019/20 Community Development Grant Aid Programme is £180,000, as provided for in the estimates, of which £40,000 (similar to the amount awarded in 2018/19) is expected from the Department for Communities (DFC) under its Community Support Programme for 2019/20. Notification of the 2019/20 award is expected from DFC in March 2019 and will be reported to the Council in April.

In total 80 applications were received requesting a total of £200,974.29 and assessed by an Officer panel, a detailed summary of the applications and score sheets is **enclosed** for Members' information. A breakdown of the different grant categories is also provided in the table below.

<b>Summary of Community Development Grant Aid 2019/20</b>				
<b>Grant Stream</b>	<b>Number of Applications</b>	<b>Successful Applications (Scored 50% and above)</b>	<b>Total Requested</b>	<b>Total Awarded</b>
Premises	30	26	£102,370.00	£88,660.00
CO&I (Including Additional Insurance)	30	24	£64,119.29	£49,302.66
Summer Scheme (Including Additional Insurance)	15	15	£25,040.00	£24,260.00
Technical Assistance	3	1	£8,480.00	£2,500.00
Small Grant - Activity and/or Insurance	2	1	£965.00	£465.00

Small Grant - Seeding and/or Insurance	0	0	£0.00	£0.00
<b>Totals</b>	<b>80</b>	<b>67</b>	<b>£200,974.29</b>	<b>£165,187.66</b>
<b>Balance Remaining</b>	n/a	n/a	n/a	£14,812.34

In total 67 applications successfully achieved the required 50% threshold and have requested a total of £165,187.66 which when subtracted from the total budget available of £180,000 leaves a balance of £14,812.34. The total amount requested from the 13 groups who failed to achieve the 50% threshold is £35,786.63. Members may wish to consider the following options to utilise the remaining budget and a second call for the 13 unsuccessful applications if deemed appropriate.

Members are advised that any additional financial uplift considered, as per the options noted below, will be secured through departmental savings.

#### **Option 1**

Fund the 67 applications that achieved the 50% threshold at a total cost of £165,187.66;

Make provision for 2019/20 Small Grants Programme £14,812.34;

No second call

#### **Option 2**

Fund the 67 applications that achieved the 50% threshold at a total cost of £165,187.66;

Make provision for 2019/20 Small Grants Programme £14,812.34;

Second call total budget required £35,786.63 to fund any of the groups achieving the 50% threshold at 100% following assessment of the resubmitted application.

**Additional amount required- £35,786.63**

The second call could open on 4 March 2019 with a closing date of 25 March 2019.

As in previous years Officers will arrange to meet with any unsuccessful groups to provide feedback on their applications and to signpost to other relevant funders.

Members are reminded of the decision taken in January 2019 to increase the annual grants under the Service Management Agreement, to Monkstown Community Association and Rathfern Community Regeneration Group, from £3,500 (equivalent to the Community Development Premises Grant) to £5,000 to reflect increases in operational costs of running the relevant centres. These increased costs apply similarly to groups applying for the Premises Grants as part of the Community Development Grant Aid Programme. Consideration may be given to increase the maximum amount of the Premises Grant to £5,000, applicable from 1 April 2020, in line with the Service Management Agreements.

**RECOMMENDATION: that**

- i. the Premises Grant be increased to £5,000 from 1 April 2020.**
- ii. Members' instruction are requested regarding options 1 or 2.**

Prepared by: Elaine Manson, Community Services & Tackling Deprivation  
Manager/Jonathan Henderson, Community Services Officer

Agreed by: Louise Moore, Head of Community Planning and Regeneration

Approved by: Nick Harkness, Director of Community Planning

## ITEMS FOR INFORMATION

### **3.14 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-30 NOVEMBER 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 – 38  
Building Notices – 186  
Regularisation Certificates – 148

#### **Full Plans**

Approvals – 38  
Rejected applications requiring resubmissions – 46

#### **Commencements & Completions**

Commencements – 306  
Completions - 263

**Inspections** - A total of 1017 Site Inspections were carried out.

**Regularisation Certificate** - 74 Regularisation Certificates issued.

**Building Notice**- 99 Completion Certificates issued

**Property Certificates** Received – 250

#### **Energy Performance of Building Regulations**

Energy Performance Certificate's checked – 1 & 100% compliance  
Display Energy Certificate's checked – 20 & 65% compliance

#### **Income**

Plan Fees Received for Month	£13766.33
Inspection Fees Invoiced for Month	£62365.88
Building Notice Fees Received for Month	£15624.00
Regularisation Fees Received for Month	£2937.60
Property Certificate Fees Received for Month	<u>£15600.00</u>
<b>TOTAL</b>	<b>£110293.81</b>

**Projected Annual  
Income  
£662,234**

**Year to Date Actual  
Income  
£717,667**

**Postal Numbering & Development Naming**

Numbers of official postal numbers issued – 23

Number of new developments named - 1

**LPS Partnership**

Commercial Vacancies – 60 (Commercial vacancy tranche received on 15/11/2017).

Property details surveys completed 52

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

Prepared by: Vicky Jordan, Clerical Officer

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

Approved by: Nick Harkness, Director of Community Planning

### **3.15 CP/GR/088 HOLOCAUST MEMORIAL DAY 2019**

Members will be aware of the work through the District Council Good Relations Programme to commemorate Holocaust Memorial Day (HMD) on 27 January each year. The theme for HMD 2019 was 'Torn from Home'. Members will recall the report to Community Planning and Regeneration Committee on 8 October 2018 in respect of the activities already undertaken in the build up to HMD 2019. These events included a presentation from Eric Eugene Murangwa MBE, a survivor of the genocide in Rwanda, at the Theatre at the Mill as well as school groups from the Borough attending events at the Synagogue in Belfast as well as the Holocaust display at HMP Magilligan.

A report on 12 November 2018 outlined the activities planned for January 2019 to commemorate HMD. These events were as follows:

#### **15 January 2019 – Community visit to HMP Magilligan Holocaust Display**

This event did not go ahead due to a lack of interest from the Community. No costs were incurred.

#### **22 January 2019 – Schools Film Programme**

This event was attended by pupils from Edmund Rice College, with 16 in attendance. Since the event, schools which had initially declared an interest in attending have been contacted to ascertain why they did not support this event in larger numbers with exams, transport issues and teacher's industrial action being provided as reasons. Feedback from those in attendance was 100% positive.

#### **24 & 25 January 2019 – Film Screening**

Two Holocaust themed films screenings took place as follows:

- 24 January 2019, Sarah's Key, Old Courthouse, Antrim - 50 attended this event.
- 25 January 2019, Denial, Courtyard Theatre, Newtownabbey – 34 attended this event.

Attendance at these events was higher than similar screenings in previous years.

#### **The Torn From Home Windows**

As part of the Peace IV Programme strand "Building Positive Relations", two stained glass windows were created by the Institute for Conflict Resolution as a joint initiative involving community groups from Antrim and Newtownabbey Borough and Lisburn and Castlereagh Borough. Contributors from Antrim and Newtownabbey Borough include business people, the Community Relations Forum, Reach Rathcoole, Ballycarry Residents, Dalariada and congregants from St Bernard's and St Gerard's

Parish churches. The window incorporates a number of images which reflect the 'Torn from Home' theme. The window was on display in the Theatre at the Mill from 22 – 25 January.

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

Prepared by: Marc Scott, Good Relations Officer

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

### **3.16 AC/GEN/021 ACCESS AND INCLUSION PROGRAMME**

Members are reminded that it was agreed by the Committee in January to submit an application to the Department for Community's Access and Inclusion Programme 2018/19 for the replacement of the two entrance doors at the Old Courthouse Theatre, and that an Accessibility Audit be carried out at the main facilities within the Arts and Culture Section at an estimated cost to the Council of around £5,600. Given the tight year-end spend deadline it was also agreed to delegate procurement decisions to the officers.

Members are advised that a Letter of Offer has now been received from the Department for the full amount and officers are progressing the project in order to have the works completed by the deadline of 31 March 2019.

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

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning