



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING AND  
REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON MONDAY 14 JANUARY 2019  
AT 6.30 PM**

- In the Chair** : Councillor S Ross
- Committee Members Present** : Aldermen – P Barr, T Burns, and M Girvan  
Councillors – P Brett, L Clarke, J Greer, A Logue, R Lynch,  
M Maguire, J Montgomery, S McCarthy, J McGrath and  
V McWilliam
- Non-Committee Members Present** : Alderman - J Symth  
Councillors – D Hollis, B Webb
- In attendance** : Paul Magee, Andrew Nicholl, Mark Moffett
- Officers Present** : Director of Community Planning – N Harkness  
Head of Property & Building Services – B Doonan  
Head of Community Planning – L Moore  
Head of Arts & Culture – U Fay  
Head of Capital Development – R Hillen  
Head of Economic Development - P Kelly  
IT Systems Support – A Cole  
Media and Marketing Officer – J McIntyre  
Members Services – S Boyd  
Members Services – S Fisher

**CHAIRPERSON'S REMARKS**

The Chairperson welcomed Members to the January meeting of the Community Planning and Regeneration Committee and reminded all present of the audio recording protocol.

## 1 APOLOGIES

Alderman Cosgrove

## 2 DECLARATIONS OF INTEREST

3.13 – Councillor Ross

## 3. REPORT ON BUSINESS TO BE CONSIDERED

### 3.1 PRESENTATION

Representatives from Lough Neagh Rescue made a presentation to brief the Committee on the work they carry out, their plans for developing the service in the future, what funding is required and how it is used.

The representatives answered Members' questions and the service they provide was commended by Members.

The Chair thanked the Lough Neagh representatives for their presentation and they left the Chamber.

The Chair advised Members that Item 3.18 would be taken at this point.

### **PROPOSAL TO PROCEED 'IN CONFIDENCE'**

Proposed by Councillor Montgomery  
Seconded by Councillor McGrath and agreed that

**the following Committee business be taken In Confidence.**

### **3.18 IN CONFIDENCE ED/ED/055 LOUGH NEAGH RESCUE: OPTIONS FOR FUNDING**

Members were reminded that the Council had provided annual grant assistance to Lough Neagh Rescue (LNR) in the sum of up to £12,000 per annum to support its operational costs in providing a voluntary rescue service from its temporary site at Antrim Lough Shore Park. In April 2018 the Council agreed to renew funding of up to £12,000 for 2018-19. Members were also reminded that it is the Council's intention to accommodate LNR within the proposed new Gateway Centre at the Lough Shore Park subject to negotiating terms.

Prior to the completion of the Gateway Centre, which is anticipated in August 2019, a new arrangement between the Council and the charity will be required, as LNR will then be accommodated within the Council's facility rather than its own property. Land and Property Services has valued the space to be occupied by LNR in the Gateway building at £[REDACTED] per annum.

In determining a more long term agreement with LNR, Members were asked to consider the following options:

**(a) Options for future funding:**

Option 1: [REDACTED]  
[REDACTED]  
[REDACTED]

Option 2: [REDACTED]  
[REDACTED].

Proposed by Councillor Montgomery  
Seconded by Alderman Girvan and agreed that

**Option 2:** [REDACTED]

Proposed by Councillor Montgomery  
Seconded by Councillor McGrath and agreed that

[REDACTED].

**(b) Disposal of existing temporary premises and making good the site:**

Option 1: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Option 2: [REDACTED]  
[REDACTED]  
[REDACTED]

Option 3: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Proposed by Councillor Montgomery  
Seconded Councillor McGrath and agreed that

**Option 3:** [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

Proposed by Councillor Montgomery  
Seconded by Councillor Lynch and agreed that

**Should this option no longer be available that this is brought back before the Committee for discussion.**

**(c) Future Annual Rental in the Gateway Centre**

Option 1: [REDACTED]  
[REDACTED]  
[REDACTED]

Option 2: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Option 4: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Proposed by Alderman Girvan  
Seconded by Councillor Clarke and agreed that

**Option 1:** [REDACTED]  
[REDACTED]  
[REDACTED]

ACTION BY: Paul Kelly, Head of Economic Development

**PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'**

Proposed by Councillor Montgomery  
Seconded by Councillor McCarthy and agreed that

**the remainder of Committee business be taken in Open Session.**

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

**ITEMS FOR DECISION**

**3.2 CP/CP/007 COMMUNITY PLANNING PARTNERSHIP MINUTES**

Members were reminded that the Community Planning Partnership operates as a working group of the Council. As such the minutes of the September 2018 meeting of the Partnership were circulated for approval.

Proposed by Councillor Clarke  
Seconded by Councillor Greer and agreed that

**the Community Planning Partnership minutes for September 2018 be approved.**

ACTION BY: Alison Keenan, Community Planning Manager

### 3.3 AC/HE/17 WOOL AND LINEN FESTIVAL ANTRIM CASTLE GARDENS 2019

Members were reminded that the delivery of a two-day wool and linen festival in Antrim Castle Gardens in 2018 branded as 'Spinning Yarns' was agreed by the Operations Committee in September 2017, the idea having been brought from the Borough Arts and Cultural Advisory Panel. The dates for the event were subsequently agreed as 1 and 2 September 2018 by the committee in April 2018.

This wool and linen festival was developed as a celebration of all things to do with both of these natural craft products. As well as artisans and retailers of the highest quality exhibiting and selling products, the festival aimed to inspire anyone with a love of textile crafts. It was also designed to encourage the sharing of skills with every aspect of the wool and linen journey to be represented, from the woolly animals themselves, through the various stages of production to the beautiful finished products. The admission charge was set at £5 per visitor with a £4 concessionary rate and free entrance for under 16 year olds.

The first Spinning Yarns Festival took place on 1 and 2 September 2018 with 2000 visitors attending over the weekend between 10am and 6pm each day. The final content of the festival included:

- A traders village
- A taster craft and demonstration tent
- An afternoon tea tent and fashion show
- Cookery demonstrations with Paula McKintyre MBE
- Talks and sewing demonstrations with Angeline Murphy, BBC's Great British Sewing Bee contestant
- A variety of ½ day textile workshops
- Display of the Hookery Craft Group's textile map of the Borough
- Yarn bombing decoration of Antrim Castle Gardens Courtyard
- A variety of textile related exhibitions
- A mobile farm
- Livestock from Alpaca herds across Northern Ireland

Along with all of the above, musical entertainment and a varied food and drink offering completed the visitor experience. The Festival cost a total of £28,000, with £13,000 required for necessary infrastructure such as marquees, seating and other temporary structures. The rest of the £15,000 cost was associated with creation and delivery of the specialist programming to include craft demonstrations and high profile acts in the form of Paula McIntyre and Angeline Murphy. The income generated from both admissions and trader fees was £13,000 which resulted in a net cost of £15,000 for this two day festival.

A post event on-line survey has been carried out which shows 90% overall visitor satisfaction with 70% of visitors spending between £11 and £40 at the festival. Feedback from both visitors and traders has been very positive in terms of the site itself as a suitable venue, the admission charge, the helpfulness of the staff and the variety of content on offer at the event.

An event evaluation report detailing the above was presented to the October Arts and Cultural Advisory Panel, the minutes of which were approved at the Community Planning and Regeneration Committee in November. As part of the presentation of the report, a discussion regarding the future of the Festival took place and the following options were suggested for consideration:

- Establish Spinning Yarns as an annual event in Antrim Castle Gardens
- Establish Spinning Yarns as an annual event in Mossley Mill
- Establish Spinning Yarns as an annual event rotated between Antrim Castle Gardens and Mossley Mill
- Establish Spinning Yarns as a biannual event in either venue

The Panel debated the potential of each option and agreed that in terms of location at Antrim Castle Gardens there is an opportunity to build upon the event at this site given the encouraging response of this year's traders and visitors and the capacity of the location to expand the event experience. Traders now have a tried and tested event to take part in and a successful layout and infrastructure to rely on along with an existing audience base. The average visitor numbers to Antrim Castle Gardens for a weekend in September is 3,000 so this location has substantial existing footfall to begin with which is of benefit to the event. This location does however require substantial infrastructure to deliver such an event with resulting cost implications.

The Mill, with its textile-based history, is a fitting location in terms of the theme of the festival and holding Spinning Yarns at The Mill would require less outlay in regard to infrastructure as some existing Mill buildings could be utilised, however there would still be a requirement for infrastructure and the corresponding cost of this. Furthermore moving the location of the festival in its second year would present a new product to traders and the potential audience and this risks a negative impact upon growing the event. In addition, the Mill site does not have the benefit of the Gardens existing substantial weekend footfall.

In terms of the third and fourth options the Panel felt both were less favourable as growth of the event would be best supported by continuity in terms of the event being annual and at a fixed location.

Members will be aware that Garden Show Ireland, which is not dissimilar in format to Spinning Yarns but of a much larger scale with gardening as the central offer, is not being held in 2019 in Castle Gardens, so there is an opportunity to build some gardening elements into an expanded Spinning Yarns Festival if it is to be held in Antrim Castle Gardens. Some of the budget provision for Garden Show Ireland could be reallocated to this over and above proposed cost for Spinning Yarns with a proposal in relation to this brought to a future meeting of Council.

In conclusion the Panel agreed that a report would be brought proposing that the Spinning Yarns Festival should be held in 2019 in Antrim Castle Gardens in late summer or early autumn with provision of £15,000 to be made

within the 2019/20 Arts and Culture estimates. Following this a full evaluation of the event to be carried out and reported to a future meeting of the Committee.

Proposed by Councillor Montgomery  
Seconded by Councillor Lynch and agreed that

**(i) the Spinning Yarns Festival be held in Antrim Castle Gardens from 31 August 2019 to 1 September 2019, at a cost of £15,000 plus the potential to use some of the £35,000 previously intended for Garden Show Ireland, as opportunity arises.**

**(ii) a full post evaluation of the event to be carried out and reported to a future meeting of the Committee to determine long term future of the event, including venue.**

ACTION BY: Samantha Curry, Culture and Heritage Manager

### **3.4 AC/HE/027 ADDITIONAL MEMORIALS AT BOROUGH WAR MEMORIALS**

There are a number of war memorials across the Borough in various locations and they recognise those lost from the area in both the World Wars. These War Memorials are located in a variety of locations with some in parks such as Ballyclare War Memorial Park and Lilian Bland Community Park and others in public spaces such as Whiteabbey and Antrim Town.

There have been two recent requests made to the Council for consideration of the installation of additional memorials relating to loss in other conflicts as follows:

(i) Korean War Memorial

Ballyclare residents have requested that the Council consider a small separate memorial stone alongside the War Memorial in Ballyclare War Memorial Park recognising those lost in the Korean War, which impacted on some local families. This stone could be located in the vicinity of, but separate from, the War Memorial which sits in the centre of the Council owned park.

The local branch of the Royal British Legion has indicated that they would not be opposed to such a memorial. The cost of this is estimated at £1,800 for a memorial stone similar to the circulated image, which includes an inscription.

(ii) UDR Memorial

The UDR Association in Antrim, has requested that the Council consider granting permission for them to install a small memorial to fallen UDR colleagues at the Antrim Town War Memorial, which would be similar in size, and design to the memorial to the two soldiers killed at Massereene Barracks in 2009. The UDR Association has indicated that they would fund this memorial.

The Antrim Town War Memorial sits on ground that lies within the area of the Old Town Wall that is a designated Scheduled Monument. This means that the erection of any further monument would be subject to Scheduled Monument Consent and any subsequent authorised works would require archaeologists to be involved. There is currently either no policy or precedent for dealing with such requests.

Proposed by Councillor McCarthy  
Seconded by Councillor McWilliam that

the decision be deferred to allow for a policy on memorials to be drawn up and brought back before Members.

Following a vote, which was tied at six for and six against with one abstention, the Chair used his casting vote and voted against the proposal, therefore the proposal was unsuccessful.

Proposed by Alderman Girvan  
Seconded by Councillor Clarke and agreed that

- i. **a memorial stone is erected to the Korean War in Ballyclare War Memorial Park at an approximate cost of £1,800.**
- ii. **the UDR Association erect a memorial to fallen UDR colleagues in the vicinity of the Antrim Town War Memorial at no cost to the Council.**

The Director advised that a Section 75 Screening will now be applied to both and should either be negative, it would be brought back to Committee otherwise this decision would be implemented.

ACTION BY: Ursula Fay Head of Arts and Culture

### **3.5 CP/GR/55 EQUALITY AND DIVERSITY WORKING GROUP MINUTES**

Members were reminded that in March 2017, it was agreed that the Councils Quarterly Good Relations Working Group be replaced by an Equality and Diversity Working Group which would take a broader look at services across the Council.

A copy of the minutes of the Equality and Diversity Working Group meeting held on 14 August 2018 were circulated for Members consideration.

Proposed by Alderman Girvan  
Seconded by Councillor Clarke and agreed that

**the minutes be approved.**

NO ACTION

### 3.6 CP/CD/214 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2018/19 – SMALL GRANTS FUNDING RECOMMENDATIONS

Members were reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members were advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2018/19 financial year.

To be successful in securing a small grant, groups applying must score a minimum of 50% in their application assessment and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the month of December, four applications totalling £1,750 were received and were assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored %	Amount Requested	Amount Awarded	Notes
Ballycraig Environmental Development Association	Small Seeding Grant for insurance & stationary, postage & newsletter	86%	£500	<b>£500</b>	–
CORE New Mossley	Small Activity Grant for insurance, stationary & hall hire	73%	£500	<b>£500</b>	–
M G Bowling Club (Moneyglass)	Small Activity Grant for hall rental	60%	£250	<b>£250</b>	–
Northern Ireland Zambian Association	Small Seeding Grant for venue hire, insurance & administration	60%	£500	<b>£500</b>	–

The total budget available for Small Grants for the 2018/19 financial year is £8,129.50. The total amount of financial assistance awarded to date, including the above, is £7,921.30 leaving a balance of £208.20 to fund future applications that may be submitted to the Council during the remainder of the year.

Proposed by Alderman Barr  
Seconded by Councillor Clarke and agreed that

**the Small Grant award recommendations be approved.**

ACTION BY: Kerry Brady, Community Support & Governance Officer

The following supplementary was also taken at this point.

### 3.19 CP/CD/214 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2018/19 – SMALL GRANTS FUNDING RECOMMENDATIONS

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To be successful in securing a small grant groups applying must score a minimum of 50% in their application assessment and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the month of January, one application was received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded	Notes
Randal Community Shed	Small Activity Grant for electricity, printing, insurance & hand tools	93%	£500	<b>£500</b>	–

The total budget available for Small Grants for the 2018/19 was £8,129.50 with a remaining budget of £208.20. If Members approve the above application this will result in a shortfall of £291.80. Members may therefore wish to approve a further £291.80 to make up this shortfall.

With the 2018/19 budget for Small Grants fully expended it is proposed that no further Small Grant applications for the current financial year are accepted. Groups can submit Small Grant applications at any stage for spend in 2019/20.

Proposed by Alderman Barr  
Seconded by Councillor Clarke and agreed that

- I. **the Small Grant award for Randal Community Shed be approved**
- II. **an additional amount of £291.80 is added to the budget to cover the shortfall**
- III. **no further Small Grant applications be accepted for 2018/19**

ACTION BY: Louise Moore, Head of Community Planning

### **3.7 CPR/PBS/PS/016 ENERGY MANAGEMENT STRATEGY AND ACTION PLAN**

The Council has a significant annual expenditure of approximately £1.76M on procurement of energy and water for its 332 property assets, this energy usage results in the emission of just under 6000 tonnes of greenhouse gasses. Currently Council spends in the region of £25/m<sup>2</sup> on both energy and water, based on the Council's asset floor area of approximately 70,000m<sup>2</sup>. The highest energy users within the Council are the Leisure centres, Civic Office Buildings, Culture and Arts Buildings and Operational Services depots.

The Energy Management vision is to have efficient and effective management and usage of The Councils energy and water resources. The Strategy document circulated will guide the future strategic energy and water management decisions on a long-term basis. The Action Plan circulated includes the proposed measures that will allow the Council to meet the aspiration of the strategy by managing its use of energy and water and emission of CO<sub>2</sub> gases more effectively. The Policy has been screened under Section 75 and it has been determined that an equality impact assessment is not required. A copy of the screening document was circulated.

Among the proposals are a programme of energy and water audits, which will provide recommendations to reduce both energy and water consumptions. Identifying Energy champions and raising awareness are other key issues along with a future business case for a resource to focus on energy management paid for by saving in energy costs. The strategy also proposes energy and water saving investments where the capital cost is less than or equal to the anticipated savings over the life of the asset.

As the leisure buildings are among the largest energy consumers, these will be among the first wave of audits as the greater efficiencies are likely to be within those buildings.

In response to a query from Councillor Webb, The Head of Property and Building Services agreed to keep other renewable sources under review.

Proposed by Councillor Lynch  
Seconded by Councillor Clarke and agreed that

**the Property Energy Management Strategy, Action Plan and screening document be approved.**

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

### **3.8 AC/GEN/064 ANNUAL PROGRAMME MOSSLEY MILL, CIVIC SQUARE**

Members were advised that as part of the second phase of capital development at Mossley Mill, the Civic Square was created for both informal recreation and aesthetics but also as a performance space. Since completion of the project in phases over 2009/10 a successful arts and culture programme including live performances of theatre, opera, music, artisan

markets, fireworks, interactive street theatre and live screenings including the Northern Ireland matches in the 2016 Euro Football Tournament has been developed in the Civic Square.

To mark the 10<sup>th</sup> anniversary of the completion of the project it is planned to further develop the arts and culture offer at The Mill using the Civic Square through delivery of a number of projects including:

- Three Artisan Markets to include live performances.
- A performance of Cranford by Chapterhouse Theatre Company.
- A day of Health and Wellbeing activities across the site which will build upon the success of the Sunrise at the Mill event and utilise the Civic Square as a central focal point.
- A live screening of Andre Rieu's summer concert subject to the agreement of Element Pictures Distributors.
- The Christmas Craft Fair will be expanded to include the Museum and Civic Square and will include seasonal workshops and a film screening.

Officers will continue to seek opportunities to add to the artistic and events programme of the Civic Square, sensitive to the business needs of The Mill as one of Council's Civic Centres.

In addition, Members were reminded that it was approved by the Operations Committee in March 2018 to design, develop and install Fairy Tale Woodland Trails in Antrim Castle Gardens and the Newtownabbey Way at Mossley Mill at an approximate cost of £10,000 each.

The Castle Gardens trail has been procured and is due for installation in January 2019 and it is planned to carry out a further procurement exercise in the New Year to identify a supplier to deliver the Newtownabbey Way trail.

Upon completion, The Civic Square will be utilised to offer events and activities throughout the year which both complement and promote this new Mill offer which is anticipated to be very popular.

Proposed by Alderman Girvan  
Seconded by Councillor Clarke and agreed that

**the planned programme of activities for the Civic Square at Mossley Mill be approved.**

ACTION BY: Bernard Clarkson, Art Services Manager

### **3.9 AC/GEN/21 ARTS COUNCIL CHALLENGE FUND UPDATE – THIRD QUARTER**

Members were 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 for 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 be provided in equal contributions from each of the seven DEAs.

It was reported to the Operations Committee in June 2018 that the project was officially launched by the then Mayor Councillor Paul Hamill in Museum at The Mill on 23 May 2018 when lead artists for each of the five project strands were announced. Members were advised that each Lead Artist would be working closely with the Community Planning Manager and the Arts Service Manager to identify suitable locations and to set up groups in line with the outcomes determined in Community Plan and in order to ensure an even spread of activity across the seven DEA's.

Work on each of the five strands of the project has commenced and a third quarterly update on the project is set out below with further updates to be brought to future meetings:

**Love Living Here:** Twenty-five schools expressed an interest in participating in the project, four schools have subsequently decided that they are unable to incorporate the project into their programme, ten schools have completed their project, and a further eleven are scheduled to complete the project between January and March 2019.

**Arts Apprenticeship Scheme:** The Lead Artist has worked with local agencies, and Community Planning to identify and recruit candidates to the scheme. Additionally the scheme has been widely publicised in the media, including two radio interviews, social media, Borough Life, local press and by attendance at local job fairs. Although recruitment of young people to the scheme has increased to five, eleven of the potential opportunities have not been taken up. The Arts Council has indicated a willingness to allow the Council to reallocate any underspend to one of the other strands of the Challenge Fund.

**Older People's Project:** Weekly classes are being delivered in eleven different areas, capacity remains in the groups in Monkstown, Mossley, Ballyduff and Glengormley where numbers have been steadily increasing largely due to word of mouth and through publicising the project in Borough Life.

**Village Artist in Residence:** Work is underway with representatives from the local community organisations in the ten villages identified, which are Burnside, Straid, Ballynure, Ballyrobert, Templepatrick, Monkstown, Killead, Creggan, Moneyglass and Doagh. Each artist is working with the local schools and community organisations to determine the content of the art work for each project. Templepatrick village has taken a phased approach to their project with the Arts Challenge Fund realising the design and casting of tiles for their project, the second phase to be completed after a fundraising campaign. Ballyrobert village were keen to realise a bus shelter for the village with an art installation, however, due to budgetary constraints are currently considering a visual art piece for the village. Templepatrick and

Ballyrobert are two examples where reallocation of funds from the Arts Apprentice Scheme could allow their projects to be realised in full.

**Issue Based Theatre Project:** One project is being devised with the involvement of Autism NI and this project is currently underway and being delivered in Mossley Pavilion. The second project will take place at Antrim Grammar School and starts mid-January. The Northern Regional College are currently considering hosting a third group. The Lead Artist is currently investigating the final school for the project.

In response to a question from Councillor Clarke, the Director of Community Planning and Regeneration advised that a DEA briefing workshop was to be organised for next month.

Proposed by Councillor Clarke  
Seconded by Councillor Greer and agreed that

- i. **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**
- ii. **the report be noted.**

ACTION BY: Bernard Clarkson, Arts Service Manager

### **3.10 AC/GEN/065 ACCESS AND INCLUSION PROGRAMME**

Members were advised that the Department for Communities has invited applications for funding from their Access and Inclusion Programme 2018/19 aimed at improving access to and therefore participation in arts and cultural activities by people with disabilities across Northern Ireland. Funding up to a maximum of £30,000 per project is available for expenditure incurred by 31 March 2019.

Funding bids must be submitted to the DfC by 16 January 2019, with confirmation of successful bids issued on 29 January 2019. If successful, the DfC requires that the Council commit to an accessibility audit at the Council's main heritage, cultural and arts sites. The accessibility audit would serve to inform any future development and target investment required in maintaining the accessibility of our facilities, an estimated cost of each accessibility audit is £■■■■ per site, based on a recent audit delivered at Derry City and Strabane District Council, a total estimated cost to the Council of up to £■■■■ (subject to a yet to be completed procurement process).

Following the refurbishment of the Old Courthouse 10 years ago, automatic door closers were attached to the heavy glass doors, a push button mechanism was also installed to allow easy access to the building. Over the intervening years engineers have visited to repair the mechanism on repeated occasions and at his last visit the engineer advised that the weight of the glass doors will continue to severely compromise the systems currently available. There is a call point outside the door of the Old Courthouse to

allow visitors unable to access the building without assistance to alert a member of staff to manually open the door to allow them entry.

Subject to Members approval, the application will recommend that the existing entrance doors be removed and replaced with FFT Flex Free doors which divide in the centre and fold to allow entry when the sensor is activated; the doors are light weight with a sliding mechanism. Early estimates confirm that the replacement of both entrance doors to the Old Courthouse could be achieved within the £30,000 project budget. A successful offer and subsequent funding is predicated on completion of the works by 31 March 2019, at present this time line although tight is considered achievable.

Proposed by Alderman Girvan

Seconded by Councillor Clarke and agreed that

- (i) an application be submitted to the DfC'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 £[REDACTED] and**
- (ii) that Members delegate the procurement decisions to Officers in order to facilitate the tight spend deadline.**

ACTION BY: Bernard Clarkson, Art Services Manager

### **3.11 CP/GR/087 GOOD RELATIONS ACTION PLAN 2019/20**

Members were reminded that an annual submission is made by the Council to The Executive Office (TEO) requesting financial assistance for the delivery of a local Good Relations Action Plan. Members are advised that a commissioning letter was received from TEO on 12 December 2018 advising the submission deadline for the Good Relations Action Plan of 15 February 2019, a copy of which was circulated for members' information. Members were advised that the commissioning letter, for the first time, covers a 3 year period 2019-2022. The Action Plan template provided by TEO has been amended to accommodate this and Councils were requested to submit an Action Plan for 2019/20 as well as 2020/22 Action Plan Summaries. The draft Good Relations Action Plan 2019/20, reflects the aims and objectives of the central government strategy *Together Building a United Community* (T-BUC) published in 2013, was circulated for approval. The draft 2020/22 Action Plan Summaries were circulated for approval.

Members were advised that the draft Good Relations Action Plan reflects the commitment to improving community relations. It outlines how Government, stakeholders, community and individuals will work together to achieve change against the following key priorities:

1. Our children and young people;
2. Our shared community;
3. Our safe community; and
4. Our cultural expression.

The draft 2019/20 Action Plan also reflects the priorities identified through the Good Relations Audit completed in February 2017. The next audit is expected to be requested by TEO in 2019/2020.

Members were also reminded that an Elected Members Workshop took place in May 2018 to review the current Action Plan in advance of the development of the 2019/20 Action Plan and the key recommendation was to review the Summer Intervention Grant Aid and to include a small reactionary fund. Members were also reminded that high level consultation and engagement is carried out every 3 years to produce a Good Relations Audit, Strategy and Action Plan as requested by TEO. Members may wish to note that the current strategy operates until March 2020 and therefore a request to commence this assignment has been detailed in the Action Plan to develop a new three year Strategy and Action Plan for the period 2020-23.

Members were reminded that TEO requires match funding of 25% from local Councils. The total amount required to enable full implementation of the Good Relations Action Plan in 2019/20 is £209,494.56, which consists of £120,553.56 programme costs and £88,941 staff costs. A total amount of £157,120.92 has been requested from TEO. This sees an increase of approximately £8,000 from 2018/19. The Council would therefore be required to allocate a sum of £52,373.64 towards delivery of the Plan, provision for which has been made in the 2019/20 estimates.

Confirmation from TEO regarding the amount to be awarded is expected in April 2019, upon receipt of this a report will be forwarded to Members for consideration.

The draft Good Relations Action Plan 2019/20 has been equality screened and a copy of the Equality Screening document was circulated for Members' consideration. There was no requirement to complete a full Equality Impact Assessment.

Proposed by Councillor Lynch  
Seconded by Alderman Girvan and agreed that

- i. The draft Good Relations Action Plan 2019/2020 be approved.**
- ii. The draft Good Relations Action Plan summaries 2020/2022 be approved.**
- iii. Match funding of up to a maximum of £52,373.64 for 2019/2020 be approved, provision for which has been made in the 2019/20 estimates.**
- iv. The Equality Screening form be approved.**

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

### 3.12 CP/CD/065 VOL 2 DUNANNEY CENTRE OPTIONS APPRAISAL

Members were reminded that, in March 2016, the Rathcoole Churches Community Group, sought interest from the Council regarding the gifting of the Dunanney Centre, Rathcoole. Following a procurement exercise, Lorraine McCourt Consulting was appointed and undertook a review of the Centre which was presented to the Council 30 August 2016, where the Council approved to accept the 'the gift' of the Centre. Following a legal process, the Council took ownership of the Dunanney Centre in February 2018.

Over the last year Council has actioned a number of recommendations from the report and the Community Centre Review, undertaken by Deidre Fitzpatrick. This has included a new Terms and Conditions of Hire, Pricing Policy and Tenancy Agreement. Members were reminded that there are a number of tenants who occupy the office space and that there is a training room that remains open for bookings by the local community and general public. Members were reminded that the annexe to rear of the building is currently unused due to a number of factors including access and health and safety.

Members were also asked to note that a number of site visits have taken place, by officers, to explore general access, health and safety requirements and internal configuration, as users have indicated concerns with the main entrance doors, access to the annexe and also to the Citizen Advice offices.

Officers continue to meet with user groups, tenants and the wider community who have expressed that there is limited space to cater for community needs, events and programmes.

In order to progress some of these factors Members were asked to consider the appointment of a suitable individual/organisation who would undertake an assignment to explore current and future community need, assets and programme mapping, models of excellence, in order to produce a report with a number of design concept options for the Dunanney Centre. This would be carried out collaboratively with Council's Capital team in order to produce a report, which outlines community need and future demands, twinned a number of capital options.

Members were reminded that to date there is an underspend of approximately £5,500 in the DEA Programme, for Macedon, under the project Newtownabbey Family Connections - BOOST. Members could consider utilising the DEA Programme to fund this twinned with departmental savings.

The Director advised that comments regarding staff shortages would be noted.

Proposed by Councillor Lynch  
Seconded by Councillor Clarke and agreed that

- i. **a feasibility study/options appraisal be progressed at a cost of up to £10,000.**

ACTION BY: Louise Moore, Head of Community Planning

Having declared an interest, the Chair left the Chamber for this item

**3.13 CP/CD/278 & CP/CD/279 RENEWAL OF SERVICE MANAGEMENT AGREEMENTS - RATHFERN & BALLYDUFF COMMUNITY CENTRES**

Members were reminded that both the Jubilee Community Centre, Monkstown and Rathfern Community Centre operate under a 1 April 2016 – 31 March 2019 Service Management Agreement, (SMA), with Monkstown Community Association and Rathfern Regeneration Group respectively. Members were advised that the current SMA's will expire on the 31 March 2019 and are due for renewal.

The current SMA's were based on a review commissioned in 2016, undertaken by Lorraine McCourt Consulting in parallel with legal advice. Members were reminded that the SMA means that the appointed groups operate the centres on behalf of Council, providing the necessary staff/volunteers to service bookings and deliver programmes in return for retaining the income generated. The Council undertakes key maintenance and provides cleaning services twinned with an annual grant of £3,500, to help with running costs. The value of the running costs was set in 2016 and the groups report increased costs since that time, e.g. insurance and energy.

Members were asked to consider an uplift in the annual grant from £3,500 to £5,000 to reflect the increase in operational costs. This increased funding could be found within Community Planning service budgets.

The Director and Officers confirmed that a three year commitment would be good practice to allow clarity around service delivery.

Proposed by Councillor McCarthy  
Seconded by Alderman Barr and agreed that

- i. the Service Management Agreements for Rathfern Regeneration Group and Monkstown Community Association, for the period of 1 April 2019 – 31 March 2022, be renewed and approved.**
- ii. the annual support grant of £3,500 be increased to £5,000 and take effect from 1 April 2019.**

ACTION BY: Louise Moore, Head of Community Planning

The Chair returned to the Chamber for the remainder of the meeting.

## **ITEMS FOR INFORMATION**

### **3.14 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-31 OCTOBER 2018**

#### **BUILDING REGULATIONS**

The following submissions under Regulation 9, 10, 11, 12, 13 & 14 of the Building Regulations (Northern Ireland) 2012 (as amended) were received.

#### **Applications Received**

Full Plans – 45

Building Notices – 184

Regularisation Certificates – 64

#### **Full Plans**

Approvals – 45

Rejected applications requiring resubmissions – 55

#### **Commencements & Completions**

Commencements – 323

Completions - 232

**Inspections** - A total of 973 Site Inspections were carried out.

**Regularisation Certificate** - 41 Regularisation Certificates issued.

**Building Notice**- 112 Completion Certificates issued

**Property Certificates** Received – 263

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

Display Energy Certificate's checked – 9 & 100% 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**

**£599,012**

**Year to Date Actual Income**

**£653,952**

#### **Postal Numbering & Development Naming**

Numbers of official postal numbers issued – 53

Number of new developments named - 3

#### **LPS Partnership**

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

Property details surveys completed 20

Proposed by Councillor Lynch  
Seconded by Councillor McWilliam and agreed that

**that the report be noted.**

NO ACTION

### **3.15 CP/PCSP/080P CSP YOUTH AWARDS 2019**

Members were advised that Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) are organising a Youth Awards event scheduled to take place on Friday 29 March 2019 at Mossley Mill. Members were asked to encourage nominations of inspirational young people from across the Borough to highlight the valuable contribution of young people within society.

Nominations close at 4pm on Thursday 28 February 2019 and can be completed online or the nomination form (circulated) which can be downloaded from the Council website. The Award categories include Heart of Gold, Sport Champion, The GRIT Award, Community Champion, Creativity, Entrepreneurship Award, Volunteer Champion and Youth Champion Award.

Proposed by Alderman Girvan  
Seconded by Councillor Clarke and agreed that

**the report be noted.**

NO ACTION

### **3.16 CP/PCSP/079 EDUCATION AUTHORITY LOCAL ADVISORY GROUPS**

Members were advised that correspondence has been received from the Education Authority (EA) requesting representation on Local Advisory Groups (LAG). The purpose of the LAG is 'to provide advice to support the development and implementation of local Youth Service provision via Area Youth Development Plans and influence the development of the Regional Youth Development Plan'. A copy of the correspondence was circulated.

Members were advised that PCSP staff will attend the LAG meetings due to the complementarity with the work of the youth service and to help influence the delivery of youth services within the Borough.

The Director agreed that any minutes or reports would be brought back to the CP&R Committee.

Proposed by Councillor Montgomery  
Seconded by Alderman Barr and agreed that

**the report be noted.**

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

### **3.17 AC/GEN/10 BOROUGH ARTS AND CULTURAL ADVISORY PANEL**

Members were advised that the third quarterly meeting of the Borough Arts and Cultural Advisory Panel of 2018/19 was held in Theatre at the Mill on Wednesday 5 December 2018 and the minutes were circulated for Members' information.

At this meeting, Councillor Goodman informed the panel of the Mayor's annual event in relation to the Irish language, and asked if this could be expanded to be part of the Arts and Culture annual programming.

Councillor Logue asked that consideration be given to making this an annual event.

Proposed by Councillor Lynch  
Seconded by Alderman Girvan and agreed that

**Members note the Minutes of the Borough Arts & Cultural Advisory Panel on 5 December 2018 and that the Mayor has agreed to host an Irish Language Celebratory evening on 26 March 2019 at Theatre at the Mill.**

ACTION BY: Ursula Fay Head of Arts and Culture

### **5. ANY OTHER RELEVANT BUSINESS**

Councillor McWilliam asked for an update on the heating issue at Antrim Civic Centre and Officers provided details on the work underway.

There being no further committee business the Chairperson thanked everyone for their attendance and the meeting concluded at 7.45 pm.

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**MAYOR**

***Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.***