

10 February 2017

Chairman: Councillor Brett

Vice Chairman: Councillor Logue

Committee Members: Aldermen - W Ball and Cosgrove

 Councillors – A Ball, Blair, Clarke, T Girvan, Kells, Kelly, Lynch, Michael, Montgomery, McWilliam and Scott

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 13 February 2017 following the Special Council Meeting.**

You are requested to attend.

Yours sincerely



**PLEASE NOTE: Light refreshments will be available in the Members Room from 5:30pm**

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

Kim Smyth 028 9448 1301 (kim.smyth@antrimandnewtownabbey.gov.uk)

Sharon McAree 028 9034 0098 (sharon.mcaree@antrimandnewtownabbey.gov.uk)

Dawn Hynes 028 9448 1301 (dawn.hynes@antrimandnewtownabbey.gov.uk)

**A G E N D A**

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

**PRESENTATION**

3.1 Attendance by Action Cancer

**ITEMS FOR DECISION**

3.2 Street Naming Proposal

3.3 Community Festivals Fund Grant Aid

3.4 Randalstown Community Festival

3.5 Community Development Grant Aid Programme (Small Grants)

3.6 Community Development Grant Aid Programme

3.7 Ballyclare Business Improvement District

3.8 Tourism Action Plan

3.9 Viking Boat Race 2017

3.10 Ballyclare May Fair

3.11 Proposed Waiting Restrictions – Carnmoney Road

3.12 Disposal of Land at River Maine, Neillsbrook

3.13 Catering Franchise at Antrim Lough Shore Park

3.14 Sixmilewater Park Entrance and Signage

**ITEMS FOR INFORMATION**

3.15 Business Plans 2nd Quarter update

3.16 Partnership Minutes

3.17 Leading Ladies Event: International Women’s Day

3.18 Building Control matters

3.19 Bonfire Management

3.20 Enterprise Northern Ireland

**ITEMS IN CONFIDENCE**

3.21 Tender for Provision of Legionella Management

3.22 Provision of Pest Control Services

3.23 Repairs to Muckamore Cemetery Wall

4 Any Other Relevant Business

**REPORT ON BUSINESS TO BE CONSIDERED AT THE**

**COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON**

**MONDAY 13 FEBRUARY 2017**

**3.1 PRESENTATION**

Representatives from Action Cancer will be in attendance to make a presentation.

**ITEMS FOR DECISION**

**3.2 PBS/BC/3 STREET NAMING PROPOSAL**

Correspondence was received on 2 February 2017 from Ryan Dougan on behalf of Vision Design architects, regarding the naming of a residential development at Staffordstown Road, Randalstown. The development is for twelve dwellings, a mixture of detached and semi - detached. The three development names and the developer’s rationale have been submitted as outlined below with a site location map and site layout plan enclosed.

1 – Creeve

2 – Creeve Court

3 – Creeve Place

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

**Recommendation: that the Committee selects a name for this development.**

Prepared by: Liam McFadden, Principal Building Control Surveyor

Approved by: Bronagh Doonan, Head of Property and Building Services

Agreed by: Majella McAlister, Director of Community Planning & Regeneration

**3.3 CP/GEN/17 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2017/18**

Members are advised that the closing date for receipt of applications under the Community Festivals Fund for 2017/18 was Friday 16 December 2016. To support applications to this grant aid programme, Officers delivered 4 grant workshops and offered one-to-one support to any interested groups. Twenty three applications were received and assessed by Officers and a detailed summary of the applications and score sheets is enclosed for members’ information.

Members will be aware that a pass threshold of 50% was agreed at the Community Planning and Regeneration Committee in November 2014; when it was also agreed that groups would no longer be required to demonstrate match funding however where a group evidenced match funding this would be 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 Department for Communities (DFC) which provides financial assistance for the Community Festivals Programme has advised that its financial award for 2017/18 will be similar to that offered in 2016/17 which equates to £29,600. The Council contribution for 2017/18, as provided for in the estimates, is £50,000 therefore the total budget available for the 2017/18 Community Festivals Fund is £79,600.

The total amount requested from the 23 applications received is £93,563.00as detailed in the table below. The 12 applications successfully achieving the required 50% threshold total £54,138.00, leaving £25,462.00 in the Community Festival Fund budget. In order to utilise the remaining budget it is proposed that a second call for Community Festival Fund Applicationsfor 2017/18 be opened to the 11 Groups who were unsuccessful, on 3 March 2017 with a closing date of 13 March 2017.

Members are advised that Officers will arrange to meet with any unsuccessful groups to provide feedback on their applications or to signpost to other relevant funders.

**Recommendation: that**

1. **The 12 successful Community Festival Fund Applications, totalling £54,138.00, be approved.**
2. **A** **second Call for Community Festival Fund Applications for 2017/18 be opened to the 11 Groups who were unsuccessful, on 13 March 2017 with a closing date of 7 April 2017.**

Prepared by: Jonathan Henderson

Agreed by: Elaine Manson, Community Services & Tackling Deprivation Manager

Approved by Majella McAlister, Director of Community Planning & Regeneration

**3.4 CS/3 RANDALSTOWN COMMUNITY FESTIVAL 2017: USE OF NEILLSBROOK COMMUNITY CENTRE**

Members are advised that a written request has been received from Randalstown Arches Association a copy of which is enclosed for free use of the facilities in Neillsbrook Community Centre. The request is to support a range of activities and events planned for the annual Randalstown Community Festival Week from 15 to 24 June 2017, including line dancing, football and artistic displays.

Members are advised that the normal hire cost for Neillsbrook for the proposed period would be £274.60. Members are reminded that Arches Association has applied to the Council’s Festival Grants scheme towards the cost of this year’s annual community festival, which includes £100 towards venue hire.

Members may therefore wish to consider approving use of the facilities at the Centre at a reduced rate and not free of charge as requested.

**Recommendation: that** **the** **Council grants use of facilities at Neillsbrook Community Centre to Arches Association in support of events and activities as part of the annual Randalstown Festival from 15 - 24 June 2017 at half the normal rate of hire**.

Prepared by: David Jordan, Community Facilities Officer

Agreed by: Elaine Manson, Community Services & Tackling Deprivation Manager

Approved by: Majella McAllister, Director Community Planning and Regeneration

**3.5 CP/CD/112 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2016/17 -FUNDING RECOMMENDATIONS (Small GRANTS)**

Members are reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme. The purpose of the Small Grants Programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members are advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 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 are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the month of January, 3 applications were received requesting a total of £1,399.30 and were assessed by Officers as outlined below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Group Name/Project Promoter** | **Project Description/Title** | **Scored Percentage** | **Amount Requested** | **Amount Awarded** |
| Antrim Retirement Group | Small Activity Grant for Public and Employer’s Liability Insurance & Rent | 86% | £400.00 | **£400.00** |
| Mission Motorsport NI | Small Seeding Grant for Flyers, Stationery & Overalls | 33% | £500.00 | **£0** |
| Shogun Ju Jitsu International Ireland | Small Activity Grant to support First Aid Training & associated costs | 73% | £499.30 | **£499.30** |

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 including the above 2 successful applications is £8,152.03 leaving a balance of £1,347.97 to fund future applications that may be submitted to the Council during the remainder of the year.

**RECOMMENDATION: that the Small Grant award recommendations be approved.**

Prepared by: Kerry Brady, Community Support Officer

Approved by Majella McAlister, Director of Community Planning & Regeneration

**3.6 CP/GEN/14 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME RECOMMENDATIONS 2017/18**

Members are advised that the closing date for receipt of applications under the Community Development Grant Aid Programme for 2017/18 was Friday 16 December 2016. To support applications to this grant aid programme, Officers delivered 4 grant workshops and offered one-to-one support to any interested groups. In total 93 applications were received and assessed by Officers, a detailed summary of the applications and score sheets is enclosed for members’ information.

Members will be aware that a pass threshold of 50% was agreed at the Community Planning and Regeneration Committee in November 2014. It was also agreed that groups would no longer be required to demonstrate match funding however where a group evidenced match funding this would be reflected in the scoring. In relation to insurance, 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 2017/18 Community Development Grant Aid Programme is £180,000, as provided for in the estimates, of which £39,203.00 (similar to the amount awarded in 2016/17) is expected from the Department for Communities (DFC) under its Community Support Programme for 2017/18. Notification of the 17/18 award is expected in April, therefore the Council is effectively covering the anticipated amount from DFC ‘at risk’ in the event that the 2017/18 funding is reduced.

In total 93 applications were received requesting a total of £207,725.27 as detailed in the table below. The 77 applications successfully achieving the required 50% threshold have requested a total of £178,429.07which when subtracted from the total budget available of £180,000 leaves a balance of £1,570.93 to be allocated to the 2017/18 rolling Small Grants Programme. Members are advised that this is a significant reduction in the 2016/17 budget of £15,000 for small grants.

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

|  |
| --- |
| **Summary of Community Development Grant Aid 2017/18 - First Call**  |
| **Grant Stream** | **Number of Applications** | **Successful Applications (Scored 50% and above)** | **Total Requested** | **Total Awarded** |
| Premises  | 27 | 26 |  £91,101.31  |  £88,687.06  |
| CO&I (Inc Additional Insurance) | 36 | 30 |  £64,227.96  |  £56,046.01  |
| Summer Scheme (Inc Additional Insurance) | 19 | 15 |  £27,786.00  |  £23,286.00  |
| Technical Assistance (Inc Additional Insurance) | 8 | 3 |  £23,200.00  |  £9,000.00  |
| Small Grant - Activity and/or Insurance | 3 | 3 |  £1,410.00  |  £1,410.00  |
| Small Grant - Seeding and/or Insurance | 0 | 0 |  £0.00 |  £0.00 |
| **Totals** | **93** | **77** |  **£207,725.27**  |  **£178,429.07**  |
| **Balance Remaining** | n/a | n/a |  n/a  |  £1,570.93  |

**Recommendation: that**

1. **The 77 grants totalling £178,429.07 which successfully achieved the required 50% threshold be approved.**
2. **The remaining £1,570.93 be allocated to the rolling Small Grants Programme for 2017/18.**

Prepared by Jonathan Henderson

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

Approved by Majella McAlister, Director of Community Planning & Regeneration

**3.7 ED/ED/58 BALLYCLARE BUSINESS IMPROVEMENT DISTRICT: FEASIBILITY STUDY**

Members are reminded that one of the projects included in the DEA funding programme for 2016-17 in Ballyclare was a feasibility study to establish a Business Improvement District (BID) to support the regeneration of the town. A BID is a formal mechanism which allows dedicated funds, on top of normal business rates, to be collected for the delivery of an agreed action plan.

The Northern Ireland BID legislation was introduced in 2013-14. [[1]](#footnote-1)To provide a Northern Ireland context the table below indicates recent NI BIDs’ results and the potential ‘levy’ budget that can be raised to fund local projects identified in the BID action plan, the numbers of businesses involved and the level of support achieved at the time of the ballot of BID members.

|  |  |  |  |
| --- | --- | --- | --- |
| **Location** | **BID Budget****(5 Year Total)** | **Total Number of Businesses in the BID area** | **Ballot Result** |
| Ballymena | £1.5m | 488 | 84% by number88% by RV[[2]](#footnote-2) |
| Belfast One | £6.25m | 900 | 84% by number88% by RV |
| Belfast Cathedral Quarter | £1.7m | 700 | 84% by number91% by RV |
| Enniskillen | £1.2m | 460 | 85% by number82% by RV |
| Newry | £1.95m | 640 | 87% by number92% by RV |
| Strabane | £640,000 | 215 | 95% by number98% by RV |

The feasibility study for a Ballyclare BID, which included public consultation with local businesses and other stakeholders, has now been completed and the consultants are satisfied that there is broad support in the town for what is being proposed. The findings also indicate that a BID in the Ballyclare DEA is viable based on the proposed BID area containing 494 eligible ‘Business Rated Units’ with a combined rateable value of £7.3 million[[3]](#footnote-3). Assuming a levy rate of 2% on each business within the BID a potential income of approximately £730,000 could be generated over the 5 years of the BID term (£146,000 pa). At this rate, the consultants indicate that 86% of eligible businesses would pay an average of less than £1 per day in terms of the BID levy. Members may wish to note that included in the 494 identified properties,

which could be subject to a 2% levy, are a number that belong to the Council (8 in all, including the Town Hall and off street car parks).

Through the consultation process with stakeholders in Ballyclare a number of key priorities have emerged focusing on marketing and promotion activities, town centre events, improving accessibility and providing business support to local traders. The recommended 2% levy is expected to make a demonstrable impact on addressing these priorities through a 5 year programme of practical actions to build on the public realm, shop front schemes and other promotional projects that the Council has been implementing in partnership with the Department for Communities, Ballyclare Chamber of Trade and the Ballyclare Town Team.

Now that the proposed BID is deemed to be viable, the next step subject to approval is for the Council to accept the recommendations from the feasibility study and move towards forming a BID Partnership through a formal development process. The Council’s role in this process, which could take up to 12 months, will be crucial to ensure that a BID can be successfully developed through the production of a business plan leading to a formal ballot of BID members and the formation of a BID company. It is proposed that officers commence this process as soon as possible in line with the timetable set out below:

|  |  |  |
| --- | --- | --- |
| **Phase** | **Key Milestones** | **Estimated Date** |
| **Foundation Phase** |   |   |
|   | Complete Feasibility Study | Month 0 |
|   | Secure Resources for Development & Campaign Phase  | Month 1 |
|   | Agree Preliminary Study Area | Month 2  |
|   | Agree Preliminary Ballot Date | Month 3 |
| **Development Phase** |   |  |
|   | Project Support in Place | Month 4 |
|   | Set Up BID Task Group | Month 5 |
|   | Complete Detailed Consultation | Month 6 |
|   | Agree Initial Project Lists & Costs | Month 7 |
|   | Agree Baseline Statements | Month 7 |
|   | Agree Delivery Model | Month 7 |
|   | Agree Operating Agreement | Month 8 |
|   | Agree Final BID Area | Month 9 |
|   | Agree Business Plan | Month 9 |
| **Campaign Phase** |   |  |
|   | Agree Formal Ballot Process | Month 9 |
|   | Agree Champions, Campaign Methods & Material | Month 9 |
|   | Campaign Period | Month 10 |
|   | Formal Ballot Notification | Month 10 |
|   | Formal Ballot (42 days/Postal) | Month 11/12 |

**Recommendation: that the Council**

1. **endorses the broad findings and recommendations from the feasibility study that has identified up to 494 commercial and publicly owned properties that can form the basis of a prosed BID for Ballyclare and a potential annual levy of 2% on BID members (commencing from 2018-19) towards an agreed programme of actions for the town centre;**
2. **gives Officers an opportunity to identify sources of funding to undertake a business plan that will facilitate the establishment of a BID partnership for Ballyclare.**

Prepared by: Paul Kelly, Head of Economic Development

Approved by Majella McAlister, Director of Community Planning & Regeneration

**3.8 ED/TOU/2 TOURISM ACTION PLAN (2016-17)**

Members are reminded that a Tourism Action Plan was agreed by the Council for 2016-17 and endorsed by the members of the Tourism Forum made up of representatives from the local tourism industry. Members are also reminded that the Council recently commissioned a new tourism strategy for the Council which is to be completed by 31 March 2017.

One of the projects agreed by the Council for inclusion in the 2016-17 Action Plan was the development of a dedicated tourism ‘micro website’ (a microsite which is a sub-section of the Council’s website) at an estimated cost of £8,000. The proposed domain name for the microsite is [www.visitantrimandnewtownabbey.com](http://www.visitantrimandnewtownabbey.com) and officers are currently working on its proposed layout and content. Recent quotes obtained for similar microsites would estimate the costs to be in the region of £12,000 therefore it will be necessary to increase this budget. It is proposed that this can be achieved by reallocating monies previously identified for a ‘visitor pass’ incentive scheme and promotional video clips which will be progressing at a later stage.

A further report detailing the end of year outputs from the Tourism Action Plan 2016-17 will be presented in April with a proposed Action Plan for 2017-18.

**Recommendation: that**

1. **The budget for the tourism micro website be increased from £8,000 to £12,000.**
2. **The domain name for the Council’s new tourism micro website be agreed as** [**www.visitantrimandnewtownabbey.com**](http://www.visitantrimandnewtownabbey.com)

Prepared by: Karen Steele, Tourism, Town Centre & Regeneration Manager

Agreed by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

**3.9 ED/TOU/29 VIKING BOAT RACE 2017**

Members are reminded that the Council organises an annual boat race on the Six Mile Water River at Antrim Lough Shore Park in aid of charities and good causes. These events, using a Dragon Boat theme, have proven to be very popular attractions with thousands of spectators attending and with the Council providing a range of complementary family entertainment.

It is proposed to refresh the content and widen its appeal using a Viking Boat theme for 201. The Viking theme has links to the heritage around Lough Neagh so it is also proposed to include a ‘living history’ display to enhance the event featuring Viking paraphernalia, a Viking blacksmith and textiles demonstration, Norse artisan food demonstrations, and Viking ‘Myths and Legends’ story telling. The proposed date for the Viking Boat Race is Saturday 10 June 2017.

It is proposed to approach the current Mayor (Councillor John Scott), as per the 2016 Boat Race, to gauge interest in delivering the event in partnership with the Council and to be the beneficiaries of the event. There will be no direct cost to the selected charities, other than staff time and the Council will cover the costs of the event including Viking boat hire, family entertainment, promotion and stewarding on the day. Volunteer teams will be recruited by the Mayor’s charities and teams will compete against the clock with winners decided in a knockout race.

The estimated cost of the event to the Council is £13,000, provision for which has been included in the tourism estimates for 2017-18. The entry fee per team of 10 is £250 which will go directly to the Mayor’s Charities.

**Recommendation: that:**

1. **A Viking Boat Race is held at Antrim Lough Shore Park on Saturday 10 June 2017**
2. **The Council approaches the current Mayor’s Charities to become the Council’s charity partners for the Viking Boat Race 2017**

Prepared by: Karen Steele, Tourism, Town Centre & Regeneration Manager

Agreed by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

**3.10 ED/TOU/30 BALLYCLARE MAY FAIR 2017**

Members are requested to approve dates for the 2017 Ballyclare May Fair festival which, it is proposed will take place from Tuesday 23 to Saturday 27 May inclusive. Officers will draw up a full schedule of events, entertainment and activities in conjunction with the May Fair Working Group and bring back a further report back to the Committee.

In 2016 a Working Group made up of the 5 Ballyclare DEA Councillors, Michelle McGuigan, Valerie Jenkins, George Peoples, Kathy Wolff, Andrew Irvine plus a representative from Ballyclare Chamber of Trade (to be nominated) worked alongside the Council Officer to develop the programme and arrange the Festival. It is proposed that a similar arrangement would be put in place for 2017. A budget of £25,000 has been provided in the 2017/18 estimates.

**Recommendation: that the Ballyclare May Fair takes place from 23 to 27 May 2017 inclusive, within the budget provided for in the estimates for 2017-18, through a Working Group and with the support of a Council Officer.**

Prepared by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

**3.11 CE/Gen/4 PROPOSED WAITING RESTRICTIONS - CARNMONEY ROAD, GLENGORMLEY**

Members are advised that correspondence has been received from Transport NI regarding proposed waiting restrictions on Carnmoney Road, Glengormley. A copy of the correspondence is enclosed.

**Recommendation: that the Council supports the proposed waiting restrictions as outlined.**

Prepared & Agreed by: Majella McAlister, Director of Community Planning & Regeneration

**3.12 CE/GEN/17 DISPOSAL OF LAND AT RIVER MAINE, NEILLSBROOK**

Correspondence has been received from Land & Property Services, indicating that an area of land at River Maine, Neillsbrook has been declared surplus. The land is currently zoned by the NI Housing Executive and is shown on the enclosed map. An extension has been sought from LPS to allow the Committee time to consider the opportunity to require this land.

**The Committee’s instructions are requested.**

Prepared & Agreed by: Majella McAlister, Director of Community Planning & Regeneration

**3.13 FI/pro/quo/108 catering franchise at antrim lough shore park**

Members are reminded that the Council sought quotations for the catering franchise at Antrim Lough Shore Park and CBC Catering were appointed for an initial period from April 2016 until March 2017. The contract states that the Council may at its sole discretion offer an extension to this agreement at the end of the initial term for a further 6 months and then review on a month by month basis for a further 6 months.

The initial agreement stated that should the initial 12 month period be extended for a further 6 months until 30 September 2017, the payment for this period would be £6,000 and then reviewed on a month by month basis for a further 6 months until March 2018, when the monthly fee would be £850 per month.

As the Gateway Centre will not be complete before the end of March 2018, it is proposed to extend the catering franchise for a further year at a payment of £11,100.

**Recommendation: that the catering franchise at Antrim Lough Shore Park with CBC Catering be extended until 31 March 2018 with a payment of £11,100 due for the period.**

Prepared by: Karen Steele, Tourism, Town Centre & Regeneration Manager

Agreed by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

**3.14 CD/PM/64 SIXMILEWATER PARK ENTRANCE AND SIGNAGE**

Members are advised that provision exists within the Capital estimates for an improvement scheme at Sixmilewater Park, Ballyclare to include an entrance, landscaping, features and related signage and facilities. The budget available is £250,000.

A number of options for the scheme have been produced and were discussed with Ballyclare DEA Members on 10th January 2017. The four options discussed were as follows:

OPTION 1

Create a public car park with 27 spaces and public conveniences. Estimated cost: £268,065

OPTION 2

Create a public car par. Estimated cost: £216,140

OPTION 3

Pedestrianise the entrance off Main Street and create a landscape scheme to include an events area, mini amphitheatre and enhanced riverside space with feature lighting. Estimated cost: £180,000

OPTION 4

Create a separate public car park accessed off Avondale Drive with 20 spaces, provide public conveniences, pedestrianise the entrance off Main Street and create a landscape scheme to include an events area, mini amphitheatre with enhanced riverside space and feature lighting. Estimated cost: £276,520

It was agreed to combine elements of Options 3 and 4, as set out below, to deliver within the indicative budget of £250,000.

1. Provide a landscape scheme to include an events area, mini amphitheatre and enhanced riverside space with feature lighting
2. Pedestrianise the entrance off Main Street
3. Provide an entrance sculpture
4. Replace the existing public conveniences with a proprietary unit which houses three self-cleansing unisex WCs which will be accessible to the disabled and those with mobility problems

It was agreed that no car parking should be included as part of the scheme but that

Officers should meet with Transport NI to discuss how the existing car parking provision in Ballyclare might be improved. A report will be presented in due course to the Operations Committee regarding potential costing options for Harrier Way car park to alleviate the stress on car parking.

Since the meeting with the Ballyclare DEA Members, Officers have met with TransportNI on site to discuss the provision of car parking. A scheme will be designed and costed to provide car parking spaces with a replacement footpath parallel to Avondale Drive. A cost for this provision as shown on the enclosed concept plan will be brought to a future Committee.

It was further agreed at the meeting on 10 January 2017 that Officers progress with the appointment of a consultant to prepare a scheme design to bring back to Committee for approval. At that time an accurate cost can be provided to establish if the scope can be delivered within the present budget indicated.

**Recommendation: that**

**(i) the concept outlined be approved with further detailed reports to follow.**

**(ii) a consultant be appointed to design the scheme.**

Prepared by: Claire Minnis, Projects Development Manager

Approved by: Reggie Hillen, Head of Service Capital Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

**ITEMS FOR INFORMATION**

**3.15 CP/CD/45 BUSINESS PLANS 2nd QUARTER UPDATE**

Members are reminded that departmental Business Plans were approved in June 2016. Progress updates as at quarter two for Business Support, Capital Development, Community Planning, Economic Development, Planning and Property and Building Services are enclosed.

**RECOMMENDATION: that the updated Business Plans for Business Support, Capital Development and Community Planning, Economic Development, Planning and Property and Building Services** **be noted.**

Prepared by: Helen Hall, Business Change Manager

Agreed by: Majella McAlister, Director of Community Development, Planning & Regeneration

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| **3.16** | **D/CD/70**  | **Community Planning & regeneration Section - PARTNERSHIP MINUTES** |
| Members are 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 Ipads.

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| --- |
| **Community Development** |
| **File Ref** | **Date of Meeting** | **Name of Partnership** |
| D/Gen/91 | - | Joint Citizens Advice Bureau |
| D/CSP/48 | 21 Sept 201628 Sept 201630 Nov 2016 | PCSP PartnershipPCSP Private Meeting |
| D/DP/67 | - | Rathcoole Neighbourhood Renewal Partnership |
| CP/CD/41 | - | Joint Community Centre Advisory Committee |
| D/DP/67 | 26 Oct 2016 | Grange Neighbourhood Renewal Partnership |
| CP/GEN/5 |  | Community Planning Partnership |
| CP/P4/3 | 1 Dec 2016 | Peace IV Partnership |
|  | 21 Nov 201613 Dec 2016 | Hazelwood Cohesion Group |

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| **Economic Development** |
| **File Ref** | **Date of Meeting** | **Name of Partnership** |
| ED/MI/250 | 4 Nov 2017 | GROW Local Action Group Meeting |

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| **Tourism, Town Centres** |
| **File Ref** | **Date of Meeting** | **Name of Partnership** |
| ED/TC/5 | 1 June 20168 Sept 2016 | Glengormley Town Teams |
| ED/TC/5 | 7 July 201616 Sept 2016 | Ballyclare Town Teams |
| ED/REG/5 | 5 Sept 201610 Oct 20165 Dec 2016 | Antrim Town Team |
| ED/ED/56 | 10 Oct 20165 Dec 2016 | Antrim Linkages |

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| **RECOMMENDATION: that the Partnership Minutes be noted.** |
|  | Prepared by: Dawn Leonard/Wendy DonaldsonAgreed by: Majella McAlister,Director of Community Planning and Regeneration |

**3.17 CP/GR/9 Leading Ladies Event: International women’s day**

Members will be aware of the Leading Ladies project delivered through the Good Relations Programme, which brings inspirational and influential women to the Borough to share their perspective on what building positive relationships means to them. The events are traditionally held on a Thursday evening and the next event is scheduled for Thursday 9 March 2017 during the week of International Women’s Day.

The event will take place at 7pm at the Corrs Corner Hotel, Newtownabbey. The planned speakers are clergywomen Sister Mary Jo Corcoran and Deaconess Linda Gibson, who will outline their experiences of living, working and administering practice in Northern Ireland and their perspectives on building positive community relations.

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

Prepared by: C Fox

Approved by Majella McAlister, Director of Community Planning & Regeneration

**3.18** **PBS/BC/2 BUILDING CONTROL MATTERS for the period 1- 31 DECEMBER 2016**

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| **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 – 26 applications and 31 subsitesBuilding Notices – 89Regularisation Certificates – 36**Full Plans**Approvals – 47 Rejected applications requiring resubmissions – 61**Commencements & Completions**Commencements – 204Completions - 148**Inspections**A total of 579 Site Inspections were carried out**Regularisation Certificate**25 Regularisation Certificates issued **Building Notice**82 Completion Certificates issued  |

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| **PROPERTY CERTIFICATES**Received – 154Completed – 217 & 35% completed within timescale  |

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| **EPB**EPC’s checked – 2 & 100% complianceDEC’s checked – 18 & 94% complianceAir Conditioning checked – 1 & 100% compliance |

|  |  |  |
| --- | --- | --- |
| **Income**

|  |  |
| --- | --- |
| Plan Fees Received for MonthInspection Fees Invoiced for MonthBuilding Notice Fees Received for MonthRegularisation Fees Received for Month Property Certificate Fees Received for Month**TOTAL** | £5968.50£12549.42£4978.80£3026.40£8700.00**£35223.12** |

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

Prepared by: Louise McManus, Business Support

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

Approved by Majella McAlister, Director of Community Planning & Regeneration

**3.19** **CP/CD/3 BONFIRE MANAGEMENT PROGRAMME REVIEW 2017**

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| Members are reminded of the commitment within the Bonfire Management Programme 2016 to undertake an annual review of the Programme. Members are further reminded that a meeting took place in September 2016 to begin this review process. Key issues were discussed and agreement reached on the following points for inclusion in the Programme in 2017. These were reported and approved by the Council in October 2016:1. The collection date would remain 16 May for 2017.
2. The 3 day notification period for groups to have all materials removed which are on the site prior to the 16 May will apply.
3. The amount of funding allocated to groups for the family fun events would remain at £2,700.
4. The 3 day notification period for groups to have tyres and other toxic materials removed from sites will apply.
5. The Council will continue to procure all goods and services for the family fun events.
6. Health and safety training will remain mandatory for groups responsible for the family fun events and who have not undertaken the training in the past 3 years.

In January 2017, as part of the review process, Officers met with the constituted groups in Antrim and Newtownabbey who had participated in the Programme in 2016. Both meetings were positive and the groups were content with the above terms and conditions to be included in the 2017 Programme.It was also agreed at the review meeting with Members in September 2016 that Officers would work with groups on an individual site basis to address any specific issues relevant to each area.Members also previously stipulated that Officers should work closely with the PSNI to identify criminal activity in connection with bonfires. A meeting is to take place with the relevant Police Officers in February 2017 to discuss this matter. Members are advised that the date for sign up to this year’s programme is 3 April 2017. |

**Recommendation: that the report be noted**

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

Approved by: Majella McAlister, Director of Community Planning & Regeneration

**3.20** **ED/ED/77 enterprise northern ireland: annual review 2016**

Members are reminded that Enterprise Northern Ireland (ENI) is a not for profit company that represents and promotes the network of local enterprise agencies throughout the region. ENI has recently published its 2016 Annual Review, a copy of which will follow, which summarises its activities and achievements during the year. Members may wish to note that ENI currently delivers an Exploring Enterprise Programme for the Council over 3 years (to 31 March 2018) which gives residents an opportunity to assess if self-employment is a suitable option for them providing essential training in business skills and entrepreneurship.

ENI also jointly administers the Northern Ireland Small Business Loan Fund (along with Ulster Community Investment Trust) which provides low cost lending facilities to small businesses including new start-ups.

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

Prepared by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

1. (The Business Improvement Districts Act (Northern Ireland) 2013, The Business Improvement Districts (General) Regulations (Northern Ireland) 2014 and The Business Improvement Districts (Miscellaneous) Regulations (Northern Ireland) 2014. [↑](#footnote-ref-1)
2. Rateable Value [↑](#footnote-ref-2)
3. It is assumed that churches and those properties with a RV of less than £1,500 are excluded [↑](#footnote-ref-3)