



5 February 2020

Chairman: Councillor V McWilliam

Vice Chairman: Alderman L Clarke

Committee Members: Aldermen - M Girvan, D Kinahan and J McGrath
Councillors - P Dunlop, G Finlay, R Kinnear, D McCullough,
T McGrann, P Michael, S Ross, M Stewart, L Smyth and
R Wilson

Dear Member

MEETING OF THE COMMUNITY PLANNING COMMITTEE

A meeting of the Community Planning Committee will be held in the **Council Chamber, Mossley Mill on Monday 10 February 2020 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 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

AGENDA

1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 ITEMS FOR DECISION

- 3.1 Regional Pipe Band Championships 2020
- 3.2 Spinning Yarns Festival
- 3.3 A Journey of Remembering 2020
- 3.4 Ballyduff Community Centre – Office Rental Request
- 3.5 Dunanney Centre – Tenancy Agreements
- 3.6 Ballyclare Town Hall – Alcohol Licence
- 3.7 Northern Ireland and VE Day 75 2020
- 3.8 Centenary of Northern Ireland
- 3.9 Neillsbrook Community Centre – Car Park Arrangements
- 3.10 Neillsbrook Community Centre – LED Lighting Upgrade
- 3.11 Street Naming – Hightown Road, Glengormley, Revised
- 3.12 School Uniform Re-Use Pilot
- 3.13 Power NI Enchanted Winter Garden 2020

4 ITEMS FOR INFORMATION

- 4.1 Building Control Matters
- 4.2 PCSP Action Plan 2020-2021
- 4.3 Good Relations Leading Ladies Event
- 4.4 Peace IV Cross Border Programmes
- 4.5 Rathfern Social Activity Centre
- 4.6 Senior Citizens Christmas Grants 2019
- 4.7 Museum at the Mill – Exhibition Space Update

5. ITEMS IN CONFIDENCE

5.1 Garden Show Ireland 2020

6 ANY OTHER RELEVANT BUSINESS

REPORT ON BUSINESS TO BE CONSIDERED AT THE COMMUNITY PLANNING COMMITTEE MEETING ON MONDAY 10 FEBRUARY 2020

3 ITEMS FOR DECISION

3.1 AC/ACG/005 REGIONAL PIPE BAND CHAMPIONSHIPS 2020 ANTRIM CASTLE GARDENS

Members are advised that the Ulster Pipe Band Championships, organised by the Royal Scottish Pipe Band Association of Northern Ireland (RSPBNI) were held in Antrim Castle Gardens in 2016 and 2017 at a cost of £12,000, plus in kind support, to the value of £5,000 each year.

This event is traditionally held on the third Saturday in July, which unfortunately clashed with the annual Antrim Agricultural Show in Shanes Castle. 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 on Saturday 23 June 2018 at a cost 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.

In February 2019 the Community Planning and Regeneration Committee also agreed to the hosting of a second 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.

Members are advised that officers suggested that the RSPBNI might want to consider holding this event in V36 at The Valley and arranged for the RSPBNI to view this venue. However, having done so the RSPBNI indicated their preferred venue for the event was still Antrim Castle Gardens.

Attendances at these events have been approximately 3000 each year, which represents a cost per attendance of £5.66 per person.

The RSPBNI has once again requested that the Council host a 2020 Antrim and Newtownabbey Regional Pipe Band Championships in Antrim Castle Gardens on Saturday 6 June 2020; however, they are also requesting an increased fee of £15,000 as well as £5,000 support for event costs as previously. The event was screened in 2019 and an Equality Impact Assessment was not recommended.

This increased cost against an estimated attendance of 3000 as per previous years potentially increases cost per attendance to £6.66 per person.

RECOMMENDATION: that the hosting of the Antrim and Newtownabbey Regional Pipe Band Championship event in Antrim Castle Gardens on 6 June 2020 at a cost of £15,000, 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

3.2 AC/ACG/014 SPINNING YARNS FESTIVAL

Members are 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.

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.

2018 Event

The first Spinning Yarns Festival took place on 1 and 2 September 2018 with 1813 visitors attending over the weekend between 10am and 6pm each day.

Along with the main festival content, 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. With visitor numbers of 1813 this equated to Council support of around £8.27 per visitor.

2019 Event

An evaluation report on the 2018 event, which had been presented to the Arts Pane initially, was brought to the CP and R committee in January 2019 proposing that the Spinning Yarns Festival should be held again in 2019 in Antrim Castle Gardens with provision of £15,000 to be made within the 2019/20 Arts and Culture estimates. Following this it was agreed that a full evaluation of the event be carried out.

Spinning Yarns 2019 was held in Antrim Castle Gardens on 31 August and 1 September 2019 following a similar format to the 2018 event.

The greatest challenge to the 2019 event proved to be the weather with a yellow warning for heavy rain being issued on the Friday into the Saturday. This created significant problems for the opening of the event on Saturday with flooding in areas of the event field. The numbers were down on 2018 and there is no doubt the wet weather played a significant part in this. Visitor numbers of 1414 equated to Council support of £17.02 per visitor.

In summary there was a significant increase in the cost of delivering the 2019 event in the main from significant additional infrastructure costs which were related to the requirement to contract electrical services which in 2018 had been delivered by the Councils own electrician. There was also a significant reduction in income generated mainly due to reduced attendances resulting in the subvention per attendee more than doubling over the two years of the event.

As a result, the net cost of the event increased from £15,551.80 in 2018 to £24,079.70.

Visitor Numbers

Total visitors attending in 2018 was 1813 and viewed as a positive number for a first time event. The numbers in 2019 reduced significantly to 1414, which was disappointing. There is no doubt the poor weather and warning issued impacted upon this. However, the advance sales were also down so this is not the only reason for the reduction in attendances.

Suitability of the Event Location

Delivery of this event in Castle Gardens requires a significant level of expenditure on necessary infrastructure in the form of barriers and fencing, marquees, generators, car parking cones and mobile kitchen for the food element. In addition, the openness of the Castle Gardens site requires significant support from an external stewarding company. Both these expenditure items together have amounted to an average of £14,243 over the two years.

The outdoor nature of the event space in the Gardens also gives limited mitigation against risk of poor, in particularly, wet weather. This was highlighted on the first day of the 2019 event.

The scale of the Gardens as a venue for a small specialist event also challenges in terms of the creation of an atmosphere, which would be better achieved in a smaller more intimate venue. A smaller venue with access to services and event infrastructure could reduce the cost of the event considerably.

Conclusion and Recommendations

Having held the event in 2018 and 2019 in Antrim Castle Gardens, the following conclusions have been reached:

- The event has an appeal but to niche audience with no real support from the family audience to grow attendances significantly.
- The event does bring in new visitors with an interest in the specialist offer.
- The event achieves high levels of satisfaction among traders, participants and visitors.
- The predominately-outdoor location of Antrim Castle Gardens is challenged by poor weather, which is an ever present risk year round for

any outdoor event but particularly challenging for the audience profile for this specialist event.

- The numbers attending on the second day of the event are significantly lower than on the Saturday.

Having reviewed these conclusions, the following options have been considered:-

- Option 1 Run the event again at Antrim Castle Gardens in 2020 with a similar format but an increased budget of £25,000.
- Option 2 Stop the event given the high cost identified in comparison with the numbers attending and narrow audience profile.
- Option 3 Relocate the event to Mossley Mill on a Saturday only given the strong connections with the linen brand and the availability of indoor facilities, hard standing, and some weather shelter from the surrounding buildings. Such an option should be possible at a cost to Council of around £5,000.

These options were considered by the Arts and Cultural Advisory Panel at their October 2019 meeting and it was their view that Option 3 should be brought to Committee.

RECOMMENDATION: that delivery of Spinning Yarns at Mossley Mill on a Saturday in September 2020 at a cost of £5,000 be approved.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.3 CP/CD/346 A JOURNEY OF REMEMBERING 2020

Members are reminded that during the first term of the Council there were a number of projects and programmes delivered with a theme of remembrance in relation to significant centenaries such as the Battle of the Somme as one example. Members are also reminded that a VE Day 75 programme has been approved for delivery in 2020 and this programme will also incorporate a remembrance theme.

Linked to this Members are reminded of the Journey of Remembering Programme delivered by the former Newtownabbey Borough Council which proved successful in engaging with Men, Women and Young People across the Borough.

The aim of the programme was to create opportunities for individuals to come together to study, reflect and explore their shared history in a way which would build capacity, promote good relations and instil the leadership qualities necessary for effective community development.

Given the success of the previous programme it is proposed to run a similar programme for young people in 2020.

A JOURNEY OF REMEMBERING - A YOUNG PERSONS PERSPECTIVE 2020

It is proposed to deliver this programme over a 6 week period followed by a 3 day residential study visit to France and Belgium to visit the battlefields, cemeteries and other places of historical interest relating to WW1.

The Programme will commence with a 3 week "Introduction to people's history course" which will be delivered by an external facilitator. This short introductory course facilitates participants to learn more about key events in history and discuss what these events mean for them. The group will have the opportunity to explore a particular period in history such as the Story of the Battle of the Somme and The Easter Rising. The course will also introduce participants to the skills required to explore the past such as examining the same historical event from different perspectives, using different materials to look at history and the critical exploration of history.

Weeks 4 and 5 will include study visits to; The Somme Heritage Centre in Newtownards and Kilmainham Gaol in Dublin.

The programme will conclude with an information evening for Members, Parents and Friends which will include a short presentation from each participant on a WW1 Casualty who they have researched over the previous 5 weeks of the programme. During the 3 day residential study visit to France and Belgium participants will have the opportunity to visit their Casualty's Grave/Memorial and will be presented with their original service medal which their next of kin would have received at the end of the war.

At the end of the programme it is hoped that participants will:

- Have gained a valuable understanding and appreciation of the remarkable events which took place in the lead up to and during World War I focusing particularly on Ulster's contribution at the Battle of the Somme and the Easter Rising.
- Have been provided with the opportunity to come together to engage with other young people from differing traditions and viewpoints.
- Have gained an understanding of the dynamics of international conflict.
- Appreciate the contribution and sacrifices made by so many.
- Be encouraged to reflect on events in the present.
- Become actively engaged in the exploration of family history: and
- Have witnessed at first hand the human costs of conflict.

It is anticipated that the programme will be delivered in June and September 2020.

12 Young People between the ages of 16-18 years and living within the Borough will be invited to participate on the programme. An application form has been developed and will be disseminated to all post primary schools and further education colleges. Following receipt of completed application forms interviews will be held to assess suitability.

It is proposed to limit applications, to only those young people who have not previously benefited from a Council funded visit outside of Northern Ireland. After initial shortlisting by Officers, it is proposed that the final selection interview panel will include the Chair and Vice Chair of the Community Planning Committee.

Due to the age range of the young people involved and the need to satisfy Child Protection requirements, it is proposed that a minimum of 2 Council Officers (or suitable others) accompany the party throughout.

The residential study visit to France and Belgium has yet to be procured and a further report regarding this will be brought to Council in April 2020.

It is estimated that the total cost of the programme to include: facilitation of the history course, study visits, transport, accommodation and hospitality based on 16 participants is £14,000 which will be covered by the Good Relations budget.

RECOMMENDATION: that A Journey of Remembering – A Young Persons Perspective 2020 be approved at an estimated cost of £14,000.

Prepared by: Jonathan Henderson, Community Services Officer

Agreed by: Diane Clarke, Temporary Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

3.4 CP/CD/345 BALLYDUFF COMMUNITY CENTRE – OFFICE RENTAL REQUEST: NEWTOWNABBEY CAPACITY BUILDING CONSORTIUM

Members are advised that a request has been received from Craig McMahon of the Newtownabbey Capacity Building Consortium for tenancy of the front office within Ballyduff Community Centre. A copy of their Constitution is enclosed for Members' information. The group currently have a block booking for the front office for two mornings per week over 4 weeks. They would like to use it more frequently on a longer term basis.

The group are working with 2 other local Community Groups in Rathcoole and New Mossley with one of them, RATH, based at the Dunanney Centre. The group has funding for a full time post up until December 2020 and is keen to base this in the estate at Ballyduff Community Centre. The office would be used for meetings, consultations, appointments etc. The office would not be used every day but the group would need access to it as and when required. A key could be issued to the group by signing up to the terms of the Council's keyholder policy which is the same procedure for tenants at the Dunanney Centre. All rooms at Ballyduff Community Centre are individually locked.

Members are asked to consider an initial 6 month tenancy starting Monday 2 March 2020 to be reviewed after the 6 month period. The same tenancy rate would be applied as used at the Dunanney Centre of £104 sq meter per annum. This would generate £1,378 income per annum.

Ballyduff Community Centre is part of the ongoing Community Centre review. The Council would reserve the option to terminate the tenancy should the Community Centre enter into a Service Management Agreement in the future.

RECOMMENDATION:

- (i) to permit the tenancy of the front office in Ballyduff Community Centre to Newtownabbey Capacity Building Consortium for initially 6 months from 2 March 2020, to be reviewed with possible renewal;**
- (ii) to reserve the option for the Council to terminate the rental at one month's notice should the Community Centre enter into an Service Management Agreement through the Community Centre review process;**
- (iii) to apply the same pricing policy for the Dunanney Centre (£104/sq m per annum) and tenancy agreement and keyholder policy.**

Prepared by: Paul Townsend, Community Facilities Coordinator

Approved by: Nick Harkness, Director of Community Planning

3.5 CP/CD/289 DUNANNEY CENTRE – TENANCY AGREEMENTS FOR BARNARDO'S FAMILY CONNECTIONS AND RATH COMMUNITY GROUP

Members are reminded that in August 2016 the Rathcoole Community Churches Group gifted the Dunanney Centre to the Council and the Council took ownership of the Dunanney Centre in February 2018.

Members are reminded that there are a number of offices in the Dunanney Centre and rental was approved at a cost of £104 per square metre per annum. All tenancy agreements are subject to review after 6 months and can be terminated by the tenant or the Council at this stage.

A request by Barnardos was approved at the Community Planning Committee on 14 October 2019 for the rental of rooms 24 and rooms 26 until 31 December 2019. This was in addition to the existing room Barnardo's rent on the ground floor. Barnardo's would like to continue with the rental of these 2 additional rooms.

A new lease will be implemented to include all 3 rooms that they would like to rent from 1 January 2020 until 31 March 2021. Barnardo's have requested for the option of a 1 month termination notice to be included for their tenancy agreement, should their funding be cut.

At the Community Planning & Regeneration Committee on 8 April 2019 approval was given for The HUBB Community Resource Centre to rent Room 21 with review in April 2020. Members are advised that RATH Community Group (Rathcoole, Achieving, Transforming, Helping each other), has become the tenant in Room 21 as a result of their work with The Hubb and therefore it is proposed that the tenancy agreement is amended to reflect this. The current tenancy runs until 30 April 2020. A copy of the group's Constitution has been received from RATH Community Group which is enclosed for Members' information.

RECOMMENDATION: that

- (i) a new tenancy agreement is approved for Barnardo's to include rooms 24 & 26 from 1 January 2020 to 31 March 2021. Also that the tenancy agreement is updated to include a mechanism to terminate the tenancy with at least 1 month's notice.**
- (ii) RATH Community Group be approved as a tenant for room 21 and the tenancy agreement is amended to reflect this.**

Prepared by: Paul Townsend, Community Facilities Coordinator

Approved by: Nick Harkness, Director of Community Planning

3.6 AC/THB/008 BALLYCLARE TOWN HALL

Members are advised that Ballyclare Protestant Boys Flute Band have made an application to hire Ballyclare Town Hall on Saturday 21 March 2020 for a concert and culture evening. In addition, they have requested permission to apply for a license to sell alcohol at this event. The current terms and conditions of hire for the Town Hall state the following in relation to alcohol: -

- Alcohol is not permitted on the premises without prior consent from the Council. In addition, if a group wish to sell alcohol then they must seek the Councils permission to apply for a license to do this.

Members are advised that a number of previous requests to the Council seeking permission to serve and sell alcohol at functions have been approved, the most recent being a request approved in July 2019 for two separate private functions to serve alcohol.

Members are advised that permission for Ballyclare Protestant Boys Flute Band to sell alcohol at an event on 13 October 2018, was approved by the Community Planning and Regeneration Committee in September 2018. Prior to this permission was given for Young's Temperance True Blues LOL 957 to apply for an alcohol license to sell alcohol at their 125-year anniversary dinner in November 2017.

RECOMMENDATION: that permission for Ballyclare Protestant Flute Band to apply for an alcohol licence to sell alcohol in Ballyclare Town Hall on 21 March 2020 at their concert be given.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.7 AC/EV/13 NORTHERN IRELAND AND VE DAY 75 2020

Members are reminded in September 2019 a draft programme for VE Day 75 was agreed by the Community Planning Committee and that the Section 75 Screening Form was agreed by the Community Planning & Regeneration Committee on 10 June 2019.

Included within this programme were 2 street party events in Mossley Mill, Civic Square on Saturday 9 May 2020 and Antrim Castle Gardens on Sunday 10 May 2020 each with an indicative budget of £10,000. Following this it has been confirmed that the traditional May Day Bank Holiday Monday is being moved to Friday 8 May 2020 as part of UK wide VE Day 75 commemorations. In addition to this the annual Shane's Castle Steam Rally event dates have been confirmed as Saturday and Sunday 9 and 10 May 2020.

For these reasons it is proposed to move the Antrim Castle Gardens VE Day 75 Street Party to Friday 8 May 2020 so there is a visitor offer available on the Bank Holiday and there is not a clash between the VE Day 75 event in Antrim and the Steam Rally at Shanes Castle.

Members are advised that the draft VE Day75 programme approved in September 2019 was estimated at a cost of £37,500 with a total budget of £50,000 for VE Day 75 approved by the Committee.

Recently Members have received enquiries from community representatives about potential availability of event funding within the Councils VE Day 75 programme. It is proposed to allocate £10,000 from the VE Day 75 remaining budget to a Community Small Grants Programme specifically for Community Groups to run VE Day 75 events and activities with a maximum amount of £1,000 available to any one group. Members are advised that a similar programme was delivered as part of the Council's Somme Centenary Programme in 2016 with a total of £13,469.00 awarded as part of this programme following a public call for applications.

Given the timescales involved it is further proposed to grant delegated authority to the Director of Community Planning to approve grant awards without the need to come back to Committee. The outcome of the VE Day 75 Grant Programme will be reported to the Committee for noting.

RECOMMENDATION: that

- i. the VE Day 75 Street Party Event previously agreed for Antrim Castle Gardens is held on Friday 8 May instead of Sunday 10 May 2020.**
- ii. Provision of £10,000 from the VE Day 75 approved budget to a Community VE Day 75 Small Grants Programme be approved, with the Director of Community Planning give delegated authority to approve awards.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.8 AC/GEN/066 CENTENARY OF NORTHERN IRELAND

Members are reminded that at its January 2019 meeting the Council agreed to make preparations to mark the Centenary of Northern Ireland in 2021 by forming a Working Group of Councillors and other local key stakeholders to explore a variety of proposals which could be made to ensure this significant year will be commemorated within the Borough.

Members are also reminded that the Committee in June approved draft Terms of Reference for the Working Group, which included membership to be made up of 8 elected members and 6 independent voluntary members representative of the community and stakeholders.

An initial recruitment exercise to identify voluntary members was carried out in November and by closing date of 20 November 1 expression of interest had been received from Mr Brian Kerr of Cloughfern District Loyal Orange Lodge. At the December 2019 Committee meeting it was agreed to appoint Mr Brian Kerr as an independent member of the NI Centenary Working Group and reopen the recruitment process on a rolling basis for further interested parties to be signposted to.

Members are advised that this has successfully attracted a further 5 suitable community representatives as follows:

1. Jordan Greer of Impact Network NI (Formerly South Antrim Community Network)
2. Nathan Anderson of Dalriada Historical and Culture Group
3. Stephen Scott of Burnside Village Committee
4. Richard Mc Laughlin of Muck and More Antrim
5. Darren Richardson of Sperrin/Randallstown Cultural Awareness Association

It is proposed that they be invited to join Mr Brian Kerr as independent members of the working group with no further need for recruitment given that all 6 available places are now filled.

RECOMMENDATION: that the appointment of the additional 5 community representatives, as independent members of the NI Centenary Working Group, be approved.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.9 CD/PM/138 & CP/CC/004 NEILLSBROOK COMMUNITY CENTRE

Members are reminded of the recent car park extension and landscaping project at Neillsbrook Community Centre which was handed over to the Council in November 2019.

Car Park Extension Bollards

Access to the car park is controlled by manually operated bollards with key access managed by the staff at the Community Centre. A request has been received from Randalstown Rugby Football Club to be a keyholder to the parking bollards to address parking congestion on busy days.

Members are reminded of the Community Facilities Keyholder Policy which was approved by Community Planning & Regeneration on 14 May 2018. It is proposed that Randalstown Rugby Football Club be approved as a keyholder for the new car park bollards, subject to their acceptance of suitable extracts from the Council's Community Facilities Keyholder Policy a copy of which is **enclosed**. Additional bollards are due to be install in February 2020 to help prevent unauthorised use of the car park and the risk of anti-social behaviour.

Community Space

A number of mental health information panels are to installed by the end of February 2020. A launch of the project will be planned and Dunsilly DEA Members will be invited in due course. Members are also reminded of the next stage of works. This is in the investigation stage and will include a fishing platform to an accessible design and potential works to the weir.

RECOMMENDATION: that Members approve Randalstown Rugby Football Club as a keyholder for the new car park bollards, subject to their acceptance of suitable extracts from the Council's Community Facilities Keyholder Policy.

Prepared by: Paul Townsend, Community Facilities Coordinator

Approved by: Nick Harkness, Director of Community Planning

3.10 CD/PM/138 & CP/CC/004 NEILLSBROOK COMMUNITY CENTRE - LED LIGHTING UPGRADES

Members are reminded that Neillsbrook Community Centre has a state of the art small-sided pitch at the front of the building which was completed in September 2017. The pitch is used every evening Monday-Friday with Mondays and Wednesdays being the busiest. The centre also has the original car park to the front and the new car park extension adjacent to it. The car park extension is currently the only space which uses LED lights.

The exterior of the Community Centre, original car park and small-sided pitch have a number of floodlights which are all Metal Halide lamps. These are expensive to run (see running costs in table below) and to replace. These floodlights are oversized and therefore use more electricity to compensate for the natural degradation in luminosity of the individual lamps. The hire of a cherry picker is required when the small-sided pitch lights need replacing at a cost of £250 to hire this each time as the poles are not hinged. The current Metal Halide lamps have a typical lifespan of 2 years.

Members are asked to consider replacing the small-sided pitch floodlights, original car park floodlights and Community Centre exterior floodlights with LED alternatives. As an indication, LED floodlights for the small sided pitch would be expected to last for a minimum of 25 years, and the other two installations for 11 years minimum. This is based on running times.

To further enhance the electricity saving on the LED small-sided pitch lights, it is possible to have individual controls to provide sectional lighting. This would permit only half the pitch being illuminated if used for one 5-a-side match instead of all the full pitch lights being required. It could also facilitate full pitch lighting at a range of lighting levels. The energy savings associated with this investment would be consistent with Council's aspiration to reduce its carbon footprint.

A summary of the costs is included in the table below:

	Small-sided Pitch Lights	Car Park Lights	Building Exterior Lights
Proposal:	Upgrade small-sided Pitch Lights to LED	Upgrade Car Park lights to LED	Upgrade exterior wall lights to LED
Current issues reported from electrical contractor:	Budget cost for replacing the small-sided pitch lighting with LED fittings (18 heads, using existing columns) would be approximately £15,000 to £20,000+Vat depending on Lux levels required (200-500 lux for football pitch normally). A lighting design would need to be carried out by the lighting manufacturer/designer to ensure lux uniformity – it is not a case of replacing the existing heads with LED floodlights, they need to be positioned accurately of the design.	The pole light at entrance is not currently working. Three other lights are working but will require additional work as no pole outputs fitted and damage to pole lids. Recommend Upgrade to led heads as existing fittings are in poor condition and new cutouts are required	Floodlights & wallpack lighting on perimeter walls of centre. To supply and install 7 LED floodlights and 2 LED wallpack lights to replace existing would be £2421.48+VAT (please note only Two of these are currently out, and to replace these two with LED is £687.15+VAT)

Current running costs:	£4,738 / Year	£899 / Year	£758 / Year
Costs to run LEDs:	£2,369 / Year	£449 / Year	£253 / Year
Capital & Maintenance Costs MH	£33,840 / 25 Years	£6,840 / 25 Years	£5,940 / 25 Years
Capital & Maintenance Costs LED	£13,950 / 25 Years	£7,240 / 25 Years	£1,890 / 25 Years
Average Net Savings / Year	£3,164 / Year	£434 / Year	£667 / Year
Payback period including maintenance:	4.74 Years	4.47 Years	3.63 Years
Combined Payback Period	4.53 Years		
Environmental considerations:	74.2 Tonnes CO2 saved / 10 years	14.1 Tonnes CO2 saved / 10 years	15.8 Tonnes CO2 saved / 10 years
Cost:	£15,000 to £20,000+Vat	£1,940+VAT	All lights £2,421.48+VAT To replace only the two defective lights £687.15+VAT

RECOMMENDATION:

- (i) to upgrade the small-sided pitch lights to LED at a cost of up to £20,000 +VAT;**
- (ii) to upgrade the original car park lights to LED at a cost of £1,940+VAT;**
- (iii) to upgrade the Community Centre exterior lights to LED at a cost of £2,421.48+VAT.**

Prepared by: Paul Townsend, Community Facilities Coordinator

Approved by: Nick Harkness, Director of Community Planning

3.11 PBS/BC/003 STREET NAMING – HIGHTOWN ROAD GLENGORMLEY

At the Council meeting on 25 November 2019 the name Hillside was approved for a development at Hightown Road, Glengormley. The relevant Council minute from 25 November 2019 is enclosed for Members information.

Further to the approval of this name correspondence was received on 20 December 2019, a copy of which is enclosed, from Mr Philip McMullen (Antrim Construction Company) and Mr Des Taggart (Conway Group) the developer and the land owner, respectively, requesting that the approved name be reconsidered. The letter reports that it has come to light that there are Hillside addresses in other parts of the Borough, one in Antrim and a Garden Centre on the Doagh Road in Newtownabbey.

Included are the Developers proposals, site location map and site layout.

The new proposals are as follows;

- Option 1 Glen Manor: is grounded in the local area as it is derived from the town name of Glengormley. The name also seeks to reflect the high quality nature of the proposed homes
- Option 2 Glen Valley: Glengormley is from Irish, Gleann Ghormlaithe meaning Gormlaith's Valley
- Option 3 Carn Glen: (Civil Parish) the site is also situated in the civil parish of Carnmoney.

Although the above 3 options have been submitted the Developers are clear in the enclosed letter that option 1 is their preferred option. This is the same first option as was previously submitted.

If Committee decides to reject this request and retain the original decision of Hillside the developer will be advised.

RECOMMENDATION: that Committee considers the request to rename this development Glen Manor.

Prepared by: William Richmond, Principal Building Control Surveyor

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

3.12 CP/CD/347 SCHOOL UNIFORM RE-USE PILOT

At the Council meeting of December 2019 a motion was proposed by Alderman McGrath, seconded by Councillor Finlay and carried unanimously:

"This Council resolves to bring back a report on the feasibility and practicality of:

- introducing, in liaison with community partners, a school uniform exchange across the Borough where items can be donated or claimed, free of charge, to help provide parents with good quality, clean and pre-worn school uniforms.
- helping, in liaison with community partners, to make the exchange available to all, without prejudice or means-testing.
- liaising with our neighbouring council at Mid & East Antrim Borough with a view to learning from its successes and challenges in delivering the scheme".

A proposed pilot format is outlined for Members' comments and approval.

SUMMARY:

Schools will promote the scheme and accept uniforms (already happening). Promotion and collection throughout Jun 2020. Five community groups across Newtownabbey and Antrim have volunteered to support the event(s):

1. Carnmoney Presbyterian Church
2. Newtownabbey Women's group
3. Monkstown Community Association
4. Muckamore Parish Development Association
5. Inter Estate Partnership (IEP)

Suggested event date: Sat 20 June 2020: 10am-4pm

The following 3 collection locations are proposed with Officers continuing to engage with other community based organisations with a view to securing additional venues.

1. Valley Leisure Centre
2. Carnmoney Presbyterian Church (existing scheme)
3. Castle Mall, Antrim

A school staff or Parent Teacher Association (PTA) member will then deliver the uniforms to a set event location and collect after the event.

Schools to deliver uniforms on Friday 19 June 2020, collecting any remaining stock on Saturday evening or Monday 22 June 2020.

Promotion would run through the Council's regular cost free in-house and social media systems.

In order to operate a school uniform re-use pilot, it is proposed that the **enclosed** School Uniform Re-Use Pilot process be applied.

RECOMMENDATION: that the School Uniform Re-Use Pilot as summarised above, be implemented for 2020.

Prepared by: Karin McKinty, Community Services Officer

Approved by: Nick Harkness, Director of Community Planning

3.13 AC/EV/017 POWER NI ENCHANTED WINTER GARDEN 2020

Background Review of 2019

In April 2019 the Community Planning Committee agreed that, following the success of the 2018 Enchanted Winter Garden, an expanded event with the same net cost to the Council (£46,000) as in 2018 be approved in for 2019. The following specific arrangements were contained within this approval:

Event Duration – Operation of the event from Friday 6 December until Sunday 22 December but closed on Monday, Tuesday and Wednesday of week beginning 9 December and on week beginning 16 December. It was agreed to close on Monday and Tuesday but hold the inclusive evening on Wednesday 18 December 2019. This change was intended to increase visitor numbers having seen that weekends consistently were more popular than week nights.

Opening Times and Sessions – Altered opening times of 4.30pm until 9.30pm with an increase to the number of booking sessions to every 30 minutes from 4.30pm until 7.00pm.

Admission Prices Given the review findings and research it was agreed to increase tickets to £4 per adult and £2 per child with Under 2's free and a family ticket £10 for 4. In addition, an increase in walk up price to £6/adult and £3/child were agreed to encourage customers to book online in advance which facilitates improved queue and capacity management of the event.

Budget The 2018 budget of £46,000 for delivery of the event was retained for 2019.

Enchanted Winter Garden 2019 Event Outputs

- Overall the event was a huge success in 2019. Over the duration of the event 84,036 visitors attended which is an increase of 23,304 on the previous highest figure of 2018 when 60,732 attended.
- In terms of financial performance against the budget the net cost of the 2019 event was £40,727 achieving a small saving of £5,273 against budget and £8,832 less than the £49,559 cost of the event in 2018.
- The reach of the event extended outside of the Borough with over 64,000 of event visitors coming from outside Antrim and Newtownabbey and this included growth in out of state visits.

Proposals for 2020

A detailed Review for 2020 is **enclosed** for Members' information including recommendations highlighted as follows:

- i. Remove facility to pay at the door and Introduce a policy of advance booking only with Box Office opportunities.

- ii. Explore opportunities for mobile contactless payments to reduce cash handling from attraction token sales and introduce ticket scanners to check all tickets at the door and ensure accurate customer number information.
- iii. Increase the number of evenings the event operates by 3.
- iv. Deliver the Festive Fayre element of the event 'in house' for 2020 and retain the income.
- v. Keep the Festive Fayre in one location within the Gardens.
- vi. Provide another covered seating area for visitors decorated to the event theme.
- vii. Continue to engage PSNI early in planning 2020 event along with key local community reps.
- viii. Retain additional security measures put in place post opening in 2018 and continued in 2019.
- ix. Expand marketing plan and spend for greater impact outside of the Borough
- x. Develop partnership and packages with the local hospitality sector.

In addition, having carried out a detailed analysis of all aspects of the event and a proposed Council ambition for the event to become 'Northern Ireland's Premier Christmas event' the following specific arrangements for Enchanted Winter Garden 2020 are proposed for Members' consideration:

1 Event Duration - Operate the event as follows:

- Saturday 28 November to Sunday 29 November 2020
- Thursday 3 December to Sunday 6 December 2020
- Thursday 10 December to Sunday 13 December 2020
- Thursday 17 December to Sunday 20 December 2020
- Inclusive Enchantment on Wednesday 9 December which enables move to 16 December 2020 should bad weather present

2 Opening Times and Sessions

It is proposed to alter opening time to 4.00pm whilst still closing at 9.30pm to allow the number of booking sessions to be spread out as follows:-

3 sessions	4.00pm 1250 visitors
	4.30pm 1250 visitors
	5.00pm 1250 visitors
Break from 5pm until 6pm	
3 sessions	6.00pm 1250 visitors
	6.30pm 1250 visitors
	7.00pm 1250 visitors

The maximum visitor capacity per evening of 7,500 will remain the same with 1,250 places available at each session.

3 Admission Prices

Given the review findings and research Members are asked to consider an increase in ticket charges to £5 per adult and £3 per child with Under 2's free and a family ticket £14 for 4.

4 Budget

Retain the budget of £46,000 for delivery of the event as a contingency against the potential impact of bad weather. However financial projections have been carried out which estimate a more favourable outturn should the ticket increase be approved.

There is provision in the current draft estimates of £46,000. If Members agree to the price option detailed in above Section 3 Admission Prices, and 3 additional evenings of the event, then there is the potential to break even. It is proposed to retain the budget of £46,000 for Enchanted Winter Garden 2020 with any unused budget retained to supplement the wider Council events programme.

RECOMMENDATION: that

- i. the recommendations as outlined from the Enchanted Winter Garden 2019 Review and the proposed arrangements for the 2020 event be approved;**
- ii. the Price Option B with the budget of £46,000 retained for Enchanted Winter Garden 2020 be approved with fees of £5/adult £3/child and £14/family of 4 and Under 2's free to apply.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

4 ITEMS FOR INFORMATION

4.1 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-30 NOVEMBER 2019

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 – 41
Building Notices – 155
Regularisation Certificates – 62

Full Plans

Approvals – 44
Rejected applications requiring resubmissions – 48

Commencements & Completions

Commencements – 276
Completions - 260

Inspections - A total of 952 Site Inspections were carried out.

Regularisation Certificate - 51 Regularisation Certificates issued.

Building Notice- 121 Completion Certificates issued

Property Certificates Received – 225

Energy Performance of Building Regulations

Energy Performance Certificate's checked – 4 & 50% compliance
Display Energy Certificate's checked – 5 & 100% compliance
Air Conditioning Units Checked – 1 checked & 100% compliance

Income

Plan Fees Received for Month	£8750.50
Inspection Fees Invoiced for Month	£23291.96
Building Notice Fees Received for Month	£10608.00
Regularisation Fees Received for Month	£5174.40
Property Certificate Fees Received for Month	<u>£13500.00</u>
TOTAL	£61324.86

Projected Income To

Date
£678,723

Year to Date Actual

Income
£679,522

Postal Numbering & Development Naming

Numbers of official postal numbers issued – 117

Number of new developments named - 2

LPS Partnership

Commercial Vacancies – 60 (Commercial vacancy tranche received Sept 19).

Property details surveys completed - 52

RECOMMENDATION: that the report be noted.

Prepared by: Vicky Jordan, Business Support Officer

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

Approved by: Nick Harkness, Director of Community Planning

4.2 CP/PCSP/107 PCSP ACTION PLAN 2020-2021

Members are reminded of the requirement for Antrim and Newtownabbey PCSP to produce an annual Action Plan for 2020-2021. The Joint Committee (Department of Justice and Northern Ireland Policing Board) advised that the submission date for the finalised plan was the 21 February 2020, however no indication of available budget was offered.

PCSP Members recently attended an Action Planning Workshop on 16 January 2020 to assess statistical data, review relevant policy and review the current PCSP Strategic 2019-2022 Plan. Members agreed the key themes within the strategic priorities for the PCSP and considered the estimated budget and delivery projects.

This has been compiled into the 2020-2021 PCSP Action Plan following guidelines by the Joint Committee. The agreed 2020-2021 Action Plan will be submitted to the Joint Committee for approval on 21 February 2020.

The PCSP 2020-2021 Action Plan a copy of which is **enclosed** has been equality screened and a Rural Needs Impact Assessment has been carried out. A copy of the Equality Screening document and Rural Needs Impact Assessment are **enclosed** for Members' information. To date there is no requirement to complete a full Equality Impact Assessment.

RECOMMENDATION: that the report be noted.

Prepared by: Amy Dunlop, Community Safety and Good Relations Co-Ordinator

Agreed by: Diane Clarke, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

4.3 CP/GR/009 GOOD RELATIONS LEADING LADIES EVENT

Members are reminded that the 2019/20 Good Relations Action Plan submitted to the Executive Office, includes a budget of £18,400 for the delivery of the Good Relations Events Programme. The remaining budget available for the 2019/20 year is £5,347.81.

A Leading Ladies Event will be held on 12 March 2020 at 7pm in the Old Courthouse, Antrim. Local women are invited to hear from influential women in Northern Ireland, particularly in a peace-building context, and given the opportunity to discuss the experiences of a range of inspirational women.

It is envisaged that approximately 60-70 women will be in attendance and will hear from the Consulate General of the People's Republic of China in Belfast, Madam Zhang.

RECOMMENDATION: that the report be noted.

Prepared by: Jen Cole, Good Relations Officer

Agreed by: Ronan McKenna, Community Planning Manager

Approved by: Nick Harkness, Director of Community Planning

4.4 CP/P4/029 PEACE IV CROSS BORDER PROGRAMMES

Members are reminded of the approved Peace IV Local Action Plan which includes 2 Council led Cross Border Programmes with Cavan County Council (CCC), and Monaghan County Council (MCC). The Cross Border programmes presented an opportunity for a learning exchange, the sharing of delivery ideas and best practice examples.

To date, the programme has delivered 2 cross border exchanges between Cavan County Council and Antrim and Newtownabbey Borough Council, with 7 Elected Members and 5 Social Partners participating from ANBC and 16 Elected Members from CCC. The first exchange took place on 23-25 October 2019 in Antrim and Newtownabbey Borough, the second took place on 21-22 January 2020 in the Cavan area.

Following on from the successful exchanges, positive relations have been established between the 2 Councils. As such CCC have proposed a third exchange funded through CCC's Peace IV programme. It is anticipated that this will involve a facilitated 3-day visit to Belgium on 28 February 2020 to engage participants in activity relating to the historical event of the Nationalist 16th Irish and Unionist 36th Ulster Divisions fighting side by side at the battle of the Messines Ridge in June 1917 as a catalyst for creating an environment of tolerance and understanding leading to reconciliation and the acceptance of difference.

Participants for this exchange will be sought from those currently involved in the Peace IV Cross Border Programme.

RECOMMENDATION: that the report be noted.

Prepared by: Jen Cole Good Relations Officer

Agreed by: Ronan McKenna, Community Planning Manager

Approved by: Nick Harkness, Director of Community Planning

4.5 CP/CP/152 RATHFERN SOCIAL ACTIVITY CENTRE – NATIONAL LOTTERY HERITAGE FUND - LETTER OF SUPPORT

Members are reminded that Rathfern Social Activity Centre is operated under a Service Management Agreement with Rathfern Community Regeneration Group.

The group are applying for project funding for 'A Breath of Fresh Air' project and have been working with Antrim and Newtownabbey Borough Council, the Woodland Trust and Belfast Hills Partnership. The application is being made to the National Lottery Heritage Grant and since the deadline is the end of January 2020 a letter of support has now been issued in support of their application.

If funding is successful, work on the project is planned to begin in May 2020. Improvements will include better access for wheelchair users to the pond areas at Carnmoney Hill adjacent to Rathfern Social Activity Centre, a viewing platform, sluice system to control the flow of water, development of a Forestry School, improvements to orienteering courses on the hill, activities and events. These developments would be a positive addition to the ongoing Council funded project to extend the Centre for increased community use.

RECOMMENDATION: that the report be noted.

Prepared by: Paul Townsend, Community Facilities Coordinator

Approved by: Nick Harkness, Director of Community Planning

4.6 CP/CC/005 SENIOR CITIZENS CHRISTMAS GRANTS 2019 – FEEDBACK

Members are reminded of the annual Senior Citizens Christmas Grants which are available for Senior Citizens Groups within the Borough to apply for. The grant funding facilitates interested groups to run Christmas events. Twenty two groups from legacy Antrim and six groups from legacy Newtownabbey were successful in receiving grants in 2019. The grants were available to legacy Newtownabbey groups for the first time in 2019. The list of grant recipients is shown in the table below: -

GROUP	Nos	Cost of event	Amount Requested	Grant Awarded
ANTRIM GROUPS:				
Antrim Retirement Group	32	£604.80	£604.80	£187.20
1 st Donegore Presbyterian	70	£750.00	£750.00	£409.50
Antrim Parish Church	80	£1100.00	£700.00	£468.00
AMH Mens Shed Steeple	20	£359.00	£359.00	£117.00
Crumlin Senior Citizens	50	£1000.00	£500.00	£292.50
Dunamuggy Friendship Hr	70	£875.00	£525.00	£409.50
Greystone Presbyterian Thursday Club	45	£1035.00	£1035.00	£263.25
High St. Presby Women	80	£1558.50	£1558.50	£468.25
Killead Presbyterian Church	75	£1087.50	£1087.50	£438.75
Loanends Presbyterian	60	£900.00	£900.00	£351.00
Lylehill Presbyterian.	100	£1350.00	£1350.00	£585.00
Muckamore Parish Dev. Ass.	60	£1020.00	£1020.00	£351.00
N'brook Fold Tenants Ass	35	£750.00	£500.00	£204.75
Silverthreads Antrim	18	£360.00	£360.00	£105.30
St Comgalls Senior Citizens	No application form returned			
Templepatrick Parish Church	100	£600.00	£600.00	£585.00
Toome & District Senior Citizens	85	£1650.00	£650.00	£497.25
Rathenraw Youth Scheme	200	£2500.00	£500.00	£500.00
Antrim Free Presbyterian	140	£2300.00	£900.00	£819.00
1 st Antrim Presbyterian	40	£640.00	£640.00	£234.00
Dungonnell Ulster Scots	30	£990.00	£990.00	£175.50
Old Presbyterian T'patrick	40	£938.00	£838.00	£234.00
Creggan Local Heritage Group	60	£300.00	£300.00	£300.00
TOTAL:				£7,995.75
GROUP	Nos	Cost of event	Amount Requested	Grant Awarded
NEWTOWNABBEY GROUPS:				
Newtownabbey Men's Shed	30	£360.00	£360.00	£360.00
Newtownabbey Methodist Mission Friendship Centre	40	£635.00	£435.00	£435.00
Belfast City Mission Rathcoole – Tuesday Lunch Club	28	£508.60	£508.60	£508.60
Carnmoney Parish Church	100	£480.00	£350.00	£350.00
The Breakaways	53	£1098.00	£1098.00	£1098.00
St Vincent De Paul Whitehouse	45	£1287.75	£450.00	£450.00
TOTAL:				£3,201.60

A number of letters and emails have been received from groups to thank the Council for the grants across both legacy areas.

RECOMMENDATION: that the report be noted.

Prepared by: Paul Townsend Community Facilities Coordinator

Approved by: Nick Harkness, Director of Community Planning

4.7 AC/MU/001 MUSEUM AT THE MILL UPDATE - FEBRUARY 2020

Members are advised that the Arts and Culture service has been looking at ways to increase use of the smaller facilities across the Borough and to this end a number of new initiatives have recently been implemented for the Museum at The Mill.

Christmas in The Mill

Over the Christmas period Museum at The Mill was festively decorated with free craft options available including letter writing to Santa with Santa's postbox located in the museum. Also in conjunction with the Community Planning Good Relations team the Christmas Around the World exhibition was held throughout December – this exhibition showed the different ways of marking Christmas in different countries.

A number of Christmas Craft workshops were facilitated on the weekends running up to Christmas to help decorate the exhibition Christmas Trees. These proved to be very successful with no cost to the Arts and Culture budget with approximately 105 participating over 3 Saturdays.

Short questionnaires were given to parents of the participating children to gain feedback. All of the responses were extremely positive, with 100% of participants rating the workshops as 'excellent'.

Playful Museums Festival February 2020

Workshops

As part of Northern Ireland wide Playful Museums Festival in February 2020, in association with Northern Ireland Museums Council, a programme of weekly interactive and educational events for children under the age of five has been established. A number of these workshops are already sold out.

Saturday 1st Feb - Sensory Storytelling – SOLD OUT

Saturday 8th Feb - Lego Workshop

Saturday 15th Feb - Jo Jingles Music & Dance – SOLD OUT

Saturday 22nd Feb - Splat Messy Play – SOLD OUT

Saturday 29th February - Clay-Making workshop

Baby Daddy

Museum at the Mill has been chosen by the Northern Ireland Museums Council (NIMC) as one of eleven NI museums to host Replay Theatre Company's show, 'Baby Daddy' which is also part of the Playful Museums Festival. Baby Daddy is a show for babies aged 6-18 months with an all-male cast. It features 3 male performers, each playing a live instrument, and takes place in a specially-designed tourable theatre space.

The NIMC was awarded funding by the National Lottery Fund to tour 'Baby Daddy' in local accredited museums and the show is therefore free to the Council with all tickets free of charge. Baby Daddy will take place on Tuesday 11th February, in the museum and is already fully booked.

Community Art Gallery

As Members are aware plans are ongoing to relocate the Flax Gallery facility to the lower foyer of the Theatre at The Mill. It is proposed to complement this by continuing to exhibit community art in the Museum utilising the existing hanging system. Following market testing it has been established there is interest for this with 3 exhibitions provisionally booked. This will achieve additional footfall for the Museum on an ongoing basis and freshens the visitor offer regularly.

RECOMMENDATION: that the report be noted.

Prepared by: Samuel Hyndman, Acting Culture and Heritage Manager

Agreed by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning