



21 August 2019

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A meeting of the Antrim and Newtownabbey Borough Council will be held in the **Round Tower, Antrim Civic Centre on Tuesday 27 August 2019 at 6.30pm.**

You are requested to attend.

Yours sincerely

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

Jacqui Dixon, BSc MBA

Chief Executive, Antrim & Newtownabbey Borough Council

PLEASE NOTE:

Fork buffet will be available from 5.30 pm in the cafe.

For any queries please contact Member Services:

Tel: 028 9034 0048/028 9448 1301

memberservices@antrimandnewtownabbey.gov.uk

AGENDA

- 1 Bible Reading and Prayer (In accordance with Standing Orders, Members are not required to attend for this part of the meeting and, following this part of the meeting, Members outside the Chamber will be called to the meeting).
- 2 Apologies.
- 3 Declarations of Interest.
- 4 To take as read and confirm the minutes of the proceedings of the Council Meeting of the Antrim and Newtownabbey Borough Council held on Monday, 29 July 2019, a copy of which is **enclosed**.
- 5(a) To approve Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday, 19 August 2019, a copy of which is **enclosed**.
- (b) To take as read and confirm the Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday, 19 August 2019, a copy of which is **enclosed**.
6. ITEMS FOR DECISION
 - 6.1 Presentation by NILGA
 - 6.2 To Approve the Sealing of Documents
 - 6.3 Correspondence from Department for Infrastructure
 - 6.4 National Association of Councillors UK Conference
 - 6.5 Society Lottery Renewal Application
 - 6.6 Local Government, Equality & Diversity Group
 - 6.7 Street Naming Amendment
 - 6.8 Street Naming – Church Way
 - 6.9 Street Naming - Ballyhenry
 - 6.10 Street Naming – Parkgate Road
 - 6.11 Street Naming – Antrim
 - 6.12 Institute of Public Relations Northern Ireland Pride Awards 2019
 - 6.13 Economic Development Partnership and Working Group Minutes
 - 6.14 Sister Cities Student Exchange Programme 2020

- 6.15 Community Development Grant Aid Programme 2019/20 – Small Grants Funding Recommendations
- 6.16 Dunanney Centre – New Tenant
- 6.17 Dunanney Centre - Lift Access Options Appraisal
- 6.18 Disposal of Land at Taylorstown Road,
- 6.19 Enchanted Winter Garden 2019
- 6.20 Grange Neighbourhood Renewal Action Plan 2019/20 and Amended Letter of Offer
- 6.21 Economic Development Strategy
- 6.22 Consultation on new Model Licence Conditions for Caravan Sites
- 6.23 Belfast Region City Deal

7. ITEMS FOR INFORMATION

- 7.1 Building Control Matters for the Period 1-31 May 2019
- 7.2 Budget Report – July 2019
- 7.3 Rathcoole Neighbourhood Renewal Membership 2019/20
- 7.4 Northern Ireland Housing Council – August Bulletin
- 7.5 Christmas Lighting 2019

8. ITEMS IN COMMITTEE

- 8.1 The Gateway – Catering Franchise
- 8.2 Tender for the Provision of a Four Tier Security Scheme 2019/2022
- 8.3 Tender for Newtownabbey Crematorium – Enabling Works
- 8.4 Tender for Installation and Operation of Festive Lighting and Decoration
- 8.5 Tender for Crumlin Glen Works
- 8.6 Tender for Provision of Power Washing and Specialised Cleaning Services

- 8.7 Tender for the Recycling and Recovery of Residual Civic Amenity Waste and Bulky Waste, Street Litter Waste and Commercial Residual Waste
- 8.8 Former Glengormley Police Station Site
- 8.9 Tender for Antrim Lough Shore Park Public Art Commission
- 8.10 Organisation Structures

ITEMS FOR DECISION

6.1 G/MSMO/007 VOL 5 PRESENTATION BY NILGA

Members are reminded that it was agreed at the July Council meeting that NILGA be invited to a future meeting to present the Member Development Charter Level 2 Award to Council.

Derek McCallan, Chief Executive, and Fiona Douglas, NILGA will be in attendance to present the Award.

6.2 TO APPROVE THE SEALING OF DOCUMENTS

Members are advised of the undernoted items for signing and sealing by Council, approval having been previously granted and all necessary legislative requirements being met:-

- Form of Agreement – Lilian Bland Play Parks Refurbishment Works

RECOMMENDATION: that the document be signed and sealed.

Prepared by: Deirdre Nelson, Paralegal

Agreed by: Paul Casey, Borough Lawyer and Head of Legal Services

6.3 CE/GEN/004 Vol 2 CORRESPONDENCE FROM DEPARTMENT FOR INFRASTRUCTURE

Members are advised that correspondence has been received from the Department for Infrastructure asking for Members' comments regarding proposed Traffic Calming measures in Castle Avenue, Randalstown.

A copy of the letter and proposal is **enclosed** for Members' information.

The Council's instructions are requested.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

6.4 G/MSMO/21 NATIONAL ASSOCIATION OF COUNCILLORS UK – CONFERENCE

Members are advised that correspondence has been received from the National Association of Councillors UK (**enclosed**) advising that the Community Hubs and Community Engagement Conference will take place from 13-15 September 2019 in the Hallmark Hotel, Carlisle. The delegate fee for the Conference is £350 plus VAT and accommodation is available at the conference hotel at £60 plus VAT per night. Return flights from Belfast International Airport to Newcastle Airport are in the region of £130 and approximate return travel to the hotel is £140 by taxi or £35 by train.

Members are advised that this conference is not usually attended.

The Council's instructions are requested

Prepared by: Member Services

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

6.5 G/LEG/291-1 SOCIETY LOTTERY RENEWAL APPLICATION

An application from Aldergrove/Crumlin Apostolic Society to hold a Society Lottery at St. Joseph's School, Crumlin on the 27 October 2019 has been received. The proceeds of the lottery will go to aid people in the third world.

The application meets all statutory requirements and PSNI has no objections.

RECOMMENDATION: that Members approve issuing a licence for the lottery for Aldergrove and Crumlin Apostolic Society.

Prepared by: Deirdre Nelson, Paralegal

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

6.6 CCS/EDP/012 LOCAL GOVERNMENT, EQUALITY & DIVERSITY GROUP

Members are reminded that the Equality and Diversity Group within Local Government serves to prioritise and influence equality and diversity initiatives across the sector.

The Group seeks to bring together the equality and diversity practices across the sector and in so doing, seeks to integrate the priorities of the Group with the ongoing work of individual councils.

The **enclosed** (Appendix 1) Draft Strategy document has been developed to guide the work of the Equality and Diversity Group in the longer term, and to focus on the action plan for 2019 - 2021. It was developed following consultation with members of the Equality and Diversity Group, the groups which the members represent, and other stakeholders.

Members are advised that a consultation exercise is ongoing in relation to the Draft Strategy and the **enclosed** questionnaire (Appendix 2) has been completed in response to this.

RECOMMENDATION: that the Consultation response be approved.

Prepared by: Andrea McCooke, Director of Organisation Development

6.7 PBS/BC/0003 STREET NAMING AMENDMENT

Members are reminded that Council agreed in February 2019 on the development name of Hansons Hall, Templepatrick Road, Ballyclare. In order to simplify the postal numbering process it is proposed to use suffixes such Drive, Gardens, Mews, etc. Initially the development is for 35 dwellings, however this may increase due to future proposed plans.

RECOMMENDATION: that Council gives approval to Council Officers to use appropriate suffixes in consultation with the developer

Prepared by: William Richmond, Principal Building

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

6.8 PBS/BC/0003 STREET NAMING – CHURCH WAY

An application was received on 16 July 2019 from Steven Stewart on behalf of Valleyside Construction, regarding the naming of a residential development at Church Way, Glengormley. The development consists of 9 units, these being a mixture of detached and semi-detached dwellings. The development names have been submitted as outlined below, with the developer's rationale, a site location map and site plan enclosed.

- 1 – Church Mews
- 2 – Church Gate
- 3 – Church Lane

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

RECOMMENDATION: that Council approves a name for the above development

Prepared by: William Richmond, Principal Building

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

6.9 PBS/BC/0003 STREET NAMING – BALLYHENRY ROAD

An application was received on 25 July 2019 from Dermot McCloskey on behalf of Belvedere Homes (NI) Ltd, regarding the naming of a residential development at Ballyhenry Road, Glengormley. The development consists of 24 units, these being a mixture of detached and semi – detached dwellings. The development names have been submitted as outlined below, with the developer's rationale, a site location map and site plan enclosed.

- 1 – Blackwater Gate
- 2 – Blackwater Lane
- 3 – Blackwater Avenue

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

RECOMMENDATION: that Council approves a name for the above development

Prepared by: William Richmond, Principal Building

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

6.10 PBS/BC/0003 STREET NAMING – PARKGATE ROAD

An application was received on 7 August 2019, from Vaughan Homes regarding the naming of a residential development at Parkgate Road, Parkgate. The development consists of 13 units, these being a mixture of detached and semi-detached. The development names along with the developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan enclosed.

- 1 **St Saviours Gate** - 'St Saviour was the name of a racehorse owned by Lady Langtry who has strong ties to Parkgate. The horse was stabled in Parkgate and was named after the church where Lady Langtry's father was a rector'
- 2 **St Saviours Lane** – Rationale as above
- 3 **St Saviours Place** – Rationale as above

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

RECOMMENDATION: that Council approves a name for the above development.

Prepared by: Liam McFadden, Principal Building Control Surveyor

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

6.11 PBS/BC/0003 STREET NAMING – RANDALSTOWN ROAD, ANTRIM

An application was received on 22 July 2019 from Norman Kerr on behalf of DKNI Properties Ltd, regarding the naming of Business Units at Randalstown Road Antrim. The development consists of 6 Business units. The development names have been submitted as outlined below, with the developer's rationale, a site location map and site plan enclosed.

- 1 Massereene Business Park
- 2 Castle Business Park

Mr Kerr did propose a third option, Junction Business Park, however a neighbouring development already exists with the name Junction One Business Units, therefore this option was not deemed suitable. Mr Kerr was contacted to afford him the opportunity to provide an alternative proposal, however he was content to proceed with the options above.

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

RECOMMENDATION: that Council approves a name for the above development.

Prepared by: William Richmond, Principal Building

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

6.12 CS/MK/172 INSTITUTE OF PUBLIC RELATIONS NORTHERN IRELAND PRIDE AWARDS 2019

Members are advised that the Council has been shortlisted for four awards in the Chartered Institute of Public Relations (CIPR) PRide Awards 2019.

These Awards recognise outstanding work in public relations across the United Kingdom in the public and private sectors. Recognition in the PRide awards identifies organisations as an industry leader in their area/sector.

The four award categories are:

- Best Event category - Dr Jonathan Rea MBE Freedom of the Borough in the
- Best Use of Social Media category - #iRecycleRight campaign
- Best Use of Content category - #iRecycleRight campaign
- Best Use of Influencer Relations category - #iRecycleRight campaign

Category winners will be announced at the Awards Dinner which takes place on Friday 18 October 2019 at the Culloden Estate and Spa.

The cost options to attend the Awards Dinner are:

- Table of 10 = £1073 +VAT
- Table of 12 = £1243 + VAT
- Individual tickets = £113 + VAT

RECOMMENDATION: that the Mayor and Chair of the Policy & Governance Committee, or their nominees, attend along with 2 officers.

Prepared by: Joanne Heasley, Media and Marketing Officer

Approved by: Andrea McCooke, Director of Organisation Development

6.13 ED/ED/140 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES

Members are advised that the Partnership and Working Group Minutes as listed below can be viewed in the new electronic folder called "**Partnership Minutes for Members Information**" on Members iPads.

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/REG/002/VOL2	21 March 2019	Ballyclare Town Team

RECOMMENDATION: that the Town Team Meeting Minutes as listed be approved.

Prepared by: Kim Murray, Business Support

Approved by: Majella McAlister, Director of Economic Development and Planning

6.14 ED/ED/159 SISTER CITIES STUDENT EXCHANGE PROGRAMME 2020

Members are reminded that two students from Antrim and Newtownabbey, Kelsie Skelly and Cathal Morgan took part in the 2019 Student Exchange Programme along with Mackenzie Goldman and Lindsey Giles from our Sister City, Gilbert in Arizona.

The Sister Cities Student Exchange Programme is a cross-community programme that aims to provide four students, two from Antrim and Newtownabbey and two from Gilbert, Arizona with an opportunity to develop an understanding of a different country, its culture and people through a family living experience. The programme lasts approximately six weeks with half the time spent in Gilbert and half in Antrim and Newtownabbey. As part of the programme, students are required to take part in a volunteering opportunity. This year's students volunteered with The Grange Women's Group in Ballyclare and at a local summer scheme. Ahead of the exchange, students were provided with an information and resource pack including complimentary Council leisure passes.

On 4th July 2019 the American students and their host families, the Mayor, Members and past participants, attended a BBQ at Antrim Castle Gardens to welcome the American students to the Borough.

As part of an overall evaluation of the programme feedback was gathered from this year's students and past participants. This feedback enclosed highlighted positive and long lasting benefits in terms of participant confidence levels alongside access to education and/or employment opportunities thus providing a lasting legacy for the young people.

Officers are currently planning the 2020 Sister Cities Student Exchange Programme. It is intended to commence advertising of the programme to schools and youth organisations in Autumn 2019 with the selection process taking place in early 2020. Provision has been made within the 2019/20 Economic Development budget.

RECOMMENDATION: that

- (a) the Council approves a Student Exchange Programme with Gilbert, Arizona for the summer of 2020 for which £5,000 provision exists within the Economic Development budget;**
- (b) that Officers begin the marketing and selection process for the Antrim and Newtownabbey 2020 Sister Cities Student Exchange Programme.**

Prepared by: Carly Long, Economic Development Project Officer

Agreed by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Director of Economic Development and Planning

6.15 CP/CD/281 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2019/20 – SMALL GRANTS FUNDING RECOMMENDATIONS

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 2019/20 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 months of July and August, two applications totalling £1,000 were received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded	Notes
Listening Ear	Small Seeding Grant for insurance costs and telephone costs	53%	£500	£500	

St James, Aldergrove GAC submitted a Small Activity Grant requesting support of £500 for equipment, advertising and catering for a community fundamentals programme. As this is a sports based programme the organisation have been advised that it cannot be funded under Community Development Grant Aid. They have indicated that they may submit a further application for a different programme, from their community strategy.

The total budget available for Small Grants for the 2019/20 financial year is £14,812.34. The total amount of financial assistance awarded to date, including the above applications, is £8,000, leaving a balance of £6,812.34 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 & Governance Officer

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

6.16 CP/CD/289 DUNANNEY CENTRE – NEW TENANT

Members are reminded that the legal transfer of the Dunanney Centre was completed on 28 February 2018 and the Council previously approved the rental of office space at a cost of £104 per square metre per annum on 26 February 2018 and agreed that this rate would be applicable to other future tenants.

All tenancy agreements are subject to review after 6 months and can be terminated by either the tenant or the Council at this stage.

A request has been received from Domus Home Care Ltd, who provide support services to care workers for rent of a small office, namely, room 22 within Dunanney, initially for a 1 year tenancy agreement. Members are reminded that room 22 is available for rent as Newtownabbey Arts and Cultural Network vacated it on 31 March 2019.

The office area is 13.60 square metres and the annual rental would be £1,414.40 per annum. All vacant offices within the Centre are advertised on the Council's website and social media pages.

RECOMMENDATION: that a tenancy agreement with Domus Home Care Ltd with an annual rent of £1,414.20 per annum be approved, subject to review to August 2020.

Prepared by: David Jordan, Community Facilities Officer

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

6.17 CP/CD/289 DUNANNEY CENTRE - LIFT ACCESS OPTIONS APPRAISAL

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

Members are also reminded that in January 2019 Council approved, the commissioning of a business case to explore current and future community need, assets and programme mapping, models of excellence, in order to produce a report with a number of design concept options for the Dunanney Centre. This is being carried out collaboratively with Council's Capital team in order to produce a report, which outlines community need and future demands, twinned a number of capital options. Members are advised that Venturei have been appointed to undertake this piece of work. To date they have completed an extensive desktop exercise, to analyse available statistics, policy and programmes. GIS mapping has been completed.

Since the approval to proceed with the business case, feedback has been obtained indicating that the lift within the Centre is at the end of its economic life. A recent incident saw users trapped in the lift for approximately 40 minutes. Given the serious and immediate nature of this Council approved an economic appraisal for a new lift at an estimated cost of £24,500. Following a procurement process the exact cost of £29,995 has now been established. Members may therefore wish to consider approving an additional amount of £5,495 for the replacement of the lift in the Dunanney Centre.

The ongoing safe and DDA compliant use of the Dunanney Centre relies on access to a reliable lift to the first floor. Even if the business case was to recommend a rebuild option, this project would not be beginning for a number of years and in the intervening period the Centre needs to continue to operate safely. If necessary the lift could be reused in any new build, should Members decide on such an option.

RECOMMENDATION: that Members approve an additional amount of £5,495 towards the total cost of the replacement of the existing lift in the Dunanney Centre at a cost of £29,995.

Prepared by: Louise Moore , Head of Community Planning & Bronagh Doonan, Head of Property Services and Building Control

Approved by: Nick Harkness, Director of Community Planning & Regeneration

6.18 CE/GEN/017 DISPOSAL OF LAND AT TAYLORSTOWN ROAD, BALLYMENA

Correspondence is enclosed from Department for Communities (DfC) regarding the disposal of land at Taylorstown Road Ballymena currently owned by the NIHE. Officers have reviewed this land and no need has been identified.

RECOMMENDATION: that the Council does not express an interest in this land.

Prepared and Approved by: Nick Harkness, Director of Community Planning

6.19 AC/EV/017 ENCHANTED WINTER GARDEN 2019

Members are reminded that it was agreed at the Council meeting in July 2019 to accept a sponsorship proposal of £15,000 from Power NI to be used for the Enchanted Winter Garden 2019 event. It was also agreed by the Community Planning and Regeneration Committee in April 2019 to deliver the event in 2019 at a net cost of £46,000.

Officers have considered how best to use this additional income to support the event and propose the following options for consideration:

- Option 1** Set aside the whole amount as a contingency income, which reduces the risk of overspend should the income projections, which have determined the net cost of the event not be realised.
- Option 2** Use £10,000 to provide additional music and street theatre performance throughout the event, which in 2018 proved very popular with visitors and contributed to increased animation of the event, visitor engagement and an enhanced magical atmosphere at the event. The remaining £5,000 to be set aside as a contingency as above.
- Option 3** Use £10,000 to create a bespoke structure for Santa's Grotto and to hire professional performers to deliver the Santa experience having relied on theatre school participants in the past to deliver this event element at low cost. The remaining £5,000 set aside as contingency.
- Option 4** Invest £5,000 for enhanced music and street theatre, £5,000 for the Santa experience and use £5,000 for additional marketing, (including television) to grow the event audience and potentially reduce the net cost through increased ticket sales.

RECOMMENDATION: that Option 4 be approved as follows:-

Invest £5,000 for enhanced music and street theatre, £5,000 for the Santa experience and use £5,000 for additional marketing, (including television) to grow the event audience and potentially reduce the net cost through increased ticket sales.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by Nick Harkness, Director of Community Planning

6.20 CP/CD/313 GRANGE NEIGHBOURHOOD RENEWAL ACTION PLAN 2019/20 AND AMENDED LETTER OF OFFER

Members will be aware that the Grange Neighbourhood Renewal Partnership was formally established in April 2006, under funding from the Department for Communities (DfC). This is an inter-sectoral partnership, tasked with driving the delivery of the neighbourhood renewal strategy in Grange (Ballyclare North and South). Members are reminded that Department for Communities have provided financial assistance towards the delivery of Grange Neighbourhood Renewal 2019/20 of £41,260.92

The strategic priorities for Neighbourhood Renewal have been identified as:

- Community renewal – to develop confident communities that are able and committed to improving the quality of life in their areas.
- Economic renewal – to develop economic activity in the most deprived neighbourhoods and connect them to the wider urban economy;
- Social renewal – to improve social conditions for the people who live in the most deprived neighbourhoods through better coordinated public services and the creation of safer environments;
- Physical renewal – to help create attractive, safe, sustainable environments in the most deprived neighbourhoods.

The Grange Neighbourhood Renewal Partnership has agreed an updated Action Plan 2019/20 at their partnership meeting held on 24 July 2019 and is **enclosed** for Members' consideration.

Members are also reminded that the Letter of Offer from DfC to the value of £41,260.92 was approved at Council on 24 June 2019, a copy is **enclosed**. Subsequent to this, DfC have amended the targets from the original Letter of Offer dated 29 March 2019. The change in targets is to allow other data to be gathered to reflect the variety of work the partnership undertakes, such as supporting groups, seeking funding and developing projects. A copy of the amended Letter of Offer dated 25 June 2019 is enclosed for Members' consideration. Members may wish to note there is no change to the financial assistance offered.

RECOMMENDATION:

- i. that Members approve the 2019/20 Grange Neighbourhood Renewal Action Plan;**
- ii. that Members accept the amended Letter of Offer for Grange Neighbourhood Renewal Community Development Project.**

Prepared by: Karin McKinty, Neighbourhood Renewal Co-ordinator

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

6.21 ED/ED/070 ECONOMIC DEVELOPMENT STRATEGY

Strategic Context and Priorities

Members are reminded that the draft Economic and Tourism Strategies were approved 'in principle' in November 2018. Officers have subsequently been implementing a number of priority actions as agreed by the Council. Both strategies have been screened under the Council's Equality Policy and Rural Needs Impact Assessment and copies of the screening forms are enclosed. The strategies have also been screened in line with the Council's Data Protection Impact Assessment and no issues have been identified.

At the outset, it is important to set both these strategies in the wider context. Both have taken account of the strategic direction being set at a Northern Ireland level and have clearly identified the priority actions required to 'position' Antrim and Newtownabbey in this regard. The strategies will facilitate a range of unique investment opportunities that are important over the life of both documents including the Belfast Region City Deal and the development of key tourist attractions. Both strategies sit within the framework of the Council's Corporate, Community and Local Development Plans with a particular focus on the pillar 'A Place of Prosperity'.

The Economic Development Strategy and Local Development Plan forecast the creation of 4,000 additional jobs by 2030 from a base of 67,000 jobs currently in existence in the Borough. In optimum economic conditions it is suggested that this could increase to 8,000 bringing the total jobs to 75,000.

Previous engagements with the Economic Think Tank, GROW South Antrim and the Tourism Forum have supported the strategic identification of where Council should direct resources and work collaboratively with partners to effect change. These areas are:

1. Attract investment to our key employment sites through increased promotion and participation in investor engagement events;
2. Advance our International efforts;
3. Improve connectivity, accessibility and infrastructure at our key employment sites by working with key partners and accessing funding e.g. Project Stratum; Glider etc.
4. Address the skills deficit across the Borough through innovative initiatives in partnership with local employers;
5. Address the educational attainment levels of our young people to ensure that there are 'viable' options for all when they leave school;
6. Grow our tourism offer in the Borough by working closely with our attraction and accommodation providers and encourage the development of new attractions and experiences;
7. Work strategically with key partners to progress our key growth sectors including Advanced Manufacturing, transport and logistics;
8. Support our rural economy and communities through the Rural Development programme and other relevant initiatives;
9. Promote business start-ups, expansion and the development of social enterprises;

10. Provide modern, flexible, affordable, accessible workspace;
11. Support and promote vibrant and flourishing town centres.

Due to the importance of the economy as a driver to improve the overall performance and quality of life across the Borough, a departmental restructure took place in 2018 which saw the creation of the Economic Development and Planning Department, to maximise the synergies between these strands of work and the associated teams, to ensure the maximum outputs can be achieved for businesses and investors. As a direct result, the Chief Executive and Director positively engage regularly with investors interested in locating to the Borough and existing businesses wishing to expand and/or relocate.

Ensuring an efficient and effective planning service is vital to securing such new investment and this has been evidenced by the results achieved over the last four years. The Planning Committee has determined a series of major planning applications which have led to the development of key employment locations with a number still in the pipeline and due to come forward over the next 6 to 12 months. These schemes will deliver a significant rates return to the Borough and generate new employment opportunities.

The restructure of the Department included the appointment of a new Head of Economic Development, Colin McCabrey, in February 2019, who had previously worked in Belfast City Council. Colin will now have overall responsibility for the management of the Economic Development function. Since taking up the post Colin has established a referral system between the Economic Development and Planning Sections to ensure that businesses engaging with either service will seamlessly be linked in with the other.

To drive new investment opportunities for the Borough, a further position was also created titled Strategic Business Investment & Engagement Officer which has been filled by Craig Mullan since February 2018. Craig has been centrally involved in the Council's international activities and attracting new investment to key sites in the Borough including attendance at MIPIM 2019 and organisation of the outward trade visit to Gilbert in November 2018.

To supplement the team and provide a greater focus on tourism product development a Strategic Visitor Experience Officer position was agreed by the Council and recruitment has commenced. This Officer when appointed will be centrally involved with new visitor attractions including The Gateway, HBO Game of Thrones project, the growing hotel and hospitality sectors and the development of new offers and facilities for domestic and international visitors.

Key Investment Opportunities

Over the next 12 months a package will be developed to promote key investment sites across the Borough. This will seek to promote the unique opportunities on offer at each location and build on the success achieved to date. The existing and planned investment in Global Point is indicative of the results achieved through the co-ordinated efforts of Council staff and Invest

NI. In addition to RLC on-site, planning permission has also been granted for Martin contracts and a number of major investments are now well advanced. It is forecast that these investments will exceed £300 million and deliver over 200 jobs.

Economic Development Budget and External Funding

The 19/20 Council Economic Development Budget is £1,715,271. A breakdown of the current commitment of £1,643,425 is enclosed as Appendix 1.

This budget levers significant financial resource from the European funded programmes including Rural Development/GROW (total programme allocation of £2,140,000) and European Regional Development Fund (ERDF) Jobs & Growth Programme (total ERDF allocation of €1,179,227 with project match funding of a further 20% each to be met by Council and Invest NI. It also demands a significant resource of the existing team for the planning, management and delivery of the initiatives.

ERDF – EU Investment for Growth & Jobs Programme - Local Economic Development Measure 2014-2020

The committed budget allocation under this programme to date for ANBC for ERDF is £388,644, plus committed match-funding of £259,096 from Invest NI and Council.. This combined budget funds the Northern Ireland Business Start Up Programme (NIBSUP), Optimal and Small Business Procurement Programmes across the Borough.

Estimated ERDF allocation remaining for ANBC is £600,401. To draw upon this allocation Officers are required to submit applications to Invest NI by December 2019. Match funding to a total value of £400,628 from Council and Invest NI would be required.

It is proposed that applications be submitted for a next tier Optimal Programme with a sector specific focus i.e. on growth sectors in our Borough as well as continuation of the NIBSUP. Subject to positive appraisals these could utilise a further £315,900 of our

ERDF allocation resulting in a remaining unused allocation of £284,500. Invest NI are closing for applications on 31 December 2019 with a final date for payment of all activity of 31 March 2023 and 30 June 2023 for claim submission so that the programme can be closed in December 2023.

These Programmes have levered significant funds into the Borough and delivered important outcomes for the economy discussed later in this report.

Rural Development Programme – GROW

GROW South Antrim Limited delivers funding under Priority 6 of the Northern Ireland Rural Development Programme 2014 – 2020, which is part funded by the Department of Agriculture, Environment & Rural Affairs (DAERA) and the

European Union. GROW has been allocated £2.14m of project funding over the programme period and has allocated its funding under the schemes as follows:

Scheme	Budget	% of budget
1. Rural Business Investment	£1,387,502	64.8%
2. Basic Services	£289,498	13.5%
3. Village Renewal	£313,000	14.6%
4. Co-operation projects	£150,000	7.1%
TOTAL	£2.14m	100.0%

Funding must be committed by 31 December 2019, with projects completing and drawing down funding during 2020.

Overall achievements to date

Since the following programmes commenced the following outcomes have been achieved.

Optimal programme	101 businesses supported with 30 jobs created
Go For It	304 business plans resulting in 187 jobs
Social enterprise prog	15 new and existing social enterprises supported
ESF projects	91 jobs to date
GROW	40 jobs to date

Results this year to date

ASK	20 businesses supported to date
LEAN	56 attendees at 4 workshops

Outcomes - Economic Development and Planning

A conservative analysis of recent major planning approvals for housing and commercial development by the Council demonstrates the benefits of linking the Economic Development and Planning functions through total investments of £58.6M creating 375 jobs and generating £800,000 of rates income for the Council.

Economic Development Action Plan

The role of the Council's Economic Development Services is to lead economic and tourism growth to improve the lives of our residents.

Officers are proposing a more centralised marketing message to businesses which is service-led rather than project-led. The purpose behind a refreshed marketing campaign is to encourage more 'business friendly' collaborative engagement between the Council and business at an early stage.

A summary of the annual economic development budget is attached as Appendix 1 for Members' information. The budget summarises the range of

initiatives and programmes being implemented across the following thematic areas:

1. Investment friendly, building upon our welcome to indigenous expansion and Foreign Direct Investment (FDI);
Global Economic Connections, building trade and civic relations internationally;
2. Infrastructure
3. Skills for careers and maximising educational attainment;
4. Championing Tourism;
Events and Festivals;
Caravan Parks;
5. Rural Development;
6. Business start-up, helping our entrepreneurs get started;
7. Business Development, offering support to existing businesses and
Workspace
Development;
8. Town Centre Regeneration ;

Further detail on the 8 thematic areas is provided as follows:

1. Investment Friendly and Global Economic Connections

The Council will provide an engagement service for businesses of scale post-planning. This will provide support from the Council and our stakeholders towards facilitating career fairs, skills academies, help with local supply chain, local marketing or local community integration centred on the development opportunity. To drive new investment opportunities for the Borough, the Council will also be increasing its International activities including links with Gilbert and the establishment of relations with China.

Together with local businesses the Council will participate at the Sichuan International Travel Expo, Leshan, China - September 2019; UK China Regional Leaders Summit - Spring 2020 in East Midlands; Gilbert Inward Trade Visit - Spring 2020; MIPIM, Cannes - March 2020; New York New Belfast Conference – June 2020; Expo 2020 Dubai, Outward Trade visit to Gilbert Nov 2020. Travel arrangements will be made in-line with Invest NI. Costs for this aspect of the strategy will be funded through income generated by the Council via rental to the private sector and therefore there will be no cost to the Ratepayer.

2. Infrastructure

Continuous development of infrastructure is a key aspect of investment attraction and the Council will continue to support the rollout of fibre projects and solutions to areas of poor infrastructure, primarily in rural areas. This will be complementary to the work being undertaken relating to the Local Development Plan. To inform this an agents and developer forum will be initiated to help identify key barriers to unlocking commercial opportunity sites across the Borough. A key aspect of this development will be the Council's intervention in the marketing and promotion of key investment messaging and particular sites across the Borough in partnership with Invest NI. The Council will also seek to maximise access to

key employment locations by supporting the expansion of Glider into the borough and developing innovative solutions to transport barriers including the use of community transport where appropriate.

3. Skills for Careers and Maximising Educational Attainment

An Employability and Skills workshop was hosted with key stakeholders on 7 June 2019 to inform pilot projects to tackle local pockets of economic inactivity. Through our increasing links with the private sector we will promote positive role models in schools and promote under-represented careers. Within the 'skills for careers' service area we will work with the tourism and hospitality sector to promote skills development and careers.

We will also continue to promote jobs on offer across the borough through our Facebook Jobs Page and liaise with both government agencies and private businesses to deliver Jobs Fairs as required. At the heart of the City Deal proposition is the development of skills for the future labour market and the borough will benefit from a suite of initiatives which will seek to target employment growth sectors.

4. Championing Tourism

To supplement the team and provide a greater focus on tourism product development a Strategic Visitor Experience Officer position was agreed by the Council late 2018 and recruitment has commenced. This Officer when appointed will be heavily engaged with the Gateway Centre, HBO Game of Thrones investment, the growing hotel and hospitality sector and the development of new opportunity offers and attractions for domestic and international visitors. We will promote the 'It's in our Nature' brand and continue to work with our strategic partners Lough Neagh Partnership, Visit Belfast and NI Tourism Alliance to promote our tourism assets.

5. Rural Development

The remaining budget under the Rural Development programme will be committed by December 2019 to projects which will improve the quality of life in rural areas through developing businesses, creating employment opportunities, regenerating rural villages and hamlets and providing access to basic services. Consideration is currently being given to a new Rural Development Programme to ensure continued support to rural areas and the Council will actively engage in this process with DAERA as well as seeking to access alternative funding sources, such as Tackling Rural Poverty and Social Isolation Programme.

6. Business Start-up

Business start-up is a statutory function of the Council and a priority area of focus. Continuation of the Go for It regional business start-up programme and the introduction of a local Go for It+ programme is proposed.

The current regional Go for It Programme is scheduled to continue until the end of March 2021. Officers across the region are collectively developing an application for ERDF funds to deliver a replacement programme through to December 2022. Antrim and Newtownabbey Borough Council has a statutory job target of 80 jobs to be created per annum. This is set by

the Department of Economy and unfortunately, it only recognises and measures jobs created by Councils through the Go for It programme. To inform a future application to ERDF a review was undertaken on behalf of Councils by CAPAXO Ltd. The review recommended that Antrim and Newtownabbey's target under the Go for It Programme should increase by 25 jobs, from 80 to 105, however it is proposed to retain the original target with the remainder of the jobs generated through other programmes. As detailed earlier in this report Officers are developing a dashboard of performance incorporating measurement of all of the Council's Economic Development programmes and jobs will be a key performance indicator.

The Council's business growth activities are evolving, giving greater consideration to how corporate changes by the Council and local anchor institutions can indirectly develop and sustain Micro-businesses, Small to Medium Sized Enterprises and the third-sector through schemes such as buy-local and buy-social.

7. Business Development and Workspace

Ensuring that our businesses have exposure to the maximum number of trading opportunities possible is of key importance. Initiatives to improve their procurement capability, to promote their goods and services and to grow or diversify and export as appropriate is critical to future success and core to the Council's business support. Expert and dedicated mentoring through OPTIMAL, focussed networking and the development of an approach to Local Wealth Building will be promoted over the next 12 months with an associated marketing and awareness raising campaign.

The Council has experienced a significant interest in rental of office space at Mossley Mill and is aware that both Mallusk Enterprise park and Antrim Enterprise Agency are operating at almost full occupancy on their sites. There is therefore a demand for both offices and 'grow on' workspace across the Borough and the Council will seek to co-invest with the relevant organisations and potential funders to meet this need.

As part of a comprehensive approach the opportunity to create a makerspace or co-working space at Mossley Mill is currently being explored and it is proposed that the potential for Building C (currently vacant) to be refurbished for offices/workspace should also be investigated. This provision will complement the investment proposals for Global Point. It is also proposed that the former PSNI station in Glengormley be used for this purpose and that the Council considers the purchase of other appropriate properties in the future.

A further report will be presented to a future meeting outlining how social enterprises including the Local Enterprise Agencies may be supported to deliver additional workspace as part of this comprehensive approach.

8. Town Centre Regeneration

To inform a five year regeneration plan it is proposed that a future report will be brought back to the Council concerning master-plans and frameworks for the Borough's towns and villages with a preferred approach to creating a prioritised implementation plan for improvement towards Central Government and private investment attraction.

The main priority town for Council investment will be Glengormley and it is proposed that it should be piloted as a SMART town. A Smart town uses different types of electronic Internet of things (IoT) sensors to collect data and then uses this data to manage assets and resources efficiently. This includes data collected from citizens, devices, and assets that is processed and analysed to monitor and manage traffic and transportation systems, power plants, water supply networks, waste management, crime detection, information systems, schools, libraries, hospitals, and other community services. Practical applications of SMART technology in Glengormley could also include Energy Efficient Buildings, Minimising paper usage, green/electric travel pilots etc

This SMART technology will be built into the forthcoming public realm scheme and shopfront improvements.

Resources and Governance

The staff complement for the section is approximately 13 staff. The table below shows the key work areas and posts for the section:

Economic & Rural Development	Tourism & Town Centre Regeneration	Product Development	Investment & Engagement Projects
<i>Emma Stubbs, Economic & Rural Development Manager</i>	<i>Karen Steele, Tourism, Town Centre and Regeneration Manager</i>	<i>Strategic Visitor Experience Officer</i>	<i>Craig Mullan, Strategic Business Engagement and Investment Officer</i>
6.6 FTE staff, of these 2.3 FTE GROW	3.81 FTE staff	1 FTE – recruitment commenced	1 FTE
Rural Development	Tourism Forum and related initiatives	Strategic Tourism projects including new attractions	Global Point, Airport, Nutts Corner, Antrim Technology Park and other key investment sites
Business Start and Business Development Digital ERDF programmes including Optimal, Go For IT, Small	Town Centre Regeneration		Creation of network of makerspace/ workspace at key locations across the Borough in partnership with LEAs and private sector

Business Procurement etc Skills & Employability ASK, LEAN, Facebook Jobs and Jobfairs etc Local Wealth Building			OPTIMAL Business Engagement
Social Enterprise Development	Festivals and Events		International Relations

Until the recent restructure, Economic Development activities were reported to the Community Planning & Regeneration Committee. Alongside the staff team, the input and direction of elected members will be vital to realising the objectives of the Economic and Tourism Strategies. Following the recent election, the Council has already agreed the remit of a number of Standing Committees of the Council and appointed Members to Positions of Responsibility using d'Hondt. Therefore it is proposed that a Strategic Economic Working Group be established comprised of a Member from each party and, given the importance of strategic engagement with external stakeholders, appropriate representation from the private sector and government departments and agencies. It is proposed that the Chairperson and Vice-Chairperson will be appointed by d'Hondt for the term of the Council.

The Working Group will consider strategic economic development and tourism matters and review the outcomes achieved through the investment made by the Council. The Working Group will report to the Council and provide updates to the Community Planning Partnership on strategic priorities.

RECOMMENDATION: that

- (a) the Action Plan and delivery approach for Economic Development and Tourism be approved;**
- (b) a Strategic Economic Working Group be established.**

Prepared by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Director of Economic Development and Planning

6.22 EH/EHS/LR/015 CONSULTATION ON NEW MODEL LICENCE CONDITIONS FOR CARAVAN SITES

Site licences are issued by local Councils for caravan sites under the Caravans Act (Northern Ireland) 1963. This currently controls the physical standards, layout, amenities and other standards within a caravan site. The Department for Infrastructure, under Section 5(7) of the Act can specify model conditions. The Council in deciding what, if any, conditions to attach to a site shall have regard to these model conditions. New Model Licence Conditions, **enclosed**, have been developed by the Department for caravan sites and it is proposed that these will apply to all sites:

- Permanent residential
- Holiday
- Touring
- Traveller or Roma

Further to a review prompted by the Northern Ireland Human Rights Commission (NIHRC) 'Out of Sight, Out of Mind' Travellers' Accommodations in Northern Ireland (6 March 2018) and recommendations made, the Department has revised the conditions and also taken the opportunity to amalgamate the current sets of Model Conditions for residential and holiday sites into one document. It is intended that this will provide greater clarity and ease of reference for councils and other stakeholders.

Key Issues set out in the consultation document (**enclosed**) are:

- Density and spacing between caravans to minimise the risk of fire
- Restrictions regarding the storage of LPG cylinders onsite
- Clarity around requirements for electrical safety checks on caravans
- Clarity around parking adjacent to caravans
- Frequency of testing firefighting equipment onsite

The model conditions represent those standards normally expected as a matter of good practice on caravan sites.

The consultation also proposes a parallel review of the 'Design Guide for Travellers' sites in Northern Ireland by the Department for Communities, which is essential to ensure consistency and compatibility with the terminology and approach contained in both documents and the recent Northern Ireland Fire and Rescue Guide for Caravan Site Operators.

In order to ensure an agreed and consistent approach across Councils in Northern Ireland, a working group of Environmental Health Northern Ireland (EHNI) has prepared a draft response to the Consultation. The Heads of Service for Environmental Health from all eleven Councils in Northern Ireland are represented at EHNI and the response to the consultation has been agreed at their August meeting for consideration by respective Councils.

Members are therefore requested to approve the response to the Consultation on new Model Licence Conditions, prepared by EHNI (enclosed).

RECOMMENDATION: that the response to the Consultation on New Model Licence Conditions for Caravan Sites prepared by Environmental Health Northern Ireland is approved.

Prepared by: Helen Harper, Environmental Health Manager (Environment)

Agreed by: Clifford Todd, Head of Environmental Health

Approved by: Geraldine Girvan, Director of Operations

6.23 ED/REG/018 VOL3 BELFAST REGION CITY DEAL UPDATE

On 29th October 2018, the Chancellor announced a commitment of £350m from the UK Government, leveraging at least £350 million from NI regional government, £100m from the Belfast Region City Deal (BRCD) Councils and £50m from the two Universities to deliver the City Deal proposition.

The Deal includes 22 projects across the investment pillars of Digital / Innovation, Infrastructure and Tourism led Regeneration underpinned by a significant Employability and Skills programme, which will provide inclusive job opportunities and significantly enhance the region's economy.

In March, the Council approved the BRCD Heads of Term which has subsequently been signed by both governments, the six Councils and the two universities, allowing work to progress.

A key element in developing the BRCD Programme was the governance structures that were put in place to support partnership working and effective decision making at both individual council level and collectively across the programme. This included a Joint Council Forum, comprising Councillors from all six partner Councils and a Programme Board with senior representation from all the partners. These structures have been built upon to support the next phase of delivery with Advisory Boards created for each of the Pillars of Investment to oversee and support the development of Outline Business Cases (OBCs) for each of the BRCD projects.

Significant resources have been committed by all the partner organisations to support the development of the overall programme and individual OBCs. As the accountable body BCC has put in place a programme office which will work across the partnership and with UK Government and NICS departments to deliver the key documents required for this phase which are

- A Financial Plan and Agreement
- A Deal Document- detailed document covering all elements included within Heads of terms, including Governance Framework
- An Implementation Plan- summarising milestones for key deliverables, outputs, resources and risk mitigation for each project
- Outline Business Cases (OBCs) for the individual BRCD projects

The BRCD programme office will also support the overall management and delivery of the programme as well as developing internal frameworks in areas including;

- Governance and Decision Making
- Financial Planning and Management
- Programme and Project Management
- Performance Monitoring and Assurance
- Communication and Engagement

Given the scale of the five proposed Innovation projects, the two universities have established a joint programme office to oversee their

development and delivery. Based at QUB this programme office not only demonstrates their commitment to the projects but also to the partnership between the two universities and maximising the benefits across the innovation investment pillar.

The key innovation project relevant to the borough is the Advanced Manufacturing Innovation Centre (AMIC) which will be an iconic facility for Northern Ireland, focussed on bringing academia and the private sector involved in this field together to research, prototype and develop new technologies. Officers will continue to work closely with the Queen's University team to bring this project forward.

The Belfast Met and FE colleges who are leading on the Employability and Skills Programme are about to recruit a Programme Manager to support the development of this pillar. The post will be funded by the colleges and will be located in the BRCD Programme Office in BCC.

In addition the Fraunhofer Institute which is leading the way in digital innovation and smart districts / testbeds, have been appointed to develop an implementation plan for the Digital element of the deal. The Council submitted a proposal for a SMART business innovation hub which may be progressed under this pillar, or incorporated within the AMIC scheme.

The final Investment pillar of Infrastructure is being led by DfI, given they will be solely responsible for the delivery of the projects. As with other strands, BRCD partners will be represented on the Board and progress will be reported in through the current governance structures.

A key infrastructure project in Antrim and Newtownabbey is the Glider project, which will be led by the DfI. The Glider is intended to provide a fast, efficient and affordable means of transit for people to key services including health and education as well as employment locations. The Strategic Outline Business Case will consider the evidence base for the project, propose a route and defined costs and operational arrangements. The Glider route will end at a key Park and Ride facility which it is anticipated will be in the vicinity of Sandyknowles/Global Point.

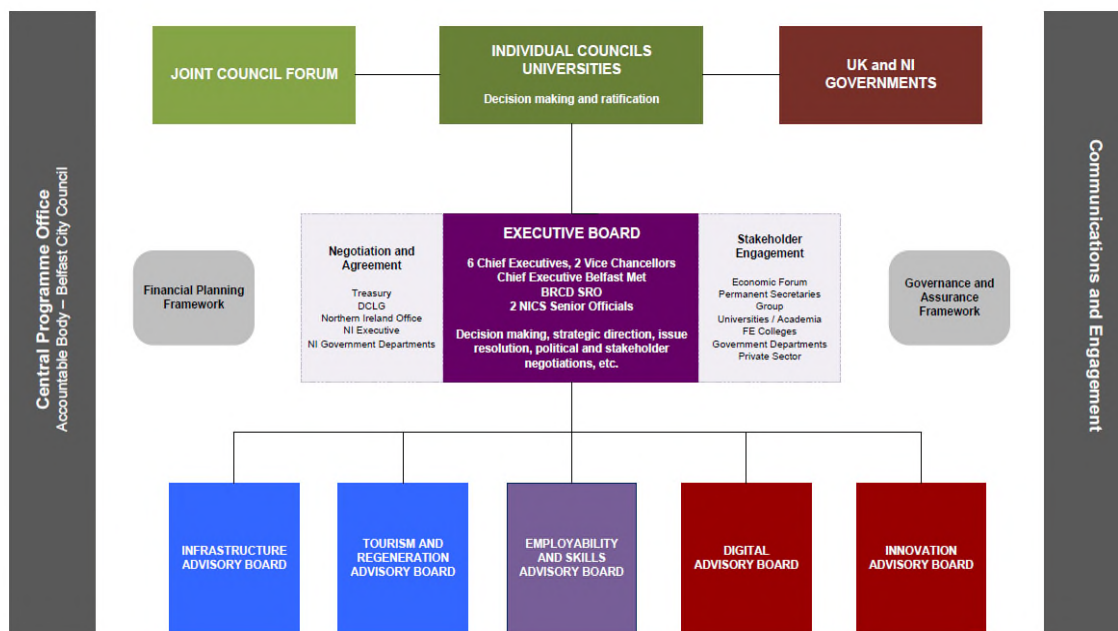
Officers would also advise Members that provision was made in the City Deal for the Game of Thrones project at Winterfell, Moneyglass and a meeting is to be arranged with representatives to discuss how this will progress. Officers will continue to work closely with the HBO/Teliporter team to bring this project forward.

Joint Council Forum

Members will recall that Phase 1 of the Belfast Region City Deal (BRCD) included a Joint Council Forum established to fulfil an oversight role during the development of the BRCD programme. The Joint Council Forum met regularly during the development of the BRCD, "enabling Councillors to oversee and shape the direction of the programme". The Forum was constructed to ensure

broad political representation and therefore was a relatively large group with 35-40 Councillors attending Forum meetings and the location of the meetings rotated between the Council partners.

Going forward, a revised governance structure as outlined below has been developed for phase 2 of the BRCD. Individual Councils and University Boards will retain responsibility for decision making in relation to the approval of key frameworks guiding the development of the BRCD. There is also a continuing need during phase 2 for a Joint Council Forum to provide political oversight and ensure that the collective vision of the BRCD partners is delivered however a number of changes are required to make it more effective.



Proposed changes to the Joint Council Forum

The proposed role of the Joint Council Forum is set out below. A number of changes are proposed to how the forum should operate to support the Forum to fulfil its role and provide more political ownership. These changes include:

- The Joint Forum will operate mainly through structured meetings which the Programme Management Office (PMO) will support through the production of the agenda, papers and minutes for each meeting
- The PMO will also be responsible for the development and implementation of annual work programme that will be agreed by the Joint Forum, this will include the proposed location for each meeting of the Joint Forum and potential areas for further collaboration
- The work programme will include key events designed to enhance the profile of the BRCD

In summary therefore the remit of the Joint Council Forum will be as follows: The Joint Council Forum has been established to fulfil an oversight role, ensuring that the BRCD continues to be aligned with the vision for inclusive

economic growth. The Joint Council Forum will meet regularly during the development of the BRCD.

During Delivery Development key areas of focus will include:

- Providing political leadership and building political consensus
- Building the partnership and identifying opportunities for further collaboration
- Retaining focus on delivery of the vision for inclusive growth
- Championing the opportunity created by the BRCD and building support from key stakeholders

It is proposed that the first meeting of the Joint Council Forum during phase 2 should take place in late September or early October to agree terms of reference, schedule of meetings and discuss possible areas to be addressed in the future work plan. It should be noted that regular updates will also be reported to the Council and the Governance arrangements will be reviewed again in due course.

RECOMMENDATION: that the Council nominates 4 elected members via d'Hondt to participate in the Joint Council Forum

Prepared by and Approved by: Majella McAlister, Director of Economic Development and Planning

ITEMS FOR INFORMATION

7.1 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-31 MAY 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 – 46
Building Notices – 126
Regularisation Certificates – 60

Full Plans

Approvals – 45
Rejected applications requiring resubmissions – 59

Commencements & Completions

Commencements – 311
Completions - 276

Inspections - A total of 1031 Site Inspections were carried out.

Regularisation Certificate - 53 Regularisation Certificates issued.

Building Notice- 131 Completion Certificates issued

Property Certificates Received – 211

Energy Performance of Building Regulations –

Air Conditioning Units Checked – 1 & 100% compliance
Display Energy Certificate's checked – 2 & 50% compliance

Income

Plan Fees Received for Month	£9625.25
Inspection Fees Invoiced for Month	£23674.09
Building Notice Fees Received for Month	£9590.00
Regularisation Fees Received for Month	£2289.60
Property Certificate Fees Received for Month	<u>£12840.00</u>
TOTAL	£58018.94

**Projected Annual
Income
£ 183,464**

**Year to Date Actual
Income
£ 182,458**

Postal Numbering & Development Naming

Numbers of official postal numbers issued – 31

LPS Partnership

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

Property details surveys completed 25

RECOMMENDATION: that the report be noted.

Prepared by: Vicky Jordan, Clerical Officer

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

Approved by: Nick Harkness, Director of Community Planning

7.2 FI/FIN/4 BUDGET REPORT – JULY 2019

A budget report for July 2019 is enclosed for Members' information.

The Council's variance on Net Cost of Services for the period to the end of June is £179k favourable. In setting the Estimates for the year, Council has budgeted to apply a credit balance from reserves of £700k, equating to £233k for the period of the report.

Taking account of the credit balance application and the income from District Rates and the De-Rating grant being on budget for the period, the overall position of the Council is a decrease of £55k to the General Fund.

RECOMMENDATION: that the report be noted.

Prepared by: Richard Murray, Management Accountant

Agreed by: John Balmer, Head of Finance

Approved by: Sandra Cole, Director of Finance and Governance

7.3 CP/CD/312 RATHCOOLE NEIGHBOURHOOD RENEWAL MEMBERSHIP 2019/20

Members will be aware that the Rathcoole Neighbourhood Renewal Partnerships were formally established in April 2006 under funding from the Department for Communities (DfC). This is an inter-sectoral partnership, tasked with driving the delivery of the neighbourhood renewal strategy in Rathcoole (Macedon).

The strategic priorities for Neighbourhood Renewal have been identified as:

- Community renewal – to develop confident communities that are able and committed to improving the quality of life in their areas;
- Economic renewal – to develop economic activity in the most deprived neighbourhoods and connect them to the wider urban economy;
- Social renewal – to improve social conditions for the people who live in the most deprived neighbourhoods through better coordinated public services and the creation of safer environments;
- Physical renewal – to help create attractive, safe, sustainable environments in the most deprived neighbourhoods.

At the Rathcoole Neighbourhood Renewal Partnership bi-monthly meeting on the 6 August 2019, the Partnership appointed a new Chair, Cllr D McCullough and Vice Chair, Cllr R Foster. Four new member organisations were also approved to include: Adree Wallace (Adree Wallace Associates), Karen Phillips (Listening Ear), Dee Crooks, (Newtownabbey Arts and Cultural Network), and Jim McCracken (Rathcoole Achieving, Transforming, Helping each other, RATH Group). This concurs with DfC's Code of Practice and guidelines for Neighbourhood Renewal Partnership membership.

RECOMMENDATION: that the appointment of Chair, Vice Chair and new members of the Rathcoole Neighbourhood Renewal Partnership be noted.

Prepared by: Karin McKinty, Neighbourhood Renewal Co-ordinator

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

7.4 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL – AUGUST BULLETIN

Members are advised that the Northern Ireland Housing Council has asked that the monthly bulletin be added to the Council agenda as a standing item.

The August Housing Council Bulletin is **enclosed** for Members' information.

RECOMMENDATION: that the report be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

7.5 CP/CD/311 CHRISTMAS LIGHTING 2019

Following a request from July Council meeting, Officers have considered the costs for Christmas lighting for an indicative settlement. The costs for the purchase and the annual maintenance are detailed in the table below. As requested this table now provides a more detailed breakdown of the indicative cost of installation and removal of the lighting. Council uses external contractors to inspect, repair, certify, install and demount the Christmas lighting. This reduced the liability to Council and maximises public Health and Safety.

Table – Indicative costs as described above

Item	Year 1 Costs		Ongoing Annual Costs
	Indicative Purchase Cost	Indicative Installation and Removal costs	Indicative ongoing Annual Costs
2 no Electricity Supplies (if required)	£4,000	£0	£0
20 no Pole Mounted Features	£17,500 (including box)	£2,500	£2,500
200m of festoon lighting	£11,500	£4,500	£4,500
1 no Cross Street Feature	£2,500	£500	£500
Maintenance			£4,000
Total	£35,500	£7,500	£11,500

The above costs are based on the following assumptions

- All costs are indicative only.
- There is no existing power supply suitable for Christmas lighting.
- The streets are standard width to allow for festoon cabling, sky net or cross street feature, each location proposed will need to be assessed to determine the most suitable features.
- Fixings and anchor points are available or can be installed (no costs for anchor points included) on buildings for either festoon cabling and the owners of the property are happy for their building to be used in this way.

Ongoing Annual Costs are based on pro-rata per annum for maintenance of lighting/features and includes preparation and repairs prior to installation as well as maintenance and repairs while the lights are installed.

Even if installation and demounting could be sourced locally as a contribution in kind, Community Groups would need access to an annual maintenance budget of around £4,000 for maintenance and certification.

Officers are awaiting a response from the Department of Infrastructure, regarding the connection boxes installed by Council on lighting columns (used for installation of pole mounted features) being utilised by community groups. Officers have also enquired if community groups are permitted to request connection boxes to be installed where previously they were not installed. The approximate cost for installing these boxes is £350-£400 per box. The locations where Council previously installed connections boxes are Templepatrick (28), Parkgate (22) and Crumlin (17).

If a community group was to take on the responsibility for Christmas festive lighting, it is important they understand the associated responsibilities including those highlighted in Appendix 1 which is **enclosed** (Issues to be Considered).

Insurance costs associated with Christmas lighting is likely to be an additional cost to a Community Group and Officers are trying to determine the scale of those costs.

In the interests of equality, if Council created an opportunity for community groups to apply for funding associated with Christmas lighting and installations, this would need to be open for applications from all the Community Groups and settlements across the Borough and not limited to those who had previously had Christmas lighting.

RECOMMENDATION: that the report be noted.

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

Approved by: Nick Harkness, Director of Community Planning