



9 October 2019

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 & REGENERATION COMMITTEE**

A meeting of the Community Planning and Regeneration Committee will be held in the **Council Chamber, Mossley Mill on Monday 14 October 2019 at 6.30pm**

You are requested to attend.

Yours sincerely

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

Jacqui Dixon, BSc MBA  
**Chief Executive, Antrim & Newtownabbey Borough Council**

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

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

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

## **AGENDA**

- 1 Apologies
- 2 Declarations of Interest
- 3 Presentation by the National Insulation Association of Ireland
- 4 **ITEMS FOR DECISION**
  - 4.1 Street Naming – Greystone Road, Antrim
  - 4.2 Street Naming – Ballyhenry Road Newtownabbey
  - 4.3 Equality and Diversity Working Group Minutes
  - 4.4 Centenary of Northern Ireland Working Group
  - 4.5 Sentry Hill Community Garden
  - 4.6 Holocaust Memorial Day 2020
  - 4.7 Review of Community Planning Committee Terms Of Reference
  - 4.8 Dogs' Trust – Responsible Dog Ownership Events
  - 4.9 IPB Pride Of Place Awards 2019
  - 4.10 The Thrive Project
  - 4.11 Christmas Celebration Events Fund 2019
  - 4.12 Consultation on NICCY Corporate Plan
  - 4.13 Heritage Island Partnership
  - 4.14 Access and Inclusion Programme
  - 4.15 Interactive Screen for Old Courthouse
  - 4.16 Ulster Scots LEID Week
  - 4.17 Good Relations Grant Aid Programme 2019/20
  - 4.18 Antrim Senior Citizens Grants 2019
  - 4.19 Dunanney Centre – Barnardo's Additional Rooms Request
  - 4.20 Dual Language Street Signs

**5 ITEMS FOR INFORMATION**

- 5.1 Building Control Matters for the Period 1-31 July 2019
- 5.2 Peace Plus Programme
- 5.3 NI Hospice Coffee Morning at Sentry Hill
- 5.4 Antrim and Newtownabbey Borough Council Text Alert Scheme and On-Street Presence Whatsapp
- 5.5 Vulnerable Person Relocation Scheme ESOL Classes

**6 ITEMS IN CONFIDENCE**

- 6.1 Strategic Asset Management - Property Assets Disposal Study
- 6.2 Ticketsolve Ticketing System
- 6.3 Tender For The Antrim Forum Pool And Spa Media Filter Replacement

**7 ANY OTHER RELEVANT BUSINESS**

**REPORT ON BUSINESS TO BE CONSIDERED AT THE  
COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON  
MONDAY 14 OCTOBER 2019**

**3. PRESENTATION**

Members are advised that at the July Council meeting it was agreed to accept a presentation from the National Insulation Association of Ireland.

The Chairman and Officers of the Association will be in attendance.

#### 4. ITEMS FOR DECISION

##### 4.1 PBS/BC/003 STREET NAMING – GREYSTONE ROAD, ANTRIM

An application was received on 20<sup>th</sup> September 2019 from Michael Small on behalf of Creeve Construction regarding the naming of a residential development at Greystone Road, Antrim. The development consists of 6 No two - storey detached dwellings. 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 is **enclosed**.

1 – Greystone Manor – This is a small estate of six turn-key houses off the Greystone Road in Antrim

2 – Old Manse Park – The 'Le Manse house' was originally in the location of the proposed development and this is why the name is picked.

3 – Old Manse Avenue – The 'Le Manse house' was originally in the location of the proposed development and this is why the name is picked.

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

**RECOMMENDATION: that Committee 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

#### 4.2 PBS/BC/003 STREET NAMING – BALLYHENRY ROAD NEWTOWNABBEY

Further to application from Belvedere Homes (NI) Ltd for development name at Ballyhenry Road, previously considered at Council meeting of 27 August 2019.

Subsequently discussions between Elected Members and the developer has resulted in the original proposals, as below, being resubmitted.

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 is **enclosed**.

- 1 Blackwater Gate – “Old maps provide evidence of a former river which ran through the land called Blackwater. Gate has been used because of its proximity to Sandyknowes roundabout and gateway to the city”
- 2 Blackwater Lane – “Blackwater as above, Lane due to scale of development”
- 3 Blackwater Avenue – “Blackwater as above, Avenue due to style of development”

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

**RECOMMENDATION: that Committee approves a name for the above development.**

Prepared by: William Richmond, Principal Building Control Surveyor

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

#### **4.3 CP/GR/055 EQUALITY AND DIVERSITY WORKING GROUP MINUTES**

A copy of the minutes of the Equality and Diversity Working Group meeting held on 10 June 2019 are enclosed for Members' consideration.

**RECOMMENDATION: that the minutes of the Equality and Diversity Working Group on 10 June 2019 be approved.**

Prepared & Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

#### 4.4 AC/EV/066 CENTENARY OF NORTHERN IRELAND WORKING GROUP

Members are reminded that at the Council meeting in January 2019, it was agreed to make preparations to mark the Centenary of Northern Ireland in 2021 by forming a working group made up 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.

The Community Planning & Regeneration Committee in June 2019 approved the draft Terms of Reference for the Working Group and the outcome of a Section 75 Screening exercise, recommended that a full EQIA was not required. Members further agreed that Members to the Working Group be allocated by the d'Hondt method and the nominations and suggestions for Independent members be progressed via Group Leaders.

The following Elected Members were nominated to fill the 8 places on the Working Group by their respective parties:

- Councillor Stephen Ross
- Councillor Paul Dunlop
- Councillor Jeanie Archibald
- Alderman Mark Cosgrove
- Councillor Robert Foster
- Alderman Julian McGrath
- Councillor Michael Goodman
- Councillor Roisin Lynch

Group leaders also recommended that the Group should discuss how to nominate appropriate non-elected independent members at its first meeting.

The first meeting of the Working Group was held on 18 September 2019 in Mossley Mill. Councillor Paul Dunlop was appointed as Chair. Ursula Fay, Head of Arts and Culture and other members of the Culture and Heritage team attended. It is proposed that officers from the Community Planning team attend future meetings.

At this meeting the discussion about appropriate non-elected independent membership of the Group concluded, that a recruitment exercise to identify interested stakeholders and community representatives should be carried out, similar to the process used to appoint voluntary members of the Arts and Cultural Advisory Panel. The outcome of this exercise once completed will be reported to a future meeting of the Committee.

**RECOMMENDATION: that a recruitment exercise of suitably experienced Non-Elected Independent Members of the Centenary of NI Working Group be carried out.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning



#### 4.5 AC/GEN/062 SENTRY HILL - COMMUNITY GARDEN

Sentry Hill Historic House has been owned and operated by the Council since 2005. In 2006 a section of land was developed as a community garden allowing local groups to lease raised beds for a small cost. This then evolved into a Community Garden Forum who paid annual license fees to maintain and cultivate their allocated plots.

In 2017 these plot holders established the Sentry Hill Community Garden Group (SHCGG) as a formally constituted group which successfully achieved community funding for 2018/2019.

In order to agree the management arrangements formally and to guide the relationship between the Council and the Group a Service Management Agreement between the Council and the Group was approved by the Operations Committee in June 2018. A copy is enclosed for Members' information.

The agreement is in place for an initial period of 2 years to end in June 2020 with a clause to review it annually thereafter if the Council wishes.

Since approval of the agreement the Group has gone from strength to strength and has a waiting list for those who would like a plot. The Community Garden has also proved itself to be an important social resource helping build social and inclusion and has become an integral part of the Sentry Hill Education Programme and indeed of the wider Sentry Hill visitor experience. The aim of the group is to provide an educational and recreational resource in the form of a Community Garden where members can cultivate their own produce in an effort to promote wellbeing and improve their quality of life.

The SHCGG has identified 2 opportunities for development which would help them to continue to grow and deliver their service which would also bring benefits to Sentry Hill and the Council. The opportunities for further development are:

- I. To expand the allotment area by 40 metres and build up to 50 new plots. Within this plan access for those with special needs will be catered for. A map is enclosed for Members' information. The cost of this is estimated at £10,000.
- II. To install a water harvesting system to support management and maintenance of the Community Garden. The cost of this is estimated at £15,000.

The Sentry Hill Community Garden Group are confident that both projects can be delivered through achievement of 100% funding from The National Lottery Community Fund and could be realised in full by 2021. However, in order to apply for this funding, the Group needs both Council approval for the project and a Lease for the land for at least a minimum 5 year term (post the grant investment). Council's legal team have advised that the Service Management Agreement can be replaced with a Lease Agreement.

It is proposed to support the plans for this Group to develop the Community Garden at Sentry Hill and in order to do so convert the existing Service Management Agreement to a Lease for a 6 year term.

**RECOMMENDATION: that**

- i. the request to grant permission to the Sentry Hill Community Garden Group to develop the Sentry Hill garden with additional plots at an estimated cost of £10,000 be approved.**
- ii. that a water harvesting system at an estimated cost of £15,000 be approved**
- iii. the existing Service Management Agreement be converted to a Lease Agreement with a minimum 6 year term be approved.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

#### 4.6 CP/GR/088 HOLOCAUST MEMORIAL DAY 2020

Members will be aware of the work through the District Council Good Relations Programme to commemorate Holocaust Memorial Day (HMD) in January each year. The theme for HMD 2020 is 'Stand Together'. The international day for 2020 will be held on the 27 January 2020 to remember the six million Jews who lost their lives during the [Holocaust](#), the millions of people who lost their lives under [Nazi Persecution](#) and in subsequent genocides in [Cambodia](#), [Rwanda](#), [Bosnia](#) and [Darfur](#). The 27 January marks the anniversary of the liberation of Auschwitz-Birkenau.

Members may wish to consider, under the Good Relations Programme, that the Good Relations Team work, in partnership with local groups to create a collage of the Holocaust memorial flame marking 75 years since the Holocaust in the form of a mosaic which will form a new lasting memorial. The project would run through November and December with a launch to be held in January 2020. A further report would be forwarded to Members seeking approval for installation of the collage at a suitable location.

The budget for the project would be £2,400 to include materials, tutor and service. The budget is accounted for within the estimates produced alongside the Good Relations Action Plan for 2019/20.

The Good Relations team have been working with The Executive Office on other events commemorating 75 years of the Holocaust commemoration to include talks with survivors planned during October and a memorial service in Belfast City Hall in January 2020.

**RECOMMENDATION: that Members approve, under the Good Relations Programme, a partnership project that aims to create a collage of the Holocaust Memorial Flame.**

Prepared by: Mark Kent, Good Relations Officer

Agreed by: Andrew Irwin, Community Safety & Good Relations Manager & Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

#### **4.7 G/MSMO/094 REVIEW OF COMMUNITY PLANNING COMMITTEE TERMS OF REFERENCE**

Antrim and Newtownabbey Borough Council conducts its business through a Committee system, where business is initially considered by one of its Committees forming a key component of Antrim and Newtownabbey Borough Council's corporate governance framework.

In line with good governance arrangements Terms of Reference (TOR) are required for each Committee. These TOR will build on the previously agreed Committee Remits and outline each Committee's core functions and define authority limits using a standardised format.

In 2018 changes were agreed to the distribution of responsibilities across the directorates making up the Council's organisational structure. Arts & Culture moved from Operations to Community Planning and Economic Development, Regeneration and Planning moved to the new department of the Deputy Chief Executive.

The Terms of Reference and name of the Community Planning & Regeneration Committee were not updated at this time to reflect these changes. A copy of the proposed new draft Community Planning Committee Terms of Reference, Council Remits Summary and Council Constitution are is enclosed for consideration by Members.

Members will note that the August meeting of Council agreed to establish the Strategic Economic Development Working Group.

#### **RECOMMENDATION: that**

- i. the name change of Community Planning Committee be approved**
- ii. the revisions to the Terms of Reference for the Community Planning Committee be approved**
- iii. the Constitution of Antrim and Newtownabbey Borough Council be approved**

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

#### 4.8 CP/CD/688 DOG'S TRUST – RESPONSIBLE DOG OWNERSHIP EVENTS

A request has been received by Dog's Trust (a registered charity) for the free use of 5 Community Centre car parks to include: Muckamore, Neillsbrook, Stiles, Rathfern and Jubilee Centre Monkstown to run free Responsible Dog Ownership events. Members may wish to note that these events have taken place at Community Centres in previous years. Members are also advised that the Council's Enforcement Officers will also attend these events to provide information in relation to dog licencing, dog control and responsible dog ownership. Dogs Trust have a fully equipped van to carry out microchipping and will offer local communities free services including:

- on the spot microchipping
- a check your chip service
- free dog waste bags
- a free Dogs Trust bag for life
- dog related info and advice as well as neutering vouchers to those eligible and;
- materials available for display in the reception/foyer areas

Members are reminded that Rathfern and The Jubilee Centre Monkstown operate under a Service Management Agreement, so Dogs Trust will liaise directly with them. For the Council managed sites the proposed dates are detailed below for Members consideration.

- Wednesday 6 November (Muckamore Community Centre 11am-3pm)
- Tuesday 26 November (Neillsbrook Community Centre 11am-3pm)
- Thursday 5 December (Stiles Community Centre 11am-4pm)

Stiles and Muckamore Community Centres will be open on these dates. Neillsbrook Community Centre will require two hours of additional staffing.

**RECOMMENDATION: that Dog's Trust are granted free use of the Council Community Centre car parks to include Muckamore, Neillsbrook and Stiles.**

Prepared by: Paul Townsend, Community Facility Co-ordinator

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning :

#### 4.9 CP/CD/283 IPB PRIDE OF PLACE AWARDS 2019

Members are reminded of The Annual IPB (Sponsor) Pride of Place Awards in association with Co-Operation Ireland the aim of which is to recognise the efforts and endeavours of communities throughout the Island of Ireland to make their place the best place in which to live.

Five groups from the Borough; Carnmoney Church, Newtownabbey Senior Citizens Forum, The Bridge Association, Tidy Randalstown and Whiteabbey Community Group have been nominated for the Awards. The Gala Dinner and Awards Ceremony will be held on Saturday 30 November 2019 in the Lyrath Estate Hotel, Kilkenny. The Chairperson and Vice Chair of the Community Planning and Regeneration Committee, 1 Council officer and 10 group representatives will attend the Gala Dinner and Awards Ceremony.

Extensive research has concluded that there are no direct transport links from the Borough to Kilkenny that would suit in terms of timing, as the event starts early evening. Using public transport the journey would involve; bus/train journey from Newtownabbey to Belfast, 2 further train journeys to Kilkenny, taking a minimum of 6 hours or 190 miles each way by car. As there is £575 remaining in the budget for accommodation. Members may wish to consider that a 16 seater minibus is provided to transport the group of 13 individuals to the event and back the following day. The cost of this will be approximately £1,000 with the shortfall of £425 coming from departmental savings.

**RECOMMENDATION: that the provision of a minibus to transport the group to Kilkenny is 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

#### 4.10 CP/CP/113 BARNARDO'S, THE THRIVE PROJECT

Members are reminded that correspondence was received from Barnardo's, Thrive Project requesting the opportunity to present to Committee on the Thrive Project operating in Rathcoole and Monkstown. Following this request Members from the Thrive Project Board presented at the September 2019 Community Planning and Regeneration Committee. The presentation is enclosed for Members information.

Members are aware that the presentation outlined the work of Thrive coupled with the commitment from other partners for collaborative investment, to include Department of Education, Education Authority, Public Health Agency, Northern Health and Social Care Trust and Barnardo's NI. The presentation concluded with a request, for financial assistance, from Council to the value of £30,000.

Members are reminded that Barnardo's were awarded the following amounts, from Councils Economic Development budget and DEA Programme for the Newtownabbey Family Connections project which aimed to improve educational aspiration and attainment as detailed below:

Budget	Financial Year	Amount
Economic Development	2015/16	£48,666
Economic Development	2016/17	£82,585
DEA Programme	2017/18	£56,207
DEA Programme	2018/19	£13,665

Members may wish to note that the funding from Economic Development ceased due to salary costs being ineligible. Funding for the DEA Programme 2019/2020 did not include a contribution to the Thrive Project as Members indicated that funding from other statutory bodies needed to be secured prior to Council consideration.

**Members' instructions are requested.**

Prepared & Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

#### 4.11 CP/CD/316 CHRISTMAS CELEBRATION EVENTS FUND 2019

Members are reminded that Council approved to establish a Christmas Celebration Events Fund, in February 2018, to assist groups that may wish to develop and deliver Christmas Celebration events in the absence of a Council installed Christmas tree and associated switch on ceremony.

The total budget allocated to the fund for 2019 is £14,000 and groups representing the 15 designated sites across the Borough were invited to apply. Under this fund the Council would provide financial assistance of up to £500 per group with no match funding required and for groups wishing to organise a larger scale event a maximum ceiling of £1,000 will be available if the group can secure match funding for the additional £500 (or smaller amount) on a pound for pound basis.

The closing date for receipt of applications was Friday 6 September 2019 and the total number of applications received was eleven. Following assessment by Council Officers the total amount requested from the eleven applications is £7,595 all of which is recommended for funding, subject to the receipt of all relevant supporting documentation and legislative requirements, and detailed in the table below:

Group Name	DEA	Event Details	Total Cost	Match Funding Secured	Total Requested from Council
Bawnmore District Residents Association	Macedon	Carol Service and Lights Switch-on <b>Wednesday 13 November</b>	£ 500	-	£ 500
Burnside and District Community Group	Ballyclare	Carol Service and Lights Switch-on <b>Tuesday 26 November</b>	£2,947	£1,947	£1,000
CORE New Mossley	Threemilewater	Christmas Fayre and Santa's Grotto <b>Saturday 7 December</b>	£ 500	-	£ 500
Doagh Cultural Society	Ballyclare	Carol Service, Lights Switch-on and Senior Citizens Dinner <b>Friday 6 December</b>	£1,500	£ 500	£1,000
Parkgate and District Community Group	Dunsilly	Carol Service and Lights Switch-on <b>Friday 29 November</b>	£ 800	£ 150	£ 650
Mallusk Community Action Group	Airport	Carol Service Lights Switch-on and Family Entertainment <b>Wednesday 20 November</b>	£ 725	£ 250	£ 475



Monkstown Community Association	Threemilewater	Christmas Extravaganza and Lights Switch-on <b>(TBC)</b>	£1,000	£ 500	£ 500
Straid Village and District Community Group	Ballyclare	Carol Service and Lights Switch-on <b>Friday 29 November</b>	£ 500	-	£ 500
Templepatrick Action Community Association	Airport	Christmas Lights Switch-on and Santa Train <b>(TBC)</b>	£2,700	£1,700	£1,000
Tildarg Primary School	Ballyclare	Carol Service and Lights Switch-on <b>(TBC)</b>	£ 580	£ 80	£ 500
Whiteabbey Village Business Association	Macedon	Christmas Fair and Lights Switch-on <b>Saturday 30 November</b>	£3,079	£2,109	£ 970
<b>TOTAL</b>			<b>£14,831</b>	<b>£7,236</b>	<b>£7,595</b>

On this occasion a number of groups were ineligible to apply as they had successfully secured financial assistance from Councils Community Festivals Fund to cover the cost of their Christmas activities. These groups include Ballynure & District Community Association, Ballyrobert Village Committee and TIDAL (Toome).

**RECOMMENDATION: that the 11 applications totalling £7,595 be approved.**

Prepared by: Jonathan Henderson, Community Services Officer

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

Approved by: Nick Harkness, Director of Community Planning

#### **4.12 CP/CP/046 NI COMMISSIONER FOR CHILDREN & YOUNG PEOPLE CORPORATE PLAN 2020-2023**

Members are advised that correspondence has been received from the Northern Ireland Commissioner for Children and Young People who are in the process of developing their Corporate Plan for 2020-2023. The draft Corporate Plan is currently out for consultation and is enclosed for Members' information. Feedback is invited via email to [cara-jayne@niccy.org](mailto:cara-jayne@niccy.org)

The consultation period will run for 12 weeks from 30 September 2019 to 23 December 2019 during which time they will also be holding focus group sessions with a range of stakeholders

**RECOMMENDATION: that Members indicate if they wish to provide a corporate response, or alternatively respond on an individual or Party basis.**

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

#### 4.13 AC/ACG/012 HERITAGE ISLAND PARTNERSHIP

Members are advised that correspondence has been received from Heritage Island inviting Antrim Castle Gardens to become a member for 2019/2020. Heritage Island, founded in 1992, is a membership based professional marketing group that works specifically with the visitor attraction sector in Ireland. They currently work with over 80 visitor attractions and heritage towns (their members) throughout Northern Ireland and ROI and on their behalf carry out an extensive range of marketing and promotional activities as designed with the focused attention of raising members marketing profile and increasing visitor numbers.

Current high profile Northern Irish visitor attractions, which are members, include Titanic, Ulster Museum and Giant's Causeway. Membership is accessible on an invite basis with invitations only issued to visitor attractions with regional significance and a strong tourism offer. Heritage Island are offering Antrim Castle Gardens full membership for the 2020 season at a cost of 2,750 Euro with the following benefits:

- Full Membership includes a profile in print publications including A4 Travel
- Organisers Manual, A5 Touring Guides and DL Attractions of Ireland Guide.
- A digital profile on Heritagelands.com
- Social media – coverage for events and highlights via social channels including Facebook, Instagram & Twitter
- Attendance and exposure at Consumer Events (free of charge) and Trade Events - option to attend the WTM and other trade events (additional cost)
- As a new member for 2019/2020 you would also be highlighted to the Trade as a What's new for 2019/2020, giving you additional international trade exposure.
- All other Marketing efforts throughout the year.

Membership runs from 1 October 2019 to 30 September 2020. Their 2020 marketing plan is **enclosed** for Members' information along with detail on marketing support.

Members are also advised that the Council Tourism Action Plan for 2019/2020 was approved by the Council in August 2019 and includes budget provision for promotion specifically of Castles and Gardens. The Head of Economic Development has been consulted in relation to the proposal and has confirmed support for Heritage Island membership for 2019/2020 including the membership fee with a request that this membership also promotes other Borough gardens.

It is proposed to accept the Heritage Island membership proposal for Antrim Castle Gardens for 2019/2020 at a cost of 2,750 Euro, provision for which exists in the 2019/2020 tourism budgets. Benefits and outcomes of this membership will be reviewed toward the end of the membership period with a further report brought back to Committee.

**RECOMMENDATION: that the invitation for Antrim Castle Gardens to join Heritage Island for 2019/2020 at a cost of 2750 Euro be accepted with a review on membership benefits to be reported back to a future meeting.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

#### 4.14 AC/GEN/065 ACCESS AND INCLUSION PROGRAMME

Members are advised that the Department for Communities (DfC) had previously invited applications from Councils for capital funding from their Access and Inclusion Programme 2018/19. This funding was aimed at improving access to and therefore participation in arts and cultural activities by people with disabilities across Northern Ireland with a maximum 100% funding of £30,000 per project available.

It was reported to the Committee in February 2019 that an application to DfC for £29,000 to replace the Old Courthouse Theatre doors had been submitted and approved with the new doors installed as required by the funding by end March 2019.

Members were advised that the DfC has invited applications for funding once again from their Access and Inclusion Programme for 2019/20. Eligible projects must be delivered by end March 2020. However, within this year's programme they have requested that Councils secure some partnership funding for each project but have not stipulated a percentage. This has created some challenge in identification of potential projects given that current capital budgets and projects were approved in autumn 2018 for the current financial year.

Funding bids must be submitted to the DfC by 11 October 2019, with confirmation of successful bids issued within 4 weeks. The Arts and Culture team has identified the following projects as achievable by 31 March 2020 and eligible for funding:

i. Theatre at the Mill Sound System

A replacement of the sound system at an estimated cost of £150,000 is already approved in the 2019/20 capital programme with the business case approved by Committee in June 2019. Installation is planned for January 2020. An element of this installation valued at £30,000 has been identified as eligible for a funding application as it enhances the theatre experience for those with hearing and sensory needs. This project also meets the DfC criteria of Council providing partnership funding which in this case is 80% with 20% of project costs being sought from the fund.

ii. Antrim Castle Gardens Mobility Scooters

In partnership with Castle Mall it is proposed to purchase 5 mobility scooters at a cost of £9,500 which will be available for booking at no cost from a unit in Castle Mall, to enable visitors to access the both the Gardens, The Mall and Town Centre.

This project provides partnership 'in kind' support to the value of £12,500 as this is the cost of 5 years rental of the shop unit housing the scooters which is being provided at no cost to the Council by The Mall. Further 'in kind' support is being provided through Shop Mobility who in conjunction with The Mall will staff and operate the unit with volunteers. Within the purchase price of the scooters there is provision for 5 years servicing and maintenance at a cost of £2,000. Other set up costs including flooring and decorating the unit has

been priced at £3,000 and this will at no cost to Council being built into the funding application, which will be made for £14,500 to cover all start-up costs including purchase of a maintenance agreement for the 5 years. If this application is successful, there is a requirement to enter into a Service Level Agreement with Castle Mall which needs to commit to provision of the unit at no cost to the Council for a minimum 5 year term. Shop Mobility have both employees and public liability insurance covering users of the scooters and volunteers support staff.

The outcome of both applications will be reported to a future meeting of the Committee along with the Service Level Agreement.

**RECOMMENDATION: that**

- i. applications to the DfC's Access and Inclusion Programme 2019/20 for theatre sound equipment to the value of £30,000 and mobility scooters project to the value of £14,500 be retrospectively approved.**
- ii. should the application for the mobility scooters be successful a partnership between Castle Mall and the Council to jointly operate the scooters be approved and a Service Level Agreement drawn up for a minimum 5 year term between both parties.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

#### 4.15 AC/GEN/21 INTERACTIVE SCREENS FOR OLD COURTHOUSE THEATRE

Members are advised of an opportunity to replace the existing, dated, information screen in the rear window at the Old Courthouse Theatre with a digital interactive screen. The screen to be installed behind the existing glass with an interactive film placed on the exterior of the glass controlling the display screen. The unit will provide users with a pre-set menu of options to promote performances and events, tourist destinations points, and accommodation throughout the Borough. When not in use the screen will default to promoting future events and performances.

IN STORE TV, a Manchester based company, has similar units in each HSS branch and a number of estate agents throughout the UK and is seeking to expand their market to include theatres and cinemas on the high street. The screen, valued at £5,500 is provided free of charge, allowing the Council 67% of the broadcast time, with the remaining 33% sold to local businesses and traders in the area. The Council will have approval of potential advertisers by providing IN STORE TV with a list of companies and businesses not to approach and who may have the potential to conflict with Council strategy. Content will be provided by Officers to be uploaded by the Company. IN STORE TV will provide Indemnity Insurance and advance sight of the agreement to allow scrutiny by the Council's legal department, in turn the Council is asked to include the screen under the Courthouse Theatre's existing contents insurance.

If approved by Council, IN STORE TV will require 12-16 weeks to promote advertising space to local businesses with exchange of contract taking place once sale of air time has been secured; any agreement to be in place for a minimum period of 2 years.

**RECOMMENDATION: that permission for IN STORE TV to install an interactive promotional screen at the Old Courthouse Theatre, subject to the company securing sufficient advertisers, as a pilot for a 2 year trial period, be granted.**

Prepared by: Bernard Clarkson, Arts Service Manager

Agreed by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

#### **4.16 AC/GEN/067 ULSTER-SCOTS LEID WEEK 25-30 NOVEMBER 2019**

Correspondence has been received from the Ulster-Scots Agency a copy of which is enclosed for Members' information. They have informed the Council of their plans to run the first ever Ulster-Scots Language Week from 25 to 30 November 2019 with the aim of increasing awareness and appreciation of Ulster-Scots language.

It is proposed to participate in this first Ulster-Scots Language week and the Arts and Culture Service is developing a number of events and activities across the Borough relating to Ulster-Scots language. As part of this, officers will engage with the Agency regarding potential events and access their support where possible.

The programme has been equality screened with a copy of the screening form enclosed for Members' information. It does not need to have an Equality Impact Assessment carried out.

**RECOMMENDATION: that participation in Ulster-Scots Week 25 to 30 November 2019 be approved.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning



#### **4.17 CP/GR/103, CP/GR/104, CP/GR/105 GOOD RELATIONS GRANT AID PROGRAMME 2019/20**

Members are reminded that the 2019/20 Good Relations Action Plan submitted to The Executive Office, which included a budget of £20,000 for the Good Relations Grant Aid Programme.

The aim of Good Relations Grant Aid Programme is to improve day to day relationships by encouraging everyone to treat others fairly and encouraging a society in which our own cultures and traditions as well as those of others are understood, respected and accepted.

Members are advised that applications are required to score higher than 50% to be deemed successful. A total of three applications have been received, two applications scored above the 50% threshold requesting a total amount of £3,170. One application for a total of £2,500 scored below the 50% threshold. A summary of all the applications received, the proposed award recommendations and an overview of the assessment and funding details are (**enclosed**) for Members' consideration.

Feedback is offered to failed applicants who can reapply.

#### **RECOMMENDATION: that**

- A. A total of £670 be approved for Queens Park Women's Group for the 'Through the Looking Glass' project**
- B. A total of £2,500 be approved for Bardic Educational Arts and Media for the 'Our Island' project**
- C. The remaining £16,830 be retained within the rolling Good Relations Grant Aid Programme 2019/20.**

Prepared by: Jen Cole, Good Relations Officer/Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

#### 4.18 CP/CC/005 ANTRIM SENIOR CITIZENS GRANTS 2019

Members are reminded of the annual opportunity for Senior Citizens Groups in Antrim to apply for funding to run Christmas events using the Council's Corporate Financial Assistance form. Members are advised that this budget is in line with the approved estimates for 2019/20

The total budget available for Christmas 2019 is £8,000. Twenty two grant applications have been received, requesting assistance totalling £16,667.80. Expected attendance at these events is likely to be in excess of 1,490 Senior Citizens.

Funding is awarded based on the number of proposed attendees at each event. A breakdown of the planned events is detailed below for Members' consideration.

Seniors group 2019	Nos	Cost of event	Amount Requested	Recommended grant	Recommended grant per head	Notes
Antrim Retirement Group	32	£604.80	£604.80	£187.20	£5.85	
1 <sup>st</sup> Donegore Presbyterian	70	£750.00	£750.00	£409.50	£5.85	
Antrim Parish Church	80	£1100.00	£700.00	£468.00	£5.85	
AMH Mens Shed Steeple	20	£359.00	£359.00	£117.00	£5.85	
Crumlin Senior Citizens	50	£1000.00	£500.00	£292.50	£5.85	
Dunamuggy Friendship Hr	70	£875.00	£525.00	£409.50	£5.85	
Greystone Presbyterian Thursday Club	45	£1035.00	£1035.00	£263.25	£5.85	
High St. Presby Women	80	£1558.50	£1558.50	£468.25	£5.85	
Killead Presbyterian Church	75	£1087.50	£1087.50	£438.75	£5.85	
Loanends Presbyterian	60	£900.00	£900.00	£351.00	£5.85	
Lylehill Presbyterian.	100	£1350.00	£1350.00	£585.00	£5.85	
Muckamore Parish Dev. Ass.	60	£1020.00	£1020.00	£351.00	£5.85	
N'brook Fold Tenants Ass	35	£750.00	£500.00	£204.75	£5.85	
Silverthreads Antrim	18	£360.00	£360.00	£105.30	£5.85	
St Comgalls Senior Citizens	No application form returned					
Templpatrick Parish Church	100	£600.00	£600.00	£585.00	£5.85	
Toome & District Senior Citizens	85	£1650.00	£650.00	£497.25	£5.85	
Rathenraw Youth Scheme	200	£2500.00	£500.00	£500.00	£2.50	Max requested £500

Antrim Free Presbyterian	140	£2300.00	£900.00	£819.00	£5.85	
1 <sup>st</sup> Antrim Presbyterian	40	£640.00	£640.00	£234.00	£5.85	
Dungonnell Ulster Scots	30	£990.00	£990.00	£175.50	£5.85	
Old Presbyterian T'patrick	40	£938.00	£838.00	£234.00	£5.85	
Creggan Local Heritage Group	60	£300.00	£300.00	£300.00	£5.00	Max requested £300
<b>TOTALS</b>	1490			£7,995.75		

**RECOMMENDATION: that the 22 applications for financial assistance totalling £7,995.75 towards Antrim Senior Citizens Christmas Events be approved.**

Prepared by: Paul Townsend, Community Facility Co-ordinator

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

#### 4.19 CP/CD/289 DUNANNEY CENTRE – BARNARDO'S ADDITIONAL ROOMS REQUEST

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 advised that there are a number of offices in the Dunanney Centre and rental was approved at a cost of £[REDACTED] 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 has been received from an existing tenant (Barnardos) for the use of two additional rooms. These are rooms 24 and 26 on the 1<sup>st</sup> floor and the tenancy will be from 1 October 2019 to 31 December 2019.

Members may wish to note that room 24 has two existing evening bookings with Newtownabbey Arts and Cultural Network already in place. One booking is for 3 hours on a Monday evening for 10 weeks until December and one booking is for 3 hours on Wednesday 2 October. Barnardos are aware of these and are willing to work around the existing bookings. Members may wish to consider offering Barnardos a reduction of 33 hours off their rental period as they will not be able to utilise the room for this time.

For the period, room hire will be charged for room 24 (26.2sqm) at £[REDACTED] (with a deduction of £[REDACTED] to be applied) and for room 26 (11.52sqm) at £[REDACTED].

#### **RECOMMENDATION: that**

- i. that a tenancy agreement for rooms 24 and 26 with Barnardos until 31 December 2019 with review is approved.**
- ii. that a deduction of 33 hours is applied to the tenancy agreement for Barnardos in respect of the existing 33 hours already booked for room 24.**

Prepared by: Paul Townsend, Community Facilitator Co-ordinator

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

#### **4.20 G-LEG-85 & CP/CD/272 DUAL LANGUAGE STREET SIGNS**

On 6 September 2019 the Community Planning and Regeneration Committee considered and approved for consultation the draft policy (**enclosed**) on the subject of bi-lingual street signs.

On 30 September 2019 the minutes of the Community Planning and Regeneration Committee were considered by Council, when it was agreed to refer this item back to the Committee to consider the establishment of a Working Group to facilitate further discussion on the matter.

**Members' instructions are requested.**

Prepared by: Paul Casey, Borough Lawyer

Approved by: Nick Harkness, Director of Community Planning

## 5 ITEMS FOR INFORMATION

### 5.1 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-31 JULY 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 – 49

Building Notices – 94

Regularisation Certificates – 59

#### **Full Plans**

Approvals – 30

Rejected applications requiring resubmissions – 61

#### **Commencements & Completions**

Commencements – 206

Completions - 191

**Inspections** - A total of 787 Site Inspections were carried out.

**Regularisation Certificate** - 35 Regularisation Certificates issued.

**Building Notice**- 69 Completion Certificates issued

**Property Certificates** Received – 222

#### **Income**

Plan Fees Received for Month	£13416.75
Inspection Fees Invoiced for Month	£38844.86
Building Notice Fees Received for Month	£6234.00
Regularisation Fees Received for Month	£5069.20
Property Certificate Fees Received for Month	£13740.00
<b>TOTAL</b>	<b>£77304.81</b>

**Projected Income To Date**

**£369,228**

**Year to Date Actual**

**Income  
£385,186**

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

Numbers of official postal numbers issued – 7

#### **LPS Partnership**

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

Property details surveys completed 50

**RECOMMENDATION: 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

## 5.2 CP/P4/025 PEACE PLUS PROGRAMME

Members are advised that correspondence has been received, a copy of which is enclosed, from the Special European Union Programmes Body (SEUPB) to provide clarification following recent media commentary that implies, that a 'no-deal,' in the current UK withdrawal negotiations, will lead to an end of EU Peace funding. The correspondence from SEUPB provides reassurance that arrangements are in place, supported by the EU, UK and Irish Governments, providing for the continuation of the Peace IV and INTERREG VA Programmes until 2023, even in the event of a 'no-deal' scenario.

Some clarification has also been provided within the correspondence in respect of a future 'Peace Plus' Programme anticipated to include both Peace and INTERREG activities building on the work of previous and current programmes which have contributed to social, economic and regional stability.

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

Prepared by: Leanne Holmes, PEACE IV Project Officer  
Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning



### **5.3 AC/MU/008 NI HOSPICE COFFEE MORNING AT SENTRY HILL**

Members are advised that Sentry Hill has, since 2012, hosted a very successful coffee morning to raise funds for the Northern Ireland Hospice each December. Now well established as a Christmas tradition, this year's coffee morning is scheduled to take place on Thursday 12 December from 10am until 12noon. An invitation to Council Members will be issued.

Sentry Hill has developed a strong relationship with the Hospice over the years both through providing outreach and hosting visits from day patients, group visits from Hospice volunteers and is the venue used by the Hospice for its annual 'Legacy Day' fund raising event.

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

Prepared by: Wesley Bonar, Museums and Heritage Officer

Agreed by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

#### **5.4 CP/PCSP/068 ANTRIM AND NEWTOWNABBEY BOROUGH TEXT ALERT SCHEME AND ON-STREET PRESENCE WHATSAPP GROUP CHAT**

Members are reminded that Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) launched a Text Alert Scheme in September 2018. The scheme is a free SMS text message based safety information service, aimed at improving community safety across the Borough.

Community safety information is sent by the PSNI or the PCSP to registered members of the scheme via a text message to their mobile phone, meaning that registered members receive information instantly. The text alert information may be useful to a range of people for a variety of reasons, for example:

- Residents of towns and villages may like to receive quick and up-to-date information if there has been a spate of break-ins or thefts in their locality, or if there are known bogus callers in the area, or if a traffic collision has caused a road closure.
- Farmers may benefit from receiving up-to-date information if there has been a surge of farm machinery or livestock thefts. The text alert message will allow them to take appropriate safety measures.
- Anyone who does not check social media updates or emails regularly and would benefit from receiving community safety information.

The Text Alert Scheme is a 'receive only' information service, meaning that registered members cannot reply to text messages. Local people can sign up on the Council website or by completing a hard copy registration form **enclosed**.

Additionally, members are reminded that Antrim and Newtownabbey PCSP also operate an On-Street Presence 'Whatsapp' group, for all PCSP Members, which facilitates a forum whereby all projects conducting work 'on-street' can communicate effectively to reduce and respond to anti-social behaviour within the Borough.

**RECOMMENDATION: that the report be noted**

Prepared by: Andrew Irwin, Community Safety and Good Relation Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

## 5.5 CP/GR/086 VULNERABLE PERSON RELOCATION SCHEME ESOL CLASSES

Members are reminded of the efforts to support Syrian refugees in Northern Ireland resettled through the Vulnerable Person Relocation Scheme and the efforts within Antrim and Newtownabbey Borough to support Syrian families to assist with integration and access services through the Good Relations Team.

The Good Relations team has been working with the Belfast Metropolitan College to extend the successful ESOL (English for Speakers of Other Languages) course due to increased numbers of families located within the Borough. The classes will now run from September 2019 – June 2020.

Belfast Metropolitan College will be providing two tutors for each class, fully staffed crèche and transport to and from the classes.

Funding for this scheme will be met within the Good Relation allocation and in kind from Belfast Metropolitan College.

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

Prepared by: Mark Kent, Good Relations Officer/Andrew Irwin, Community Safety & Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning