



6 June 2018

Chairman: Councillor S Ross

Vice Chairman: Councillor M Maguire

Committee Members: Aldermen P Barr, T Burns, M Cosgrove, M Girvan
Councillors J Blair, P Brett, L Clarke, J Greer, A Logue,
R Lynch, S McCarthy, V McWilliam, J Montgomery

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 11 June 2018 at 6.30pm**
You are requested to attend.

Yours sincerely

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

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

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

For any queries please contact Member Services:

Tel: 028 9448 1301 or Email: memberservices@antrimandnewtownabbey.gov.uk

AGENDA

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

PRESENTATION

- 3.1 Presentation by Croí Éanna (St Enda's)

ITEMS FOR DECISION

- 3.2 Build your own Website Programme 2018-19
- 3.3 Community Development Grant Aid Programme 2018/19 – Small Grants Funding Recommendation
- 3.4 Sixmilewater Caravan Park – Utilities Upgrade
- 3.5 Request for Use of Ballyduff Community Centre
- 3.6 Partnership Working with Land and Property Services – Commercial Vacancy Inspections
- 3.7 Clasp Development Plan
- 3.8 Community Support Programme 2018/19 – Letter of Variance
- 3.9 Leading Ladies Event: International Women's Day & 100 Years of Women's Suffrages
- 3.10 Good Relations Summer Intervention Grant Aid Programme 2018
- 3.11 Diploma in Community Development Practice
- 3.12 Good Relations Grant Aid Programme 2018
- 3.13 Rural Development Programme: Match Funding Requests
- 3.14 Antrim Enterprise Agency: Entrepreneur Podcasts
- 3.15 EU Jobs & Growth: Applications for Funding

3.16 Department for Infrastructure – Proposed Disabled Parking Bays

ITEMS FOR INFORMATION

3.17 Building Control Matters for the Period 01 – 30 April 2018

3.18 Land and Property Services Statistics for Housing Commencements and Completions

3.19 PEACE IV Programme Service Level Agreements

3.20 PCSP Letter of Offer 2018/19

3.21 Criminal Justice for NI – PCSP Inspection

3.22 Bee Safe 2018/19

3.23 DEA Funding Programme

3.24 Monthly Update – Capital Programme

3.25 GO-2-Tender Workshops

3.26 Whiteabbey Village Business Association – Proposed Road Closure Application (Shoreline Festival)

3.27 Community Planning & Regeneration Section – Partnership Minutes

ITEMS IN CONFIDENCE

3.28 Economic Development Customer Relationship Management System

4 Any Other Relevant Business

**REPORT ON BUSINESS TO BE CONSIDERED AT THE
COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON
MONDAY 11 JUNE 2018**

3.1 PRESENTATION

Members will be aware that following a request from Croí Éanna (St Enda's), it was agreed at the Council Meeting on Monday 30 April 2018 that the Partnership would be invited to present to the Community Planning and Regeneration Committee meeting in June.

Joanne Kinnear from Croí Éanna (St Enda's) will be in attendance.

ITEMS FOR DECISION

3.2 ED/ED/129 BUILD YOUR OWN WEBSITE PROGRAMME 2018-19

Members are reminded that the Economic Development section provides a range of business support programmes to encourage entrepreneurship and new start-ups and to support existing local firms to develop and grow. Members agreed to delivery of a suite of programmes in April 2018, and it is proposed to offer an additional programme to the suite for 2018-19.

Build Your Own Website

Following the success of a pilot initiative delivered in 2016-17, and a full programme delivered in 2018-19, it is proposed to deliver another Build Your Own Website Programme to support up to 15 business to develop an online presence to identify sales and marketing opportunities. An end of programme evaluation for the 2018-19 programme a copy of which is enclosed indicates there is still demand for this programme amongst local businesses to support business development and growth.

Participants on the programme will receive one to one mentoring and participate in a series of group workshops. Each business will be asked to contribute £50 to participate on this programme. The estimated cost to Council to deliver the programme is £16,000, provision for which exists within the Economic Development budget.

RECOMMENDATION: that the Council approves the delivery of a Build Your Own Website, in the 2018/2019 financial year at a total cost of £16,000, provision for which exists within the Economic Development budget.

Prepared by: Emma Stubbs, Economic & Rural Development Manager

Agreed by: Paul Kelly, Head of Economic Development

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

3.3 CP/CD/214 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2018/19 – 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 2018/19 financial year.

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

During the month of May, one application totalling £500 was received and was assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
Parkgate & District Community Group	Small Activity Grant to cover insurance and wood preservative, brushes and pots.	73%	£500.00	£500.00

The total budget available for Small Grants for the 2018/19 financial year is £8,129.50. The total amount of financial assistance awarded to date is £2,820.00 leaving a balance of £5,309.50 to fund future applications that may be submitted to the Council during the remainder of the year.

RECOMMENDATION: that the Small Grant award recommendation be approved.

Prepared by: Kerry Brady, Community Support Officer

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

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

3.4 CD/PM/125 SIXMILEWATER CARAVAN PARK- UTILITIES UPGRADE

Members are reminded that Sixmilewater Caravan Park is a five star caravan facility, which is extremely popular with tourists generating an annual income in financial year 2016/2017 of £104,038. A recent review of customer feedback has identified an ongoing request by users of the park for the need to have water and grey water drainage to be supplied to each pitch.

The utility pillars at present are only able to provide electricity and a night light, water is provided through water stand pipes which are dotted around the caravan park. It is proposed to upgrade the utility pillars to include water provision and grey water drainage. The introduction of these arrangements will greatly enhance the caravan park facilities and will improve the customer experience.

It is estimated that the cost of the upgrade of the utilities will be £60,000. An Economic Appraisal and Section 75 screening form are enclosed for Members review.

RECOMMENDATION: that the Economic Appraisal and Section 75 screening form be approved and the project progressed.

Prepared by: Colin Meneely, Business Support Manager

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

3.5 CP/CD/242 REQUEST FOR USE OF BALLYDUFF COMMUNITY CENTRE

Members are advised that a written request has been received from Spark Newtownabbey for free use of Ballyduff Community Centre for the annual summer scheme from 13 to 17 August 2018. The scheme will run daily from 1pm -9pm. The Team will also be out and about in Ballyduff each afternoon engaging children and young people in games and stories.

Last year the scheme attracted approximately 150 children throughout the week. The cost, if charged for the Summer Scheme, would be approximately £330.

Members are advised that Spark has not applied for any other funding from the Council for this activity.

RECOMMENDATION: that Spark Newtownabbey is granted free use of Ballyduff Community Centre from 13-17 August 2018 for its annual summer scheme.

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

Agreed by: Louise Moore, Head of Community Planning

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

3.6 PBS/BC/001 PARTNERSHIP WORKING WITH LAND AND PROPERTY SERVICES – COMMERCIAL VACANCY INSPECTIONS

Members will be aware of the numerous strands of work the Building Control section undertakes in partnership with Land and Property Services (LPS) section of Department of Finance. One of the areas of work is when LPS and the Council share information on commercial properties vacancies to assist in the collection of rates, preventing fraud and crime.

By undertaking commercial vacancies inspections Antrim and Newtownabbey Borough Council act as an agent of LPS to inspect a group of properties identified by LPS and obtain information which will enable accurate rates billing and maximise the collection of rates due. LPS have written to the Council to confirm that they have appointed Antrim and Newtownabbey Borough Council to assist in the commercial vacancy programme for 2018/2019, letter enclosed.

The additional rates income received from the commercial vacancy work in 2016/2017 was £60,781.50 and in 2017/2018 the additional rates income was £55,834.90.

RECOMMENDATION: that the continuation of this strand of the partnership work with LPS relating to commercial vacancies be approved.

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

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

3.7 CP/CP/080 CLASP DEVELOPMENT PLAN

Members are reminded of the development plan commissioned to consider re-establishing premises for Church Road, Longlands and Arthur Social Programme (CLASP). This initiative was funded through the DEA funding programme at a cost of £2,400.

CLASP is a Newtownabbey based community group originally established to deliver projects, programmes and activities that facilitate the social, recreational, educational and environmental needs of individuals living within the Longlands area and the surrounding estates. CLASP aims to ensure that there is sufficient community provision to fill the gaps not serviced by the Council, Housing Executive, Department for Communities or private ventures.

Prior to November 2014 CLASP was based in and operated their activities from a portacabin facility located between Longlands Road and Arthur Road. In 2014 this facility was subject to severe water damage and was deemed unusable. As a result, the group has not had premises for a considerable time and their activities in recent years have been extremely limited delivered from a range of premises.

Through the DEA Programme, the Council commissioned Deirdre Fitzpatrick to produce a report which explored the options open to CLASP moving forward with respect to community provision, including potential to re-establish premises for the group. The report, which includes an addendum regarding financial projections, is **enclosed** for Members' consideration.

Provision of £7,500 has been made in the 2018-2019 DEA programme to reconnect services to a portacabin which is currently on site.

RECOMMENDATION: that:

- i) The development plan be approved.**
- ii) the agreed works to reconnect services are progressed.**
- iii) the Council's community development team work with CLASP to improve their capacity and explore other funding options.**

Prepared by: Alison Keenan, Community Planning Manager

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

3.8 CP/CD/241 COMMUNITY SUPPORT PROGRAMME 2018/19 – LETTER OF VARIANCE

Members are advised that a letter of variance has been received from the Department for Communities (DFC) outlining additional support for the delivery of the Council's Community Support Programme 2018/19.

Members are reminded that the Council accepted a letter of offer from DFC in April 2018 for an amount of £205,518.33 (Advice Services - £81,692.25 and Community Support General £123,826.08). The recent letter of variance constitutes an amendment to the original Letter of Offer and is for an additional amount of £55,069.28 to cover salary and training costs for two Welfare Reform Advisers currently employed by Citizens Advice Antrim and Newtownabbey (CAAN). This additional funding brings the total for the Community Support Programme award for 2018/19 to £260,587.61. A copy of the Letter of Variance is **enclosed** for Members' consideration.

Members will be aware that it was previously agreed by the Council in January 2018 that this element of Welfare Reform funding, previously administered by Citizens Advice Northern Ireland, would be administered through the Community Support Programme for the period 1 October 2017 going forward.

RECOMMENDATION: that the Letter of Variance from DFC for an additional amount of £55,069.28 be accepted

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

Agreed by: Louise Moore, Head of Community Planning

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

3.9 CP/GR/009 LEADING LADIES EVENT: INTERNATIONAL WOMEN'S DAY & 100 YEARS OF WOMEN'S SUFFRAGE

Members will be aware of the Leading Ladies project delivered through the Good Relations Programme, which brings inspirational and influential women to the Borough to share their perspectives on what building positive relationships means to them. The next event is scheduled for Thursday 13 September 2018 and will take place at 7:00pm in the Linen Suite, Mossley Mill. The speaker will be Her Majesty's Lord-Lieutenant for the County of Antrim, Mrs Joan Christie CVO OBE.

2018 also marks the centenary of Women's suffrage. In order to mark the occasion, the Good Relations unit will showcase the experiences of women in politics both 100 years ago and in the present day. There will be a performance of *Shrieking Sisters*, a suffragette drama set in Northern Ireland between 1912 and the eve of World War I. It explores the women's personal journeys against the wider political backdrop of the era.

To mark the present day, female Elected Members will be invited to give a recorded interview about their experiences of being a woman in political life, responding to a series of pre-agreed questions. Their individual responses will be interspersed with one another and the subsequent recording will be broadcast as part of the evening celebrating 100 years of women. The cost of the event and support programme have been included in the Good Relations budget. An invite detailing the event will be sent to Members in due course.

RECOMMENDATION: that that the Leading Ladies event be approved.

Prepared by: Claire Fox, Good Relations Officer

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

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

3.10 CP/GR/080 GOOD RELATIONS SUMMER INTERVENTION GRANT AID PROGRAMME 2018

Members are reminded that the annual Good Relations Action Plan submitted to the Executive Office included a budget of £18,000 for the Summer Intervention Grant Aid Programme to support diversionary activities and good relations projects for young people living in areas affected by sectarian conflict. A limited number of applications were received in the first call with one group passing the threshold required for funding. The funding was reopened with a second call for applications for projects which would help to reduce potential clashes and promote positive community relations during July and August 2018.

A total of 3 applications were received, two applications successfully scored above the 50% threshold requesting a total amount of £5,000. A summary of the applications received, the proposed award recommendations and an overview of the assessment and funding details a copy of which is enclosed for Members' consideration.

RECOMMENDATION: that the proposed funding awards totaling £5,000 be approved.

Prepared by: Claire Fox, Good Relations Officer

Agreed by: Andrew Irwin, Community Safety & Good Relations Manager

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

3.11 CP/CD/138 DIPLOMA IN COMMUNITY DEVELOPMENT PRACTICE

Members are reminded of the decision taken by the Council in October 2017 to continue to deliver the Diploma in Community Development Practice commencing in September 2018.

Over recent month's Council Officers have been exploring various options in relation to the appointment of a suitable delivery agent with discussions having taken place with representatives from the National University of Ireland in Galway and the Ulster University in Jordanstown in relation to Community Development Practice courses.

Both Universities offer similar pre-graduate Certificates/Diplomas in Community Development Practice in terms of course duration and content which can be delivered off site at either Mossley Mill or Antrim Civic Centre on a part time basis.

To deliver the Diploma in Community Development Practice, accredited by the National University of Ireland in Galway, the cost to the Council will be approximately £1,200 per person compared to the Ulster University Certificate in Higher Education in Community Development which will cost approximately £1,822 per person. Based on a class of 14 students the Diploma offered by the National University of Ireland in Galway will cost £16,500, whilst the Ulster University course will be £25,508.

Following the Council's decision to continue to deliver the Diploma in Community Development Practice in October 2017, with a minimum number of 10 participants and a maximum of 14, with costs not to exceed £1,200 per person it is proposed that the National University of Ireland in Galway be appointed to deliver the diploma in 2018/19 for which £16,800 has been included within the estimates.

Taking into consideration recommendations outlined in the evaluation undertaken by McNamee Consulting in July 2017 it is proposed to proceed with the delivery of the diploma in 2018/19 as follows:

- Information Evening and Applications Open Thursday 14 June 2018
- Applications Deadline Friday 10 August 2018
- Student Interviews week commencing Monday 20 August 2018
- Return to part time study classes focusing on oral and written communication skills, IT Skills, referencing etc. Tuesday 11, 18, 25 September 2018
- Commencement of the Diploma in Community Development Practice Tuesday 2 October 2018
- Graduation October 2019

In advance of the information evening being held on Thursday 14 June 2018 a bespoke application form and eligibility criteria will be developed and produced in partnership with the National University. In addition academic staff have agreed to conduct the student interviews in the Borough week commencing Monday 20 August 2018.

This will be the fourth time that the Council has supported the Diploma in Community Development Practice in association with the National University of Ireland. Previous students have indicated how valuable this learning experience has been in terms of the impact it has made on their individual lives, the community organisations with which they volunteer and the wider community in which they live. In addition there are many career and progression opportunities open to graduates of the Diploma in Community Development Practice as it offers a solid practical and theoretical understanding of the community development sector. Graduates from this course may wish to progress onto further studies such as the BSc. (Hons) in Community Development or improve their employment prospects in the field of community development.

RECOMMENDATION: that:

- i. The National University of Ireland in Galway be appointed to deliver the Diploma in Community Development Practice in 2018/19 at a cost not exceeding £16,800 (14 students x £1,200) for which provision has been made in the community development budget.**
- ii. The Diploma be delivered in accordance with the timetable outlined above.**

Prepared by: Jonathan Henderson, Community Services Officer

Agreed by: Louise Moore, Head of Community Planning

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

3.12 CP/GR/81 GOOD RELATIONS GRANT AID PROGRAMME 2018

Members are reminded that the annual Good Relations Action Plan submitted to The Executive Office includes a budget of £20,000 for the implementation of a Good Relations Grant Aid Programme to support community and race relations locally. This is a rolling programme open until November 2018 subject to budget availability.

A summary of the Good Relations applications received for June and an overview of the assessment and funding details is provided for information. Members will be aware that a pass threshold of 50% for Good Relations Grant Aid applications was agreed at the Community Planning and Regeneration Committee in November 2014.

Group Name/ Project Promoter	Project Description/Title	Scored (%)	Amount Awarded
Community Relations Forum	To implement a series of historical education classes examining key events in Nationalist and Unionist historiography including the Great Famine, Battle of the Somme, Easter Rising, Partition, Civil Rights, the Troubles, the Good Friday Agreement and the politics of the present. The programme will comprise of 4 elements examining a different time in history each with 5 sessions of 2 hour blocks and will be further animated with a series of study visits and guest speakers encompassing visits to Stormont, Doagh Famine Village and Clifton House among others. The project has been developed in response to an expressed gap in education among adult learners about their own heritage and history. On an open night hosted by the Forum over 30 adults aged between 36 and 83 have expressed an interest in this project, 60% of whom have not been engaged in prior good relations activities.	68%	£2,500

RECOMMENDATION: that the proposed funding award totaling £2,500 be approved.

Prepared by: Claire Fox, Good Relations Officer

Agreed by: Andrew Irwin, Community Safety and Good Relations Manager

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

3.13 ED/EUP/002 RURAL DEVELOPMENT PROGRAMME: MATCH FUNDING REQUESTS

Members are reminded that GROW South Antrim is responsible for delivering the Northern Ireland Rural Development Programme 2014-2020 across the Borough to include grant aid funding to support rural businesses, community organisations and village renewal projects and for working in cooperation with other Rural Development clusters across Europe. The Council made provision of up to £232,500 in the capital estimates in 2018-19 financial year to match fund projects approved through the GROW programme.

Community Support – Basic Services

GROW is currently open for applications under its Basic Services measure, inviting proposals from the community/voluntary sector to improve access to services in rural areas. Six potential applicants have requested that the Council consider providing match funding to their projects, subject to securing funding at a grant rate of 75% from GROW up to a maximum of £75,000. It is a requirement of the Rural Development Programme that a minimum of 5% match funding for each project must come from the Council for a project to be considered eligible. A minimum of 5% of the project costs must also be provided by the applicant organisation. The table below summarises the applicants and their project proposals.

Organisation & Proposal	Estimated Total Project cost	GROW RDP funding request	Council match funding at (5%)	Applicant Cont. (5% cash)	Further match funding required
Pakenham Community Hub / Crumlin United Football Club: Interior building/renovation works to the first floor of the existing club house building to create a space suitable for use by a variety of community groups/activity providers, thereby creating a community hub for the local community.	£50,000	£37,500	£2,500	£2,500	£7,500
St Ergnat's GAC, Moneyglass: Construction of new building to create a community hub for use by a variety of community groups to include: seniors; mums and tots; running club. The project will be complimented by the construction of a walking/running trail surrounding the GAA pitch to enable these groups to focus on health and well-being and have a safe space within the community to walk and run.	£130,000	£75,000	£6,500	£6,500	£42,000
The Mae Murray Foundation: is seeking to obtain architects	£9,740	£5,000	£487	£487	£3,766

drawings (including full landscape architecture design and 3D video of concept) to move the proposed fully inclusive community hub facility from concept to design stage.					
Erin's Own GAC, Cargin: Extension to existing building to create community hub facility within Toome Village with the ability to offer a variety of sporting and activity based sessions including the creation of a Volleyball team in Toome; Community Events and the possible creation of a youth club.	£147,000	£75,000	£7,350	£7,350	£57,300
Kickhams Creggan GAC: Renewal of roof on existing building to bring a Community building back into use and have available for the wider community;	£29,000	£21,750	£1,450	£1,450	£4,350
Tir na nOg GAC, Randalstown: Applicant seeks to create a walkway around the existing pitch to link with the Northern Trust and Northern Obesity Partnership targeting obesity and diabetes amongst children and adults; the project also aims to set up a walking group for retired people, to improve physical and mental well-being.	£95,000	£71,250	£4,750	£4,750	£14,250
TOTAL	£460,740	285,500	£23,037	£23,037	£129,166

All of the organisations have also been encouraged to apply for additional match funding to the Northern Ireland Housing Executive.

Cooperation Scheme

The cooperation scheme in the Rural Development Programme allows GROW South Antrim to work with other Local Action Groups to deliver mutually beneficial projects. Members agreed in February 2018 to partner GROW in an application for pre-development support for a rural craft project, and the first stage of this project is complete, with a plan to link crafters in Antrim and Newtownabbey with crafters in two parts of Finland (Lapland and Pori region) and with crafters in Mexico through an international craft market project in 2019. A full application to the Northern Ireland Rural Development Programme for funding to deliver a cooperation project must include some form of capital works to meet the eligibility criteria.

Through consultations held with local craft businesses, with local enterprise agencies and LAG Member experience, GROW has identified an opportunity to explore the creation of a dedicated craft hub in the Borough. A potential site has been identified at Market Yard, Randalstown, which has already had an initial feasibility assessment completed by Randalstown Town Team on the potential to bring the buildings back into economic use, and which identified a crafters hub as a potential use.

Further research is required to determine the capital costs of converting the buildings, demand for units, running costs and management arrangements to see if this is a feasible project to bring forward for capital funding under the Rural Development Programme. The estimated cost to carry out this research is £6,000. It is proposed to submit an application for funding to GROW for technical assistance funding of up to £3,000. Randalstown Town Team has committed £1,000 from its budget to match fund the project and the balance of £2,000 will be covered through the Economic Development budget. As per the guidelines of the Rural Development Programme, an application for funding under cooperation should come as a partner application between Council and GROW South Antrim.

RECOMMENDATION:

It is recommended that:

- a. The Council agrees to provide 5% match funding for 6 Basic Services applications up to £23,037, provision for which exists in the capital estimates programme, subject to the projects successfully securing funding from GROW South Antrim.**
- b. The Council partners GROW South Antrim in an application of up to £3,000 of technical assistance funding to the Rural Development Programme to explore the feasibility of creating a craft hub in the Borough.**
- c. The Council provides match funding of up to £2,000 for the technical assistance project, provision for which exists in the Economic Development budget.**

Agreed by: Paul Kelly, Head of Economic Development

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

3.14 ED/ED/089 ANTRIM ENTERPRISE AGENCY: ENTREPRENEUR PODCASTS

Members are reminded that the function of local economic development transferred to the Council under the Review of Public Administration, which included the transfer of responsibility for entrepreneurship and business start-up support it. Council is working in partnership with all Councils across Northern Ireland to deliver a regional business start-up programme, 'Go for It' and the outcomes of this assist the Council to meet its statutory job creation targets. Members will be aware that the rate of entrepreneurship in the Borough is the second lowest of all Councils in Northern Ireland, sitting at just 4.2%, and a key challenge in the draft Economic Development strategy is to raise the level of entrepreneurship.

A proposal has been received from Antrim Enterprise Agency to produce 26 video podcasts which feature entrepreneurs from across the Antrim and Newtownabbey borough, to inspire new entrepreneurs and encourage self-employment amongst listeners. It is proposed to video 26 podcasts, which will each be approximately 10 minutes long and a series of vox pops to compliment and promote the podcasts. These will be released over a period of 12 months. The featured entrepreneurs will be either residents or a business based in the borough, and will cover a range of sectors and business size. The podcasts will cover:

- Who they and the business is
- Why they started up in business
- Benefits of being self-employed
- Pitfalls or lessons learned
- Top tips for anyone thinking of starting up a business

The podcasts will be broadcast through Antrim Enterprise Agency website and Youtube channel, on social media and voice will be available on iTunes.

The total estimated cost to produce the podcasts is £5,000, and Antrim Enterprise Agency are looking for a key sponsor to cover £3,500 of the production costs. The sponsor will receive acknowledgement at the start and end of each podcast and will feature on all vox pops, including an interview of support for start-up support. It is proposed that Council sponsor this podcast initiative at a cost of £3,500, provision for which exists in the Economic Development budget. The sponsorship opportunity offers Council an opportunity to demonstrate its commitment to encouraging entrepreneurship and promote its programmes of business start support, as well as enabling the promotion of successful entrepreneurs and businesses across the borough.

RECOMMENDATION: that the Council sponsors Antrim Enterprise Agency entrepreneur podcasts at a cost of £3,500, provision for which exists in the Economic Development budget.

Prepared by: Emma Stubbs, Economic & Rural Development Manager

Agreed by: Paul Kelly, Head of Economic Development

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

3.15 ED/ED/106 EU JOBS & GROWTH: APPLICATIONS FOR FUNDING

Members are reminded that the Council is able to access grant aid for business start-up and business development. To date, funding has been secured to deliver a 3.5 year Business Start-up Programme and a 2.5 year business mentoring programme. A key requirement for successful applications is to demonstrate an average cost per job created through each project of £1,000 and a minimum project cost of £250,000.

The application process closes on 30 June 2018 and officers are preparing 4 new applications before the call closes for programmes that will run up to December 2022 as follows:

- A **Procurement Programme**, in partnership with Mid and East Antrim Borough Council and Lisburn and Castlereagh City Council, to support a minimum of 54 businesses in each of the Council areas through a package of workshops and one-to-one mentoring support services. The Programme will support SME's through procurement processes, social contracts in procurement and help develop local supply chains. The estimated total cost of this programme is £252,000, with a match funding requirement from Antrim and Newtownabbey Borough Council of approximately £20,000.
- An **Innovation Programme**, in partnership with Mid and East Antrim Borough Council and Lisburn and Castlereagh City Council, to support innovative companies to develop sales and marketing strategies to grow and develop their businesses through a package of workshops and one-to-one mentoring support services. The estimated total cost of this programme is £252,000, with a match funding requirement from Antrim and Newtownabbey Borough Council of approximately £20,000.
- An extension to the current, or a new **Business Mentoring Programme** to support more businesses to grow and develop through specialist one-to-one business mentoring. The estimated total cost of this programme is £250,000, with a match funding requirement from Antrim and Newtownabbey Borough Council of approximately £50,000.
- An extension to, or a new, '**Go for It' Business Start-Up Programme**, in partnership with the other 10 Councils across Northern Ireland, to deliver a service until the end of the Programme period (31 December 2022). The estimated total cost of this programme is £2.56million, with a match funding requirement from Antrim and Newtownabbey Borough Council of approximately £66,500.

An application for grant aid for all programmes can be made for up to 80% of the Programme eligible costs, being 60% from the European Regional Development Fund and 20% from Invest Northern Ireland. Match funding for

the programmes will be met through the Council's Economic Development budget (subject to the annual estimates process).

RECOMMENDATION: that the Council approves:

- a. The 4 applications for funding be submitted to Invest Northern Ireland for up to 80% of programme costs;**
- b. Match funding of up to £156,500 be made available for the programmes up to December 2022 subject to the annual estimates process.**

Prepared by: Emma Stubbs, Economic & Rural Development Manager

Agreed by: Paul Kelly, Head of Economic Development

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

3.16 CE/GEN/4 DEPARTMENT FOR INFRASTRUCTURE - PROPOSED DISABLED PARKING BAYS

Correspondence has been received from the Department for Infrastructure, copies of which is enclosed outlining details of 3 proposals to reserve an on-street disabled parking space to the front of the following dwellings:-

- (i) ■ Bawnmore Park, Newtownabbey
- (ii) ■ Willow Park, Newtownabbey
- (iii) ■ Princes Avenue, Newtownabbey

The Department has requested a letter confirming that the Council is in agreement with these proposals and requests that any comments be forwarded to Traffic Northern 1 (Ballymena) at County Hall, Ballymena, BT42 1QG.

RECOMMENDATION: that these proposals from DfI be accepted.

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

ITEMS FOR INFORMATION

3.17 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 01-30 APRIL 2018

BUILDING REGULATIONS

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

Applications Received

Full Plans – 51

Building Notices – 195

Regularisation Certificates – 87

Full Plans

Approvals – 41

Rejected applications requiring resubmissions – 52

Commencements & Completions

Commencements – 237

Completions - 218

Inspections - A total of 974 Site Inspections were carried out.

Regularisation Certificate - 37 Regularisation Certificates issued.

Building Notice- 118 Completion Certificates issued

Property Certificates Received – 238

EPB

EPC's checked – 193 & 95% compliance

DEC's checked – 7 & 100% compliance

A/C checked – 2 & 100% compliance

Income

Plan Fees Received for Month	£13881.75
Inspection Fees Invoiced for Month	£24706.38
Building Notice Fees Received for Month	£19040.00
Regularisation Fees Received for Month	£7024.80
Property Certificate Fees Received for Month	<u>£15360.00</u>
TOTAL	£80012.93

Postal Numbering Numbers of official postal numbers issued – 6

LPS Partnership

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

Property details surveys completed 73

RECOMMENDATION: that the report be noted.

Prepared by: Vicky Jordan, Clerical Officer

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

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

3.18 CPR/PBS/BC/1 LAND AND PROPERTY SERVICES STATISTICS FOR HOUSING COMMENCEMENTS AND COMPLETIONS

The Building Control Section sends a range of monthly statistical reports to Land and Property Services relating to a range of building regulations activity, including commencement and completion of applications received. On a quarterly basis LPS publishes their analysis of these reports relating to new housing and the latest version can be found on the following link <https://www.finance-ni.gov.uk/topics/statistics-and-research/new-dwelling-statistics>.

The table highlighting the numbers of new dwelling completions under the Building Regulations for each of the 11 Council areas is **enclosed** for Member's information.

RECOMMENDATION: that the report be noted.

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

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

3.19 CP/P4/003/VOL 2 PEACE IV PROGRAMME SERVICE LEVEL AGREEMENTS

Members are reminded that a letter of offer was received from the Special European Union Programmes Body (SEUPB) for £3,063,346.40 in August 2017 to deliver the PEACE IV Local Action Plan. The PEACE IV Local Action Plan delivery was split across three key themes: Children and Young People (CYP), Shared Spaces and Services (SSS) and Building Positive Relations (BPR).

The agreed delivery method by the PEACE IV Partnership and by the Council was a mix of public procurement via tender (13 programmes encompassing 18 projects) and Council direct delivery (4 programmes encompassing 12 projects). The following programmes will be delivered directly by the Council as per the Local Action Plan:

CYP Programme 1b – Reclaiming Play Space

- 1 project led by Leisure Services Section

SSS Programme 2 – Shared Space Engagement and Events Programme

- 4 projects led by Leisure Services Section
- 1 project led by Community Planning Section
- 1 project led by Arts and Culture Section

SSS Programme 3 – New Shared Space Programme

- 3 projects led by Leisure Services Section (supported by Capital Projects Section)

BPR Programme 3 – Cross Border Programme

- 2 projects led by Community Planning Section

Service Level Agreements have been drawn up for each of the programmes above copies of which are **enclosed** and will be issued to each relevant Directorate subject to approval by the PEACE IV Partnership on 12 June 2018. PEACE IV Secretariat staff will assist section leads in project establishment, implementation, reporting, procurement, monitoring and evaluation.

RECOMMENDATION: that the Peace IV Service Level Agreements for Council led projects be noted.

Prepared by: Connor O'Dorman, PEACE IV Co-ordinator

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

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

3.20 CP/PCSP/42 PCSP LETTER OF OFFER 2018/19

Members will be aware that Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) receives an annual Letter of Offer from the Joint Committee (Department of Justice and Northern Ireland Policing Board).

A formal letter of offer has been received a copy of which is **enclosed** for delivery against the PCSP Action Plan in 2018/19 of £303,068, which is a 3% reduction on the 2017/18 allocation. The PCSP has agreed through their 2018/19 Action Plan to absorb this reduction mainly within advertising and awareness raising to avoid any impact to project delivery. In addition to this, £18,000 from the Northern Ireland Policing Board is included to fund members expenses and meeting allowances which is the same allocation as was received in 2017/18. Members will be aware of the Council's contribution of £111,152 and that provision for this has been made within the 2018/19 estimates.

Antrim and Newtownabbey PCSP has adjusted the 2018/19 Action Plan and Budget Profile a copy of which is **enclosed** to reflect the funding offer.

Members may also wish to note that Letters of Offer a copy of which is **enclosed** have been received from Northern Ireland Housing Executive against specific projects within the 2018-19 PCSP Action Plan. An offer of £21,000 has been received to assist with delivery of the Community Safety Wardens Scheme and £10,000 to assist with delivery of the 4 Tier Security Scheme. An application was also submitted for £10,000 to assist with the delivery of the BEAT and Youth Zone Summer Intervention programme, however no formal correspondence has been received to date.

RECOMMENDATION: that the report be noted.

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

Agreed by: Louise Moore, Head of Community Planning

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

3.21 CP/PCSP/064 CRIMINAL JUSTICE FOR NI - PCSP INSPECTION

Members will be aware that the Criminal Justice Inspection for Northern Ireland (CJINI) conducted an inspection of PCSP's in 2014. This report included a number of recommendations for PCSPs regionally. Correspondence has recently been received indicating that Terms of Reference have been agreed, which are enclosed for members information by the Joint Committee (Department of Justice and Northern Ireland Policing Board), for a follow up inspection.

The inspection is being led by Stephen Dolan and CJINI are expected to attend the Antrim and Newtownabbey PCSP meeting on 25 July 2018. It is also anticipated that the CJINI inspectors will want to meet with PCSP officers and partnership members to assist with the review.

RECOMMENDATION: that the report be noted.

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

Agreed by: Louise Moore, Head of Community Planning

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

Members will be aware that Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) organises an annual 'Bee Safe' event for Primary 7 pupils from across the Borough. The event is focused on providing vital community safety information to help prepare the pupils for their transition to secondary education. The topics covered included internet safety, fire safety, drugs and alcohol awareness, road safety, inclusion and diversity, personal safety on public transport and home safety.

The event this year ran across a two week period from 16 to 27 April 2018 and invited attendance from all the primary and special schools across the Borough. As one of the Special Schools felt that it was not appropriate for their pupils to attend, provision was made for the schools to attend the RADAR Centre in Belfast. Over the two week period 49 schools attended with a total of 1,644 pupils benefiting from the event. A list of the schools in attendance is enclosed for Members information.

RECOMMENDATION: that the report be noted.

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

Agreed by: Louise Moore, Head of Community Planning

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

3.23 CP/CP/085 DEA FUNDING PROGRAMME

Members are reminded of the DEA funding programme which commenced in December 2015. In the current financial year there is budget provision of £50,000 per DEA, of which provision has been made in the 2018/19 estimates. Schemes for 2018/19 were agreed at the Community Planning & Regeneration Committee in April.

Appendix 1 a copy of which is **enclosed**, details, for each DEA, the projects which were completed by the end of the 2017/18 financial year.

Appendix 2 a copy of which is **enclosed**, details, for each DEA, the projects which are scheduled for the current financial year.

RECOMMENDATION: that the report be noted.

Prepared by: Alison Keenan, Community Planning Manager

Agreed by: Louise Moore, Head of Community Planning

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

3.24 CD/PM/117 MONTHLY UPDATE - CAPITAL PROGRAMME

A Capital Projects Status Report for June 2018 is enclosed for Members information.

RECOMMENDATION: that the report be noted.

Prepared by: Claire Minnis, Capital Projects Manager

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

3.25 ED/GEN/006 GO-2-TENDER WORKSHOPS

Members are asked to note that InterTradelreland will deliver a Go-2-Tender Programme to local SME's in Autumn 2018. This programme is geared towards SMEs who are new to tendering or who want to improve their basic tendering skills to tender for public sector contracts. The course consists of 2 workshops, being delivered on 11 and 25 October 2018 at Clotworthy House, Antrim Castle Gardens by InterTradelreland, in conjunction with Council staff. Participating businesses will also receive a half day of one-to-one mentoring support, delivered by InterTradelreland.

The programme aims to provide training for up to 20 local businesses, and the cost is £85 to each business, which covers all training, materials, catering and mentoring costs. The contribution from the Council is the provision of the venue free of charge.

Provision of this programme in the Borough follows on from a similar, well attended workshop, held in Mossley Mill in May 2017. Officers from Council's Finance and Economic Development teams will again work with InterTradelreland staff to help promote the sessions to local businesses in advance, and to facilitate the workshops with the InterTradelreland consultants throughout the Programme.

RECOMMENDATION: that the report be noted.

Prepared by: Alastair Law, Innovation and Funding Officer

Agreed by: Paul Kelly, Head of Economic Development

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

**3.26 ED/ED/065 WHITEABBEY VILLAGE BUSINESS ASSOCIATION –
PROPOSED ROAD CLOSURE APPLICATION (SHORELINE FESTIVAL)**

Members are asked to note that Whiteabbey Village Business Association intends to submit a Road Closure Application to Council's Environmental Health section to facilitate a village festival event, linked to the 'Shoreline Festival' to be held in Loughshore Park over the August Bank holiday weekend (25-26th August). It is hoped that this will attract visitors and help to promote the village.

The proposed closure relates only to the main stretch of the Shore Road in the village, from the junction with Circular Road to just before the Whiteabbey Presbyterian Church. In addition, the junction of the Shore Road with the Old Manse Road will be closed off from 11am to 6pm on both days (to be confirmed). Residents and visitors will be able to circumnavigate the village via Old Manse Road and Circular Road.

If successful, the road closure application will enable related activities to take place in a safe, pedestrian and family-friendly environment within the village, and coincide with the 'Shoreline Festival'. It will offer a range of complementary entertainment, crafts and stalls that will add to, and enhance, the Council event.

As part of the road closure application process, the Association will consult extensively with local businesses, local residents and the appropriate stakeholders to ensure local community buy-in and support.

RECOMMENDATION: that the report be noted.

Prepared by: Alastair Law, Innovation and Funding Officer

Agreed by: Paul Kelly, Head of Economic Development

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

3.27 CP/GEN/19 COMMUNITY PLANNING & REGENERATION SECTION - PARTNERSHIP MINUTES

Members are advised that the quarterly update Partnership Minutes as listed below can be viewed in the electronic folder called "**Partnership Minutes for Members Information**" on your I pads.

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91	30 Nov 2017	Antrim & Newtownabbey Citizens Advice Bureau
D/CSP/48	31 Jan 2018	PCSP Partnership PCSP Private Meeting
D/DP/67	12 Dec 2017 20 Feb 2018	Rathcoole Neighbourhood Renewal Partnership
D/DP/67	-	Grange Neighbourhood Renewal Partnership
	-	Joint Cohesion Group
CP/GR/43	-	Traveller Issues Local Government Partnership

Economic Development		
File Ref	Date of Meeting	Name of Partnership
ED/MI/250	9 Feb 2018 9 Mar 2018	GROW Local Action Group Meeting

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/TC/5	10 Jan 2018	Glengormley Town Teams
ED/TC/5	12 Jan 2018 20 Mar 2018	Ballyclare Town Teams
ED/REG/5	29 Jan 2018 5 Mar 2018	Antrim Town Team
ED/REG/006	21 Feb 2018 14 Mar 2018	Randalstown Town Team

RECOMMENDATION: that the Partnership Minutes be noted.

Prepared by: Dawn Leonard/Wendy Donaldson

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