



6 March 2019

Chairman: Councillor S Ross

Vice Chairman: Councillor M Maguire

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

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 March 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

AGENDA

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

ITEMS FOR DECISION

- 3.1 Tourism NI Quality Grading Scheme
- 3.2 Street Naming
- 3.3 Equality and Diversity Working Group Minutes
- 3.4 Ulster Automobile Club Easter Stages Rally 2019
- 3.5 Arts and Culture Grant Aid
- 3.6 Community Development Grant Aid Programme 2019/20
- 3.7 DEA Programme 2019-2020
- 3.8 Lough Neagh Landscape Partnership Experimental Archaeology Week
- 3.9 Arts and Culture Temporary Exhibition Policy
- 3.10 Quarterly Update – Capital Programme
- 3.11 IPB Pride of Place Awards 2019

ITEMS FOR INFORMATION

- 4.1 Building Control Monthly Report
- 4.2 PCSP Addendum to Letter of Offer 2018/19
- 4.3 Borough Arts and Advisory Panel

REPORT ON BUSINESS TO BE CONSIDERED AT THE COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON MONDAY 11 MARCH 2019

ITEMS FOR DECISION

3.1 AC/GEN/14 TOURISM NI QUALITY GRADING SCHEME

Members are advised that Tourism Northern Ireland (TNI) operates a Quality Grading Scheme for visitor attractions, which gives operators an independent quality assurance award. The scheme is a practical example of TNI's commitment to increasing visitor numbers and experiences through developing a quality experience.

There are five-quality grades awarded for the standard of services and facilities and are represented like hotels by 1 to 5 stars, which convey the following standards:

- **Five Stars Outstanding**
- **Four Stars Excellent**
- **Three stars Very Good**
- **Two Stars good**
- **One Star Acceptable**

Assessments are carried out without advance warning through in the main incognito visits by assessors but also with pre-visit research online and on the telephone. Having identified the scheme as an excellent tool in the ongoing continuous improvement strategy applications for Antrim Castle Gardens, Sentry Hill and Museum at The Mill were submitted to TNI in 2018 at a cost of £450 or £150 per site.

Grading reports and results for all three sites have now been received and are **enclosed** for Members' information. Grades have been awarded by TNI as follows:

- **Antrim Castle Gardens: An Excellent or Four Star Rating**
- **Sentry Hill: A Very Good or Three Star Rating and**
- **Museum at The Mill: A Good or Two Star Rating**

In terms of the individual scores Antrim Castle Gardens scored 81% and was only 3% away from achieving the Outstanding Five Star Rating with slight improvements to the contracted catering service as well as the online presence required to pick up the required extra marks.

Sentry Hill scored 80% overall, which is a comfortable four star however a 'rider' score below what is required for four stars has reduced overall grade to three stars. In addition to the star rated grading bands key elements of the experience such as Arrival. Toilets etc., must achieve a minimum score before grades are confirmed and TNI refer to these as 'rider' scores. Museum at The Mill similarly scored an overall score of 76% or a comfortable three star score however, car-parking management and visitor experience of the Mill catering

contract service brought some rider scores below the required three star standard so the overall grade awarded was two stars.

The assessment reports are excellent tools to support the ongoing strategy to continuously improve visitor experiences and it is proposed to remain in this scheme and apply for reassessment of the facilities in 2019/20 at a cost of £150 per site with a view to improving upon scores achieved in 2018. The outcome of the 2019 assessments will be reported to a future meeting of the Committee.

RECOMMENDATION: that the results of the TNI Quality Grading for Antrim Castle Gardens, Sentry Hill and Museum at The Mill be noted and participation in the scheme annually at a cost of £150 per site be approved with the outcome brought back to a future meeting of the Committee.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.2 PBS/BC/003 STREET NAMING

An application was received on 6 February 2019 from Patrick Morwood on behalf of Beechview Developments, regarding the naming of a residential development at Ballyeaston Road, Ballyclare. The development consists of 9 units, these being a mixture of detached and semi – detached. The development names have been submitted as outlined below, with the developer’s rationale, a site location map and site plan enclosed.

- 1 – Foundry Hill
- 2 – Rockland View
- 3 – Craigs Lane

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

RECOMMENDATION: that Committee selects a name for this development.

Prepared by: Liam McFadden, Principal Building

Agreed by: Bronagh Doonan, Building and Property Services

Approved by: Nick Harkness, Director of Community Planning

3.3 CP/GR/55 EQUALITY AND DIVERSITY WORKING GROUP MINUTES

Members are reminded that in March 2017, it was agreed that the Councils Quarterly Good Relations Working Group be replaced by an Equality and Diversity Working Group which would take a broader look at services across the Council.

A copy of the minutes of the Equality and Diversity Working Group meeting held on 12 November 2018 are **enclosed** for Members' consideration.

RECOMMENDATION: that the minutes of the Equality and Diversity Working Group on 12 November 2018 be approved.

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

Approved by: Nick Harkness, Director of Community Planning

3.4 ED/TOU/37 ULSTER AUTOMOBILE CLUB, EASTER STAGES RALLY 2019

Members are advised that the 2019 Ulster Automobile Club Easter Stages Rally is being held in the Borough on 19 and 20 April 2019 as well as the Lisburn and Castlereagh City Council area.

Organisers have requested that there is a ceremonial start from the large parterre in Antrim Castle Gardens on Good Friday, 19 April 2019 from 9.00am to 1.00pm approximately. All facilities will remain open to the public however, there will be some cordons in place, to ensure vehicles and pedestrians/spectators are kept apart.

RECOMMENDATION: that the request from the Ulster Automobile Club to start the 2019 Easter Stages Rally in Antrim Castle Gardens on Friday 19 April 2019 be approved.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.5 AC/GEN/37 ARTS AND CULTURE GRANT AID

Members are reminded that a revised Arts and Culture Grant Aid Programme was approved by the Operations Committee in March 2017. The purpose of the grant programme is to provide financial assistance to individuals and groups in the Borough for a range of arts and heritage purposes.

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

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. Five applications has been assessed by officers under the appropriate funding category and maximum award available. A summary of the application is set out below along with the proposed award:

Ref	Group or Individual	Funding Category	Funding Purpose	Score	Amount Awarded
4228	Elizabeth McCauley	Participation in specialist training or study	To attend tour with Education Authority Youth Orchestra in Germany	55%	£250
4421	Northern Ireland Photographic Association	The delivery of an event or festival, which must be held in the Borough and open to the public	To run photography festival	60%	£550
4240	Friends of Antrim Castle Gardens	The delivery of an event or festival, which must be held in the Borough and open to the public	To run horticulture educational sessions	60%	£500
4444	Theatre 3 Newtownabbey	The attendance or participation in an arts event either by invitation or qualification	To attend British Finals of One Act Plays in Yorkshire	60%	£750
4470	Mary Kate Bonnes	The attendance or participation in an arts event either by invitation or qualification	To attend and participate in the All Ireland poetry competition	50%	£500

The remaining budget available for arts grants in 2018/2019 is £8,750. The total amount proposed for this award is £2,550 leaving a balance of £6,200 to fund any future applications in the current financial year.

RECOMMENDATION: that the Arts and Culture Grant Award be approved.

Prepared by: Leeann Murray, Arts Development Officer

Agreed by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

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

Members are reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members are advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2019/20 financial year.

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

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

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded	Notes
New Mossley Allotment Association	Small Activity Grant for Insurance, Signer for AGM & Room Hire	60%	£500	£500	–

The total budget available for Small Grants for the 2019/20 financial year is £14,812.34. The total amount of financial assistance awarded to date, including the above application, is £500 leaving a balance of £14,312.34 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 & Governance Officer

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

3.7 CP/CP/086 DEA PROGRAMME 2019/2020

Members are reminded of the District Electoral Area (DEA) Funding Programme which commenced in December 2015. For the 2019/2020 financial year provision of £50,000 per DEA has been made in the estimates.

Further to a workshop with Members on 9th January, an indicative list of projects was developed for each DEA. The proposed initiatives are enclosed for Members' consideration.

Members are advised that proposals are indicative only and reflect the priorities identified for each DEA. Officers are currently reviewing the schedule of projects to provide more accurate indications of cost and to identify whether there are other budget streams within Council (such as Capital Projects or Parks), or external funding streams which may be more appropriate than the DEA Programme. Some prioritisation may be required as this review concludes and more detailed costs are confirmed.

The draft DEA programmes will be refined as more information becomes available and considered by subsequent DEA workshops as well as Committee and Council.

RECOMMENDATION: that

- i. The indicative DEA Programme for 2019/2020 be approved.**
- ii. Officers continue to work to refine the plans with updated information, costs and opportunities and that this updated information would go forward for future consideration at DEA workshops for ongoing recommendations to Committee and Council.**

Prepared by: Alison Keenan, Community Planning Manager

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

3.8 AC/ACG/11 LOUGH NEAGH LANDSCAPE PARTNERSHIP EXPERIMENTAL ARCHAEOLOGY WEEK

Members are advised that the Lough Neagh Landscape Partnership have requested that the Council consider hosting their Experimental; Archaeology Week in Antrim Castle Gardens from Monday 27 May to Saturday 1 June 2019.

This week of activity would be delivered in partnership between the Lough Neagh Partnership and Queen's University Belfast Centre for Archaeological Fieldwork and would feature free activities such as:

- Log Boat Construction
- Wickerwork Walls and Mesolithic Huts
- Flint Knapping
- Pottery and Kiln Construction
- Weaving
- Rope Making
- Artefact Handling
- Walks, talks and presentations

Queen's will provide resources in terms of numerous professional staff, volunteer t-shirts and event insurances. Lough Neagh Landscape Partnership are requesting support from the Council in the form of hire of a marquee, which could be situated on the event field and would cost approximately £1400, as well as some room hire at no cost.

The week long programme will be aimed at both schools, community and general public and there is an opportunity to build family entertainment around the final day on the Saturday, which would broaden the appeal to family audiences.

Garden Show Ireland is normally held in May, so it is proposed to host the Experimental Archaeology Week to be delivered by the Lough Neagh Landscape Partnership and Queen's University, including covering the cost of hire of a marquee, free room hire and provision of additional family activities on the final day Saturday 1 June 2019, using some the budget allocated for Garden Show Ireland.

RECOMMENDATION: that the request from the Lough Neagh Landscape Partnership to host Experimental Archaeology Week in partnership with Queen's University in Antrim Castle Gardens from 27 May until 1 June 2019, including covering the cost of hire of a marquee, free room hire and provision of additional family activities on the final day of the programme, be approved.

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.9 AC/GEN/50 ARTS AND CULTURE TEMPORARY EXHIBITION POLICY

Members are reminded that the Arts and Culture Temporary Exhibition Policy was approved by the Operations Committee in March 2017. The main exhibition facilities are The Flax Gallery, Mossley Mill, the Oriel Gallery and Conservatory Gallery, Clotworthy House, Antrim Castle Gardens. However on occasion other spaces such as the Garden Heritage Space at Clotworthy, Theatre at The Mill foyer and the main exhibition area in Museum at The Mill are also used to host temporary exhibitions when it is appropriate.

The purpose of this policy is to provide guidance for the organisation of temporary exhibitions for both those planned and funded internally and those organised by external individuals and groups. The Policy sets out its statement of purpose, objectives, guidance for the programming and selection of temporary exhibitions as well as the responsibilities of both the arts and culture service and exhibitors and sales commission guidance.

Members are advised that this policy has recently been reviewed and an updated draft of the revised policy is **enclosed** for Members' information. The Borough Arts and Culture Advisory Panel were consulted as part of the review and the key revision being proposed is that in terms of the process for Exhibition Selection the draft exhibition programme, which is developed by officers on a rolling basis, will be brought to the quarterly meeting of the Arts Panel for approval. However this clause does permit for exhibitions which come in at short notice to be approved by the Arts and Culture team in line with the Policy and brought to the Panel retrospectively.

The revised policy also includes a clause stating that the Council reserves the right to cancel or relocate any exhibition should the need arise and in such cases as much notice as possible will be given to exhibitors.

The Policy 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. Rural Proofing has also been carried out and the form is **enclosed** for Members' information.

RECOMMENDATION: that

- i. the draft revised Arts and Culture Temporary Exhibition Policy be approved.**
- ii. the Equality Screening form be approved.**
- iii. the Rural Needs Impact Assessment be approved.**

Prepared by: Ursula Fay, Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning

3.10 CD/PM/117, FI/PRO/QUO/489, PK/GEN/121, CD/PM/129 QUARTERLY UPDATE - CAPITAL PROGRAMME

A Capital Projects Status Report for March 2019 is enclosed for Members' information.

The supporting information enclosed also includes Economic Appraisals and Section 75 Policy Screening Forms for the following smaller scale capital projects:-

- a) Installation of new entrance doors at Old Courthouse, Theatre, Antrim
- b) Monkstown Jubilee Community Centre - outdoor activity area
- c) Belfast Lough sea wall emergency repair works
- d) Rathcoole Environmental Improvements Scheme

RECOMMENDATION that:

- i. Capital Status Report be noted**
- ii. Approval is given for the Economic Appraisals and Policy Screening Forms for**
 - a) Installation of new entrance doors at Old Courthouse Theatre, Antrim**
 - b) Monkstown Jubilee Community Centre - outdoor activity area**
 - c) Belfast Lough sea wall emergency repair works**
 - d) Rathcoole Environmental Improvements Scheme**

Prepared by: Claire Minnis, Capital Projects Manager

Approved by: Nick Harkness, Director of Community Planning

3.11 CP/CD/283 IPB PRIDE OF PLACE AWARDS 2019

Members are reminded of The Annual IPB 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. In 2018 the Council nominated two groups for an award: Rathfern Social Activity Centre who received a runners up award and Antrim Youth Information and Counselling Centre who received a Certificate of Participation.

This year there are 12 categories in total; 5 Population categories, 4 Single Issue categories with designated themes, a Housing Estates category, an Islands and Coastal Communities category and an Urban Neighbourhood category. The Council can nominate groups in up to a maximum of five categories in all and one entry only in any individual category. The categories are listed below for Members' consideration:

Population

1. 0 - 300
2. 300 - 1,000
3. 1,000 - 2,000
4. 2,000 - 5,000
5. Over 5,000

Theme

6. Creative Place Initiative
7. Community Wellbeing Initiative
8. Age Friendly Initiative
9. Community Tourism Initiative

Non Population

10. Housing Estates
11. Islands and Coastal Communities
12. Urban Neighbourhoods

Entry to the competition is by way of Council nomination. To nominate a group, a short application form has to be completed by the Council and submitted along with a short resume of the groups work and how it meets the entry criteria.

An assessment visit by Pride of Place Judges will take place in July/August 2019 where nominees will demonstrate pride in their place by oral presentation, exhibition of community activities and culture and a tour of the area highlighting the aspects of which they are particularly proud. During this visit it is also important that the community demonstrates real partnership with their local Council and shows that all sectors of the community are included.

Successful nominees will be announced at the Gala Dinner and Awards Ceremony in November 2019. At this event Category Winners will receive a large trophy and a cash prize of €1,000 or sterling equivalent. Runners-up will also receive a trophy and a cash prize of €500 or sterling equivalent. The entry

fee per Council this year is £2,600, provision for which has been made within the Community Services budget. The closing date for nominations is Friday 3 May 2019.

The Gala Dinner and Awards Ceremony will be held on Saturday 30 November 2019 in the Lyrath Estate Hotel, Kilkenny. Fourteen complimentary tickets will be made available for this event with guidance that they are to be distributed as follows: 2 tickets per nominated group with the remaining 4 tickets being allocated to Councillors/Council Officers. A separate invitation will be issued to the Chief Executive.

As the venue is approximately a 3 - 4 hour journey from the Borough it is proposed that the Council provides the financial assistance to cover the cost of 1 nights' accommodation to include bed and breakfast per attendee. Hotel accommodation costs in Kilkenny have been researched. The total accommodation costs have been estimated at approximately £2,100 for 14 attendees, provision for which has been made in the existing Community Services Budget.

It is proposed that the Mayor and the Chairperson of the Community Planning and Regeneration Committee or their nominees and 2 appropriate Council officers attend the Gala Dinner and Awards Ceremony along with the 10 group representatives.

Co-operation Ireland has advised that the nominated groups may invite additional members to the event, however, should the groups avail of this all costs would be paid for separately by the participants. Transportation to and from the event will be the responsibility of the individuals attending.

Officers would propose that the following groups are nominated for the 2019 competition:

- The Bridge Association
- Tidy Randalstown
- Whiteabbey Community Group
- Carnmoney Presbyterian Church
- Newtownabbey Senior Citizens Forum

Members may wish to nominate alternative and/or additional groups.

A short summary of the work of each of the groups is included below for Members information.

Tidy Randalstown is an environmental group established in 2012 by a number of local people who were concerned about the deteriorating state of Randalstown and in particular the accumulating amounts of litter in the area. The main objective of the group is to encourage and inspire people to work together to improve the environment and make Randalstown a good place to live and work. The group now has over 80 volunteers and has won a number of awards including The Royal Horticultural Society Britain in Bloom Gold Medal in 2017 and Irelands Best Kept Small Town Award and Best Kept Town overall in 2018.

The Bridge Association in Antrim provides vocational training opportunities for adults with learning disabilities aged 18 plus in a variety of areas such as Information Technology, Business Administration, Retail, Food Hygiene, Independent Living Skills and Horticulture. In an effort to secure work placements and full time employment opportunities for their trainees the Association continues to negotiate with the local business sector and adopts a pro-active approach in identifying social economy opportunities the most recent being the establishment of the Quirky Emporium in 2017. This Association isn't just a lifeline for the trainees, it offers much needed respite to the families of those with special needs.

Carnmoney Presbyterian Church is involved in a variety of projects which benefit the local community such as a job club, debt advice and a foodbank in partnership with other Churches in the area. The foodbank helped over 3000 people last year.

Newtownabbey Senior Citizens Forum is open to people aged 50+ in the Newtownabbey Area. The Forum provides a range of weekly activities to support mental and physical wellbeing of members and older people in the wider community. The Forum secured funding for 3 years from the Big Lottery Communities Fund in June 2017 to support 2 core staff and a programme of activities to include older people in Antrim.

The programmes delivered at a local level by all of the above nominee groups helps to build community capacity, promote social inclusion and instil a greater sense of community ownership and civic pride within the respective areas. Not taking into consideration all previous nominees to the IPB Pride of Place Awards the above four groups, at this moment in time, have been identified as those which best meet the aims and objectives of the 2019 awards criteria however Members may wish to nominate alternative and/or additional groups within their respective areas By Friday 29 March 2019.

RECOMMENDATION: that

- (i) Members approve the 5 proposed groups for nomination to the 2019 Pride of Place Awards. Members should inform Officers of any additional requests for nominations no later than 29 March 2019.**
- (ii) The Mayor and Chairperson of the Community Planning & Regeneration Committee or their nominees and 2 relevant Council Officers attend the Gala Dinner and Awards Ceremony.**
- (iii) Members approve an amount of up to £2,100 to cover 1 nights' Bed and Breakfast accommodation for the 14 attendees in Kilkenny.**

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

ITEMS FOR INFORMATION

4.1 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-31 DECEMBER 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 – 35
Building Notices – 99
Regularisation Certificates – 50

Full Plans

Approvals – 25
Rejected applications requiring resubmissions – 44

Commencements & Completions

Commencements – 217
Completions - 224

Inspections - A total of 746 Site Inspections were carried out.

Regularisation Certificate - 38 Regularisation Certificates issued.

Building Notice- 117 Completion Certificates issued

Property Certificates Received – 153

Energy Performance of Building Regulations

Display Energy Certificate's checked – 2 & 100% compliance

Income

Plan Fees Received for Month	£9594.38
Inspection Fees Invoiced for Month	£7421.31
Building Notice Fees Received for Month	£8660.00
Regularisation Fees Received for Month	£3319.20
Property Certificate Fees Received for Month	£9325.00
	£38319.89

TOTAL

Projected Annual Income	Year to Date Actual Income
£687,441	£753,057

Postal Numbering & Development Naming

Numbers of official postal numbers issued – 23
Number of new developments named - 1

LPS Partnership

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

Property details surveys completed 7

RECOMMENDATION: that the report be noted.

Prepared by: Vicky Jordan, Clerical Officer

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

Approved by: Nick Harkness, Director of Community Planning

4.2 CP/PCSP/042 PCSP ADDENDUM TO LETTER OF OFFER 2018/19

Members are reminded 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 was received on 6 June 2018 and the Joint Committee agreed a budget of £303,540 to administer and run the activities of the PCSP, and £18,000 to fund Members' meeting expenses in 2018/19.

The Joint Committee have been carrying out ongoing monitoring of PCSP expenditure and similar to previous years, expenditure relating to the Meeting Expenses budget remains significantly less than the allocation. The Joint Committee have recognised that this underspend is largely due to some members not claiming their payments and the increasing number of independent member vacancies across PCSPs.

In November 2018, the Joint Committee requested all PCSP's to review Members' meeting expenses and to calculate an anticipated underspend of their Members' meeting expenses budget. Antrim and Newtownabbey PCSP surrendered £2,000 from the Members' meeting expenses budget, following a projected expenditure exercise. As a result, a total of £70,500 was declared across all PCSPs in relation to Members' meeting expenses.

In considering options for re-profiling, The Joint Committee asked PCSPs if they had capacity to spend additional funding under their operational budget by the end of the financial year, a copy of the letter is **enclosed**. Antrim and Newtownabbey PCSP agreed to accept the additional funding at the Partnership meeting in January 2019.

Following agreed budget re-profiling associated with the declared regional underspend of the PCSP Members' meeting expenses budget, the Joint Committee have approved the amendment of Antrim and Newtownabbey PCSP 2018/19 budget and issued an addendum to the existing 2018/19 Letter of Offer. Find **enclosed** Letter of Acceptance to the 2018/19 Letter of Offer Addendum.

Antrim and Newtownabbey PCSP newly revised 2018/19 budget is as follows; £309,253 to administer and run activities of the PCSP; and £16,000 to fund Members' meeting expenses.

RECOMMENDATION: that the report be noted.

Prepared by: Amy Dunlop, PCSP Support Officer

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

4.3 AC/GEN/10 BOROUGH ARTS AND CULTURAL ADVISORY PANEL

Members are advised that the last quarterly meeting of the Borough Arts and Cultural Advisory Panel of 2018/19 and this term of the Council, was held in Theatre at the Mill on Thursday 21 February 2019 and the minutes are enclosed for Members' information.

At this meeting the Panel approved the proposed programmes for the three theatres for summer 2019, copies enclosed, and also the proposals for Christmas 2019 as outlined in the minutes.

As this was the last meeting of the current Panel, The Chair Councillor Billy Webb thanked all Members in particular the independent Members. They were also advised of the decision of the February Committee to recruit for the independent membership of the Panel for the next Council term, which would be carried out in the coming months.

RECOMMENDATION: that the minutes of the meeting of 21 February 2019, including summer programmes for the three theatres and proposals for Christmas theatre 2019, be noted.

Prepared by: Ursula Fay Head of Arts and Culture

Approved by: Nick Harkness, Director of Community Planning