



6 September 2017

Chairman: Councillor A Logue

Vice Chairman: Councillor L Clarke

Committee Members: Aldermen P Barr, T Burns, M Cosgrove
Councillors J Blair, J Greer, N Kells, R Lynch, M Magill,
M Maguire, P Michael, J Montgomery, S Ross, J Scott,

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 September 2017 at 6.30pm**
You are requested to attend.

Yours sincerely

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 Welcome to Councillor Greer
- 4 Report on business to be considered

ITEMS FOR DECISION

- 4.1 Rural Development Programme Match Funding Request
- 4.2 Halloween Spooktacular at the Junction 2017
- 4.3 Queens Award for Voluntary Service 2017/18
- 4.4 Community capacity Building Programme
- 4.5 Business Awards
- 4.6 Disposal of Land at Main Street Toome
- 4.7 Environmental Improvement Works at Knockenagh Avenue Rathfern
- 4.8 Energy Performance of Building Regulations
- 4.9 Amendments to Accessible Toilet Signage
- 4.10 Rathcoole Community Consultation
- 4.11 Tourism strategy

ITEMS FOR INFORMATION

- 4.12 Good Relations Action Plan 2017/18
- 4.13 Partnership Minutes
- 4.14 Rybnik Days 2017
- 4.15 Building Control Matters

ITEMS IN CONFIDENCE

4.16 Crematorium

5 Any Other Relevant Business

**REPORT ON BUSINESS TO BE CONSIDERED AT THE
COMMUNITY PLANNING & REGENERATION COMMITTEE MEETING ON
MONDAY 15 May 2017**

ITEMS FOR DECISION

4.1 ED/EUP/2 RURAL DEVELOPMENT PROGRAMME: MATCH FUNDING REQUEST

Members are reminded that GROW South Antrim Local Action Group (LAG) is currently delivering the Northern Ireland Rural Development Programme 2014-2020 across the Borough which includes providing direct grant aid to businesses and community organisations and in support of village renewal schemes.

The Rural Development Programme also includes a Co-operation measure which enables GROW to collaborate with other LAGs on joint initiatives within Northern Ireland and across Europe. GROW is currently working with Mid Ulster Rural Development Partnership and SOAR (Armagh Banbridge and Craigavon) to explore feasible options that can improve accessibility to Lough Neagh for tourism purposes.

GROW has identified a potential project that focuses on constructing a new jetty at Antrim Boat Club which will attract boats from around Lough Neagh. The new jetty will also allow the Club to host more and larger events, such as the Atlantic Challenge which will attract 300 competitors from 15 countries in July 2018 and future regional, national and international events. It is anticipated that completion of this project will have a positive economic impact on the Borough.

The first stage of the application process is to carry out a feasibility study to determine the best type of jetty to suit the site, undertake a topographical study and prepare outline drawings and costings. The anticipated cost of this element of the project is £9,800. Up to £5,000 can be made available for this project through GROW South Antrim's budget, and the Council is requested to provide match funding in the sum of £2,400, with the remaining £2,400 to be funded by Antrim Boat Club. Subject to the feasibility study recommendations, the Club may have an opportunity to benefit from 75% capital funding from GROW to construct the jetty.

RECOMMENDATION

It is recommended that the Council agrees to provide to GROW South Antrim up to £2,400 match funding to carry out a feasibility assessment for a visitor jetty at Antrim Boat Club, provision for which exists in the economic development budget.

Prepared by: Paul Kelly, Head of Economic Development

Approved by Majella McAlister, Director of Community Planning & Regeneration

4.2 ED/TOU/39 HALLOWEEN SPOOKTACULAR AT THE JUNCTION 2017

Members are reminded that a Halloween Spooktacular event takes place annually at The Junction in Antrim attracting an estimated 10,000 spectators. The Halloween Spooktacular is organised in partnership with The Junction Outlet Centre who have agreed to contribute £8,500 towards the costs of children's entertainment and the fireworks display. The net cost of the event to the Council is £18,000 for which there is provision in the Economic Development budget.

It is proposed to hold the Halloween Spooktacular at The Junction on Thursday 26 October, as part of the Council's Halloween programme of activities and events. The event format will be similar to last year and will feature a range of family entertainment, Halloween themed attractions, Halloween grotto, radio roadshow and finishing with a fireworks display.

This event will compliment the Borough's other large scale family event, 'Spooked Out', which will take place at V36 on Tuesday 31 October 2017.

RECOMMENDATION

It is recommended that the Halloween Spooktacular event at The Junction on 27 October 2017 be approved, at a cost of up to £18,000 for which there is provision in the Economic Development budget.

Prepared by: Karen Steele, Tourism, Town Centre & Regeneration Manager
Approved by: Paul Kelly, Head of Economic Development
Agreed by: Majella McAlister, Director of Community Planning & Regeneration

4.3 CP/CD/106 QUEEN'S AWARD FOR VOLUNTARY SERVICE 2017/18

Members are reminded that last year the Council agreed to nominate three local organisations for the 2017 awards. These were Antrim Festival Group, Breakaways and TIDAL. When applications were being prepared it was noted that any organisation being nominated needed to be in existence for 3 years or more. At that time Antrim Festival Group had not been in existence for this length of time and therefore could not be entered for the 2017 awards. Therefore, only 2 organisations were entered.

Members will be aware that TIDAL's nomination was successful but Breakaways was not. Members had recommended that a further application be made for Breakaways. Award rules state that it is not possible to make a further nomination for Breakaways for three years.

Officers have received one further suggestion for a nomination for Antrim Rovers Football Club. Therefore it is proposed that two nominations will be submitted for 2018, these being Antrim Festival Group and Antrim Rovers Football Club.

RECOMMENDATION

It is recommended that the two nominations be approved.

Prepared by: Kerry Brady, Community Support Officer

Agreed by:

Approved by Majella McAlister, Director of Community Planning & Regeneration

4.4 CP/CD/198 COMMUNITY CAPACITY BUILDING PROGRAMME 2017/2018

Members are reminded that provision was made in the estimates for a Community Capacity Building Programme to be delivered in 2017/2018. The purpose of this programme is to develop the capacity and skills of individuals and groups within the Borough, to enable them to participate more fully in society and have a positive impact on the number and quality of successful community development projects delivered across the Borough.

Following an audit of community/voluntary groups and feedback from other community development practitioners, a Community Capacity Building Programme has been developed for 2017/18. This will include sessions in Child Protection, Emergency (First) Aid, Risk Assessment, Food Safety in Catering, An Evening with The Lottery and an OCN Level II Award in Community Development.

Courses will be delivered from October 2017 to the end of March 2018. The new programme will be advertised and promoted through the Council's website and through an electronic and direct marketing campaign to all community and voluntary groups within the Borough. Places will be allocated on a first come first served basis and a non-refundable deposit of £5.00 will be required to secure a place.

COMMUNITY CAPACITY BUILDING PROGRAMME, 1 OCTOBER 2017 – 31 MARCH 2018

COURSE	Estimated Costs	Participant Numbers
1. OCN Level II Award in	£1,820	16
2. Emergency (First) Aid x	£1,000	24
3. Food Safety in Catering	£600	24
4. Child Protection	£480	20
5. Risk Assessments X 2	£0	40
6. An Evening with the	£0	90
7. Hospitality	£600	-
Total Costs	£4,500	-

The total budget for the Community Capacity Building Programme for 2017/2018 is -£5,000 and will cover any other training identified before the end of the financial year.

RECOMMENDATION

It is recommended that the Community Capacity Building Programme for 2017/18 be approved at a cost of £4,500.

Prepared by: Kerry Brady, Community Support Officer

Approved by: Jonathan Henderson

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

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

4.5 ED/ED/92 BUSINESS AWARDS

Members are reminded that the Council agreed to host a Business Awards event for the Borough in 2017-18 as part of the corporate awards cycle. It is proposed to launch the awards in October 2017 and to hold an awards ceremony on Friday 23 February 2018 for up to 150 guests in Theatre at the Mill. The proposed award categories are:

- Excellence in Customer Service
- Best Tourism & Hospitality Provider
- Best New Business (*trading less than 2 years*)
- Best Small Business (*less than 50 FTE employees*)
- Best Growth Business
- Young Entrepreneur of the Year
- Involvement in the Community
- Exporter of the Year
- Business Person of the Year
- Employer of the Year
- Best Large Company of the Year

The suggested criteria for each category is **enclosed**. Businesses from across the Borough will be invited to submit nominations for the award, and these will be assessed to create a shortlist of 3 under each category, with one winner identified by the same panel. It is proposed that the panel includes representatives from the business community, the Local Enterprise Agencies, Invest NI, Northern Regional College and Ulster University. The costs of the event are estimated at £16,000 including hospitality and entertainment, provision for which exists in the economic development budget, and it is proposed to offset these by charging a ticket price of £40 per business attending (no charge to winning businesses) and by seeking sponsorship.

RECOMMENDATION

It is recommended that:

- i. The Council agrees to hold a Business Awards ceremony on 23 February 2018 at an estimated cost of approximately £16,000 and**
- ii. the suggested awards criteria under each category be approved.**

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

4.6 CE/GEN/17 DISPOSAL OF LAND AT MAIN STREET TOOME

Members are reminded that a report was brought to the June meeting indicating the disposal of surplus land at Main Street in Toome by NI Water. The site has become an eyesore and the TIDAL group in Toome has asked the Council to consider its acquisition for redevelopment. The Council agreed to submit an expression of interest and it has since been ascertained that the land is valued at £2,500. Members may wish to note that NI Water will not consider this under the Community Asset Transfer process as its operating licence requires it to obtain best value in disposal of any of its assets.

The TIDAL group in Toome has suggested that the site could be redeveloped into a public space with seating and planting and has asked that the Council considers acquiring the land and undertaking future maintenance and upkeep. Following the recent restoration of the Lockkeeper's Cottage and the allotments in Toome, TIDAL has indicated that it does not currently have the resources to acquire the site.

RECOMMENDATION

It is recommended that:

- i. The Council acquires the land at a cost of £2,500 and that Dunsilly DEA Members be asked to consider covering the redevelopment costs in 2018-19.**
- ii. Following redevelopment, the Council maintains the site.**

Prepared by: Paul Kelly, Head of Economic Development

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

4.7 CD/PM/49 & G/LEG/14-38 ENVIRONMENTAL IMPROVEMENT WORKS AT KNOCKENAGH AVENUE, RATHFERN

In September 2014 Newtownabbey Borough Council approved the original development concept of land at Knockenagh Avenue, Rathfern (outlined in green in the **enclosed** map). The plan is to complete a new multifunctional community space and community allotments on the site. The land was transferred by The Education Authority and the Northern Ireland Housing Executive (NIHE) to the Council at nil cost.

In order to better access the site and provide a carpark, the Council requires a strip of adjacent land at Knockane Way (shaded yellow in the **enclosed** map) which is owned by the NIHE. The NIHE informed Officers that they are willing to transfer this land to the Council at a cost of £2,000 as recommended by Land and Property Services.

If Members approve the recommendation the acquisition of this land will be undertaken by the Council's Legal Services Manager to ensure there are no additional costs to the Council.

RECOMMENDATION

It is recommended that Members approve the acquisition of the strip of land as identified in the **enclosed map in yellow at Knockane Way at a cost of £2,000, subject to the necessary legal requirements being completed.**

Prepared by Paul Casey, Legal Services Manager

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

4.8 PBS/BC/1 ENERGY PERFORMANCE OF BUILDINGS REGULATIONS (NORTHERN IRELAND) 2008 (AS AMENDED 2009, 2013) – ENFORCEMENT PROTOCOL AND SERVICE LEVEL AGREEMENT

Correspondence has been received from Belfast City Council which acts as the facilitating authority for the above legislation on behalf of the other 10 Councils. The Enforcement Protocol between the Department of Finance (DoF) and Belfast City Council sets out the role of Belfast in co-ordinating and supporting enforcement with the other 10 Councils and reporting back to the DoF on the enforcement activities of all the other Councils. The DoF advises that Northern Ireland has been able to demonstrate effective enforcement of the above legislation through the protocol and the Service Level Agreement (SLA) which will exclude it from the potential EU infringement proceedings in the remainder of the United Kingdom.

The Service Level Agreement (SLA) between Belfast City Council (as the facilitating authority) and the other Councils clarifies the roles and responsibilities of the Enforcement of Building Regulations (EPB) team and the Councils in meeting the requirements of the EPB regulations. The SLA is a means of supporting and sustaining the enforcement of EPB regulations across all Councils and a copy is enclosed for Members' consideration. Officers have considered the SLA as presented and consider it will act as a good framework for the working arrangements between Antrim and Newtownabbey Borough Council and Belfast City Council for the enforcement of EPB throughout the Borough.

RECOMMENDATION

It is recommended that the Council supports the Energy Performance of Buildings Regulations (Northern Ireland) 2008 (as amended 2009, 2013) – Enforcement Protocol & Service Level Agreement as a means of enforcing the required legislation and promoting consistency of approach across all 11 Councils.

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

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

4.9 PBS/PS/1 AMENDMENTS TO ACCESSIBLE TOILET SIGNAGE

The Council has received a request from the Crohns and Colitis NI network group to support their current campaign in relation to signage at accessible toilets. A meeting was held with representatives from the local NI network on the UK wide charity. The request is to support the charity's current campaign encouraging businesses, retailers and public sector buildings to adopt additional accessible toilet signage raising awareness that "not every disability is visible".

People living with Inflammatory Bowel Diseases (IBD) such as Crohns and Colitis can be disadvantaged by the impact of their condition. They may not look unwell but are often profoundly affected by debilitating and unseen symptoms that affect all aspects of their lives. When using accessible toilets many people with these conditions have been unfairly criticised and judged because others perceive them to be well and therefore not entitled to use these facilities, The wheelchair symbol has given the public the false impression that those using an accessible toilet should be a wheelchair-user or at least show some form of physical disability. The charity, Crohn's and Colitis UK, have campaigned for a change of signage at accessible toilets throughout the UK to reflect the invisible nature of conditions such as IBD.

An example of the type of signage proposed is shown below and could be easily provided at no additional cost within the currently approved capital schemes at Sixmile Park, Ballyclare, Antrim Lough Shore and Wallace Park (all of which include public conveniences) as well as within any future schemes.



There are a significant number of accessible units in our other public conveniences as well as within Council's civic buildings, leisure centres, community centres and pavilions. The indicative costs to purchase new signage on a phased basis across those buildings should not exceed £6,500 and can be accommodated within existing budgets.

RECOMMENDATION

It is recommended that amended signage is provided for accessible toilets across the Council's building stock on a phased basis.

Prepared by Bronagh Doonan

Approved by Bronagh Doonan, Head of P

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

4.10 RATHCOOLE COMMUNITY CONSULTATION

Members are reminded that provision was made within the capital estimates for two schemes within the Rathcoole area subject to community consultation namely an allotments scheme and the redevelopment of the playpark in upper Rathcoole.

The agreed community consultation was recently completed and a copy of the results is enclosed for Members' information. 115 residents responded to the survey and some of the key findings are highlighted below:

Playpark

- 41% of respondents said they did use Rathcoole Leisure Park with 27% using it daily
- 60% were either dissatisfied or very dissatisfied with the quality of the play equipment
- 64% were either dissatisfied or very dissatisfied with the suitability of the play equipment for children with a disability
- 89% felt that there was a need for a play park in its current location

Allotments

- 43% of respondents said they would be interested in renting an allotment
- 74% would be willing to pay approximately £30 per annum
- 77% agreed that the rear of Rathcoole Primary School would be a suitable location

Informed by this feedback, which has demonstrated a need for both schemes, officers are now in a position, with Members' approval, to progress the initiatives to economic appraisal stage which will be presented to the Operations Committee for consideration.

Both schemes demonstrate a direct link to the Council's recently published Community Plan 'Love Living Here' which outlined a number of key outcomes that the Council aims to achieve through implementation of the Plan one of which is that 'Our Citizens Enjoy Good Health and Wellbeing'. In order to achieve this outcome two of the key actions identified were:

- Improve access to and provision of play and recreational facilities;
- Development of new allotment sites.

RECOMMENDATION

It is recommended that economic appraisal for a new allotments project and the redevelopment of play park provision in Rathcoole (upper) be approved.

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

Approved by Majella McAlister, Director of Community Planning & Regeneration

4.11 TOURISM STRATEGY

Members are advised that this report is to follow.

ITEMS FOR INFORMATION

4.12 CP/GR/50 GOOD RELATIONS ACTION PLAN 2017 / 2018

Members are reminded that an application was made to The Executive Office in March 2017 for support to deliver the 2017/18 District Council Good Relations Action Plan in Antrim and Newtownabbey from 1 April 2017 to 31 March 2018. A letter of offer was received from The Executive Office in July 2017 for £145,230.30 with match funding of £48,410.10 (25%) committed by Antrim and Newtownabbey Borough Council.

Members will be aware that the Executive Office require a quarterly progress report for the 2017/18 Good Relations Programme to accompany the financial claim at the end of each reporting period. At the Good Relations Action Plan review meeting in January 2017, Members agreed that the quarterly progress reports would be reported to Community Planning and Regeneration Committee.

Please see the Good Relations Action Plan 2017/18 Quarter 1 Progress Report (April to June 2017) **enclosed** for noting.

RECOMMENDATION

It is recommended that the report be noted.

Prepared by: Valerie Crozier-Nicholl

Agreed by: Connor O'Dornan, Community Safety and Good Relations Manager (Acting)

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

4.13 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 new 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	-	Joint Citizens Advice Bureau
D/CSP/48	-	PCSP Partnership
	29 March 2017 31 May 2017	PCSP Private Meeting
D/DP/67	11 April 2017	Rathcoole Neighbourhood Renewal Partnership
D/DP/67	29 March 2017	Grange Neighbourhood Renewal Partnership
CP/GEN/5	6 December 2016 2 May 2017	Community Planning Partnership
CP/P4/3	2 May 2017 13 June 2017 4 July 2017	Peace IV Partnership
	17 May 2017 19 July 2017	Joint Cohesion Group
CP/GR/43	-	Traveller Issues Local Government Partnership

Economic Development		
File Ref	Date of Meeting	Name of Partnership
ED/MI/250	7 April 2017 12 May 2017 23 June 2017	GROW Local Action Group Meeting

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/TC/5	15 March 2017	Glengormley Town Teams
ED/TC/5	-	Ballyclare Town Teams
ED/REG/5	20 March 2017	Antrim Town Team
ED/ED/56	-	Antrim Linkages

RECOMMENDATION: that the Partnership Minutes be noted.

Prepared by: Dawn Leonard/Wendy Donaldson
 Agreed by: Majella McAlister,
 Director of Community Planning and Regeneration

4.14 ED/ED/39 RYBNIK DAYS 2017

Members are reminded that the Council agreed that a delegation would visit Rybnik, Poland from the 15-17 June 2017 to take part in a programme of Rybnik Days cultural events. The visit included a debate on the 'Future of Europe' which was funded through the European Citizens Programme.

A report on the visit is **enclosed**.

RECOMMENDATION

It is recommended that the report be noted.

Prepared by: Carol Shane, Economic Development Project Officer

Agreed by: Paul Kelly, Head of Economic Development

Approved by Majella McAlister, Director of Community Planning & Regeneration

4.15 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1- 31 JULY 2017

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 – 43 applications and 34 subsites
Building Notices – 101
Regularisation Certificates – 54

Full Plans

Approvals – 29
Rejected applications requiring resubmissions – 38

Commencements & Completions

Commencements – 197
Completions - 185

Inspections

A total of 522 Site Inspections were carried out

Regularisation Certificate

39 Regularisation Certificates issued

Building Notice

95 Completion Certificates issued

Property Certificates

Received – 210
Completed – 200 & 22.5% completed within timescale

EPB

EPC's checked – 5 & 80% compliance
DEC's checked – 0 & N/A% compliance
Air Conditioning checked – 18 & 33.33% compliance –

Income

Plan Fees Received for Month	£11363.00
Inspection Fees Invoiced for Month	£21591.44
Building Notice Fees Received for Month	£11273.30
Regularisation Fees Received for Month	£2745.60
Property Certificate Fees Received for Month	<u>£10800.00</u>
TOTAL	£57773.34

RECOMMENDATION

It is recommended that the report be noted.

Prepared by: Louise McManus, Business Support

Agreed by: Bronagh Doonan, Head of Property and Building Services
Approved by Majella McAlister, Director of Community Planning & Regeneration