



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON
MONDAY 10 OCTOBER 2016 AT 6.30 PM**

- In the Chair** : Councillor P Brett
- Committee Members Present** : Alderman W Ball and M Cosgrove
Councillors - A Ball, J Blair, L Clarke, T Girvan, N Kells,
N Kelly, A M Logue, P Michael, J Montgomery and V
McWilliam
- Non Committee Members Present** : Councillors - D Arthurs, D Hollis, N McClelland and B
Webb
- Officers Present** : Director of Community Planning and Regeneration -
M McAlister
Head of Property and Building Services - B Doonan
Head of Economic Development - P Kelly
Head of Community Planning - L Moore
Head of Capital Development - R Hillen
ICT Officer - A Cole
Media & Marketing Officer - J Coulter
Senior Admin Officer - S McAree

CHAIRMAN'S REMARKS

The Chairman welcomed Members to the October meeting of the Community Planning & Regeneration Committee and reminded all present of the audio recording protocol.

1 APOLOGIES

The Mayor, Councillor J Scott
Councillor Lynch

2 DECLARATIONS OF INTEREST

None.

3.1 ATTENDANCE BY CAB REPRESENTATIVES - WELFARE REFORM

Lorraine Adamson, a representatives from CAB made a presentation to the Committee regarding Welfare Reform.

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

It was reported that correspondence had been received from Belfast City Council who act as the facilitating authority for the above legislation on behalf of the other 10 Councils. The Enforcement Protocol between the Department of Finance and Personnel (DFP) 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 DFP on the enforcement activities of the other Councils. DFP 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 infraction 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. 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.

Proposed by Councillor T Girvan
Seconded by Councillor Kells and agreed 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.

ACTION BY: Bronagh Doonan, Head of Property and Building Services

3.3 PBS/BC/3 STREET NAMING PROPOSAL

It was reported that correspondence had been received on 27 September 2016 from Norman Morrow & Co on behalf of Beechview developments regarding the naming of a residential development at Lurgan Road, Crumlin. The development is for 17 units, a mix of semi – detached dwellings, townhouses and apartments. Three development names and the developer's rationale have been submitted as outlined below with a site location and site layout plan which were enclosed.

- 1 – The Willows
- 2 – Willows Chase
- 3 – The Village Green

Should the Committee 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.

Proposed by Councillor Logue
Seconded by Councillor Blair and agreed that

The Willows be selected as the name for this development.

ACTION BY: Bronagh Doonan, Head of Property and Building Services

3.4 PBS/BC/3 STREET NAMING PROPOSAL

It was reported that correspondence had been received on 19 September 2016 from Samuel Kennedy, regarding the naming of a residential development at Station Road, Doagh. The development is for 47 dwellings, a mix of detached and semi - detached. Three development names and the developer's rationale have been submitted as outlined below with a site location and site layout plan which were enclosed.

- 1 – Station Manor
- 2 – Station Lane
- 3 – Brook Lane

Should the Committee 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.

Proposed by Councillor T Girvan
Seconded by Councillor McWilliam and agreed that

Station Manor be selected as the name for this development.

ACTION BY: Bronagh Doonan, Head of Property and Building Services

3.5 CPR/PBS/BC/1 AUTHORISATION OF OFFICERS FOR BUILDING CONTROL FUNCTIONS.

It was reported that the Council had previously authorised existing and new officers within the building control section to act on behalf of the Council. As some of the functions within the section are statutory all officers involved in the works need to be authorised to act for the Council should legal proceedings be required.

The Council has recently recruited a placement student to work primarily but not solely on the enforcement of Energy Performance of Buildings legislation and therefore requires the relevant authorisations.

Authorisation of Placement Student

In exercising of the powers conferred on it, Antrim and Newtownabbey Borough Council, it is recommended that the under noted officer have been appointed to act on behalf of the Council and authorised by the Council to act under:

- Article 11 of the Building Regulations (N.I.) Order 1979, to enter premises at any reasonable time, for the purpose of, among others ascertaining possible contravention's of the Order, or of the Building Regulations.
- The Towns Improvement Clauses Act 1847 – Section 75 as adopted by the Towns Improvement (Ireland) Act 1854 – Section 39 (Ruinous and Dangerous Buildings) The Public Health Acts Amendments 1907 – Section 30 (Dangerous Places to be Repaired or Enclosed).
- The Energy Performance of Buildings (EPC) (Certificates and Inspections) Regulations (Northern Ireland) 2008 as amended 2014.
- The Local Government Miscellaneous Provisions (Northern Ireland) Order 1995 Article 11 Street names and numbering of buildings.
- To act as an agent of Land and Property Services for data collection purposes

██████████ – Placement Student

Proposed by Councillor Blair

Seconded by Councillor McWilliam and agreed that

The Council approves the authorisation of the aforementioned officer to undertake the duties as specified on behalf of the Council.

ACTION BY: Bronagh Doonan, Head of Property and Building Services

3.6 ED/TOU/21 CARAVAN PARKS SCHEDULE OF CHARGES FOR 2017-18

Members were advised that in April 2015 the Council approved identical charges for the 5 star graded caravan parks at the Loughshore Park, Jordanstown and the Sixmile Water Caravan Park in Antrim.

There was no increase in pricing on 2016 and it is now proposed to increase the standard rate of pitches for Caravan/ Motorhome/Trailer by £1 for the 2017 season with effect from 1 April 2017, so that pricing is comparable to other 5 star caravan parks in the general area. It is proposed that tent bookings, group bookings of 10+ caravans and laundry token pricing would remain the same as 2016.

Pricing Structure for 2017

	2016 Existing rate (per night)	2017 Proposed rate (per night)
	Jordanstown Loughshore and Sixmile Water Caravan Park	Jordanstown Loughshore and Sixmile Water Caravan Park
Caravan/Motorhome/Trailer tents	£21 (Standard Rate) £23 (High season)	£22 (Standard Rate) £24 (High season)
Tent (2 person)	£15 (2 person)	£15 (2 person)
Tent (family or up to 4 adults)	£18 (3-6 person)	£18 (3-6 person)
Laundry Services	£2	£2
Group Bookings of 10+ Caravans (Excluding April – Sep and Bank Holidays)	£18 - Subject to Committee approval	£18 - Subject to Committee approval

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

the Schedule of Charges at both Caravan Parks be approved with effect from 1 April 2017.

ACTION BY: Paul Kelly, Head of Economic Development

3.7 ED/ED/39 RYBNIK SIGNAGE

Members were reminded that during the visit to Antrim and Newtownabbey in December 2015 to sign the town twinning Partnership Agreements, the President of Rybnik, Mr Piotr Kuczera, presented the Mayor of Antrim and Newtownabbey with a directional sign indicating the distance from Antrim and Newtownabbey to Rybnik in Poland as 2,350 kilometres.

Members were advised that a request had been received from Rybnik enquiring if a similar directional sign could be provided by Antrim and Newtownabbey for installation in the centre of Rybnik. Rybnik already has signs installed in its town centre from other towns that it is formally twinned with. The estimated cost to produce a sign for Rybnik is approximately £70.

Proposed by Councillor Logue
Seconded by Councillor Kells and agreed that

(a) the Council produces a directional sign indicating the distance between Antrim and Newtownabbey and Rybnik for installation in Rybnik town centre at an estimated of £70 plus delivery

(b) the sign provided to the Council by Rybnik be positioned in the vicinity of Belfast International Airport

ACTION BY: Paul Kelly, Head of Economic Development

3.8 ED/ED/59 BUILD YOUR OWN WEBSITE PROGRAMME 2016-17

Members were reminded that in April 2016, the Council agreed to deliver specific support to businesses which included a programme to enable 10 local firms to create and maintain their own website. The estimated cost of the 'Build your own Website' programme was £12,000, and following a procurement exercise the procured cost is £10,970 (plus VAT).

Demand for the programme has exceeded expectations and it is therefore proposed that a second programme be run to allow a total of 20 businesses to benefit before 31 March 2017. An option to enable additional participants to be recruited was built into the procurement exercise. The cost for repeating the programme will be a further £10,970, provision for which exists within the Economic Development budget.

Proposed by Councillor Kells
Seconded by Councillor McWilliam and agreed that

the Council agrees to run two 'Build your own Website' Programmes for 20 local businesses at total a cost of £21,940 (plus VAT) to be delivered by 31 March 2017, provision for which exists in the Economic Development budget.

ACTION BY: Paul Kelly, Head of Economic Development

3.9 ED/ED/66 PROPOSED STREET VELODROME EVENT IN ANTRIM TOWN CENTRE

Members were reminded that in June this year the Council hosted the Street Velodrome in Ballyclare as part of the Northern Festival of Cycling, which proved to be a very popular attraction for the town. The Street Velodrome is a three day event that involves a 'pop-up' cycle race track with opportunities for local schools as well as community groups and youth organisations to participate in a cycling competition. There are also 'come and try it' sessions with bicycles and equipment provided free of charge to the public and the event culminates in a Pro-Am racing day which is normally televised.

Street Velodrome 2017 will be taking place at a select number of towns across Northern Ireland during the month of June. Officers have submitted an application to attract the event to Antrim town centre from 16-18 June 2017 inclusive to coincide with the Antrim Festival (which will be taking place from 9-18 June). The

application has been successful and, subject to the Council's agreement, it is proposed to locate the Velodrome in Central Car Park in Antrim (next to the Castle Mall). The cost of hosting the Street Velodrome for 3 days in Antrim will be £18,000 (plus VAT).

Proposed by Councillor Montgomery
Seconded by Councillor Kells and agreed that

the Council hires the Street Velodrome to be located in Central Car Park in Antrim town centre from 16-18 June 2017 inclusive at a cost of £18,000 (plus VAT), subject to the estimates process.

ACTION BY: Paul Kelly, Head of Economic Development

3.10 ED/ED/37 CORPORATE FINANCIAL ASSISTANCE AND OTHER COUNCIL SPONSORSHIP

Members were reminded that a number of funding/policy areas were prioritised in preparation for convergence and the first operational year of the new Council. This involved by way of example the convergence of the Council's Community Development Grant Aid Programmes. A further area which was identified and is now to be addressed relates to the Corporate Financial Assistance Programme operated by legacy Antrim Borough Council and the issue of Council Sponsorship for other events and/or support to specific bodies.

The Corporate Financial Assistance Programme operated by legacy Antrim Borough Council and continued in 2015/16 and 2016/17 by the new Council is a rolling grant aid process for groups and organisations to apply for activities and events that either did not fit neatly into the Community Grant Aid Programme criteria or that came forward to the Council outside of the formal grant aid dates. A list of the events/organisations supported in 2015/16 and 2016/17 was enclosed totalling £67,900 in 2015/15 and £50,190 in the year to date 2016-17.

A further consideration in reviewing the mechanisms operated is the question of sponsorship and how the Council wishes to define this type of support going forward. In the past sponsorship has involved funding for a range of event activities e.g. hire of marquee, live entertainment etc.

In order to move forward with a review, Officers wish to propose a number of principles for Members consideration;

- a) The previous Corporate Financial Assistance budget will be replaced by a Corporate Sponsorship Programme; a competitive process, advertised and available to applicants on a consistent basis i.e. Formal call for applications/expressions of interest, potentially twice per year, based on the maximum budget available.
- b) Groups/events previously supported through Corporate Financial Assistance but who are more appropriate to the Council's Grant Aid Programmes will be redirected through this route.

- c) Any group/event receiving support under the Council's Grant Aid Programmes will not be eligible for the Corporate Sponsorship Programmes, unless the Council considers the groups/events to be exceptional and this will be dealt with through an additional report to the relevant Committee/Council.

Proposed by Councillor Kells
Seconded by Alderman Cosgrove and agreed that

Officers review the Corporate Financial Assistance process and budget based on the 'Principles' outlined and provide a further report to the Committee in due course with a view to introducing the new arrangements in 2017/18.

ACTION BY: Paul Kelly, Head of Economic Development

3.11 ED/GEN/1/VOL4 SPONSORSHIP OF WOMEN IN BUSINESS 'BEST NEW START-UP' AWARD

It was reported that the function of local economic development transferred to Councils under the Review of Public Administration in April 2015. The new functions included the transfer of responsibility for business start-up provision which the 11 Councils are taking forward collaboratively using the established 'Go for It' branding. A key objective of the Council's business start service is to encourage more women into self-employment.

Women in Business is a not for profit organisation that promotes opportunities for women to fulfil their potential as leaders, managers and as entrepreneurs. Women in Business is holding its 6th Annual Awards ceremony on Thursday 17 November starting at 6.30pm in Ramada Plaza, Shaws Bridge, Belfast and each of the Councils have been asked to sponsor the 'Best New Start-Up' category using the 'Go for It' brand. Antrim and Newtownabbey's contribution to this sponsorship would be £594.

The awards ceremony will also recognise the valuable contribution that women make to the economic life of Northern Ireland and reward some of Northern Ireland's most successful female entrepreneurs, business owners, senior managers and leaders.

As part of the sponsorship package, the Council has been offered 1 complimentary ticket for the Awards ceremony. Additional tickets can be purchased at a cost of £100+ VAT.

Proposed by Councillor Logue
Seconded by Councillor Clarke and agreed that

(a) The Council sponsors the Women in Business 'Best New Start-up' award in the sum of £594.

(b) The Chairperson or his nominee attends the ceremony on Thursday 17 November 2016, with the relevant Officer.

ACTION BY: Paul Kelly, Head of Economic Development

3.12 ED/ED/8 and ED/ED/9 GRANTS FOR CHRISTMAS SWITCH-ONS 2016

Members were reminded that a report presented to the Committee in February 2015 comparing and contrasting the policies for Christmas switch-on events by the two legacy Councils. Members asked that consultation take place with local groups throughout the Borough to identify possible efficiencies and opportunities for potential collaboration between neighbouring areas. A workshop was held with representatives from local groups supplemented by an online survey and the general consensus was to maintain the 'status quo' for the 2016 Christmas switch-on events across the Borough including the local switch-ons that are organised by community groups and also those that are supported by the Council.

Applications were invited from groups in Randalstown, Toome, Crumlin, Parkgate and Templepatrick to organise and run their own Christmas switch-on events, as was the case in 2015. Applications were received from ARCHES in Randalstown, TIDAL in Toome, Crumlin Community Group, Parkgate Youth Club and Templepatrick Action Community Association (TACA) for grant aid towards their events. Officers have assessed the applications and the level of grant requested. The recommendations are summarised below:-

Switch On Area	Funding Request	Recommendation
Arches	£6,305	£2,980
Crumlin	£2,000	£2,000
Toome	£2,000	£2,000
Templepatrick	£620	£620
Parkgate	£400	£400
	£11,325	£8,000

In addition, a programme and budget have been devised for this year's Antrim town switch-on event, a copy of the proposed programme is detailed below for Members' information.

Christmas Programme 2016 – Antrim town centre Thursday 24th November 2016 Market square, Antrim

5.30- 6.00pm	Music playing entertaining the crowd
6.00-6.45pm	Family entertainment on stage with Christmas characters.
6.45pm	Competition Slip Collection Boxes Close
6.45pm	Reverend's Christmas Message, then Carols accompanied by Ballyduff Silver Band
6.55pm	Christmas Message from the Mayor of Antrim and Newtownabbey

7.00pm	Arrival of Santa with special guests (to be confirmed)
7.10pm	Children's Special Prize Draw
7.20pm	Switch-on of Christmas tree lights and Fireworks Display
7.30pm	Event close

Antrim Christmas lights switch on	Budget
Stage hire	£1,200
Fireworks	£1,495
Host	£400
Entertainment (Stilt walkers, walkabout characters, face painting, balloon modelling)	£3,000
Mojo Barriers	£500
Event security staff	£790
Photography, advertising, competition slips & prizes	£1,500
Internal stewards and emergency services	£615
Band/sound and PA	£500
Total cost	£10,000

Proposed by Alderman Cosgrove
 Seconded by Councillor McWilliam and agreed that

i. The Council retrospectively approves the provision of grant aid of up to £2,980 to Arches, £2,000 each to TIDAL and Crumlin Community Group plus up to £400 to Parkgate Youth Club and £620 to TACA in support of Christmas Switch-on events.

ii. The proposed 2016 Christmas switch-on event programme for Antrim town be approved with a budget of £10,000.

Provision for both the local switch on events and Antrim town switch-on events exists in the economic development budgets for 2016-17.

ACTION BY: Paul Kelly, Head of Economic Development

3.13 ED/ED/14 CONFERENCES & INFORMATION EVENTS 2016 – AGRICULTURE & FOOD CONFERENCE

Members were advised that correspondence had been received from Agenda NI in relation to an 'Agriculture and Food Conference – Moving from recovery to growth' which will be held on 1st December 2016. A copy of the conference programme was enclosed, The conference will examine the challenges and opportunities facing the Northern Ireland agriculture and food sector, looking to the future of farming, educating the next farming generation, and what Brexit means for the agri-food industry.

This half day conference with a networking lunch will be held in Craigavon Civic Centre and the cost for Council representatives to attend is £175 plus VAT per person.

Proposed by Councillor Clarke
Seconded by Councillor Blair and agreed that

the Chairperson and Vice Chairperson of the Community Planning and Regeneration Committee or their nominees and an appropriate officer attend the conference as an approved duty.

ACTION BY: Member Services

3.14 ED/TOU/2 'WORLDHOST FOOD AMBASSADOR' PROGRAMME

Members were reminded that the Council agreed a tourism action plan for the Borough in June of this year. One of the key actions in the plan is to build capacity within the tourism sector through a series of masterclasses.

During the Northern Ireland Year of Food & Drink 2016 Tourism NI, People 1st and Food NI/Taste of Ulster developed a 'Worldhost Food Ambassador' programme aimed at those employed in the tourism industry. The programme uses 'experiential learning' and includes a wide range of food and drink tasting to promote local produce and ingredients so that staff employed in the hospitality sector can sell Northern Ireland food to visitors.

Tourism NI has offered to deliver the programme in the Antrim and Newtownabbey area for up to 30 participants the total cost of which is £2,400. The programme is part funded by Tourism NI (at £35 per delegate) and the Council is asked to fund the remaining £25 per delegate or a total of £750 for 30 participants. Participants are each charged a fee of £20.

Proposed by Councillor Kells
Seconded by Councillor Clarke and agreed that

the Council runs a Worldhost Food Ambassador' Programme for up to 30 representatives from the local tourism industry at a cost to the Council of £750, provision for exists in the Economic Development budget

ACTION BY: Paul Kelly, Head of Economic Development

3.15 ED/ED/65 PROPOSED TRADERS FORUM IN WHITEABBAY VILLAGE

Members were reminded that the Council agreed in early 2015 to facilitate the formation of Town Teams in the main towns across the Borough to design and deliver a range of activities and promotions throughout the year. It was noted at the time that other commercial areas of the Borough may benefit from similar support and facilitation.

The Council has been approached by a trader in Whiteabbey expressing an interest in setting up a Traders' Forum in the village. The purpose of the Forum would be to identify and bring forward local initiatives that will support businesses in Whiteabbey and help ensure that local events, for example the Council's Shorelines Festival, have a positive impact on businesses trading in the area.

It is proposed that the Council investigates potential models for a Forum and the feasibility of setting up a Whiteabbey Traders' Forum by engaging with the local businesses in the village and also involving the Members of the Macedon DEA.

Proposed by Alderman W Ball
Seconded by Alderman Cosgrove and agreed that

The Council supports businesses in Whiteabbey village to explore and set up (if feasible) a Traders' Forum

A further report be presented on the type of support required and any resource implications that may arise.

ACTION BY: Paul Kelly, Head of Economic Development

3.16 CD/PM/51 CARNVIEW CHILDRENS HOME

Members were reminded of the ongoing discussions around the potential development of the former Carnview Children's Home. The Rathfern Community Regeneration Group has now progressed to form a group to take the project forward and has invited the Director of Community Planning & Regeneration to sit on the Group, to support the planning and development phase.

Proposed by Councillor Blair
Seconded by Councillor A Ball and agreed that

the Director of Community Planning & Regeneration nominates an Officer to this Group.

ACTION BY: Majella McAlister, Director of Community Planning and Regeneration

3.17 CP/GR/41 COMMISSION ON FLAGS, IDENTITY ,CULTURE AND TRADITION

Members were reminded that, under the Stormont House Agreement and the subsequent Fresh Start agreement and Tradition (FICT) is to be established. The Commission is required to report within 18 months of being established.

Correspondence has been received from Neville Armstrong, Joint Chair of the FICT requesting information from local Councils in relation to the public display of flags in their area including any protocols already in place, some of the challenges faced and some of the opportunities can be created to allow people from across the area to celebrate the richness and diversity within their communities. The information will be used by the Commission as part of their initial scoping exercise on flags and identity issues.

A copy of the questions raised by the Commission and a draft Council response based on available information was enclosed for consideration.

Proposed by Councillor Kells

Seconded by Councillor Clarke and agreed that

the draft response be approved and returned to the Commission on Flags, Identity, Culture and Tradition and that any further responses be submitted on an individual Member or party basis.

On a request from Councillor Webb officers undertook to include The White House Exhibition in the draft response.

ACTION BY: Louise Moore, Head of Community Planning

3.18 CP/CD/109 BALLYROBERT VILLAGE COMMITTEE – REQUEST FOR FINANCIAL ASSISTANCE

Members were advised that Council Officers were currently preparing a Terms of Reference to seek quotations for the delivery, erection, maintenance and removal of 21 Christmas Trees across the Borough of Antrim and Newtownabbey for Christmas 2016.

As in previous years a request has been received from Ballyrobert Village Committee seeking assistance with the erection, decoration and removal of a Christmas tree in the village in 2016.

Over the past four years Ballyrobert Village Committee has successfully secured sponsorship for a Christmas tree for the village and the former Newtownabbey Borough Council agreed on a year by year basis to include the erection, decoration and removal of the tree within its annual programme of work providing that the cost did not exceed £1,250.

Ballyrobert Village Committee organised and delivered a well-attended Christmas tree lighting ceremony in November 2015 with in excess of 400 villagers in attendance.

At present the Group is seeking sponsorship from various sources for a tree for Christmas 2016 and it is hoped that these endeavours will prove fruitful. Should this be the case the Group has requested that the Council provides similar assistance to that provided in previous years.

Proposed by Councillor T Girvan
Seconded by Councillor McWilliam and agreed that

the Council includes the erection, decoration and removal of the Christmas Tree in Ballyrobert Village in its programme of work for 2016

ACTION BY: Louise Moore, Head of Community Planning and Regeneration

3.19 CP/GR/40 BARRON HALL FEASIBILITY STUDY – COMMUNITY RELATIONS FORUM

Members were reminded that the Good Relations Action Plan contains a budget of £16,000 under the heading 'Our Shared Community' for projects designed to promote and increase the use of shared spaces in the Borough. The Community Relations Forum is currently seeking to extend its premises at the Barron Hall Glengormley, due to an increase in demand for space.

A request has been received from the Community Relations Forum seeking financial assistance from the Council for an initial feasibility study and costs to explore options to extend the space in the building. This would assist in the preparation of a funding bid for a programme of capital works potentially available from The Executive Office and/or the Peace IV Programme. The cost of the feasibility study would be a maximum of [REDACTED].

At present the Hall has 4 rooms, one of which is office space, a small meeting room accommodating approximately 8 people, the main hall and a kitchen. The Barron Hall has been leased by the Community Relations Forum since 2010 for the period of 100 years. The Hall is currently the base for the Community Relations Forum, Senior Citizens Forum and the Heritage Lottery Fund Moving Forward, Looking Back project.

The Hall is open 6 days a week (Monday-Saturday) from 9am-10pm Monday-Thursday with additional opening hours available on demand. Approximately 250 people use the building on a weekly basis. Demand for extra space has been high with current requests for additional community activities, a base for statutory agency referrals including the PSNI, social services, health agencies and private bookings for local businesses such as Antrim Manufacturers and Slimming World. Any extension to the building could accommodate these additional demands and provide more appropriate, user friendly meeting spaces.

Proposed by Alderman Cosgrove
Seconded by Councillor A Ball and agreed that

a maximum of [REDACTED] be approved to undertake a feasibility study into the extension of space at the Barron Hall.

ACTION BY: Louise Moore, Head of Community Planning

3.20 CP/GR/42 GOOD RELATIONS GRANT AID – MOSSLEY PRESBYTERIAN YOUTH CLUB

Members were reminded that the annual Good Relations Action Plan submitted to The Executive Office contains a budget of £25,000 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 2016 subject to budget availability.

A summary of the Good Relations application received in September and an overview of the assessment and funding detail 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. One application was received requesting a total amount of £2,500 leaving a current remaining budget of £5,908.

	Group Name/ Project Promoter	Project Description/Title	Scored (%)	Amount Awarded
1	New Mossley Presbyterian Youth Club	To run a good relations programme for 20 young people at risk of being engaged in social unrest from the New Mossley estate including a residential weekend to challenge and understand their current viewpoints. They will explore issues including the history of young people involved in the 'Troubles', challenging stereotypes, progress and challenges in New Mossley, becoming involved in positive community activities, professional help for addictions and life issues and tackling unemployment. The programme will engage with young people who have been involved in social unrest around bonfire issues in 2016 with a view to encouraging safer more responsible behaviours in 2017.	64%	£2,500
		TOTAL AMOUNT AWARDED		£2,500.00

Proposed by Alderman W Ball
 Seconded by Councillor Blair and agreed that

the proposed funding award be approved.

ACTION BY: Louise Moore, Head of Community Planning

3.21 CPRD/CD/2 CITIZENS ADVICE ANTRIM & NEWTOWNABBEY MONITORING/ PROGRESS REPORT

Members were advised that the most recent meeting of the Monitoring Committee for Citizen's Advice Antrim and Newtownabbey (CAAN) took place in August 2016 with Elected Members, Officers from the Council and representatives from CAAN in attendance.

The agenda for discussion included (a) a review of the financial performance in the fourth quarter of 2015/16 (1 January-31 March 2016) regarding virement requests and (b) a review of the financial performance in the first quarter of 2016/17 (1 April-30 June 2016).

(a) With respect to the expenditure incurred for the period January –March 2016 by Newtownabbey CAB, the total vouched spend was £55,119.07, therefore the Bureau expended and vouched off its full annual allocation of £249,993.00. The final vouched position against the agreed 2015/16 budgets was enclosed in Appendix A.

Members are advised that Newtownabbey CAB has requested a number of virements to budget headings to offset over and underspends as follows:

- £83.14 be transferred **to** the Postage budget from Computer Maintenance (£188.45)
- £105.31 be transferred **to** the Salaries budget from Computer Maintenance (£188.45)
- £206.66 be transferred **to** the Membership Fees RO/Audit budget from Rent/Rates (£626.85)
- £66.36 be transferred **to** the Telephone budget from Rent/Rates (£626.85)
- £353.83 be transferred **to** the Postage budget from Rent/Rates (£626.85)
- £33.75 be transferred **to** the ADS Insurance budget from Electricity budget (£465.05)
- £99.52 be transferred **to** the Legal expenses/Public Liability budget from Electricity budget (£465.05)
- £331.78 be transferred **to** the Membership Fees RO/Audit from Electricity budget (£465.05)
- £272.71 be transferred **to** the ADS Insurance budget from Gas budget (£272.71)
- £26.00 be transferred **to** the Accountant fees budget from Maintenance budget (£100.00)
- £40.21 be transferred **to** the Bank fees budget from Maintenance budget (£100.00)
- £33.79 be transferred **to** the ADS Insurance budget from Maintenance budget (£100.00)

The following are proposed to be transferred **to** the Core Salaries budget

- £124.32 from Computer Office Equipment
- £37.50 from PR Literature/Brochures
- £338.22 from Training
- £342.33 from Travel Expenses
- £47.64 from AGM Expenses
- £72.56 from Stationery/Petty Cash
- £110.44 from Printing/Photocopying

- £441.71 from Volunteer Expenses
Totalling =£1,514.72

(b) With respect to the expenditure incurred for the period January-March 2016 by Antrim District CAB, the total vouched spend was £33,598.79. The full annual allocation of £104,545.41 has been expended and vouched. The final vouched position against the agreed 2015/16 budgets was enclosed in Appendix B.

Members are advised that Antrim District CAB has requested a number of virements to budget headings to offset over and underspends as follows:

- £79.83 be transferred to the Volunteer Expenses and Travel budget from Telephone(-£103.85)
- £539.12 be transferred to the Staff Travel Expenses budget from Stationery and Peripherals (-£9.68)
- £162.02 be transferred to the Insurance General budget from Insurance -HR (£246.92)
- £3.00 be transferred to the Staff Travel Expenses budget from Payroll Support (-£6.68)
- £1,459.37 be transferred to the IT Equipment and Support budget from CAB Audit (-£1806.02)
- £41.56 be transferred to the Volunteer Expenses and Travel budget from Petty Cash budget(-£62.29)
- £23.93 be transferred to the Volunteer Expenses and Travel budget from Bank Charges budget(-£38.36)
- £6.74 be transferred to the Volunteer Expenses and Travel from Rent/Rates budget ((£-31.62)

With respect to the expenditure incurred in quarter 1 2016/17 by Newtownabbey CAB, the total vouched spend was £53,972.70 and with respect to the expenditure incurred in quarter 1 2016/17 by Antrim District CAB, the total vouched spend was £30,586.43.

Proposed by Councillor Blair

Seconded by Councillor Logue and agreed that

- I. **the budget virements requested by Newtownabbey CAB and Antrim District CAB for the period January - March 2016 be approved.**
- II. **The vouched expenditure for the period April-June 2016 for Newtownabbey CAB and Antrim District CAB Antrim be approved.**

ACTION BY: Louise Moore, Head of Community Planning

3.22 CPRD/CD/2 PROVISION OF ADVICE SERVICES – CITIZENS ADVICE

Members were reminded that the current Service Level Agreement for advice provision will end on 31 December 2016.

The extension until 31 December was agreed to facilitate a procurement process to be undertaken to appoint an Advice Services provider to begin delivery from 1 January 2017. It is now proposed that the current Service Level Agreement be extended for a further 3 months until 31 March 2017 for the following reasons:-

- (a) To enable a fresh procurement process to be undertaken, with a revised specification and lower budget.
- (b) To enable an efficient delivery of the additional Welfare Reform funding of £44,769.76 which has been allocated to the Council and is to be provided by current Advice Service providers.

With respect to the extension until 31 March 2017, Members are advised that Officers have reviewed the funding for Citizens Advice Antrim and Newtownabbey following the removal of a Managers post from Newtownabbey CAB at the end of March 2016. The revised budget for 2016/17 is £312,678, based on a reduction of £41,858 as shown on the enclosed budget profile.

Proposed by Councillor Blair

Seconded by Councillor A Ball and agreed that

- i. **The existing Service Level Agreement/s be extended until 31 March 2017 at a maximum award of £312,678, based on the existing same terms and conditions.**
- ii. **A new procurement exercise be undertaken at a reduced budget.**

ACTION BY: Louise Moore, Head of Community Planning

3.23 CP/CD/116 WELFARE REFORM SUPPORT PROGRAMME

Members were advised that correspondence has been received from the Department for Communities (DFC) regarding additional funding for the Welfare Reform Support Programme for which the Department has secured an additional £812,000 and which will be allocated through the Council's Community Support Programme.

The proposed allocation for Antrim and Newtownabbey Borough Council is £44,769.76 broken down as follows:

- **Welfare Reform Readiness Programme** to support existing frontline advice providers to provide cover whilst staff undertake relevant training and to enable them to employ additional staff to deal with a potential increase in related enquiries-£27,369.76.

- **Welfare Reform Training** consisting of six Welfare Reform related courses required by all front line advisers and volunteers-£17,400

Members are advised that if the Council wishes to accept this additional funding this would increase the budget to deliver the Community Support Plan 2016/17 from £201,554.50 to £246,324.26. As is the case with the initial Community Support Plan funding this additional amount must be spent by 31 March 2017. A further report will be brought to the Committee in November 2016 outlining the arrangements for allocating this funding to front line advice providers.

Proposed by Alderman Cosgrove
Seconded by Councillor T Girvan and agreed that

the Council accepts the Letter of Variance from the Department for Communities and for the additional Welfare Reform Support Programme funding to be delivered through the Council's Community Support Programme.

ACTION BY: Louise Moore, Head of Community Planning

3.24 CP/GEN/10 COMMUNITY FESTIVALS GRANT AID PROGRAMME 2016

Members were reminded that two applications for financial assistance were submitted to the Council's Community Festivals Fund in January 2016 both seeking funding for the delivery of a Christmas Festival Event to be held in Rathcoole in December 2016.

Newtownabbey Women's Group and Newtownabbey Arts and Cultural Network both applied for the maximum award of £5,000 and both applications were successful in exceeding the 50% pass mark.

At the time of assessment Officers recommended that the maximum award of £5,000 be split between both groups, giving them the opportunity to work together to deliver a joint event in the area, as the level of funding within the Community Festivals budget was limited.

Correspondence has been received from Newtownabbey Arts and Cultural Network a copy of which was enclosed along with the response, indicating that they no longer wish to accept the award of financial assistance totalling £2,500 indicating that it is insufficient to deliver the proposed event.

In the past Newtownabbey Women's Group has delivered a very successful Christmas event in Merville House which has attracted in excess of 300 people each year. Funding for this event has generally been secured from the Community Festivals Fund at the maximum award of £5,000.

This year the Group is planning to run the Christmas event in the Dunanney Centre in Rathcoole on Saturday 3 December 2016 and has started making the necessary arrangements to deliver a scaled down event based on its existing budget of £2,500. In light of the fact that Newtownabbey Arts and Cultural Network has declined its offer of financial assistance of £2,500, Members may wish

to consider reallocating this to the Newtownabbey Women's Group to enable the delivery of a bigger event on a similar scale to that delivered in previous years in Merville House.

Proposed by Councillor Kells

Seconded by Councillor Clarke and agreed that

- a) **the Council reallocates the £2,500 offer of financial assistance declined by Newtownabbey Arts and Cultural Network to Newtownabbey Women's Group to cover the costs of its 2016 Christmas Festival Event**
- b) **Newtownabbey Arts and Cultural Network be informed that funding would not be guaranteed next year and a fresh application would need to be submitted.**

ACTION BY: Louise Moore, Head of Community Planning and Regeneration

3.25

CP/CD/109

**CHRISTMAS EVENTS PROGRAMME ANTRIM AND
NEWTOWNABBEY 2016**

Members were reminded of the success of the 2016 Christmas Programme to include Senior Citizens events, delivered in Antrim and Newtownabbey in November and December 2015 which attracted in excess of eight thousand people.

Following recent consultation with Glengormley and Ballyclare Town Teams, draft programmes and budgets have been developed for this year's events.

The budget available for the 2016 Christmas Festivity Programme is £41,350 of which £18,500 has been allocated to the Christmas Tree Ceremonies and includes the Civic Carol Service at Mossley Mill, the Antrim Christmas Carol Concert at the Antrim Forum, and Senior Citizens Tea Dance at Mossley Mill, £8,000 for small grants for Antrim Senior Citizen's events and £14,850 to the Big Nights Out in Glengormley and Ballyclare.

As in previous years Glengormley Town Team has committed £4,000 from its available budget towards outdoor entertainment at the Christmas Switch On event. Similarly in previous years Ballyclare Chamber of Trade made an application to the Council's Community Festivals Fund for £5,000 towards the Ballyclare event, however the Chamber did not submit an application this year therefore the budget for 2016/17 is £5,000 lower. In order to deliver a similar event this year to that delivered in Ballyclare in November 2015, members may wish to consider allocating a further £5,000 towards the Ballyclare event, the cost of which would be met from the existing Community Planning and Regeneration budget.

Big Nights Out

The Big Nights Out this year will be held on Saturday 12 November 2016 in the Lilian Bland Community Park, Glengormley and on Saturday 26 November 2016 in the Square, Ballyclare.

In a similar fashion to last year the entertainment and Carol Service in Glengormley will take place at the Lilian Bland Community Park and this will be followed at approximately 5.30pm by a fancy dress parade which will make its way to the

Christmas Tree, located outside the Ulster Bank on the Antrim Road, for the annual countdown and lighting ceremony. Arrangements are currently being made with the PSNI to manage the traffic for the duration of the event.

Switch On Ceremonies

The Christmas tree switch-on ceremonies which take place the Borough across Newtownabbey will run from Tuesday 8 November 2016 until Saturday 3 December 2016. Details of all the switch on events are listed below:

Date	Time	Event	Location
Tuesday 8 November	7.00pm	Tree Lighting	Ballyduff Community Centre
Wednesday 9 November	6.30pm	Tree Lighting	Bawnmore Green, Bawnmore
Thursday 10 November	7:00pm	Tree Lighting	Village Square, Doagh
Saturday 12 November	2.30pm - 6.00pm	Family Fun and Tree Lighting	Glengormley
Tuesday 22 November	11:00am	Tree Lighting	Main Street, Straid
	7:00pm	Tree Lighting	Kelburn Park, Burnside
Wednesday 23 November	7:00pm	Tree Lighting	Parkmount Green, Mallusk
Thursday 24 November	11:00am	Tree Lighting	Abbot's Cross Shops
	2.00pm	Tree Lighting	New Mossley Car Park
	7.30pm	Tree Lighting	Ballyrobert Village
Friday 25 November	1.45pm	Tree Lighting	Tildarg Primary School
	7.30pm	Tree Lighting	Church of the Good Shepherd, Monkstown
Saturday 26 November	2.30pm - 6.00pm	Family Fun and Tree Lighting	Ballyclare
Tuesday 29 November	7:00pm	Tree Lighting	Ballynure Methodist Church
Wednesday 30 November	7:00pm	Tree Lighting	Whiteabbey War Memorial Car Park
Thursday 1 December	6.30pm	Carol Service	Theatre at The Mill
Saturday 3 December	2.30pm - 6.00pm	Tree Lighting	The Diamond, Rathcoole
Thursday 8 December	2.00pm - 5.00pm	Senior Citizens Tea Dance	Ballyclare Town Hall
Saturday 10 December	3.30pm	Carol Service	Antrim Forum

Other Events

The Civic Carol Service and Craft Fair will take place on Thursday 1 December 2016 at 6.30pm in Mossley Mill and in Antrim the Christmas Carol Concert will take place on Saturday 10 December 2016 at 3.30pm in Antrim Forum.

The annual Senior Citizens Tea Dance will take place on Thursday 8 December 2016 from 2pm – 5pm in Ballyclare Town Hall.

Antrim Senior Citizens Grants

Senior Citizens Groups in Antrim can apply for funding to run Christmas events with funding drawn from the Events and Festivals budget. The total budget available for Christmas 2016 is £8,000. Twenty three grant applications were received, requesting assistance totalling £16,998.25 and following assessment awards of £7,990. 54 are recommended. A table with details of the planned events, recommended awards and anticipated numbers was enclosed for members' information. Members are advised that a review of Antrim and Newtownabbey Borough Council Christmas Programme will commence in Spring 2017 a further report will be taken to Community Planning and Regeneration in due course.

Proposed by Alderman Cosgrove
 Seconded by Councillor McWilliam and agreed that

- i. **the proposed Christmas Festivity Programme for 2016 be approved.**
- ii. **the 23 three applications for financial assistance totalling £7,990.44 towards Antrim Senior Citizens Christmas Events be approved.**
- iii. **the allocation of an additional £5,000 for the Ballyclare Big Night Out be approved.**
- iv. **The timings of the lighting up ceremonies be reviewed for next year.**

ACTION BY: Louise Moore, Head of Community Planning,

3.26 CP/CD/112 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2017/18

Members are reminded that funding under the current Community Development Grant Aid Programme closes on 31 March 2017 and it is envisaged that a public call will be made in October 2016 for Community Development Grants for the new financial year. Members are reminded that the total budget for the Community Development Grant Aid Programme included in the 2016/17 estimates is £180,000 (£140,797 Council/ £39,203 Department For Communities) and for Festivals £79,600 (£50,000 Council/ £29,600 Department For Communities) and that it would be intended to include funding at the same level in the 2017/18 estimates. Central Government funding is not yet confirmed for 2017/18 but Officers recommend proceeding on the assumption that funding will be forthcoming at a similar level as that received in 2016/17.

Officers have undertaken a review of the current Programme and as part of this exercise members were invited to a meeting on 29 September 2016 in order to contribute to the review process. At the meeting members were provided with an overview of the current grants and levels of funding available within each category which is summarised in the table below:

Current Grant Categories

Grant Scheme	Grant Type	Rolling / Call	Maximum Award
Small Grants	Seeding Grant and/or Insurance	Rolling programme	£500

	Activity Grant and/or Insurance	Rolling programme	£500
Community Development Grants	Insurance	Public Call	£500
	Outreach and Involvement	Public Call	£2,000
	Summer Schemes	Public Call	£1,500
	Technical Assistance	Public Call	£3,000
Premises Grants		Public Call	£3,500
Good Relations Grants		Rolling programme	£2,500
Festivals Grants		Public Call	£5,000

Members were asked to consider the following key elements of the review and agreement was reached on 1-4 as shown below.

- 1) Grant categories and amounts should continue to be available under the categories listed above.
- 2) The 50% scoring threshold for successful applications remains the same.
- 3) Sports/Cultural applications to be excluded unless they meet the principles of Community Development. Members felt that a sporting activity that did not demonstrate a community development approach should not be eligible for funding.
- 4) It would become mandatory for groups wishing to apply for a grant to attend one of the Grant Aid Workshops delivered by Officers. This would apply to all groups applying to the 2017/18 Programme as groups will need to be made aware of the proposed changes to the process and the applications. However this could be reviewed the following year and could possibly be implemented as a 3 yearly requirement for groups who have previously attended.

Members discussed items 5 to 8 however consensus was not reached on these points. Officers have considered the members feedback and have made the following proposals:

- 5) The scoring matrix – Currently applications are assessed under 5 measurable criteria for Community Development Grants and 8 measurable criteria for Festivals Grants (which will increase to 10 in 2017/18 due to additional requirements from DFC). Groups must achieve a minimum score of one in each category to be eligible for an award and each category has the same maximum score. However this situation means that it is common for groups to meet the 50% pass threshold as a result of a high score in the Financial Viability category whilst scoring poorly in the other relevant categories. It is proposed therefore that in order to mitigate against this the weighting is reduced in the Financial Viability category meaning that groups will need to score higher in the other categories. See below tables which shows current scoring and proposed new scoring matrix for Small Grants, Community Development Grants and Festival Grants.

COMMUNITY DEVELOPMENT

Criteria	Current Scoring	Proposed Scoring
Demonstration of need – have you demonstrated that there is a need for your proposed project, and if so how has this been demonstrated?	5	7
Realistic outputs and outcomes – these should be specific, measurable and time bound.	5	3
Evidence of adding value to Community Development in Antrim and Newtownabbey Borough Council area – your project should not duplicate current provision but should enhance or provide additional services/activities for our local communities.	2.5	3
Details of any other groups or organisations in your area who already provide similar services to yours	2.5	3
Strategic fit - Your application should complement the Council's Corporate Plan and Community Support Plan any other relevant publications.	5	3
Sustainability (additional criteria) evidence of how your project will be sustained.	0	3
Financial viability – you need to submit a secure financial proposal with a clear confirmation of "total" project costs.	5	3
TOTALS	25	25

SMALL GRANTS

Criteria	Current Scoring	Proposed Scoring
Please give a brief description of your activity/proposed project and how you know there is a need for it in your area?	5	6
How will your proposed activity benefit the local community in terms of encouraging participation, addressing social exclusion and creating a sense of community ownership and civic pride?	5	6
Financial Viability – Provide a detailed breakdown of programme expenditure.	5	3
TOTAL	15	15

- 6) Funding is currently paid in two instalments; 50% advance payment and 50% final payment after the first 50% has been fully vouched. Some members felt that this could be restrictive to groups who do not have sufficient cash reserves. It was proposed that groups who had an established track record and who had been in existence for a minimum of two years could be offered payment on a 75%/25% basis, however officers highlighted the potential risks involved, and propose that the current 50/50 advance and final payment arrangement should remain.
- 7) Small grants currently operate as a rolling programme throughout the financial year, subject to the availability of funding. Members felt that this should continue as it provides opportunities for funding throughout the year for groups who have failed or not applied under the main call. However currently groups who apply for a Small Grant cannot access any other grant within the same financial year and some members expressed concern that this could pose severe difficulties for groups in terms of continuous service delivery. It was proposed therefore that a mechanism should be

put in place to allow groups who apply initially for a small grant to apply again after a period of six months and within the same financial year for a higher amount of £1,000 which will be taken from the total annual small grants budget of £9,500.

- 8) Supporting documentation-Officers explained the significant delays involved and the amount of Officers' time taken up as a result of incomplete/insufficient supporting documents submitted by groups. Officers highlighted the need to introduce a final submission date after which, if the group has failed to submit the relevant documents, then the application would be rejected. The following options were proposed:
- a. Groups would be required to submit all relevant documentation by the Programme closing date of 16 December 2016. This would also apply to any subsequent calls.
 - b. Groups would be given a two week period from submission of their application to forward the relevant documentation;
 - c. Groups would be given twenty eight days from date of submission.

In considering 8a & c above Officers would envisage that implementing a process whereby submission deadlines for documentation vary for each group would create an additional administrative burden, therefore, officers would propose that Option 8a is implemented.

Proposed by Councillor Montgomery
Seconded by Alderman W Ball and agreed that

- (a) the proposals regarding the Community Development Grant Aid Programme as listed in points 1-4 above be approved and incorporated into the new programme for 2017/18**
- (b) point 5 – the scoring matrix be adjusted to allocate 3 rather than 5 to financial viability**
- (c) point 6 – groups in receipt of grant aid for 3 years or more receive payments on a 75/25% basis. All other awards will be paid out on a 50/50 basis**
- (d) point 7 – groups who initially apply for a small grant will be able to apply after 6 months within the same financial year for a higher amount of £1,000 which will be met from the small grants budget of £9,500**
- (e) point 8 – all supporting documentation must be submitted 2 weeks from the closing date for applications**

ACTION BY: Louise Moore, Head of Community Planning

3.27 CP/CD/53 RATHCOOLE NEIGHBOURHOOD RENEWAL

Members were advised that correspondence had been received from the Department for Communities regarding proposed changes to the delivery of Neighbourhood Renewal in Rathcoole. These changes come as part of a quality assurance review carried out by the Department on all Neighbourhood Renewal activity.

The proposed changes will come into effect on 1 November 2016 and are outlined below:

- I. Funding for salaries for Synergy and Newtownabbey Women's group will be reduced by 50%.
- II. The efficiency made as a result of the reduction in salaries is made available to the Neighbourhood Renewal Partnership and is administered as programme funds through the existing Neighbourhood Renewal contract.
- III. The administration of the remaining salaries for Synergy and Newtownabbey Women's Group will transfer to the Council and be included in the existing Neighbourhood Renewal contract.

Proposed by Councillor Kells

Seconded by Councillor Blair and agreed that

the Council

- I. accepts the funding offered as a result of the reduction in salaries for the two groups named and that this funding be allocated to Programme costs for the Rathcoole Neighbourhood Renewal Partnership**
- II. administers the remaining salary costs for the two groups.**

ACTION BY: Louise Moore, Head of Community Planning

3.28 CP/CP/3 DEA PROGRAMME 2016/17

Members were reminded that the 2016/17 DEA programme was approved in June and delivery of the programme has commenced.

The report provides Members with information on the actions taken to date to progress the implementation of the projects in each DEA.

The enclosure reflects changes to the schedule of projects as discussed and agreed by members at the workshop on 29 September. Where projects have been changed or funding re-allocated this has been highlighted.

A further update will be brought to the Committee in December.

Proposed by Councillor Blair

Seconded by Councillor Kells and agreed that

the report be noted and that the identified changes to the schedule of projects be agreed.

ACTION BY: Louise Moore, Head of Community Planning

3.29 ED/REG/16 BALLYCLARE MARKET SQUARE PARKING

Members were reminded that in recent years parking has been free on Saturdays in December at The Square, Ballyclare, to promote Christmas shopping in the town.

Local traders report this initiative does encourage people to both visit the town and stay for longer and it is therefore proposed that free parking is offered each Saturday in December in both Harrier Way Car Park and The Square Car Park, from 6.00am to 6.00pm.

Proposed by Councillor McWilliam
Seconded by Councillor T Girvan and agreed that

free car parking be offered in Harrier Way Car Park and The Square Car Park Ballyclare on 3rd, 10th, 17th, 24th and 31st December 2016.

ACTION BY: Paul Kelly, Head of Economic Development

3.30 CP/PCSP/25 WELFARE REFORM

A copy of the report on welfare Reform prepared by Belfast City Council together with the NILGA guide for elected members was enclosed.

Proposed by Councillor Kelly
Seconded by Councillor Kells and agreed that

the report be noted

NO ACTION

3.31 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1 TO 31 AUGUST 2016

Building Regulations

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

Applications

Full Applications – 61

Building Notices – 137

Regularisation Certificate applications – 70

Recommendations

Approvals – 39

Rejected – 48

Regularisation Certificate

53 Regularisation Certificates issued under Regulation 13 of the Building Regulations (Northern Ireland) 2012 (as amended).

Building Notice

116 Completion Certificates issued on Applications received under Building Notices.

Inspections

A total of 845 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

Commencements and Completions

255 Applications commenced.

213 Applications completed.

Property Certificates

A search was carried out for outstanding notices under Building Regulations, on 213 property enquiries from Solicitors.

Income for AUGUST 2016

Plan Fees Received for Month	£15515.00
Inspection Fees Invoiced for Month	£18200.62
Building Notice Fees Received for Month	£9964.40
Regularisation Fees Received for Month	£9436.80
Property Certificate Fees Received for Month	<u>£15025.00</u>
Total	£68141.82

Proposed by Councillor Kells

Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Bronagh Doonan, Head of Property & Building Services

3.32 CP/PM/5 & CD/PM/59 COMPLETION REPORT FOR RANDALSTOWN AND BALLYCLARE PUBLIC REALMS

Members were reminded that the Council and the former Department for Social Development now Department for Communities (DfC) agreed to deliver public realm schemes in Randalstown and Ballyclare at a total cost of £1,022,500. DfC provided funding of £800,000 with the Council contributing the remaining £222,500.

The schemes involved environmental improvements in Upper and Lower Main Street, Randalstown and Harrier Way, Lower Main Street and Main Street, Ballyclare. The works included the provision of granite paving, kerning, utilities, street lighting, street furniture and soft landscaping.

Working collaboratively with Transportni utilising their works maintenance contract, works began on site in September 2015 and November 2015 in Randalstown and Ballyclare respectively. Through pro-active risk management as the works progressed, it became apparent that the original scope of works was deliverable within budget and the overall schemes achieved the added value of including the resurfacing of the carriageways at no additional cost to the Council.

Works in Randalstown were substantially completed in March 2016 with the installation of the street furniture and the sealing of the paving delayed until July 2016 due to manufacturing and weather issues respectively. Works in Ballyclare achieved completion in July 2016. Appendix 1, includes for photos of the completed schemes.

COST SUMMARY

The final accounts for the schemes are currently being finalised. All works will be delivered within budget.

CUSTOMER SATISFACTION

As a requirement of the funding the Economic Development Section will be undertaking a Customer Satisfaction Survey in the near future, which it is anticipated will produce positive feedback.

Proposed by Councillor McWilliam
Seconded by Councillor Blair and agreed that

the report be noted.

ACTION BY: Reggie Hillen, Head of Capital Development

3.33 CP/CD/54 BONFIRE MANAGEMENT PROGRAMME REVIEW

Members were reminded of the Bonfire Management Programme 2016 agreed by the Council in February 2016 and the commitment within the document to review the Programme annually.

Members were reminded that a review meeting in September 2016 at which the key issues were discussed and agreement reached on the following points for inclusion in the Programme in 2017:

- I. The collection date would remain 16 May for 2017;
- II. The 3 day notification period for groups to have all materials removed which are on the site prior to the 16 May will remain;
- III. The amount of funding allocated to groups for the family fun events would remain at £2,700;
- IV. The 3 day notification period for groups to have tyres and other toxic materials removed from sites will apply;
- V. The Council will continue to procure all goods and services for the family fun events;

- VI. Health and safety training will remain mandatory for groups responsible for the family fun events however rather than being an annual requirement this will become mandatory every 3 years.

Members engaged in further discussion around more general issues in connection with the implementation of the Programme and agreement was reached that Officers would engage with groups/bonfire site representatives on issues specific to each site in an effort to achieve improvements for 2017. It was also agreed that statutory partners including PSNI, NIHE and NIFRS be invited to a future meeting with Members to discuss the 2016 programme and opportunities going forward.

Members discussed issues around the Bonfire Management Programme

Proposed by Alderman Cosgrove
Seconded by Councillor Kells that

the report be noted.

On the proposal being put to the meeting 8 members voted in favour and 3 voted against.

The proposal was accordingly declared carried.

ACTION BY: Louise Moore, Head of Community Planning

3.34 CP/CD/45 BUSINESS PLANS

Members were reminded that departmental Business Plans were approved in June of this year.

Progress updates as at quarter one for Business Support; Capital Development; Community Planning; Economic Development; Planning and Property & Building Services were enclosed.

Proposed by Councillor Kells
Seconded by Councillor Clarke and agreed that

the updated Business Plans for Business Support; Capital Development; Community Planning; Economic Development; Planning and Property and Building Services be noted.

ACTION BY: Majella McAlister, Director of Community Planning & Regeneration

3.35 CE/STC/125 ALL QUIET ON THE WESTERN FRONT

Members were reminded that in June 2014 the Council agreed to participate in the 2015/16 "All Quiet on the Western Front Programme" which brought

young people together living in Europe aged between 16 and 21 years old to examine the impact of World War I and explore issues around peace, democracy and European citizenship. Partners included organisations from Belgium, Estonia, Germany, Greece, Italy, Republic of Ireland, and Spain.

The Council has been approached by the lead partners based in Belgium Jeugd, Cultuur en Wetenschap vzw (JCW), to apply to the Erasmus Plus Programme to develop and implement a similar programme for 2017. The Council has completed an initial expression of interest in becoming part of this project and has agreed to the submission of a funding bid for European Union funds with the other partner countries to develop a European encounter programme for young people in 2017.

In the event of a successful funding bid, a final programme will be presented to the Council outlining the content and cost implications of being involved in any future programme before any final commitment is made. In previous years, the project required additional match funding of around €550 to allow the project to go ahead. A decision around the funding application is expected around December 2016.

Proposed by Councillor McWilliam
Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Louise Moore, Head of Community Planning

3.36 CP/CP/29 COMMUNITY PLANNING DEA PLACE SHAPING FORUMS

Members were reminded that the agreed structure for development and implementation of the Community Plan includes establishing a Place Shaping Forum in each District Electoral Area (DEA).

Draft terms of reference for the forums were enclosed for Members' consideration.

Members were asked to note that these may be amended following consultation with statutory partners.

In summary, it was proposed that each forum:

- Will meet 4-6 times per year
- Will have a membership which includes a range of relevant stakeholders.
- Will be chaired by an Elected Member for that DEA with an independent Vice Chairperson.
- Will have an identified lead officer who will be a senior officer from either the Council or a Statutory Partner organisation.

The first meeting of each Forum will be planned for early November. In the interim, Members are asked to nominate a Chairperson for each Forum for the

first 12 months of operation and to advise the Community Planning Manager accordingly by Monday 31 October.

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed that

the Members for each DEA nominate a Chairperson for the Forum in their area and advise the Community Planning Manager by Monday 31 October.

ACTION BY: Louise Moore

4 ANY OTHER BUSINESS

Following a request from Councillor Webb, officers undertook to investigate the report that young people gathering at the back of the Mossley Mill site in the evenings were behaving in an antisocial manner.

There being no further business the meeting concluded at 8.10pm

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.