



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON
MONDAY 10 APRIL 2017 AT 6.30 PM**

In the Chair	:	Councillor P Brett
Committee Members Present	:	Aldermen - W Ball, M Cosgrove Councillors – A Ball, J Blair, L Clarke, T Girvan, N Kelly, A Logue, R Lynch, V McWilliam, P Michael, J Montgomery,
Non Committee Members Present	:	Alderman J Smyth and Councillors D Arthurs, M Magill and W 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 Capital Development – R Hillen Media and Marketing Officer – J Coulter ICT Officer - A Cole Senior admin Officer – S McAree Governance Support Office – D Conlan

CHAIRMAN'S REMARKS

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

1 APOLOGIES

2 DECLARATIONS OF INTEREST

Councillor Lynch – Item 3.8

CONDOLENCES

Members offered condolences to the family of the young person killed in a tragic accident at Nutt's Corner.

3.1 CP/CD/60 EAST ANTRIM OLD VEHICLE CAVALCADE 2017-REQUEST FOR ASSISTANCE

Members were advised that correspondence had been received from the East Antrim Old Vehicle Club requesting sponsorship for its Annual Portrush Cavalcade, Charity Classic Car Run 2017. This event has been supported by Antrim and Newtownabbey Borough Council since 2015 and previously by Newtownabbey Borough Council. Each year the Old Vehicle Club donates all sponsorship raised to a nominated charity.

Last year the event attracted approximately 125 vintage vehicles, more than 250 participants and raised £4,000 for Crossroads Young Carers. A similar amount is anticipated this year for their chosen charity "Hope House Ireland" based in Whitehead.

Following the event at Mossley Mill the Cavalcade will travel to the Dunluce Centre, Portrush, to showcase the vehicles in a static display, passing through Mallusk, Templepatrick, Dunadry, Antrim Town, Ballymena, Ballymoney, Coleraine and finally arriving in Portrush. This is a popular event which has potential benefits for the Borough in terms of publicity and spin offs for the tourism sector.

East Antrim Old Vehicle Club has requested the use of the car parks at Mossley Mill to host the event on Sunday 6 August 2017, from 7.30am to 10.30am and has asked that the Council meets the cost of a cooked breakfast for all participants up to a maximum cost of £1,500.

Proposed by Councillor Girvan

Seconded by Councillor Clarke and agreed that

- a) the provision of a cooked breakfast for all participants in the East Antrim Old Vehicle Cavalcade up to a maximum cost of £1,500 be approved**
- b) the Council branding be promoted at this event and other similar events where support is being provided.**

ACTION BY: Jonathan Henderson, Community Services Officer

3.2 CD/PM/87 CARMONEY ROAD PUBLIC REALM SCHEME, ROAD SURFACING

At the Community Planning & Regeneration Committee in May 2016 Members approved a maximum of £100,000 match funding to contribute towards the £200,000 Department for Communities funding granted, giving a total funding budget of £300,000 for the Public Realm Scheme.

This project commenced on site in January 2017 and is progressing satisfactorily with completion planned for May 2017.

The above funding for the public realm scheme included granite paving, street lighting, utility upgrading and street furniture. In addition, Transport NI agreed to fund and undertake new road resurfacing as it contributed positively to the Public Realm Scheme. Due to the current political situation agreed the resurfacing is no longer available at this time.

The financial performance of the Carnmoney Public Realm Scheme is very positive, with the outturn costs predicted to be approximately £230,000. Therefore there is a current estimated surplus on the approved budget of £70,000.

Officers proposed that the cost of the surfacing works at approximately £30,000 be included in the Department for Communities and Council approved budget of £300,000. The resurfacing of the road will contribute positively towards the overall success of the Public Realm Scheme.

Proposed by Councillor Blair

Seconded by Alderman Cosgrove and agreed that

the £30,000 cost of the road surfacing for the Carnmoney Public Realm scheme be included within the total Department for Communities and Council budget.

ACTION BY: Denis O'Donnell, Project Development Officer

On a request from Councillor Logue the Head of Capital Development undertook to follow up issues with Transport NI regarding the Crumlin Public Realm Scheme.

ACTION BY: Reggie Hillen, Head of Capital Development

3.3 ED/REG/2 BALLYCLARE TOWN TEAM: PROPOSED ACTION PLAN 2017-18

Members were advised that following a recent meeting of the Ballyclare Town Team, proposals for the Ballyclare Town Centre Action Plan for 2017-18 have been put forward for the Council to consider. The proposed action, set

out below, includes proposals for mentoring, development of a town app, marketing initiatives, networking and events.

BALLYCLARE TOWN TEAM ACTION PLAN 2016-17
BUDGET ALLOCATION = £22,000

Project details	Indicative budget
Local Business Awards campaign	£3,000
App development & marketing campaign	£3,500
Google Tours (20 businesses)	£3,000
Merchandising mentoring (14 businesses)	£3,000
Town Centre Networking events (3 events)	£1,000
Festive lighting	£4,000
Christmas Marketing campaign	£2,000
Unallocated budget: further proposals to be brought back to the Council for approval later in the year	£2,500
Total	£22,000

Proposed by Councillor McWilliam
 Seconded by Councillor Girvan and agreed that

the Ballyclare Town Centre Action Plan for 2017-18 be approved.

ACTION BY: Lisa O'Kane, Tourism, Town Centre & Regeneration Officer

3.4 ED/REG/3 GLENGORMLEY TOWN TEAM: PROPOSED ACTION PLAN 2017-18

Members were advised that following a recent meeting of the Glengormley Town Team proposals for the Glengormley Town Centre Action Plan for 2017-18 have been put forward to the Council to consider. The proposed action plan, set out below, includes proposals for events, networking, town centre improvements and summer hanging baskets.

GLENGORMLEY TOWN TEAM ACTION PLAN 2017-18
BUDGET ALLOCATION = £22,000

Project details	Indicative budget
Local Business Awards campaign	£3,000
'Midsummer Magic' event on 10-11 June 2017	£4,000
Christmas event	£10,000
Town centre networking events (3 events)	£1,000
Hanging baskets	£500
Consultancy support	£2,000
Contingency	£1,500
TOTAL	£22,000

Proposed by Councillor Ball
Seconded by Councillor Blair and agreed that

a) the Glengormley Town Centre Action Plan for 2017-18 be approved

b) a letter of thanks be sent to the outgoing Chairman.

ACTION BY: Lisa O'Kane, Tourism, Town Centre & Regeneration Officer

Members congratulated officers on the success for the Glengormley Business Awards event.

3.5 ED/REG/6 RANDALSTOWN TOWN TEAM ACTION PLAN 2017-18

Members were advised that proposals for the Randalstown Town Team Action Plan for 2017-18 were agreed at the Randalstown Town Team meeting on 29 March 2017. The proposed action plan, set out below, includes proposals for addressing vacant units by developing the Market Yard in New Street, contributing to town centre events and some environmental improvements to specified sites.

RANDALSTOWN TOWN TEAM ACTION PLAN 2017-18 BUDGET ALLOCATION £22,000

PROJECT IDEAS	INDICATIVE BUDGET
To support the annual Christmas Market	£2,000
11 New visitor information signs and 2 signs at the entrance to the Viaduct	£7,000
Environmental improvements/virtual graphics to key sites	£8,000
Market Yard development	£5,000
Total	£22,000

Proposed by Councillor Clarke
Seconded by Councillor Lynch and agreed that

that the Randalstown town team action plan for 2017-18 be approved at a total cost to the Council of £22,000 provision for which exists in the Economic Development budget.

ACTION BY: Karen Uprichard

3.6 ED/TOU/30 BALLYCLARE MAY FAIR 2017

Members were reminded that a meeting of the Ballyclare May Fair Working Group took place on 28 February 2017 and the minutes were circulated for the Council's approval.

Proposed by Councillor Clarke
Seconded by Councillor McWilliam and agreed that

the minutes of the meeting of the Ballyclare May Fair Working Group held on 28 February 2017 be approved.

ACTION BY: Lisa O'Kane, Tourism, Town Centre & Regeneration Officer

3.7 ED/GEN/9 PROPOSED DIGITAL DEVELOPMENT SCOPING STUDY

In 2014-15, the legacy Councils of Antrim and Newtownabbey collaborated in a joint project (along with 5 other Councils in the north east area) which examined opportunities arising from the growth of the digital sector and the potential impact that this may have on local economic development. One of the key recommendations in the report advocated that small companies operating in the digital and creative industries sectors require access to specialist mentoring support to successfully grow their businesses and take advantage of emerging market opportunities within Northern Ireland and beyond.

The Northern Ireland digital sector has doubled in size over the past 5 years and is the sixth largest in the UK according to the NI Science Park. Nationally, digital companies are growing faster than the average rate of general business growth across the UK economy. In recent years, digital 'clusters' have been emerging in Belfast, Londonderry, Newry and Omagh and according to the Matrix Digital ICT Report 2016, jobs that barely existed 5 years ago as App Developers, Data Scientists, Cloud Service Specialists and Big Data Architects are now experiencing a significant increase in demand from employers.

With the decline in traditional manufacturing following the closures and downsizing of major regional employers such as JTI Gallaher, Michelin and Caterpillar and the impact that these have had on supplier chains, there is a pressing need to encourage and develop new industries that harness modern technological advances to enable small companies to break into new markets both at home and abroad.

An opportunity exists for the Council to apply for EU and Invest NI funding to support small companies in the local digital sector through a major development programme, providing that demand can be clearly demonstrated. Officers have been in discussions with Mid and East Antrim

Borough Council about collaborating on a scoping study that will support a funding application. The purpose of the proposed study would be to:

- Profile the current digital tech sector in the 2 Boroughs
- Analyse the current conditions within the 2 Boroughs for the development and growth of the sector including barriers to growth
- Identify digital tech start-ups and existing digital tech businesses in the 2 Boroughs
- Identify 'traditional' businesses that are championing the transformation of digital technologies
- Demonstrate the strengths and challenges facing the digital sector in the 2 Boroughs
- Benchmark the 2 Boroughs against other areas that have developed and grown the sector
- Seek out local digital tech 'champions'
- Identify potential partners for the Councils to collaborate with
- Indicate the support provisions that are currently available for the sector
- Map out cross-cutting sectors such as how the digital tech sector collaborates with the creative sector and traditional businesses
- Assess the digital infrastructure within the 2 Boroughs and how this affects the sector
- Map out the skills development implications for the digital sector and make recommendations on future workforce capacity for sector growth
- Make recommendations on how the development needs of the local digital sector can be best addressed.

It was proposed that a scoping study be undertaken as a collaborative project between both Councils sharing the total costs estimated to be approximately £10,000.

Proposed by Councillor Lynch

Seconded by Councillor Logue and agreed that

the Council agrees to undertake a scoping study jointly with Mid and East Antrim Borough Council to assess the potential demand for a digital development programme for businesses in both Council areas at a total cost to the Council of approximately £5,000, provision for which exists in the economic development budgets for 2017-18, subject to Mid and East Antrim Borough Council agreeing to contribute a similar sum.

ACTION BY: Paul Kelly, Head of Economic Development

(Having previously declared an interest in item 3.8 Councillor Lynch left the meeting during consideration of this item).

3.8 ED/ED/81 GLOBAL ENTREPRENEURSHIP WEEK: YOUNG ENTERPRISE SCHOOLS MASTERCLASSES

Members were reminded that Young Enterprise NI (YENI) is a charity that delivers a range of enterprise and financial education programmes to children and young people from all backgrounds from one day masterclasses

to year-long activities. In November 2016 the Council awarded YENI NI £1,800 to provide masterclasses for schools throughout the Borough. 536 Primary 6 pupils from 16 schools and for 87 secondary pupils from 3 schools attended the events and feedback from all the events was extremely positive.

YENI has submitted a proposal to the Council to run a further series of school masterclasses in the Antrim and Newtownabbey area to coincide with Global Entrepreneurship Week 2017; a copy of the correspondence was circulated. This year's Global Entrepreneurship Week will take place from 13-19 November 2017 to help promote entrepreneurship and raise awareness of self-employment opportunities to young people.

YENI's proposal to the Council is to deliver another series of workshops to primary, secondary and special education needs schools in the Borough. The primary school workshops will introduce the concept of entrepreneurship using a variety of practical and interactive tools to demonstrate how businesses can collaborate through supply chains to create jobs for the local economy. At the secondary school workshops students will be challenged to come up with a new 'app' for the digital market. At the end of the event students will present their ideas and related business plans at a 'Dragon's Den' style event to a panel of judges, including the Mayor of Antrim and Newtownabbey Borough Council and local business representatives.

All schools in the Council area will be offered the opportunity to participate on a 'first come first served' basis. YENI is seeking support from the Council in the sum of £1,800 to deliver 5 workshops to a minimum of 4 secondary schools and 8 primary schools, a minimum of approximately 340 pupils. This proposal will contribute to the Council's objectives to promote entrepreneurship to young people.

Young Enterprise will provide the following services at a maximum cost of £1,800 to the Council:

- recruitment of the schools;
- management of the schools attendance at the events;
- design of the workshop content and materials;
- staff resources to prepare and deliver the workshops;
- a final report detailing the programme results against anticipated outputs and if appropriate recommendations for future programmes.

In addition, the Council was requested to sponsor the hospitality costs estimated at £3,200 along with prizes and equipment at an approximate cost of £800. The Council was also asked, where necessary, to cover the costs of transporting the children and young people to and from the workshops (up to £2,000). The total estimated cost for the YENI programme to the Council is £7,800, provision for which exists in the economic development budget for 2017-18.

Proposed by Alderman Cosgrove
Seconded by Councillor Logue and agreed that

the Council agrees

- i. to provide funding in the sum of up to £1,800 to Young Enterprise NI to deliver a series of 5 workshops during Global Entrepreneurship Week 2017 for a minimum of 340 school pupils from local primary and secondary schools in the Borough
- ii. to cover the costs of hospitality, prizes and equipment at an estimated cost of £4,000
- iii. If required by the schools, the Council will provide transport to the workshops at a maximum cost of £2,000.

ACTION BY: Michelle Pearson, Economic Development Project Officer

3.9 CP/CD/139 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2017/18 – FUNDING RECOMMENDATIONS (SMALL GRANTS)

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

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members are advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2017/18 financial year.

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

During the month of March 7 applications were received requesting a total of £3,477.75 and were assessed by Officers as outlined below:

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
Templepatrick Women's Institute	Small Activity Grant towards costs for an annual outing	80%	£500.00	£500.00
Waveney & Antrim Cardiac Support Group	Small Activity Grant towards insurance, speakers and an outing	80%	£491.00	£491.00
Ballyeaston Village Committee	Small Activity Grant for insurance costs,	66%	£500.00	£500.00

	environmental project and secretaries expenses			
Muckamore Women's Institute	Small Activity Grant towards an outing and auditor and printing costs	60%	£500.00	£450.00
Toome Men's Shed	Small Seeding Grant towards insurance and essential kitchen equipment	60%	£500.00	£500.00
Mid Antrim Animal Sanctuary	Small Activity Grant for entertainment for Summer Open Day	46%	£500.00	£0
Newtownabbey Kickers	Small Activity Grant for club insurance costs	40%	£486.75	£0

The total budget available for Small Grants for the 2017/18 financial year is £6,570.93. The total amount of financial assistance awarded to date is £3,667.07, including the above 5 successful applications, leaving a balance of £2,903.86 to fund future applications that may be submitted to the Council during the remainder of the year.

Proposed by Councillor Girvan

Seconded by Councillor Michael and agreed that

the Small Grant award recommendations be approved.

ACTION BY: Kerry Brady

3.10 D/PM/166 LILIAN BLAND PARK AND PAVILION REFURBISHMENT

Members were reminded that a total budget of £600,000 including fees was approved in February 2014 for the refurbishment and extension of the Pavilion and works to the existing play area and park.

Works

The tender for the refurbishment works was awarded to William Rogers Construction in February 2015 for the agreed tender figure of £495,439. The works were satisfactorily completed in September 2015.

Cost Summary

Proposed Final Account	£497,324.00
Accepted Tender	<u>£495,439.00</u>
Overspend	£ 1,885.00

Fees

Michael Herron Architects were appointed to design and supervise the refurbishment works and their fee remained the same as originally agreed at £18,400.

Proposed by Alderman Cosgrove

Seconded by Councillor Blair and agreed that

final account for the refurbishment of Lilian Bland Park and Pavilion be approved in the sum of £497,324 and all staff involved be commended.

ACTION BY: Denis O'Donnell, Project Development Officer

3.11 CD/PM/9 BARBICAN GATE WALL REBUILD – COST REPORT

As part of the Council's obligation to maintain the Barbican Gate Wall, which is a Scheduled Monument, the legacy Antrim Borough Council undertook maintenance/repair works in July 2013.

At the Development and Leisure Committee in December 2012, Members approved the works tender of £97,700 plus fees. Members were further updated at the Development and Leisure Committee in October 2013 that due to the presence of archaeological artefacts being uncovered, the anticipated outturn cost for the project was £137,700 including fees.

This report provides an update on the current position.

PROJECT COSTS

Cost Estimate (2013)

Works	£ 80,000.00
Archaeology	£ 42,800.00
Professional fees	<u>£ 14,900.00</u>
Total estimated cost:	£137,700.00
NIEA grant	<u>-£ 8,940.00</u>
Council contribution:	£128,760.00

Final outturn cost

Works	£ 78,999.62
Archaeology	£ 42,800.00
Professional fees	<u>£ 34,813.72</u>
Final cost:	£156,613.34
NIEA grant	<u>-£ 8,940.00</u>
Council contribution:	£147,673.34

An analysis of the project cost against the estimated figures advised in October 2013 is as follows:

- The final cost for the repair works is £78,999.62. This is £1,000.38 below the anticipated outturn cost of works reported
- The archaeological works were completed for the sum of £42,800. This is in line with the estimated sum reported
- Final Consultants' fees are £34,813.72. This is £19,913.72 above the sum reported. The extent of archaeology works were an unknown entity with regards to the time element required for supervision.

The increase is mainly due to the re-design work undertaken and the additional time on site to supervise the archaeological works. Council Officers

were successful in obtaining increased NIEA funding from £2,000 to £8,940 to contribute to these costs.

- Council contribution has increased by £18,913.74 (ie: £128,760 to £147,673.34)

PAYMENTS TO DATE

The following payments have been made to date:

- Works (JPM Contracts) £ 78,999.62 (fully paid)
- Archaeology (Gahan + Long) £ 42,800.00 (fully paid)
- Professional fees (MWA only) £ 8,578.35 (partially paid)

Negotiations have been ongoing over recent months with the Council's Consultants to agree on the final fee payments.

The Council has a contractual obligation to pay the remaining professional fees outstanding:

- Project Manager (W.H. Stephens) £11,528.00
- Lead Consultant (MWA Partnership Ltd) £14,707.37

As this was an existing asset, the scheme was primarily funded from the Council's Repair and Renewal Reserve. The remaining sums can be similarly treated.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

Members approve:

- i. the final outturn cost of the project in the sum of £156,613.34**
- ii. the total professional fees to W.H. Stephens in the sum of £11,528.00, giving a final nett payment of £11,528.00**
- iii. the total professional fees to MWA Partnership Ltd in the sum of £23,285.72, giving a final nett payment of £14,707.37**

ACTION BY: Claire Minnis, Projects Development Manager

3.12 ED/ED/19 PRINCES TRUST DEVELOPMENT AWARDS 2017-18

Members were reminded that the Princes Trust is a charity that supports young people who are unemployed, unskilled and at risk of exclusion. A proposal (circulated) had been received from The Princes Trust for the Council to consider to sponsor a 2017 Development Awards scheme aimed at young people (16-30) from disadvantaged backgrounds including ex-offenders, those moving out of residential care and the long term unemployed in the Antrim and Newtownabbey Borough Council area.

Members were also reminded that the Council agreed to sponsor a Development Awards programme that was delivered in 2016-17. Through the programme The Princes Trust has been able to make Development Awards to 40 disadvantaged young people in the Borough; 32 of the young people who benefitted have indicated either a return to further education or success in accessing employment. The project promoter has indicated that this is expected to rise when the full impact of the programme is assessed.

Through the Development Awards scheme The Princes Trust provides small grants averaging £200 but with a maximum up to £500 to help fund course and professional fees, equipment needed for a qualification or job, interview clothes, short-term childcare or travel costs essential to help young people develop their skills and qualifications and enhance their ability to gain employment.

The Princes Trust is now seeking sponsorship from Council of up to £10,000 to deliver a Development Awards to 40 young people at risk or unemployed in the Antrim and Newtownabbey to 31 March 2018. The objective is to support a minimum of 36 young people into further education, training or employment.

Breakdown of the £10,000 budget:

Activity	Cost
Development Awards for up to 40 young people at average £200 each	£8,000
Overhead and administration expenses incurred by The Princes Trust	£2,000
Total cost to the Council	£10,000

Proposed by Councillor Girvan

Seconded by Councillor Ball and agreed that

the Council supports the Development Awards for up to 40 disadvantaged young people in the Antrim and Newtownabbey area to 31 March 2018, at a total cost of £10,000, provision for which exists in the economic development budget.

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

3.13 D/PM/31/VOL3 SEARCH FOR NEW CEMETERY CREMATORIUM

Correspondence had been received from Lisburn & Castlereagh City Council (LCCI) a copy of which was circulated, regarding future development of cemetery provision. LCCC is considering options such as the possibility of partnering with adjacent Councils who may either have suitable land with cemetery development potential within close proximity of the LCCC boundary or who may be interested in partnering with them to develop a joint cemetery provision.

Proposed by Alderman Cosgrove

Seconded by Councillor Lynch and agreed that

Officers engage with Lisburn & Castlereagh City Council as appropriate.

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

3.14 CP/CP/26 STATUTORY PARTNERS AND COMMUNITY PLANNING IN NORTHERN IRELAND – WORKSHOP REPORT

Members were advised of the circulated correspondence and workshop report received from the Department for Communities (DfC). The report summarises the opportunities and challenges of Community Planning for the statutory partners who are involved in the process, as captured at a facilitated workshop hosted by DfC in December 2016.

As requested by the Department, the report will be included on the agenda at the Community Planning Partnership meeting on 2nd May. Should Members who are not also members of the Community Planning Partnership wish to comment on the report, such comments should be forwarded to the Community Planning Manager.

Proposed by Councillor Clarke
Seconded by Councillor McWilliam and agreed that

any comments from members on the report be forwarded to the Community Planning Manager.

ACTION BY: *Alison Keenan, Community Planning Manager*

3.15 ED/ED/39 RYBNIK DAYS 2017

Members were reminded that in March 2017, the Council agreed to take part in the Rybnik Days cultural event in June, including a debate on the 'Future of Europe' which is being funded through the European Citizens Programme. Officers were asked to bring back a proposal for the recruitment of young people who can take part in the visit and to seek nominations for Members to attend.

Recruitment of Young People

It is proposed to hold an open call for applications for young people aged 18 – 24 at the time of travel, and who reside in the Borough, to apply to take part in the event. Shortlisted applicants will be interviewed and 4 will be selected to take part. The application call will be widely promoted throughout the Borough through the Council's website, social media, press advertisement, and through the community database which includes youth groups, uniformed groups and other youth organisations such as Young Farmers Clubs. The call will be open from 19 April – 3 May, with interviews scheduled for the evening of Wednesday 10 May. It is proposed that the selection panel should consist of the Mayor and Chairperson and Vice Chairperson of the Community Planning and Regeneration Committee, or their nominees.

Council Nominations

It is proposed that one officer attend the event, therefore nominations for up to 5 Council Members are requested. Members are requested to take part in coaching the young people on debating skills and the role of Europe prior to the visit through organised workshops, and to take part in the debate during the event.

Members and young people should be available to travel on Thursday 15 June, returning on Sunday 18 June.

Members are reminded that accommodation costs will be covered by the Rybnik hosts through the European Citizens Programme funding and the cost of travel will be met by the Council at an approximate cost of £200 per person attending.

Proposed by Councillor Girvan
Seconded by Alderman Cosgrove and agreed that

- a) Recruitment of the young people proceeds as proposed above**
- b) Cllr Arthurs, Cllr Logue, Cllr Clarke, Cllr Blair, attend the event and that the SDLP advise of their nominee.**

ACTION BY: Carol Shane, Economic Development Project Officer

3.16 CP/GR/54 GOOD RELATIONS GRANT AID 2017

Members were reminded that the annual Good Relations Action Plan for 2017/18 was approved by the Community Planning and Regeneration Committee in March 2017 and submitted to The Executive Office for approval. This Action Plan contains a budget of £25,000 for the implementation of a Good Relations Grant Aid Programme. The purpose of this programme is to support community and race relations locally, providing support for constituted groups to deliver programmes which develop positive community and race relations activity in the area. This is a rolling programme open until November 2017 subject to budget availability.

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.

It is intended that an open call for applications will be made in early April 2017, subject to receipt of a Letter of Offer from The Executive Office or in its absence, confirmation of a budget allocation of £70,000 from the Council to cover the Good Relations Programme 'at risk' for the period 1 April-30 September 2017 until such time as a letter of offer is received from the Executive Office.

Applications will be assessed on a monthly basis with recommendations reported to the Community Planning and Regeneration Committee. The grant aid programme will close on 21 November 2017 to allow for assessment

and recommendation to Committee in December 2017. Alternatively, the programme will close if all the available budget has been allocated before this date. No applications will be considered under the Good Relations Grant Aid programme after 21 November 2017. Upon request, Officers will provide support and assistance to groups who wish to apply.

Type of Grant	Total Budget 2017/18	Maximum Award	Closing Date
Good Relations Grant	£25,000	£2,500	Rolling programme until 21 November 2017

Proposed by Councillor Kelly
Seconded by Councillor Clarke and agreed that

open call for Good Relations Grant Aid applications be made in April 2017.

ACTION BY: Valerie Crozier-Nicholl, Good Relations Officer

3.17 CPRD/CD/9 DFC LETTER OF OFFER- COMMUNITY SUPPORT PROGRAMME 2017/18

Members were advised that correspondence had been received from the Department for Communities (DFC) indicating that financial assistance totalling £50,388.63 is to be made available to the Council to deliver its annual Community Support Programme for the period 1 April-30 June 2017.

This amount remains at the same level pro rata as the previous year and is split across two areas of work namely; Community Support General £32,246.38 and Advice Services £18,142. 25.

Members were reminded of the decision taken at the Council meeting in March 2017 to support a number of programmes on an 'at risk' basis including advice services and the Community Development Grant Aid Programme for up to 6 months, with the exception of Advice Services which should be contracted for a 12 month period and that these funding arrangements be reviewed in July.

Following this decision by the Council to continue programme delivery 'at risk' letters of offer will be issued to service providers for a six month period from 1 April to 30 September 2017. In light of the aforementioned Letter of Offer from DFC regarding the Community Support Programme and given that it has been confirmed that similar letters will issue from the Department for Areas at Risk and Neighbourhood Renewal funding is now confirmed and is no longer 'at risk' for the period 1 April-30 June 2017.

Proposed by Councillor Lynch
Seconded by Councillor McWilliam and agreed that

the Letter of Offer for financial assistance received from the Department for Communities for the sum of £50,388.63 for the period 1 April to 30 June 2017 be accepted.

ACTION BY: Elaine Manson, Community Services & Tackling Deprivation Manager

3.18 D/VPK/32 VALLEY PARK SHARED SPACE PROJECT

In 2014 Members approved the development of the Valley Park Shared Space Project which encompassed the construction of a civic events space, an outdoor adventure play area and a flood lit 3rd generation synthetic pitch. The project was completed in September 2015 and since then has been a successful addition to the recreation and leisure facilities provided by the Council within the Borough.

In addition at the Community Planning and Regeneration Committee in June 2015 Members approved the refurbishment of the Valley Pavilion Toilets. The total approved funding for this development is as detailed below.

Funding

SEUPB Original Letter of Offer	£3,580,500.00
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Additional funding awarded by SEUPB	<u>£379,267.00</u>
£3,959,767.00	

Council original contribution	£400,000.00
Additional funding agreed by Council (Nov 2014)	<u>£300,000.00</u>
£700,000.00	

Total Funding
£4,659,767.00

Final Accounts

Detailed negotiations have been ongoing for a number of months with the Contractor and the final account has now been agreed.

Discussions are still ongoing with the Consultants regarding their final fee.

A summary of the financial situation is detailed below.

Predicted Outturn Cost

Main Contract Works	£4,003,136.42
Consultancy Fees (Anticipated)	£ [REDACTED]
Other Professional Fees	£ [REDACTED]
Public Art	£138,590.00
Miscellaneous Expenditure	<u>£17,802.13</u>
	£4,398,216.04

VLC Pavilion Toilets Refurbishment (Estimated)	£ [REDACTED]
Additional items agreed in March 2017	<u>£48,300.00</u>

Total Expenditure **£4,574,516.04**

Remaining Budget (Estimated) **£** XXXXXXXXXX

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

- i. **The final account for the Works be approved in the sum of £4,003,136.42**
- ii. **The final account for the fees be approved up to a maximum of £** XXXXXXXXXX **subject to final negotiations by Council officers.**

ACTION BY: Denis O'Donnell, Project Development Officer

3.19 ED/ED/78 DRAFT INDUSTRIAL STRATEGY FOR NORTHERN IRELAND: NILGA'S RESPONSE

Members were reminded that a response to the draft Industrial Strategy for Northern Ireland was agreed at the February meeting of the Council. NILGA has since prepared a response on behalf of local government and a copy was circulated for Members consideration.

Proposed by Councillor Lynch
Seconded by Councillor Girvan and agreed that

the Council endorses the response to the draft Industrial Strategy for Northern Ireland.

ACTION BY: Paul Kelly, Head of Economic Development

3.20- ED/ED/44 ANTRIM FESTIVAL GROUP: REQUEST FOR ADDITIONAL FINANCIAL ASSISTANCE

Correspondence had been received on behalf of Antrim Festival Group a copy of which was circulated, requesting that the Council consider providing additional funding for this year's event to be held from 9-17 June 2017 in Antrim town. Members were advised that Antrim Festival Group had been awarded £5,000 from the Community Festivals budget (the maximum available for a festival) towards this year's event, plus £500 towards insurance costs. In the previous year the group was awarded £6,000 from Economic Development and £5,000 from Community Development budgets.

The organisers have confirmed that the projected total cost for the 2017 Festival is a minimum of £22,000. In addition to the Council's grant, funding has been secured from the Enkalon Foundation (£2,000), Robinson Cleaning Services (£1,500), Junction 1 (£1,000) and from other sponsors (£3,000) leaving a projected shortfall of £9,000.

The Council previously agreed that in special circumstances, where additional, exceptional or separate funding is required, a report on the

funding request will be presented to the Community Planning and Regeneration Committee or the Council for consideration.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

the projected shortfall of £9,000 be approved for this year and the process regarding funding for festivals be reviewed.

ACTION BY: Paul Kelly, Head of Economic Development

3.21 ED/TOU/35 VISIT BELFAST: PROPOSED SERVICE LEVEL AGREEMENT 2017-18

Members were reminded that the Council agreed in March 2016 to enter into a Service Level Agreement (SLA) for one year with Visit Belfast at a cost of £15,000 giving the Council access to a wide range of marketing networks and media to promote the Borough. Visit Belfast operates the Welcome Centre in Belfast and also visitor information services at Belfast International Airport and George Best Belfast City Airport.

The current partnership agreement will expire on 31 March 2017 and Visit Belfast has submitted a proposal to Antrim and Newtownabbey Borough Council to consider increasing the Council's contribution to £20,000, which includes support for an expansion of the Visitor Information Centre (VIC) service operated by Visit Belfast at Belfast International Airport (BIA).

Current Service Level Agreement - 2016/17 (£15,000). A report summarising the benefits to Antrim and Newtownabbey Borough Council from the SLA to 31 March 2017 (circulated)

1. The Service Level Agreement includes; a marketing and promotion service for the Council with 'gold' platform promotion in Visit Belfast's Welcome Centre, an external advertising screen, internal literature display, dedicated web presence for 7 key attractions, digital marketing channels, advertising in the Visit Belfast Guide and corporate member benefits (cost to the Council £10,000).
2. A presence at Visit Belfast's BIA Visitor Information Centre located in the arrivals lounge: images on digital screens, Borough branding on the desk, fielding enquiries about the Borough including accommodation bookings, literature and in addition, there are "destination images" of the Borough at Applegreen services on the M2 on the electronic kiosk located there, with 6 of the 'resting' images featuring attractions within the Antrim and Newtownabbey Borough (cost to the Council £5,000).

Proposed annual Service Level Agreement - 2017/18 (£20,000 requested)

- Marketing and promotion: as per 2016/17 agreement above (proposed cost to the Council £10,000).
- Promotion at Visit Belfast's newly expanded Visitor Information Centre at BIA: this includes an increase in Visit Belfast staffing from one to two (April to September every day; October to March - Monday, Thursday, Friday and Saturday - the peak periods). The larger facility will provide

opportunities to showcase the key attractions of the Borough (visual circulated) including an additional touch screen service (proposed cost to the Council £10,000).

Opportunities arising from the new proposed Service Level Agreement

There are a number of opportunities that the enhanced Service Level Agreement are expected to bring to support tourism in the Borough:

- Additional branding and destination images at the new VIC at BIA
- Opportunity to create a positive impression of the Borough destination from early in the visitor engagement relationship, with improved customer service at the enhanced VIC.
- Opportunity to work with Visit Belfast and BIA to develop animation around the VIC at key arrival times and/or to promote particular Borough-themed events or cultural heritage. For example, in the run up to local flagship events, characters in period costume could welcome guests to the VIC, deliver short character pieces and (BIA permitting) possibly offering free samples of local artisan foods.
- A new Visit Belfast website (currently in development) with strong use of digital data for targeted marketing: there is an opportunity for the Council to identify 'visitor drivers' with faster reaction times to the needs and online enquiries from customers.
- Guaranteed racking of the Council's Visitor Guides at the VIC at George Best Belfast City Airport (also operated by Visit Belfast).
- For visitors travelling and staying some distance away, recommendations can be made to make time on their return journey to the airport to explore the Borough and what it has to offer.

Overall BIA VIC performance:

- Visitor profile of those using the VIC:

Country	Percentage
Northern Ireland	5%
Great Britain	51%
Europe	19%
North America	13%
Rest of World	13%

- The most frequently requested information from visitors using the VIC (aside from onward travel information):

Requested Information	Percentage
Places to Eat	71%
Visitor Attractions	43%
Tours	41%
Shopping Destinations	37%
Events	27%

Projected performance

- Anticipated increase in passengers at BIA for 2017/18 projected as 5.4 million (from 5.2 million in 2016) with the introduction of new airlines
- Projected increase in total enquiries in 2017/18 to 232,000 from £197,800 in 2016/17.

Proposed by Councillor Michael
Seconded by Councillor Kelly and agreed that

- a) **the Service Level Agreement with Visit Belfast be renewed at a cost of £20,000 (plus VAT) for 2017/18 provision for which exists in the Economic Development budgets**
- b) **Visit Belfast be invited to present to a future meeting of the Committee.**

*ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration
Manager/Member Services*

3.22 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1- 28 FEBRUARY 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 – 40 applications and 12 subsites
Building Notices – 268
Regularisation Certificates – 82

Full Plans

Approvals – 39
Rejected applications requiring resubmissions – 38

Commencements & Completions

Commencements – 247
Completions - 221

Inspections

A total of 688 Site Inspections were carried out

Regularisation Certificate

70 Regularisation Certificates issued

Building Notice

87 Completion Certificates issued

Property Certificates

Received – 175
Completed – 179 & 21% completed within timescale

EPB

EPC's checked – 3 & 100% compliance
DEC's checked – 14 & 93% compliance

Air Conditioning checked – 1 & 100% compliance

Income

Plan Fees Received for Month	£5815.75
Inspection Fees Invoiced for Month	£13644.83
Building Notice Fees Received for Month	£12662.00
Regularisation Fees Received for Month	£4276.80
Property Certificate Fees Received for Month	<u>£8485.00</u>
TOTAL	£44884.38

Proposed by Councillor Girvan

Seconded by Councillor Kelly and agreed that

the report be noted.

NO ACTION

3.23 CP/CD/45 BUSINESS PLANS - UPDATE

Members were reminded that departmental Business Plans were approved in June 2016. Progress updates as at quarter three for Business Support, Capital Development, Community Planning, Economic Development, Planning and Property and Building Services were circulated for Members' attention.

Proposed by Councillor McWilliam

Seconded by Councillor Kelly and agreed that

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

NO ACTION

3.24 CP/P4/3 PEACE IV PARTNERSHIP ELECTED MEMBER CHANGE

Members were reminded that as part of the PEACE IV Local Action Planning process, the Council was required to establish a Partnership made up of elected members, relevant statutory representatives and appropriately skilled social partners. It was agreed that the partnership would have 21 members in total (11 elected members, 6 social partners and 4 statutory partners).

As part of this process, at the Community Planning and Regeneration Committee meeting in June 2016, the Council nominated 11 elected members for the Partnership via D'Hondt +1. This approach resulted in the following party nominations:

- 4 DUP
- 3 UUP

- 1 SF
- 1 SDLP
- 1 Alliance
- 1 TUV

Each party nominated representatives and the list of names was submitted to SEUPB and approved as part of the Stage 1 application.

On 1 April 2017, a written request was received from the UUP party leader Alderman Cosgrove to replace Cllr Montgomery (UUP) with Cllr Maguire (UUP) on the Partnership with immediate effect. This decision is due to be ratified at the PEACE IV Partnership meeting on 11 April 2017.

Proposed by Councillor Girvan
Seconded by Councillor Logue and agreed that

the report be noted.

NO ACTION

The Supplementary reports were considered at this point.

3.26 ED/TOU/19 SUPPLEMENTARY REPORT - SHORELINE FESTIVAL

Members were reminded that the Shoreline Festival had traditionally taken place over three days of the August bank holiday weekend in Jordanstown Loughshore Park. The event featured music concerts and family fun activities and the budget is £31,000.

Given the exceptional weather during the 2016 event, attendance was estimated at 20,000 over the three days, with many of these repeat visitors over the weekend, although attendance on the Bank Holiday Monday was lower than the other days.

Some of the customer feedback received was for more activities to be provided for older children and teenagers, more music to take place during the daytime and more quality food stalls to cope with demand.

Cost efficiencies of approximately £5,000 could be achieved if the event was held over two days and these savings could be redirected to enhance the programming.

It was therefore proposed to hold the festival over two days (Saturday and Sunday) and the budget savings would be used to enhance the entertainment and activity programme on these days, particularly to provide a wider range of activities for teenagers.

The outline programme would include amusements, an artisan market, music concerts, inflatables & outdoor activities, sensory play, street theatre shows, circus skills and science & technology activities.

In accordance with the relevant byelaw, the consumption of alcohol is prohibited in the park. It was therefore proposed to suspend the byelaw for the duration of the evening music concerts as in previous years.

Proposed by Alderman Ball

Seconded by Councillor Logue and agreed that

(a) the Shoreline Festival takes place on 26-27 August 2017

(b) a notice advising of the suspension of the byelaw be placed in the local press.

ACTION BY: Paul Kelly, Head of Economic Development

3.27 ED/GEN/8 SUPPLEMENTARY REPORT - SUPERFAST BROADBAND DEPLOYMENT UPDATE

It was reported that The Northern Ireland Broadband Improvement Project was set up by the then Department for Enterprise Trade & Investment in 2014 to provide basic broadband services in areas that have no service and to improve connectivity in areas where the choice in poor or broadband speeds are slow. Just under £24m was provided by the EU, central government and by BT (which successfully tendered for the project) to implement the scheme to over 45,000 premises across NI by December 2015. According to the Department, whilst many premises have seen an improvement in connectivity speed, due to technical limitations with the available technology not everyone has been able to access even basic broadband services.

The Department for the Economy (DfE) indicated in September 2016 that it had identified potential additional funding to try and address some of the deficit and BT was asked to model the 'final intervention areas' to be covered under the scheme. DfE undertook an online public consultation process before Christmas outlining its proposals and officers then entered into discussions with Departmental officials to look at those parts of the Borough where broadband coverage is poor or non-existent. Through a desktop exercise officers identified up to 427 postcodes across the Borough as in need of improvement to connectivity. This list was sent to DfE for consideration and on 22 March officers were invited to a briefing when DfE outlined its plans to roll out further improvements across Northern Ireland.

At the briefing DfE announced that £4 million has been found to assist with the further deployment of 'superfast broadband' for a select number of postcode areas (using a modelling exercise designed by BT) including just 23 in Antrim and Newtownabbey. According to DfE the modelling exercise was considered to produce 'the optimal value for money coverage'. Annex 1 also includes additional postcodes where BT has already implemented service improvements through this project.

DfE asked the Councils present at the briefing to either approve the final list of postcodes propose amendments by not later than Wednesday 12 April. Officers made it clear that Councillors would expect to be consulted given the potential impact that the project may have on broadband improvements to local households and to commercial premises in the Borough. DfE stated that if Councils wish to propose amendments to the list of postcodes, a business case would have to be presented taking into account the criteria set out in Annex 2, but that there is no guarantee that any changes proposed will be approved. The improvement works will be undertaken from January to March 2018. DfE also indicated it is possible that not all premises within a particular postcode will benefit from a superfast broadband service. Members may wish to note that the £4million of new funding is for all of Northern Ireland and is additional to the mainstream broadband service improvements that BT is currently carrying out for its customer base.

Councils have been invited to consider the proposed postcode areas and either accept these set out in Annex 1 or propose amendments. Therefore, the options available to the Council to consider are:

- (a) Agree to the BT-modelled postcode list as proposed by DfE for improvements (Annex 1: 23 postcode areas in Antrim and Newtownabbey Borough Council area); or,
- (b) Commission immediate research to analyse the impact of these postcodes on improving broadband provision in the Borough. However, the extremely tight timeframe make option this impossible, and meanwhile DfE has confirmed that there is no guarantee that any suggested changes will be accepted.

Whilst the impact of this additional work may be limited, given the limited resources and the NI wide scope of the scheme, there will be some benefits for the Borough. DfE has indicated that failure to meet the 12 April deadline will result in delays to the process and a reduction in the number of postcodes that can be provided with an improved service within the project timescale.

As and when new broadband strategies are introduced DfE has expressed its wish to work more closely with local Councils to ensure that there is sufficient time available to consider a range of development options.

Proposed by Alderman Cosgrove
Seconded by Councillor Lynch and agreed that

the Council

- a) Responds to DfE by 12 April 2017 agreeing to the postcodes proposed by BT for broadband improvement in Annex 1**
- b) Expresses its disappointment at the tight timescale for issuing a response and that significant areas of the Borough may not benefit in particular Lough Road, Antrim**

ACTION BY: Paul Kelly, Head of Economic Development

ANY OTHER BUSINESS

Councillor Blair requested that officers investigate the lack of cycle networks across the borough and bring back a report identifying possible improvements to the cycle network and the possibility of linking up the cycle routes that exist, particularly including the Glengormley area.

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

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Alderman Cosgrove
Seconded by Councillor Lynch and agreed that

the following Committee business be taken 'In Confidence'.

Members were advised that the audio recording would cease at this point.

3.25 IN CONFIDENCE D/PM/127 ADDITIONAL GRAVE SPACES IN CARNMONEY CEMETERY, O'NEILL ROAD EXTENSION

Members were advised that additional grave spaces in Carnmoney Cemetery involved the creation of an extension to the Cemetery along the O'Neill Road, Newtownabbey. The proposed extension was adjacent to a former landfill site belonging to the Council and it was identified at an earlier stage the potential risk involved could impact on cost for developing the site.



Budget

A budget of £240,000 was approved in September 2013 for the Works and Doran Consulting was appointed to design and supervise the cemetery extension. During the design works a section within the proposed extension was found to be unsuitable for burials and also NIE underground cabling was discovered within the proposed cemetery.

Progress

In August 2013 Doran Consulting were appointed to design and supervise the extension of the Cemetery.

In March 2014 Donaghmore Construction was appointed to carry out the cemetery extension for the agreed tender sum of £235,489.94. Work

commenced in April 2014 and was completed by the end of September 2014.

During the works a range of issues arose which needed to be addressed. These issues caused both cost increases and delays to the completion of the works.

- Asbestos was encountered in one area of the site.
- The extent of the unsuitable ground was much greater than originally anticipated.
- A NIW water main was discovered encroaching onto the Council's land.

At the Development Committee in June 2014 Members were informed of the risk and the implications for cost increases due to these difficulties and complexities.

Over recent months Council Officers have been in discussion with both the Consultant and Contractor to agree their final accounts.

In addressing all the contractual issues above the proposed final account for the works is proposed to be £[REDACTED], an increase of £[REDACTED] from the £[REDACTED] agreed tender sum. The Contractor originally submitted a final account figure of £[REDACTED]

Additional Consultant's fees have also been incurred of a value of £8985 due to the additional complexities and elongation of the Works. The Council is under a contractual obligation to pay the final account to Donaghmore Construction.

Cost Summary

Works and Fees

Proposed Final Account	£ [REDACTED]
Outstanding Fees	£ 8,985.00
Total	£ [REDACTED]
Original budget for the works	£240,000.00
Funding Shortfall	£ [REDACTED]

This shortfall can be absorbed within the existing cemeteries capital budget.

Northern Ireland Electricity (NIE)

A wayleave agreement is in place for the NIE underground cabling. Within this wayleave there is a clause for compensation to the Council equal to the diminution in the development of the lands caused by the existence of the cabling. [REDACTED]

Northern Ireland Water (NIW)

[REDACTED]

Proposed by Alderman Cosgrove
Seconded by Councillor Blair and agreed that

1. The proposed outstanding design fees in the sum of £8,985 be approved
2. The proposed final account for the works contract in the sum of £[REDACTED] be approved
3. Council Officers continue to pursue NIE and NIW for compensation and a further report to be brought back to the Committee.

ACTION BY: Denis O'Donnell, Project Development Officer

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Michael
Seconded by Councillor Lynch and agreed that

any remaining Committee business be taken in Open Session.

The Chairman advised that audio-recording would re-commence at this point.

There being no further business the meeting ended at 7.30pm.

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