



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING COMMITTEE
HELD IN MOSSLEY MILL ON MONDAY 12 OCTOBER 2020 AT 6.30 PM**

- In the Chair** : Councillor M Cooper
- Committee** : Aldermen – J McGrath and P Michael
Councillors - P Dunlop, G Finlay, M Goodman,
N McClelland, V McWilliam, M Magill, N Ramsay,
V Robinson, S Ross, L Smyth, M Stewart and R Wilson
- Non Committee Members:** : Councillors – A Bennington and B Webb
Alderman L Clarke
- Officers Present** : Director of Community Planning - N Harkness
Head of Arts & Culture – U Fay
Head of Capital Development – R Hillen
Head of Property & Building Services – B Doonan
Community Planning Manager – R McKenna
Systems Support Officer ICT – C Bell
ICT Manager – P Allan
Mayor and Member Services Officer – S Fisher

CHAIRPERSON'S REMARKS

The Chairperson welcomed Members to the October meeting of the Community Planning Committee and reminded all present of the audio recording protocol. Members both individually and on behalf of their parties, congratulated Councillor Cooper and Councillor Dunlop on being awarded the Order of the British Empire Medal (BEM) for services to the community during COVID-19.

In order to protect public health during the current COVID-19 emergency it was not possible to allow the public or the press to attend the Community Planning Committee meeting. The meeting minutes and audio recording would be published on the Council's website.

1 APOLOGIES

None

2 DECLARATIONS OF INTEREST

Item 4.2 – Councillor N McClelland

3 ITEMS FOR DECISION

3.1 CP/GR/117 GOOD RELATIONS GRANT AID

Members were reminded that the 2020/21 Good Relations Action Plan submitted to The Executive Office, includes a budget of £23,000 for the Good Relations Grant Aid Programme. The remaining budget available for the 2020/21 year was £23,000.

The aim of Good Relations Grant Aid Programme is to improve day to day relationships by encouraging everyone to treat others fairly and encouraging a society in which our own cultures and traditions as well as other people's cultures and traditions are understood, respected and accepted.

Members were advised that applications are required to score higher than 50% to be deemed successful. Two applications were received during the period of 21 July and 10 September 2020, scoring above the 50% threshold requesting a total amount of £5,000.

A summary of the applications received and the proposed award recommendations overview of the assessment and funding details were circulated for Members' consideration.

The applicants will be required to confirm that a suitable COVID-19 risk assessment is in place for the activities and to ensure that it complies with the relevant Government guidance in both jurisdictions at the time.

Proposed by Councillor McClelland
Seconded by Alderman McGrath and agreed that

- a) a total of £2,500 be approved for BEAM Creative Network – Our Island Project;
- b) a total of £2,500 be approved for A Safe Space to Be Me – Nurture Café.

ACTION BY: Jen Cole, Good Relations Officer

3.2 CP/GEN/036 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME UPDATE 2020/2021

Members were reminded of the decision taken in February 2020 to approve 87 applications for financial assistance submitted under the Community Development Grant Aid Programme for 2020/21 as detailed below:

GRANT STREAM	NUMBER OF APPLICATIONS	TOTAL AWARD
Premises	37	£172,988.45
Community Outreach and Involvement	29	£ 61,870.48

(including additional insurance)		
Summer Scheme (including additional insurance)	17	£ 23,220.00
Technical Assistance (including additional insurance)	4	£ 12,000.00
Total	87	£270,078.93

As a result of the COVID-19 Pandemic, the need for social distancing and Council's Emergency Financial Plan, it was agreed in March 2020 to defer all community funding programmes until further notice with the exception of the Premises and Insurance Grants which were deemed necessary to allow groups to continue emergency relief during the pandemic.

The total budget available for all of the above programmes is £270,078.93, which includes a contribution of £50,428 from the Department for Communities. To date approximately £190,232.67 had been committed to progressing Premises Grants (£172,988.45), Insurance (£5,404.22) and Summer Scheme Programmes (£11,840.00) leaving uncommitted budget of £79,846.26. Community Outreach and Involvement and Technical Assistance Grants remain suspended.

Community Festivals Fund

In February 2020 Council approved financial assistance totalling £92,438.42 to fund 21 Community Festival Applications. A contribution of £27,400 from the Department for Communities was included within this budget however correspondence received from the Permanent Secretary in July 2020 indicated that financial support toward community festivals would not be made available this financial year due to the restrictions in place regarding events and the financial pressures resulting from the emergency COVID-19 response. In line with Council's Emergency Financial Plan, no awards were made and the Festival Fund remained closed

Christmas Celebration Events Fund

Members were reminded that Council approved a Christmas Celebration Events Fund in February 2018 to assist groups that may wish to develop and deliver Christmas Celebration events in the absence of a Council installed Christmas tree and associated switch on ceremony. The budget for this fund in 2020/21 is £14k.

Under this fund the Council can provide financial assistance of up to £500 per group with no match funding required and for groups wishing to organise a larger scale event a maximum ceiling of £1,000 is available if the group can secure match funding for the additional £500 (or smaller amount) on a pound for pound basis.

In light of current Government restrictions on gatherings and the Council's Emergency Financial Plan this fund remains closed.

Senior Citizens Christmas Events

Members were reminded of the decision taken in September 2020 to open a call for applications for Senior Citizens Groups to apply for funding to run local Christmas events in November and December 2020. The total budget available for this programme is £16,000 (£8k for each legacy area).

All activities to be funded must adhere to the latest Executive Office guidance on "events and social gatherings" at the time of the event. This is currently a maximum of 15 people.

The programme will open online on Monday 12 October 2020 and will close on Friday 30 October 2020 at 4pm. Due to the limited timeframe from assessment to delivery it was proposed that delegated authority be granted to the Director of Community Planning to approve successful applications.

Proposed by Councillor Ross

Seconded by Councillor McWilliam and agreed that

- i) Members note the status of the Community Development Grant Programmes;**
- ii) Authority be granted to the Director of Community Planning to approve successful applications received under the Senior Citizens Christmas Events Programme which the Director clarified was £8,000 for each legacy area.**

ACTION BY: Jonathan Henderson, Community Services Co-ordinator

3.3 CP/GEN/034 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2020/21 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 were 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 2020/21 financial year.

In December 2019 Members agreed that from 1 April 2020 all small grant requests of £500 or less be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process. All proposed awards are subject to the receipt of a Group Constitution, List of Committee

Members, Bank Statement, Annual Accounts and a signed disclosure from the group confirming that all other appropriate supporting documentation is in place and can be provided on request or the offer of funding will be withdrawn.

During the month of September, one application totalling £500 had been received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Pass/Fail	Amount Requested	Amount Awarded
Living Waters Christian Centre and Charity Shop	Small Activity Grant for Insurance Costs	Pass	£500.00	£500.00

The total budget available for the Community Development Small Grant Aid Programme 2020/21 was £10,000 with a budget of £6,100 remaining.

The total amount of financial assistance requested by the application outlined above was £500 and, if approved by Council, it would leave a balance of £5,600 to fund further applications submitted during the course of the current financial year.

Proposed by Councillor Wilson
 Seconded by Councillor Finlay and agreed that

the application outlined above be approved.

ACTION BY: Jonathan Henderson, Community Services Coordinator

3.4 CP/CD/354 COVID-19 COMMUNITY SUPPORT FUND

Members were reminded that a Letter of Variance (COVID-19 Community Support Fund) from The Department for Communities (DfC) for an additional amount of £95,531.46 was approved at the September Committee. This additional funding is for the delivery of the COVID-19 Community Support Fund - Tranche 2, targeting need and alleviating poverty in local communities.

DfC had also recently outlined their commitment for additional funding for the COVID-19 Community Support Fund, through an additional two funding strands. While formal offers had not been received from DfC for these two strands it was anticipated that the fund budgets will be:

- COVID-19 Food Partnership Fund - £47,766
- COVID-19 Financial Inclusion Fund - £42,504

The overall contract uplift for all three funds was expected to be £185,801.

Officers had recently attended a number of virtual meetings with DfC officials to discuss approaches on co-design whilst also consulting with a range of community and voluntary partners across the Borough relevant to the fund thematic strands. Based on these consultations and the guiding principles for

investment, Officers had developed the circulated draft delivery plan for this Fund.

Given the emergency nature of the fund and as all funding must be spent by 31 March 2021, it was proposed that delegated authority be granted to the Director of Community Planning to approve successful applications as per proposed delivery plan.

Equality Screening and Rural Proofing had been undertaken on the draft policy and an Equality Impact Assessment was not required. The screening forms were circulated for Members' information.

Proposed by Councillor Robinson
Seconded by Councillor Wilson and agreed that

- i) the proposed delivery plan for the COVID-19 Community Support Fund be approved;**
- ii) authority be granted to the Director of Community Planning to approve successful applications received under all strands of the COVID-19 Community Support Fund;**
- iii) the draft Community Support Fund – additional funding be approved**

ACTION BY: Ronan McKenna, Community Planning Manager

3.5 CP/GR/043 NORTHERN IRELAND HOUSING EXECUTIVE IRISH TRAVELLER ACCOMMODATION STRATEGY REPORT 2020 - 2025

Members were advised that Antrim and Newtownabbey Borough Council is represented on the Northern Ireland Local Government Partnership on Travellers' Issues. The Partnership provides support for member Councils in dealing with issues such as unauthorized encampments and allocation of accommodation. Elected members were nominated to represent Antrim and Newtownabbey Borough Council on the Partnership at the Annual General Meeting held on 27 July 2020. The members nominated were:

- Alderman Burns
- Councillor McAuley
- Councillor McGrann

The Antrim and Newtownabbey Borough Council, Good Relations Officer also attends the Partnership meetings.

In 2003, the strategic role and responsibility for the provision of accommodation for Irish Travellers was transferred from District Councils to the Housing Executive under the Housing (NI) Order 2003.

Members are advised that the Northern Ireland Housing Executive (NIHE) published a consultation strategy Irish Traveller Accommodation Strategy 2020 – 2025 a copy of which was circulated.

The aims of the Strategy are to:

- Address the range of accommodation needs of Irish Travellers;
- Ensure the provision of adequate and suitable accommodation for Irish Travellers that meets their needs, promotes their equality of opportunity and promotes good relations among Traveller households and between Travellers and other members of the community.

The Housing Executive undertook a 12 week public consultation exercise on the Strategy and, as a result of the current COVID-19 pandemic, had taken the decision to extend the public consultation period for a further 8 weeks.

Parties wishing to participate in the consultation process can do so by completing the consultation form at:

<https://www.nihe.gov.uk/Working-With-Us/Partners/Consultations> .

Completed consultation responses should be returned by 5pm on 18 November 2020.

Proposed by Councillor Magill

Seconded by Councillor McClelland and agreed that

the report be noted and Members respond on a Party basis.

ACTION BY: Mark Kent, Good Relations Officer

3.6 CP/CC/010 MUCKAMORE COMMUNITY CENTRE – MUCKAMORE PLAYGROUP FLOORSPACE

Members were reminded that Muckamore Community Centre is home to Muckamore Playgroup. The playgroup has been at the Community Centre for 41 years and hire the social area including the annex room adjacent to it. The playgroup currently accepts 26 children.

Prior to the Coronavirus pandemic, the playgroup reported that an inspection by Social Services in February 2020 advised them of a need to increase the floor space requirements to accommodate the current volume of children.

Council Officers met with the Playgroup and an initial site visit was also carried out on 13 March with Cllr Dunlop. This was to inspect the current layout and to gauge possible options for any internal reconfiguration to allow the floor space to be increased. A stage, cleaning store and public toilets adjoin the playgroup rooms and may offer potential for reconfiguration.

Written communication had been received from the Northern Trust's Early Year's Team outlining the requirements for floor space. Early Years will require 72.8sqm of clear floor space in one single room if the playgroup is to retain approval to accommodate 26 children and the 4 staff. If floor space is not increased, the playgroup will have to reduce child numbers for September

2021 to 22 which will also result in the playgroup having to make a member of their staff redundant.

The playgroup would be allocated their numbers of funded children in January 2021 by the Department of Education. Early Years team had requested that the playgroup would need confirmation from the Council that any reconfiguration could be completed before September 2021.

Proposed by Councillor Dunlop
Seconded by Councillor Smyth and agreed that

the Community Facilities Coordinator work with the Capital Team to maximise any additional space, determine a cost and report back to Committee.

ACTION BY: Paul Townsend Community Facilities Coordinator

3.7 AC/HE/029 LOUGH NEAGH PARTNERSHIP HISTORICAL ANTRIM STUDY

Members were advised that as part of the ongoing work on the tourism strategy, community plan and heritage development of the Borough the extensive heritage assets in and around Antrim Town had been identified as a valuable resource which could be further developed for the benefit of both residents and visitors.

Heritage assets is the collective term used for archaeological sites, monuments, buildings, industrial sites, artefacts, gardens and other elements of the historic environment or built heritage.

Tourism NI had identified culture and heritage as a vital part of Northern Ireland fabric and the tourism offering. They believe to maintain and grow a vibrant tourism offering there is a need to create compelling heritage experiences that will appeal to the tourism target markets.

A number of meetings were held with Lough Neagh Partnership about how best to explore the history and in particular built heritage of Antrim Town. The partnership presented the Council with a plan to contact a historic study of Antrim which was brought to the September 2019 Community Planning Committee meeting where it was agreed that the Lough Neagh Partnership proposal to conduct a Historic Antrim Study to record the built heritage of Antrim Town should proceed.

The purpose of the study was to examine the many heritage assets of Antrim Town alongside the capacity and activities of relevant heritage organisations with the aim of building a picture of the sector and identifying opportunities for development. The historic environment plays an important role in providing a sense of place and identity, supporting wellbeing and promoting economic growth and community cohesion.

The process of undertaking the audit comprised three key stages:

1. Desktop survey
2. Fieldwork and Consultation

3. Site Visits

The completed study was circulated for Members' information. The audit report provided a series of recommendations that may help Council allocate future departmental resources and/or secure future external funding. Lough Neagh Partnership are also willing to develop and manage a bid to the National Lottery Heritage Fund in partnership with Council that would deliver a comprehensive built heritage "Great Place" scheme for Antrim Town.

Members were advised that on page 62 of the report, opportunities for heritage development arising from this study were outlined along with estimated costs broken down across various elements. The report proposed that these objectives could be delivered over a three-year timeframe at a total estimated cost of £608,200.00 with funding being sourced primarily from the National Lottery Heritage Fund as part of a wider bid currently being developed by the Lough Neagh Partnership Ltd.

Proposed by Councillor Wilson

Seconded by Alderman Michael and agreed that

- (a) the Lough Neagh Partnership Historic Antrim study be approved; and**
- (b) a partnership with the Lough Neagh Partnership to develop a bid for funding to the National Lottery Heritage Fund to realise the project opportunities be approved.**

ACTION BY: Ursula Fay, Head of Arts & Culture

3.8 AC/EV/66 CENTENARY OF NORTHERN IRELAND

Members were reminded that the resumption of the NI Centenary Working Group on 5 August 2020 was noted at the September meeting of the Committee with the minutes of the group meeting on 4 March 2020 approved. In addition, at the Committee meeting a budget allocation of £50,000 for the NI Centenary programme was approved for inclusion in the 2021/22 arts and culture estimates.

A further meeting of the Working Group was held on Tuesday 29 September in Mossley Mill and via zoom. At this meeting the minutes of 5 August 2020 were approved and were circulated for Members' information. In order to ensure continued progress of activity minutes of the meeting of 29 September were circulated to Working Group members on 5 October and approved and were circulated for Members' information.

Proposed by Councillor Dunlop

Seconded by Councillor Ross and agreed that

- the minutes of the meetings of the NI Centenary Working Group of 5 August 2020 and 29 September 2020 be approved.**

ACTION BY: Ursula Fay, Head of Arts and Culture

3.9 PBS/BC/003 VOL 2 STREET NAMING – SHORE ROAD, GREENISLAND

A development naming application from Alan Patterson Design, Architects, on behalf of Blue Horizon Developments, regarding the naming of a residential development at Shore Road, Greenisland was received on 27 August 2020. The development consists of 38 units with a mix of detached/semi-detached dwellings and apartments.

This application proposed only one development name, the architect was contacted to request further alternatives and an updated request was received 4 September 2020

The development names and developer's rationale have been submitted as outlined below, with the developer's location map and site plan circulated.

- 1 – Barton Park – This development name comes from a historical reference as the dwelling which adjoined the site boundary was known as "Barton Villa"
- 2 – Willow Park – On the historical maps enclosed, another dwelling adjoining the site was known as "Willow Lodge", therefore will have a historical reference
- 3 – Silverdale Park – Silverstream is also shown on the map and still runs alongside the site

The developer requested that the apartment block within the site be named as "Knockagh Hall". It was explained to them that from a postal numbering perspective the apartments would be numbered as part of the overall development. They will be at liberty to name the apartments if they wished however it would not be part of the official address.

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

Proposed by Councillor Ross
Seconded by Councillor Robinson and agreed that

the name Barton Park be selected for the development and Officers be given discretion to add suffixes to the overall development name for ease of postal numbering.

ACTION BY: William Richmond, Principal Building Control Surveyor

3.10 PBS/PS/011 REVIEW OF GRAFFITI REMOVAL POLICY

Members were reminded of the introduction of a graffiti removal policy by Council in March 2018, in response to an increased level of requests to remove graffiti. There is a policy requirement to review each policy every two years, this review has been delayed by the Coronavirus response.

There were 53 requests for graffiti removal in the financial year 2019/2020, the cost for the removal of graffiti on non-Council property in this period was approximately £14,765.

A review of the policy had been completed, and was circulated, by officers with minor amendments proposed arising from Members' requests to remove graffiti where there is a detrimental impact on a business area and for consultation if required with elected Members for a DEA where graffiti has been reported.

There is no material change to the policy so the existing Section 75 screening is still valid.

Proposed by Councillor McWilliam
Seconded by Councillor Wilson and agreed that

the minor amendments to the Graffiti Removal Policy be approved.

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

3.11 AC/GEN/18 LIGHT UP WORKING GROUP

Members were reminded that it was agreed at the Council meeting in July 2019 that the Council form an all-party working group to decide a policy of lighting the main Council Civic buildings at Mossley Mill and Antrim Civic Centre on days of celebratory occasions for the many diverse sections of our community. The work of this group had been temporarily suspended as a result of the COVID-19 pandemic.

Meetings of the Group resumed in early July and a number of meetings had been held since this time. The minutes of the meetings of 1 July, 28 July and 14 September were approved at the Council meeting on 28 September.

The Group met again on Monday 5 October for a final review of the draft policy and these minutes were circulated for Members' approval.

The Working Group had agreed a draft Light Up Policy for Civic Buildings which was also circulated for Members' approval. The following key elements of the draft Policy are highlighted for Member's consideration:

1. Lighting of buildings will include the exterior façade of Antrim Civic Centre, the interior white wall of floor 1 at Mossley Mill and the clock face of Ballyclare Town Hall, which is consistent with existing policy.
2. There is a proposed annual schedule of Council promoted light ups which are intended to reflect the diverse sections of the Borough community.
3. There is more detailed guidance on how requests from various groups will be dealt with, including an application process and requirement for reasonable advance notice to be given.
4. Provision for lighting up to celebrate sporting success is proposed.

5. Provision for lighting up in response to unexpected tragic event is proposed.
6. There is an ongoing role for the Working Group outlined within the Policy which includes granting delegated authority for the Group to decide about specific requests in particular those relating to points 4 and 5 above.

Equality Screening and Rural Proofing had been undertaken on the draft policy and an Equality Impact Assessment was not required. The screening forms were circulated for Members' information.

Proposed by Councillor Magill
Seconded by Councillor Dunlop that

- (a) the minutes of the Light Up Working Group of 5 October 2020 be noted;
- (b) the draft Light Up Civic Buildings Policy be approved with a review of the Policy to be brought to the June 2021 Community Planning Committee meeting.

On the proposal being put to the meeting 5 Members voted in favour, 10 against, 0 abstentions and the proposal was declared not carried.

Proposed by Councillor Finlay
Seconded by Councillor McClelland that

- (a) the minutes of the Light Up Working Group of 5 October 2020 be approved;
- (b) the draft Light Up Civic Buildings Policy be approved with a review of the Policy to be brought to the June 2021 Community Planning Committee meeting.

On the proposal being put to the meeting 9 Members voted in favour, 6 against and 0 abstentions. The proposal was declared carried and it was agreed that

- (a) the minutes of the Light Up Working Group of 5 October 2020 be approved;**
- (b) the draft Light Up Civic Buildings Policy be approved with a review of the Policy to be brought to the June 2021 Community Planning Committee meeting.**

ACTION BY: Ursula Fay Head of Arts and Culture

Amended by Council 26 October 2020

3.12 AC/ACG/012 ANTRIM CASTLE STONEMWORK ARTEFACTS

Correspondence had been received from the Department for Communities Heritage Buildings Branch regarding stonework relating to Antrim Castle which is currently in their possession in a storage facility in Castlewellan County Down.

Photographs of the stonework in situ on the front of the remains of Antrim Castle taken in 1967 were circulated and photographs demonstrating how they are currently stored were also circulated. Heritage Buildings possess most of the decorative panels above the main entrance, including that with the two mermaids and the shell (just over the door head), the cartouche above the doorway cornice, the Clotworthy and Langford family armorials, the royal arms and the head of King Charles I, as well as sections of the carved stonework and pilasters, etc, surrounding the panels.

Heritage Buildings had advised that they need to vacate their store in Castlewellan at the end of the year and wish to know if the Council would like to take the stonework back to Antrim Castle Gardens. The stonework is currently in the ownership of Lord Massereene however it is likely that he would give approval for the artefacts to return to Antrim Castle Gardens where they could form part of the built heritage collection and be placed on public display in the area of the castle with appropriate interpretation. It was proposed that, subject to securing the approval of Lord Massereene and the cost of transport, the stonework is returned to the Antrim Castle Gardens with costs of transport to be covered by the Council. If Members approve, an estimated cost will be obtained and reported back to Committee.

Proposed by Councillor Dunlop
Seconded by Councillor Smyth and agreed that

the Antrim Castle stonework artefacts, currently in the possession of the Heritage Buildings Branch of the Department for Communities, be returned to Antrim Castle Gardens subject to the approval of Lord Massereene and the affordability of transport. Officers to secure an estimated cost for transport and report back to Committee.

ACTION BY: Ursula Fay, Head of Arts and Culture

4 ITEMS FOR INFORMATION

4.1 CP/CC/012 RATHENRAW COMMUNITY CENTRE – RATHENRAW YOUTH CLUB RESUMPTION

Members were reminded that Rathenraw Community Centre is home to Rathenraw Youth Club. The Youth Club makes several bookings during the week including a drama class and fitness bootcamp, both resumed at the beginning of September in line with Community Centres reopening. Historically the popular youth club has ran on a Friday evening 7pm-10pm and attracts children from across Antrim.

It was agreed at the Council Meeting on 27 July that youth clubs would be deferred until further notice as a result of the Coronavirus pandemic. The Education Authority, which provides an element of funding for their youth workers, had also issued similar guidance. The Education Authority has issued updated advice to the group indicating that they may resume their services from 1 October 2020.

A risk assessment for the Friday evening Youth Club has been received from the group and Council Officers will support the group to resume their booking from Friday 2 October 2020. This will be in compliance with current guidance.

Proposed by Councillor Dunlop
Seconded by Councillor Smyth and agreed that

the report be noted.

NO ACTION

4.2 AC/GEN/064 WALK A MILE IN YOUR SHOES

Members were advised that the Communications Events and Fundraising Unit of Women's Aid ABCLN are planning to hold a 'Walk A Mile In Your Shoes' event at Mossley Mill on Tuesday 20 October at 11am. The event involves a one mile walk from Mossley Mill along the Newtownabbey Way before returning to the Mill for tea and coffee.

The 'Walk A Mile In Your Shoes' initiative involves PSNI officers, first responders and new recruits walking a mile with women to increase understanding and awareness about the issues facing older women affected by domestic abuse. Women's Aid plan to host two events, one in Larne and the other at Mossley Mill, Newtownabbey where PSNI Officers will walk a mile with older women and share their experiences.

Organisers will also be erecting a small gazebo in the vicinity of the theatre/rear car park to serve tea and coffee, which they will supply, after the walk. They have given their commitment to ensuring that the event will comply in full with current restrictions in relations to gatherings and will provide a full risk assessment including COVID secure measures.

There were anticipated to be 30 participants in total with walks to be completed on a staggered basis to ensure required social distancing throughout.

Proposed by Councillor Smyth
Seconded by Councillor Dunlop and agreed that

the report be noted.

NO ACTION

4.3 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD JULY & AUGUST 2020

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

	JULY	AUGUST
Full Plans	47	28
Building Notices	88	121
Regularisation Certificates	51	214

Full Plans

	JULY	AUGUST
Approvals	14	33
Rejected applications requiring resubmissions	25	33

Commencements, Completions & Inspections

	JULY	AUGUST
Commencements	148	230
Completions	84	232

Inspections

	JULY	AUGUST
Total Site Inspections were carried out	697	839

Regularisation Certificate

	JULY	AUGUST
Regularisation Certificates issued	15	60

Building Notice

	JULY	AUGUST
Completion Certificates issued	28	80

Property Certificates

	JULY	AUGUST
Number Received	183	286
Number Issued	188	254

Income

	JULY	AUGUST

Plan Fees Received for Month	£ 11004.00	£8884.50
Inspection Fees Invoiced for Month	£ 17221.05	£24512.40
Building Notice Fees Received for Month	£ 7200.00	£8784.00
Regularisation Fees Received for Month	£ 4404.60	£4564.80
Property Certificate Fees Received for Month	£ 12740.00	£20020.00
TOTAL	£ 52569.65	£66765.70

	Projected Income To Date	Year to Date Actual Income
JULY	£262,916	£161,767
AUGUST	£324,312	£236,124

Postal Numbering & Development Naming

	JULY	AUGUST
Numbers of official postal numbers issued	41	131

LPS Partnership

	JULY	AUGUST
Property details surveys completed	3	30

Proposed by Councillor Magill
 Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

4.4 PBS/BC/001 APSE PERFORMANCE NETWORKS – BUILDING CONTROL 2019/2020

A report recently received from APSE Performance Networks was circulated regarding the Performance indicators for turnaround times for Building Regulations performance in the financial year 2019/2020.

Of those APSE member Councils who responded, Antrim and Newtownabbey Borough Council's Building Control team was highest performing in turnaround times for non-domestic applications, achieving 100% within 35 days. The performance for both turnaround of domestic applications (86.65%) as well as turnaround for resubmissions (89.14%) placed it 3rd of the responding councils and 4th place for the performance indicator measuring plan assessment within 56 days. This was a similar level of performance to the previous financial year 2018/2019.

Proposed by Councillor McWilliam
 Seconded by Councillor Ramsay and agreed that

the APSE report for Building Regulations be noted.

NO ACTION

4.5 PBS/PS/022 DRAINAGE WORKS WITHIN THE CARPARK OF BALLYCLARE TOWN HALL

Members were reminded that over the last few years there have been considerable issues with the foul drainage at Ballyclare Town Hall which has caused inconvenience for users of the Building and currently necessitates the provision of a portable toilet provision on site.

There has been considerable volume of communications with Northern Ireland Water (NIW) since we became aware the issue emanated from problems with the foul drains on Council's property being unable to discharge effectively into the public sewers owned and maintained by NIW.

NIW now proposed to install two new manholes and a lateral foul drain through the carpark at Ballyclare Town Hall and connect into the public sewer in the road, a map of their proposal was circulated for Members' information. NIW would undertake these works at their cost but as the drain is within Council's property the costs of maintaining it in future years would lie with Council, which officers anticipate should be minimal. NIW had been in contact with PSNI and TNI Roads Service with a provisional time period for the works of Sunday, 25 October 2020 for one week.

Additionally, some work was required within the Town Hall building which Council would undertake. This will help reduce the potential for future sewer blockages at the Town Hall. As the Town Hall is a heritage building the Property Services team were currently consulting with the appropriate statutory agencies. The likely costs for the internal drainage works would be in the region of £3000 and was available from within the budget for Ballyclare Town Hall. This work would be carried out at the earliest opportunity.

Proposed by Councillor Robinson
Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

4.6 CD/PM/117 QUARTERLY UPDATE - CAPITAL PROGRAMME

A Capital Projects Status Report for October 2020 (up to 30 September 2020) was circulated for Members' information.

Proposed by Councillor Wilson
Seconded by Alderman McGrath and agreed that

the report be noted.

NO ACTION

There being no further committee business the Chairperson thanked everyone for their attendance and for adhering to the social distancing restrictions. The meeting concluded at 7.10 pm.

MAYOR