



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING COMMITTEE  
HELD IN MOSSLEY MILL ON MONDAY 8 MARCH 2021 AT 6.30 PM**

- In the Chair** : Councillor M Cooper
- Committee Members** : Alderman – J McGrath  
Councillors – P Dunlop, G Finlay, M Goodman,  
N McClelland, V McWilliam, M Magill, N Ramsay,  
V Robinson, S Ross, M Stewart and R Wilson
- Non Committee Members** : Councillor A Bennington, R Foster, J Gilmour, L Irwin,  
R Lynch, A McAuley and B Webb
- Officers Present** : Director of Community Planning - N Harkness  
Head of Arts & Culture – U Fay  
Head of Capital Development – R Hillen  
Community Planning Manager – R McKenna  
Systems Support Officer ICT – J Wilson  
Member Services Officer – S Boyd
- In Attendance** : Lorraine Adamson, Area Manager Community Advice Antrim &  
Newtownabbey

**CHAIRPERSON'S REMARKS**

The Chairperson welcomed Members to the March meeting of the Community Planning Committee, and reminded all present of the audio recording protocol.

In order to protect public health during the current COVID-19 emergency it was not possible to allow the public or the press to physically attend the meeting. The public and the press could access those parts of the meeting which they are entitled to attend via live stream (a link to which is on the Council website). The meeting minutes and audio recording would be published on the Council's website.

**1 APOLOGIES**

Alderman P Michael  
Councillor L Smyth

**2 DECLARATIONS OF INTEREST**

Item 5.4 - Councillor M Cooper (non pecuniary)  
Items 4.4, 4.10 and 5.4 - Councillor P Dunlop (non pecuniary)

### **3. PRESENTATION BY COMMUNITY ADVICE ANTRIM AND NEWTOWNABBEY**

Members were reminded that following a letter from Advice NI highlighting the proposed reduction in funding by the Department for Communities, it was agreed at the Community Planning Meeting on 8 February 2021, that an invitation be extended to Advice NI to deliver a presentation to the Committee.

Lorraine Adamson, Area Manager for Community Advice Antrim and Newtownabbey (formerly Citizens Advice), the local affiliate for Advice NI made a presentation and responded to Members' questions via Zoom.

The Chairperson and Members thanked her for the presentation, and requested that a copy of this be circulated to Members following the meeting.

*ACTION BY: Member Services*

*Councillor Goodman left the meeting during the presentation.*

### **4. ITEMS FOR DECISION**

#### **4.1 CP/GEN/039 NORTHERN IRELAND CENTENARY CELEBRATION EVENTS FUND 2021**

Members were reminded of the previous decision to ring fence £20,000 from the Community Festivals Fund to support constituted Community/Voluntary Groups wishing to host celebration events within their local areas.

To be successful in securing financial assistance, of up to a maximum of £1,000, applications would be required to demonstrate how their event/project meets the objectives of the programme under one or more of the following themes:

- Reflection
- Celebration
- Inspiration

A public call for applications to the fund opened on Monday 11 January 2021 with a closing date of Friday 19 February 2021 at 4 pm.

32 requests for financial assistance were submitted by the 4 pm deadline with one further application received a few minutes later from Randalstown District Lodge who reported a failed internet connection.

All applications had been assessed by Officers using a similar eligibility criteria and scoring matrix as that used to assess applications under the Community Development Small Grant Aid Programme.

A summary of the application score sheets and funding recommendations was circulated for Members' consideration.

A budget of £20,000 was ring fenced under the Community Festivals Fund (Total Budget £80,000 of which DfC contribute £27,400) to support this programme.

Following assessment the total amount of eligible financial assistance requested was £32,546.49 which exceeded the initial budget by £12,546.49.

As a result of the current COVID-19 restrictions a number of festival events due to take place in the earlier part of the new financial year had had to be cancelled therefore it was anticipated that the saving from these would cover the shortfall indicated above. This was subject to DfC confirming their funding of £80k for 2021/22.

It would be a requirement of funding that all events ensure compliance with all relevant and applicable COVID-19 Government and Public Health Guidance and Regulations.

Proposed by Councillor Dunlop  
Seconded by Councillor Finlay and agreed that

**the 33 applications requesting a total of £32,546.49 be approved.**

*ACTION BY: Jonathan Henderson, Community Services Co-ordinator*

#### **4.2 CP/CP/090 CARNEGIE UK TRUST - EMBEDDING WELLBEING IN NORTHERN IRELAND**

Members were advised that correspondence had been received from the Carnegie UK Trust as a briefing for SOLACE NI regarding the 'Embedding Wellbeing in Northern Ireland' project (circulated).

The project is supporting the three Community Planning Partnerships in Armagh City, Banbridge and Craigavon Borough Council, Derry City & Strabane District Council and Lisburn and Castlereagh City Council to overcome challenges in implementing their Community Plan. The project will conclude with the publication of a final report in spring/summer 2021.

A summary of the recommendations for the NI Executive, Community Planning Partnerships and other organisations are highlighted in the briefing, some of the key recommendations include:

Summary of recommendations for NI Executive:

- To provide funding for Community Planning
- NI Executive budgets should align to Programme for Government (PfG)
- Regeneration, Responsibility and funding should move to local government
- Outcomes based approach for PfG to move to a statutory footing
- Move to a position where all public services/organisations required by law to participate in Community Planning

- Increased co-ordination between PfG and Community Planning and Civil Service training scheme to include training in Community Planning
- Strengthened relationships between central and local government with shared training and opportunities for secondments
- NI executive to fund NISRA staff in 11 councils
- NI Executive needs to learn from other regions on how to do community engagement better, example of COVID Community response. Scotland approach recommended
- NI Executive should follow examples from Community Planning in relation to citizen engagement
- NI Executive needs to improve how it communicates progress that is being made in the delivery of PfG

Summary of recommendations for Community Planning Partnerships:

- Partners need to align their corporate plans to the community plans.
- Programme of capacity building for Partnerships
- Better use of locality planning and DEA approach
- Better use of data from all partners for each Community Planning Partnership with a focus on improved wellbeing
- Need to invest in the capacity of the Community & Voluntary sector and involve in service delivery

Summary of recommendations for Other Organisations:

- NILGA should create a safe online space for all Partners to discuss challenges relating to Community Planning
- NISRA to raise awareness of the data sets that are available

Proposed by Councillor Ross

Seconded by Councillor Wilson and agreed that

**the Council endorses the recommendations made by the Carnegie UK Trust and writes to both the Communities Minister and the Committee for Communities accordingly.**

*ACTION BY: Nick Harkness, Director of Community Planning/Ronan McKenna, Community Planning Manager*

#### **4.3 CP/CD/388 BONFIRE MANAGEMENT PROGRAMME 2021**

Members were reminded of the Council's annual Bonfire Management Programme

A review of the Bonfire Management Programme was undertaken in October 2018 and approved by Council in December 2018 with a budget of £2,700

per site for family fun activities for groups who adhere to the Bonfire Management Protocol.

On 25 and 26 February 2020 Officers met with Bonfire Representatives from across the Borough to receive feedback in relation to the 2019 programme and to identify any issues that may exist in advance of the registration of participating sites for the 2020 programme. A similar meeting was held with Members of the Community Planning Committee on Thursday 27 February 2020 at which feedback from the site representatives meetings was presented and discussed.

In summary, across all three meetings, there was a general consensus that the aims and objectives of the programme, as outlined in the Framework Document, and the way in which it is currently delivered is still fit for purpose. Moving forward however specific issues were raised at the meetings in relation to:

- The increase in the cost of obtaining one day event insurance for some groups has increased dramatically particularly if the event includes the hire of inflatables and a firework display. In some sites this has been in excess of £200.
- Statutory Agencies and Bonfire Builders be invited to attend pre-collection date inspections and not just those planned to take place in June and early July.
- Pre-event clean-ups be encouraged to take place across all sites prior to the family fun day/festival events taking place.

As a result of the COVID-19 pandemic the Bonfire Management Programme for 2020 was suspended.

### **Programme Delivery 2021**

In light of current COVID-19 restrictions it was uncertain, at this time, whether or not it would be possible to deliver the Bonfire Management Programme in 2021.

In the event that restrictions are relaxed, Officers were currently compiling registration packs for dissemination to all potential participating sites. Sign up dates had been scheduled to take place in Antrim Civic Centre and Mossley Mill or via Zoom on 15/16 April respectively and the collection start date had been proposed as Friday 14 May 2021.

Taking into consideration the increased insurance costs for the family fun day/festival events experienced in recent years, it was proposed that the individual budget per site which currently sits at £2,700 be increased to £3,000 in 2021 and beyond. (Provision of which had been included within the 2021/2022 estimates).

Should Festival Events be permitted to take place in July 2021 participating sites would be required to ensure compliance with all relevant and applicable COVID-19 NI Executive and Public Health guidance and regulations.

Following the registration of sites on 15/16 April 2021 a further report would be brought to Committee in May 2021.

The Bonfire Management Programme was equality screened in May 2018 and since there had been no material changes to the Programme, this still applied.

Proposed by Councillor Ross

Seconded by Councillor Robinson and agreed that

- a) the Bonfire Management Programme 2021 be approved as detailed above;**
- b) the individual budget per site be increased from £2,700 to £3,000 to off-set the increased costs of insurance.**

*ACTION BY: Jonathan Henderson, Community Services Co-ordinator*

#### **4.4 CP/GEN/040 IPB PRIDE OF PLACE AWARDS 2021**

Members were reminded of The Annual IPB Pride of Place Awards in association with Co-operation Ireland the aim of which is to recognise the efforts and endeavours of communities throughout the Island of Ireland to make their place the best place in which to live.

In 2019 the Council nominated five groups for an award: Whiteabbey Community Group who won the Category 3 Population 1000-2000 award, Tidy Randalstown who received a runners up award in Category 5 Population over 5000 and Carnmoney Church, The Bridge Association and Newtownabbey Senior Citizens Forum all of whom received a Certificate of Participation. In addition Antrim and Newtownabbey Borough Council won the newly introduced 2019 Council Community Engagement Award.

In 2020 the Competition was held virtually, due to the Coronavirus Pandemic, but Council did not participate on this occasion.

This year it was hoped that the Competition would run both virtually and live although this would be dependent on the relaxation of restrictions as the year progresses.

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

##### **Population**

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

5. Over 5,000

**Theme**

6. Creative Place Initiative
7. Community Wellbeing Initiative
8. Community Resilience
9. Community Tourism Initiative

**Non Population**

10. Housing Estates
11. Islands and Coastal Communities
12. Urban Neighbourhoods
  1. Urban Neighbourhood under 3000
  2. Urban Neighbourhood over 3000 Theme
  3. Creative Place Initiative
  4. Community Wellbeing Initiative
  5. Community Resilience
  6. Community Youth Led Initiative

The community resilience category is for Communities who have demonstrated extraordinary resilience in the face of adversity, for example a community's response to COVID-19, closure of a major business in the area or rural population loss, etc.

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

An assessment visit or online interview, dependent on COVID-19 restrictions, by the Pride of Place Judges will take place in July/August 2021 where nominees will demonstrate pride in their place by oral presentation, exhibition of community activities and culture and a tour of the area highlighting the aspects of which they are particularly proud. During this visit/interview it is also important that the community demonstrates real partnership with their local Council and shows that all sectors of the community are included. Successful nominees will be announced at the Gala Dinner and Awards Ceremony in November 2021. The entry fee per Council this year is £500 per group, provision for which has been made within the Community Planning budget. The closing date for nominations was Friday 21 May 2021.

Officers proposed that the following groups are nominated for the 2021 competition:

- Muckamore Parish Development Association
- Oasis Caring in Action
- Newtownabbey Arts and Cultural Network
- Community Relations Forum

Members considered nominating alternative and/or additional groups.

A short summary of the work of each of the groups was circulated for Members' information.

Not taking into consideration previous nominees, who are generally excluded from being nominated again for a period of 3 years, the above four groups, at this moment in time, had been identified as those which best meet the aims and objectives of the 2021 awards criteria however Members may wish to nominate alternative and/or additional groups within their respective areas by Friday 16 April 2021.

Following a question from a Member the Director of Community Planning provided clarity on the nomination process and the Community Planning Manager agreed to circulate nomination and entry criteria to Members.

Proposed by Councillor McClelland  
Seconded by Councillor Finlay and agreed that

- (i) Members approve the 4 proposed groups for nomination to the 2021 Pride of Place Awards. Members should inform Officers of any additional requests for nominations no later than Friday 16 April 2021;**
- (ii) Members approve an amount of £2,000 for nomination fees for which provision has been made in the 2021/22 Community Planning Budget.**

*ACTION BY: Jonathan Henderson, Community Services Co-ordinator/Ronan McKenna, Community Planning Manager*

*Councillor McClelland left the meeting.*

#### **4.5 PBS/BC/003 VOL 2 STREET NAMING – KNOCKENAGH AVENUE, NEWTOWNABBEY**

A development naming application from Rolsten Architects, on behalf of Terence McMullan, Mainline Contracts Ltd, regarding the naming of a residential development at Knockenagh Avenue, Newtownabbey was received on 18 February 2021. The development consists of 63 units, a mix of detached/semi-detached dwellings and apartments.

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

1. Knockenagh Drive – access located off Knockenagh Avenue. We feel, as this is a residential development, "Knockenagh Drive" is in keeping with the surrounding street naming and is appropriate to the area
2. Knockenagh Lane – reflective of the long straight access road through the site, appropriate for residential development
3. Knockenagh Gardens – appropriate for residential development as the new proposal incorporates open space



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

Proposed by Councillor McWilliam  
Seconded by Councillor Wilson and agreed that

**the name Knockenagh Lane be approved.**

*ACTION BY: William Richmond, Principal Building Control Surveyor*

#### **4.6 PBS/BC/003 VOL 2 STREET NAMING – BELFAST ROAD, ANTRIM**

A development naming application was received from Stephen McCombe of McCombe Brothers regarding the naming of a residential development at Belfast Road, Antrim.

The development consists of 26 dwellings these being a mix of apartments and semi – detached. The development names and developer's rationale have been submitted as outlined below, with the developer's application form, location map and site plan circulated

1. Pinetree Grove – site boundary is conifers. Both this site and the adjacent one were originally wooded in the lower reaches hence Grove
2. Larchill Grove - as above
3. Cypress Grove – as above

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

Proposed by Councillor Dunlop  
Seconded by Councillor Magill and agreed that

**the name Pinetree Grove be approved.**

*ACTION BY: William Richmond, Principal Building Control Surveyor*

#### **4.7 PBS/BC/003 VOL 2 STREET NAMING – MILEWATER DRIVE, NEWTOWNABBEY**

A development naming application from Nadine McMahon, on behalf of Connswater Homes Ltd, regarding the naming of a residential development at Milewater Drive, Newtownabbey was received on 18 February 2021. The development consists of 49 units, a mix of detached/semi-detached dwellings and apartments.

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

1. Earlview – We have arrived at this suggestion through engagement with the local community and political representatives. The primary school opposite the site is named Earlview and has played a key role in the community for quite some years
2. Manse View – taking cognisance of adjacent Manse Way
3. Earlcourt – taking cognisance of adjacent Ballyearl Court and Ballyearl Green

Should the Council not wish to select one of the above names; the matter would 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 Earlview be approved and Officers be given delegated approval to use suffixes for ease of site numbering.**

*ACTION BY: William Richmond, Principal Building Control Surveyor*

#### **4.8 PBS/BC/003 VOL 2 AMENDED STREET NAMING – RASHEE ROAD - BALLYCLARE**

A development naming application from Patrick Morwood on behalf of Orrson Homes regarding the naming of a residential development at Rashee Road, Ballyclare was referred back to the developer from the Community Planning meeting on 8 February 2021.

Subsequently correspondence was received on 17 February with alternative proposals for the naming of this development.

The development consists of 12 dwellings these being a mix of detached and semi – detached. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan circulated.

1. Richmond Square - Richmond McKay was a very well-known and respected businessman in Ballyclare and lived adjacent to the site for most of his life
2. Langhorne Square – Langhorne Clemens was the real name of the author Mark Twain who has many family ties in Ballyclare
3. Aikin Square – Catherine Aikin took over a small fee paying school in Doagh and moved it to Ballyclare in 1904. She was instrumental in the formation of Ballyclare High school.

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

Proposed by Councillor Stewart  
 Seconded by Councillor McWilliam and agreed that

**the name Aikin Square be approved.**

*ACTION BY: Liam McFadden, Principal Building Control Surveyor*

#### **4.9 AC/ACG/005 REGIONAL PIPE BAND CHAMPIONSHIPS 2021 ANTRIM CASTLE GARDENS**

Members were advised that the Pipe Band Championships, organised by the Royal Scottish Pipe Band Association of Northern Ireland (RSPBNI), have been held in Antrim Castle Gardens annually since 2016 at a cost of £12,000 plus in kind support to the value of £5,000 each year.

The event planned for 2020 was suspended as a result of the COVID-19 pandemic having previously been approved by the Committee in January 2020 at an increased cost of £15,000 plus in kind support to the value of £5,000.

The RSPBNI had once again requested that the Council hosts a 2021 Antrim and Newtownabbey Regional Pipe Band Championships in Antrim Castle Gardens on Saturday 19 June 2021. This event was screened in 2019 and an Equality Impact Assessment was not recommended.

The RSPBNI are fully aware that this date may need to be pushed back depending on COVID-19 restrictions in place at the time; however, have requested approval for this date initially on the basis that it may need to be postponed to later in the summer or indeed may not be possible depending upon the future impact of COVID-19 in relation to large scale events.

Proposed by Councillor Dunlop  
Seconded by Councillor Robinson and agreed that

**the Council hosts the Antrim and Newtownabbey Regional Pipe Band Championship event in Antrim Castle Gardens on Saturday 19 June 2021 at a cost of £15,000 plus in kind support to the value of £5,000.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

#### **4.10 AC/EV/066 CENTENARY OF NORTHERN IRELAND**

Members were reminded that the NI Centenary Working Group continues to meet regularly. A meeting was held on 4 February 2021 and the minutes of this meeting were circulated for Members' information.

The Working Group has been developing the Council's NI Centenary Programme. The draft programme for delivery throughout the 2021 calendar year was circulated for Members' information. Meetings with each DEA group were held on 21 January 2021 when Members had the opportunity to identify specific NI Centenary projects for their respective DEA's. These projects were attached to the enclosed NI Centenary Programme. A screening exercise on the programme has been carried out with the form was

circulated for Members' information. An equality Impact assessment was not recommended.

At the meetings on 21 January 2021 a number of the DEA's proposed renaming Council facilities with the addition of 'Centenary' within the name. It was proposed that the specific details of this be brought back to a future Committee meeting for final consideration.

Members were asked to note the planned lighting of Beacons on 3 May 2021 to mark the actual date of the Centenary.

Proposed by Councillor Ross  
Seconded by Councillor McWilliam and agreed that

- (a) the minutes of the NI Centenary Working Group of 4 February 2021 be approved;**
- (b) the NI Centenary Programme, including proposals for each DEA, be approved;**
- (c) the outcome of the Section 75 screening exercise be approved.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

#### **4.11 AC/GEN/001 ARTS AND CULTURE SCHEDULE OF CHARGES 2021/22**

Members were advised that a review of Arts and Culture charges is carried out annually. The current Arts and Culture Schedule of Charges was approved by the Committee in March 2020. Given that the service has been largely suspended since this time, it was proposed to make no substantive changes to the schedule of charges for 2021/22 and the schedule was circulated for Members' information.

However, as part of planning for the recovery of theatres, it was highly likely that the venues will initially be hired out to performers on a reduced capacity basis to achieve social distancing. Reductions in venue capacity directly impacts the financial model for performers and promoters by reducing potential ticketing income. Given this, it was proposed that Council offers a reduced venue hire fee, which will only apply whilst restrictions to capacity are in place.

It was anticipated that Department for Communities funding of £3M will be made available for Councils to support Arts facility recovery in 2021/22. The Council continues to make claims to the Department for its loss of income from the suspended Arts & Culture Programme.

Proposed by Councillor Magill  
Seconded by Councillor Ramsay and agreed that

- the 2021/22 Arts and Culture Schedule of Charges, including reduced theatre venue hire fees for the duration of capacity restrictions only, be approved.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

#### **4.12 AC/GEN/009 FACILITY CLOSURES FOR ARTS AND CULTURE FACILITIES**

Members were reminded that annually in March a proposed schedule for the closure arrangements on Bank and Public Holidays for Arts and Culture facilities for the year ahead is brought to Committee for approval.

Whilst much of the Arts and Culture service remains disrupted and facilities continue to be closed a proposed schedule of bank and public holiday closures during 2021/2022, in preparation for anticipated recovery in the year ahead, was circulated for Arts and Culture facilities.

Proposed by Councillor Wilson

Seconded by Councillor Dunlop and agreed that

**the arrangements for Bank and Public Holiday closures of Arts and Culture facilities as set out in the schedule for 2021/2022 be approved.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

#### **4.13 AC/GEN/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL**

Members were reminded that the continuation of the Borough Arts and Cultural Advisory Panel, including nomination of five elected members and recruitment of up to twelve independent voluntary members to serve for the term of the Council, was approved by the Committee in February 2019. Current Panel elected membership consists of Councillor Webb (Chair), Councillor McClelland, Councillor Robinson, Councillor Montgomery, Councillor Goodman and up to twelve independent members for the duration of the Council term.

This Panel meets quarterly to review, guide and advise upon programmes for the Council's three theatres and other Arts and Cultural programmes, events and initiatives. The last quarterly meeting of the Panel was held on 11 March 2020 and the minutes of this meeting were circulated for Members' information. It was agreed at the Committee in June 2020 that further meetings of the Panel be postponed with a communication to this effect issued to independent members of the Panel.

Members were advised that meetings of the Borough Arts and Cultural Advisory Panel resumed on Wednesday 24 February to coincide with commencement of planning for the recovery of the Arts Service including operation of theatres. The Panel approved the minutes of 11 March 2020 at this meeting.

At this meeting the Panel were updated on the Cultural Lounge Saturday Sessions of virtual music performances, which have been streamed by Facebook on Saturday evenings in January and February 2021. Due to the success of this initial pilot Arts recovery will continue with a second series of performances and the full schedule was circulated for Members' information.

Proposed by Councillor Robinson  
Seconded by Councillor Wilson and agreed that

**the minutes of the Arts and Cultural Advisory Panel of 11 March 2020 be approved and the resumption of meetings be noted.**

*ACTION BY: Ursula Fay Head of Arts and Culture*

**4.14 CP/CD/201 COMMUNITY PLANNING SCHEDULE OF CHARGES & FACILITY CLOSURES 2021/22**

Members were advised that a review of Community Planning charges is carried out annually. Given that the service has been largely suspended due to COVID since April 2020 it was proposed to make no changes to the schedule of charges for 2021/22 and the schedule was circulated for Members' information.

A proposed schedule for the closure arrangements on Bank and Public Holidays for Community Planning facilities for the year ahead was circulated.

Whilst much of the Community Planning service remains disrupted the proposed schedule of bank and public holiday closures during 2021/2022 was presented, in preparation for anticipated recovery in the year ahead.

Proposed by Councillor Wilson  
Seconded by Councillor Ramsay and agreed that

- i) the 2021/22 Community Planning Schedule of Charges be approved;**
- ii) the arrangements for bank and public holiday closures of Community Planning facilities as set out in the schedule for 2021/22 be approved.**

*ACTION BY: Ronan McKenna, Community Planning Manager*

**4.15 CP/GEN/041 CORRESPONDENCE RECEIVED FROM THE HOME OFFICE PROTECT DUTY CONSULTATION LAUNCH**

Members were advised that correspondence had been received from the Home Office, a copy of which was circulated, in relation to the launch of the public consultation on Protect Duty.

The full consultation document and methods of responding can be obtained via <https://www.gov.uk/government/consultations/protect-duty>

The consultation closes on 2 July 2021.

Proposed by Councillor McWilliam  
Seconded by Councillor Ramsay and agreed that

**Members note the report and respond on an individual or party political basis.**

*NO ACTION*

## 5 ITEMS FOR INFORMATION

### 5.1 CP/GEN/019 COMMUNITY PLANNING SECTION - PARTNERSHIP MINUTES

Members were advised that the quarterly update Partnership Minutes as listed below could be viewed in the electronic folder called “**Partnership Minutes for Members Information**” on their iPads.

Community Development		
File Ref	Date of Meeting	Name of Partnership
D/Gen/91		Antrim & Newtownabbey Citizens Advice Bureau
D/CSP/48	30 Sept 2020 - Draft	Antrim & Newtownabbey Policing & Community Safety Partnership (PCSP)
D/DP/67	18 Nov 2020	Rathcoole Neighbourhood Renewal Partnership
D/DP/67	8 Dec 2020	Grange Neighbourhood Renewal Partnership
		Joint Cohesion Group
CP/GR/43		Traveller Issues Local Government Partnership

Proposed by Councillor Robinson

Seconded by Councillor Dunlop and agreed that

**the Partnership Minutes be noted.**

*NO ACTION*

### 5.2 CP/P4/010 PEACE IV, AMENDMENT TO LETTER OF OFFER RE: SHARED SPACES AND SERVICES THEME (PIV 4063)

Members were reminded that Antrim and Newtownabbey Peace IV Partnership submitted a request to SEUPB at the end of June in respect of reallocation of grant monies that were likely to remain unspent. It was proposed that these monies would be reallocated to the remaining Shared Spaces and Services capital projects, mainly the V36 Urban Sports Park.

This could potentially enable this project to commence with a 100% grant intervention rate, rather than the original intervention rate of 41.51%.

Initial negotiations with SEUPB resulted in a recommendation to submit a new application for the Shared Spaces and Services (SSS) theme, in order for it to

be assessed and awarded at 100% Grant Intervention rate. This would result in the removal of any match funding requirement from Council.

This new application was submitted in November 2020. SEUPB updated officers on 2 February 2021 (circulated) that the process outlined initially is not possible under the programme rules. In order to remain compliant with their regulations, SEUPB is unable to withdraw certified expenditure which has already been declared in payment applications to the European Commission.

SEUPB had suggested that the only viable solution is:

- The existing SSS Letter of Offer will cover the period from: activity starting up until 29 February 2020. All claims and/or expenditure relating to this period (P15) will be paid according to the conditions outlined in the original Letter of Offer, at the stated intervention rate (i.e. 41.51%). The value of the existing Letter of Offer will be reduced to match all expenditure confirmed through Council's finances up until end of February 2020.
- A new SSS Letter of Offer will be issued covering the period 1 March 2020 until the end date (i.e. proposed as 31 March 2022) at a higher percentage grant intervention rate possibly up to 100%. The value of the new Letter of Offer will be inclusive of European Regional Development fund (ERDF) and Government match funding.

Officers were currently working to provide information requested by SEUPB to clarify all expenditure incurred prior to 29 February 2020. Confirmation of these amounts would allow SEUPB to determine the respective Letter of Offer allocations and proceed to seek Steering Committee approval.

Proposed by Councillor Ramsay  
Seconded by Councillor Magill and agreed that

**the report be noted.**

*NO ACTION*

### **5.3 CP/GEN/032 COMMUNITY ADVICE ANTRIM AND NEWTOWNABBEY (CAAN)**

Members were aware of the three-year contract (2019-2022) with Community Advice Antrim and Newtownabbey for the provision of advice services for the Borough.

Members were advised that the circulated Community Advice Antrim and Newtownabbey Annual Report 19-2020 had been received. This document highlights the impact and outcomes of the Council's investment (£312,000/yr.) for 2019 – 2020.

Further contracted work during COVID-19 had included £17,999 to assist with a large increase in the number of COVID-19 related enquiries. A Direct Award of £8,000 had also been made under the Warm, Well and Connected Fund to support fuel top-ups for vulnerable clients in need.



Proposed by Councillor Robinson  
Seconded by Councillor Wilson and agreed that

**the report be noted.**

*NO ACTION*

#### **5.4 CP/CD/354 COVID-19 COMMUNITY SUPPORT FUND**

Members were reminded of the financial assistance available to Community/Voluntary Groups under the COVID-19 Community Support Fund Tranche 2 Grant Aid Programme (£104,872.46) and the Warm Well and Connected Fund (£29,034.94) approved by Council in November and December 2020.

Delegated authority to approve applications for financial assistance under all strands of the COVID-19 Community Support Programme was granted to the Director of Community Planning in October 2020.

An update in relation to the current status of both funds was detailed below:

##### **COVID-19 Community Support Fund Tranche 2**

A further 6 applications totalling £10,426 had been received, assessed and approved and were circulated for Members' information.

The total budget available for the COVID-19 Community Support Fund Tranche 2 Programme was £104,872.46. A total of 37 applications were approved representing an investment of £80,494. The Open Call for applications closed on Sunday 31 January 2021 leaving a budget of £24,378.46 remaining which would be used as detailed later in this report.

##### **Warm Well and Connected Fund**

The total budget available under the Well Warm and Connected Fund was £29,034.94.

Direct Awards to Citizens Advice Antrim and Newtownabbey, Good Morning Newtownabbey, Good Morning Antrim and a Safe Space To Be Me totalled £20,000. An additional £4,000 was awarded to the Neighbourhood Renewal Partnerships in Grange and Rathcoole leaving a balance of £5,034.94 to fund an open call for applications.

The deadline for the submission of applications under the open call was Sunday 31 January 2021. In total 16 applications requesting a total of £7,998.00 were received, assessed and approved and were circulated for Members' information.

The total amount requested under this fund exceeded the initial budget by £2,963.06.

Approval was sought from the Department for Communities to utilise some of the underspend in Tranche 2 to cover this shortfall and the request was approved.

### **IT Connectivity Programme For Schools**

A total of 28 iPads were distributed to schools during the month of February 2021. In addition 9 Letters of Offer totalling £25,000 were issued to schools who had requested laptops under the programme. The schools were offered a fixed maximum amount to facilitate the purchase of IT equipment. The Letter of Offer stated an "up to" number of computers but some schools had requested approval to increase the number of devices bought with their award. This had been approved by Officers.

An initial budget of £35,000 was allocated to this project in November 2021. The total cost of delivery, taking into consideration the increase in the price of laptops was £43,556.52 leaving a shortfall of £8,556.52.

Similar to the Well Warm and Connected Programme, approval was sought from the Department for Communities to utilise some of the underspend in Tranche 2 to cover this shortfall and the request was approved.

Taking into consideration the underspend of £24,378.46 remaining under Tranche 2 and deducting the DfC approved overspend of £2,963.06 for the Warm Well and Connected Fund and £8,556.52 for the IT Connectivity Programme for Schools, this leaves a balance of £12,858.88 to be rolled over to the open call for applications under Tranche 3 which will now have a total budget of £41,083.36 to fund projects until 31 March 2021. The open call for applications to Tranche 3 closes on Sunday 28 February 2020 at 4pm.

Proposed by Councillor Robinson  
Seconded by Councillor Wilson and agreed that

**the report be noted.**

*NO ACTION*

## **5.5 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD DECEMBER 2020 & JANUARY 2021**

### **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**

	<b>DECEMBER 2020</b>	<b>JANUARY 2021</b>
<b>Full Plans</b>	57	38
<b>Building Notices</b>	117	127
<b>Regularisation Certificates</b>	73	60

## Full Plans

	DECEMBER 2020	JANUARY 2021
Approvals	39	36
Rejected applications requiring resubmissions	57	55

## Commencements, Completions & Inspections

	DECEMBER 2020	JANUARY 2021
Commencements	182	258
Completions	197	155

## Inspections

	DECEMBER 2020	JANUARY 2021
Total Site Inspections were carried out	808	779

## Regularisation Certificate

	DECEMBER 2020	JANUARY 2021
Regularisation Certificates issued	50	51

## Building Notice

	DECEMBER 2020	JANUARY 2021
Completion Certificates issued	83	65

## Property Certificates

	DECEMBER 2020	JANUARY 2021
Number Received	213	211
Number Issued	335	193

## Income

	DECEMBER 2020	JANUARY 2021
Plan Fees Received for Month	£21334.00	£11510.00
Inspection Fees Invoiced for Month	£14330.76	£20668.83
Building Notice Fees Received for Month	£6820.00	£8190.00
Regularisation Fees Received for Month	£6057.59	£4910.40
Property Certificate Fees Received for Month	£15050.00	£14770.00
<b>TOTAL</b>	<b>£63592.35</b>	<b>£60049.23</b>

	Projected Income To Date	Year to Date Actual Income
<b>DECEMBER</b>	£602,024	£547, 636
<b>JANUARY</b>	£694,793	£608,679

## Postal Numbering & Development Naming

	DECEMBER 2020	JANUARY 2021
Numbers of official postal numbers issued	32	146
Number of new developments named	3	None required

## LPS Partnership

	DECEMBER 2020	JANUARY 2021
Property details surveys completed	40	19

Proposed by Councillor Robinson  
Seconded by Councillor Wilson and agreed that

**the report be noted.**

*NO ACTION*

## PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Magill  
Seconded by Councillor Dunlop and agreed that

**the following Committee business be taken In Confidence and the live stream and audio recording would cease.**

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

*Councillor Webb left the meeting.*

## **6. ITEMS IN CONFIDENCE**

### **6.1 IN CONFIDENCE CP/CD/289 SURESTART – TENANCY AGREEMENT FOR DUNANNEY CENTRE AND EXTENSION TO RENTAL AT HAZELBANK PAVILION**

#### **Surestart at Dunanney Centre**

Members were reminded that in August 2016 the Rathcoole Community Churches Group gifted the Dunanney Centre to the Council and the Council took ownership of the building in February 2018.

Members were reminded that there are a number of offices in the Dunanney Centre and rental was approved by Council at a cost of £■■■■ per square metre per annum. The building has an occupancy rate of 100%.

One of the long term tenants, Surestart, operates a daily playgroup service from Monday-Friday 8:30am-3:30pm. Surestart is funded by the Department of Education and focuses on education, health and well-being for children and parents alongside a diverse range of family support.

Surestart rent a large ground floor space of 128.8sqm which includes multiple rooms dedicated to their needs including playgroup space, kitchen area, laundry, storage, toilets and an office. Transferring Surestart onto an Antrim and Newtownabbey Borough Council tenancy agreement would align them with all other tenants in the building.

Surestart is the last remaining tenant to be transferred from the previous Rathcoole Community Churches Group tenancy. A new tenancy agreement is proposed for two years from 1 April 2021. Previously, tenants paid an annual rental plus and utility costs were divided amongst tenants. Rental and all utilities are included in the Antrim and Newtownabbey Borough Council tenancy agreements and the annual lease for Surestart will cost £[REDACTED] per annum based on the Council agreed rates.

Surestart had advised that the new Antrim and Newtownabbey Borough Council tenancy agreement is an increase of approx £[REDACTED] compared to the cost of their rental arrangement with Rathcoole Community Churches Group. Previously rent was £[REDACTED] per annum with utility costs at £2,400 approx in addition. The group had asked Council to consider a discounted rate. Offering a discounted rate to one group and not others has the potential to cause difficulties.

#### **Surestart at Hazelbank Pavillion**

Members were reminded that Hazelbank Pavillion along with Lilian Bland and Mossley Pavilions transferred from Operations to Community Planning on 1 February 2021. Surestart had been renting Hazelbank Pavilion charged at £[REDACTED] per month. This arrangement had been in place since July 2019 to allow time for the organisation to explore alternative accommodation. Surestart had advised that there had been a delay with the renovation of their alternative accommodation and requested if permission could be granted to extend their rental for Hazelbank pavillion until the end of December 2021.

In response to a question from a Member regarding the proposed alternative accommodation for Surestart who are currently located at Hazelbank Pavillion, the Community Planning Manager agreed to source information and respond to Members.

Proposed by Councillor Ross

Seconded by Councillor Dunlop and agreed that

- **Surestart are charged the Council approved rate of £[REDACTED]/square metre/year for a new 2 year lease beginning on 1 April 2021;**
- **Surestart to continue renting Hazelbank Pavillion until 31 December 2021 at the current rate of £[REDACTED].**

*ACTION BY: Ronan McKenna, Community Planning Manager/Paul Townsend, Community Facilities Coordinator*

**PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'**

Proposed by Councillor Robinson  
Seconded by Councillor Magill and agreed that

**the remainder of Committee business be taken in Open Session.**

The Chairperson advised that audio-recording would recommence at this point.

There being no further committee business the Chairperson thanked everyone for their attendance and the meeting concluded at 7.20 pm.

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**MAYOR**

***Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.***