

March 1st, 2024

Notice Of Meeting

You are requested to attend the meeting to be held on **Thursday, 7th March 2024** at **7:00 pm** in **Hybrid - Church Street, Newtownards & via Zoom.**

Agenda

Virtual Meeting Guidance

📎 *Guidance for virtual Council meetings.pdf*

Not included

Agenda

📎 *PP 07.03.2024 Agenda.pdf*

Page 1

1. **Apologies**
2. **Declarations of Interest**
3. **Deputation - Newtownards Masonic**

Reports for Approval

4. **Village Partnerships (in replacement of Rural Advisory Group)**

Report attached

📎 *4. Village Partnerships (in replacement of Rural Advisory Group).pdf*

Page 3

5. **Covid-19 Small Settlements Programme**

Report attached

📎 *5. Covid-19 Small Settlements Programme.pdf*

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Reports for Noting

6. **CAG and TAG Advisory Group Minutes**

6.1 Bangor CAG

6.2 Comber TAG

6.3 Donaghadee TAG

6.4 Holywood TAG

6.5 Newtownards TAG

6.1 Bangor CAG Minutes 28.11.23.pdf	Page 11
6.2 Comber TAG Minutes 13.12.23.pdf	Page 21
6.3 Donaghadee TAG Minutes 12.12.23.pdf	Page 27
6.4 Holywood TAG Minutes 19.12.23.pdf	Page 36
6.5 Newtownards TAG Minutes 23.11.23 V4.pdf	Page 44

7. 'Support Local' Marketing and Promotion Campaign

Report attached

7. Support Local Marketing and Promotion Campaign.pdf	Page 54
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8. Renewed Ambition Programme – MIPIM 2024

Report attached - Appendix to follow

8. Renewed Ambition Project - attendance at MIPIM Cannes 24.pdf	Page 56
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9. Newtownards Linkages Environmental Improvement Scheme

Report attached

9. Newtownards Linkages Environmental Improvement Scheme.pdf	Page 57
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10. Notices of Motion referred to Committee by Council

(a) Notice of Motion submitted by Councillor Boyle and Alderman McAlpine

That this Council brings back a report with reference to projected costings associated with


repairs and necessary requirements to Kircubbin Harbour, as identified as a priority within the Kircubbin Village Plan, that would create a functioning facility for the Kircubbin village, surrounding areas and a tourism destination for the boating and sailing fraternity; further that an annual projected maintenance costing be included”

***** IN CONFIDENCE *****

Reports for Approval (in confidence)

11. Shared Island Local Authority Development Funding Scheme Update - Four Points Feasibility Study

Report attached

- | | |
|---|---------------------|
|  11. Shared Island Local Authority Development Fund_ Four Points Feasibility Study.pdf | <i>Not included</i> |
|  11.1 App 1 Executive Summary Four Points Feasibility Study.pdf | <i>Not included</i> |



12. Kinnegar SOC

Report to follow

Reports for Noting (in confidence)

13. Bangor Marina Q3 Report 2023-24

Report attached

- | | |
|---|---------------------|
|  13. Bangor Marina Q3 Report Oct - Dec 2023.pdf | <i>Not included</i> |
|  13.1 Appendix 1 - Bangor Marina Report Q3 2023-24.pdf | <i>Not included</i> |

14. Exploris Q3 2023-24

Report attached

- | | |
|---|---------------------|
|  14. Exploris Q3 Report Oct - Dec 2023.pdf | <i>Not included</i> |
|---|---------------------|

15. Pickie Q3 2023-24

Report attached

- | | |
|---|---------------------|
|  15. Pickie Q3 Report Oct - Dec 2023.pdf | <i>Not included</i> |
|---|---------------------|

ARDS AND NORTH DOWN BOROUGH COUNCIL

1 March 2024

Dear Sir/Madam

You are hereby invited to attend a hybrid meeting (in person and via Zoom) of the Place and Prosperity Committee of the Ards and North Down Borough Council which will be held in the Council Chamber, 2 Church Street, Newtownards on **Thursday 7 March 2024**, commencing at **7.00pm**.

Yours faithfully

Stephen Reid
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Apologies
2. Declarations of Interest
3. Deputation by Newtownards Masonic Centre & Community Hub - Hall Management Committee

Reports for Approval

4. Village Partnerships (in replacement of Rural Advisory Group) (report attached)
5. Covid-19 Small Settlements Programme (report attached)

Reports for Noting

6. CAG and TAG Minutes
 - 6.1 Bangor CAG
 - 6.2 Comber TAG
 - 6.3 Donaghadee TAG
 - 6.4 Holywood TAG
 - 6.5 Newtownards TAG
7. 'Support Local' Marketing and Promotion Campaign (report attached)
8. Renewed Ambition Programme – MIPIM 2024 (report attached)
9. Newtownards Linkages Environmental Improvement Scheme (report attached)
10. Notices of Motion referred to Committee by Council:
 - (a) Notice of Motion submitted by Councillor Boyle and Alderman McAlpine

“That this Council brings back a report with reference to projected costings associated with repairs and necessary requirements to Kircubbin Harbour, as identified as a priority within the Kircubbin Village Plan, that would create a functioning facility for the Kircubbin village, surrounding areas and a tourism destination for the boating and sailing fraternity; further that an annual projected maintenance costing be included”

*****IN CONFIDENCE*****

Reports for Approval (in confidence)

- 11. Shared Island Local Authority Development Funding Scheme Update - Four Points Feasibility Study (report attached)
- 12. Kinnegar SOC (report to follow)

Reports for Noting (in confidence)

- 13. Bangor Marina Q3 Report 2023-24 (report attached)
- 14. Exploris Q3 2023-24 (report attached)
- 15. Pickie Q3 2023-24 (report attached)

MEMBERSHIP OF PLACE AND PROSPERITY COMMITTEE (16 MEMBERS)

Alderman Adair	Councillor Kennedy
Alderman Armstrong-Cotter	Councillor MacArthur
Alderman McDowell	Councillor McCracken
Councillor Ashe	Councillor McCollum
Councillor Blaney	Councillor McKimm
Councillor Edmund	Councillor McLaren
Councillor Gilmour	Councillor Rossiter
Councillor Hollywood	Councillor Smart

Unclassified

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ITEM 4**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Place and Prosperity Committee
Date of Meeting	07 March 2024
Responsible Director	Director of Place
Responsible Head of Service	Head of Regeneration
Date of Report	20 February 2024
File Reference	160125
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Village Partnerships (in replacement of Rural Advisory Group)
Attachments	None

Background

The Council previously in October 2023 agreed that officers would consult on the establishment of a Rural Advisory Group. The purpose of the Group was to be a forum for information and knowledge sharing and to provide direction for the regeneration and community development of the rural villages. It was proposed that the forum would include representation from each of the Village Community/Regeneration Associations, elected members and council officers.

Following approval of the proposal, officers commenced discussions with each of the village groups.

Ards Peninsula Villages Partnership

The Ards Peninsula Villages Partnership (APVP) is a group drawn from the Ards Peninsula with the aim of encouraging joined-up thinking for the future of the Peninsula.

Not Applicable

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The group comprises of representatives from most of the villages within the Ards Peninsula and is administered by the County Down Rural Network.

Officers attended a meeting of the APVP to propose the formation of a Rural Advisory Group that would include all villages within the Ards and North Down Borough. It was felt that this group was not necessary for the Ards Peninsula, as the APVP had a similar role.

It was suggested that a similar forum to the APVP could be established for the villages outside of the Peninsula with a representative from the APVP attending these meetings and vice-versa.

Formation of New Partnerships

Council officers held discussions with each of the groups across the villages outside of the Peninsula, and the suggestion of creating a similar forum to that of the APVP was widely received.

It is suggested that 2 partnerships are established to cover the following areas:

1. *North Down** Villages Partnership
Groomsport, Helen's Bay, Crawfordsburn, Conlig and Six Road Ends
2. *Strangford** Villages Partnership
Ballygowan, Killinchy, Lisbarnett and Lisbane

*(*Name to be agreed with the group)*

The groups would take a consultative and non-decision-making role which would help to shape, influence, and inform rural regeneration.

It is proposed that each Forum would comprise of:

- Elected members per DEA
- A representative from the County Down Rural Network
- A maximum of two representatives from each Village Community/Regeneration Association

These will be supported by officers from the Regeneration section and other Council departments and external stakeholders as required.

It is proposed that each partnership would meet quarterly, with a review after six months.

RECOMMENDATION

It is recommended that the Council agrees to the formation of the two proposed Villages Partnerships with a view of the first meetings taking place in April/May 2024.

Unclassified

5

ITEM 5**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Place and Prosperity Committee
Date of Meeting	07 March 2024
Responsible Director	Director of Place
Responsible Head of Service	Head of Regeneration
Date of Report	20 February 2024
File Reference	RDP236
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Covid-19 Small Settlements Programme
Attachments	

Background

As members will recall the Council was awarded £2,217,000 under the Covid-19 Small Settlements Programme (CSSP).

The CSSP is a collaboration between the Department for Communities (DfC), Department for Infrastructure (DfI) and the Department of Agriculture, Environment and Rural Affairs (DAERA), working closely with local government to identify priority projects in rural areas.

The programme aims were to address long standing issues in small settlements and supports projects that attract investors and visitors and create vital and viable villages that meet the needs of local citizens and the surrounding areas.

The funding was awarded in October 2022 and the programme completion date is now 31 March 2025 (1year extension period was granted from the original completion date of March 2024).

Not Applicable

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Funding Breakdown

The below breakdown details the budget allocated within each funding stream:

Department for Communities Capital	£985,000.00
Department for Communities Revenue	£147,000.00
Department for Infrastructure Capital	£670,000.00
Department of Agriculture, Environment and Rural Affairs Capital	£415,000.00

The below details the budget allocated to each project within each funding stream:

Portaferry Public Realm Scheme	DfC Capital	£985,000.00
	DfI Capital	£270,000.00
	DAERA Capital	£415,000.00
	Council Contribution	£214,667.00
	<i>Total</i>	<i>£1,884,667.00</i>
Kircubbin Coastal Path	DfI Capital	£60,000.00
Groomsport Harbour	DfC Revenue	£20,000.00
School Lane, Ballywalter	DfI Capital	£20,000.00
Greyabbey Community Park	DfC Revenue	£25,000.00
	DfI Capital	£120,000.00
	<i>Total</i>	<i>£145,000.00</i>
Millisle Lagoon	DfC Revenue	£37,000.00
Ballygowan Village Improvements	DfC Revenue	£25,000.00
	DfI Capital	£156,280.80
	<i>Total</i>	<i>£181,280.80</i>
Portavogie Promenade	DfI Capital	£43,719.20
Professional Services	DfC Revenue	£40,000.00

Update on Project Progress

1. Portaferry Public Realm Scheme

The Portaferry Public Realm Scheme includes the following areas: Market Square | Castle Street | Ferry Street | High Street | Meetinghouse Street. The scheme will welcome improved street lighting, widening, and resurfacing of footpaths, better pedestrian connectivity, incorporation of street furniture and planting, and the creation of a usable civic space in the Market Square.

Schedule of Works:

Phase 1 – Trial holes and Ferry Street | October 2023 - December 2023

Phase 2 – Castle Street | November 2023 – February 2024

Phase 3 – Market Square and Junctions of Ferry Street/The Strand & Castle Street/The Strand | January 2024 – July 2024

Phase 4 – Meetinghouse Street | June 2024 - July 2024

Works is continuing and is on schedule to be completed by the agreed completion date, July 2024.

Not Applicable

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Department officials have been onsite and are pleased with the progress to date and the contractor continues to engage with the public via monthly newsletters, engagement sessions and letter drops.

2. Kircubbin Coastal Path

The Kircubbin Coastal Path will welcome improvement works from the play park to the Main Street. Works will include lighting to improve safety and accessibility, street furniture including new benches and picnic tables and incidental tree planting.

The scheme aims to promote connectivity for the village services, playpark, community centre, school, and housing. The design of the scheme has been completed and a planning application lodged. Following receipt of planning approval, the scheme will progress.

It should be noted that works cannot take place between October to March as per the Habitats Regulations Assessment.

3. Groomsport Harbour Environmental Improvement Scheme (Revenue only)

The existing 60no space car park located at Groomsport Harbour is often at capacity. The need was identified to look at ways in which this can be improved, whilst also improving the surrounding areas.

In 2023, under the CSSP, a design for the Groomsport Harbour was completed. The concept design welcomes extra overflow car parking and environmental improvements for walking and leisure time.

Officers will now seek to identify suitable funding opportunities for the delivery of this scheme.

4. School Lane, Ballywalter

School Lane is located at the rear of Ballywalter Primary School. The pathway connects the main village to the school, sports pitches, play area and residential area.

The current path is not accessible for all and regularly floods, becoming unusable during wet weather. The proposed works will raise, widen, and resurface the path to improve its accessibility and connectivity.

The pathway covers 3 different land folios; the Council, the Education Authority (EA), and a private owner. All potential path designs involve works on the folio owned by the EA.

Discussions have been held with the EA and it supports the scheme. However, it advised that it is standard practice that any works carried out on its land must be insured and maintained by the body completing the works on an ongoing basis. This would be contrary to normal policy for the Council to accept this.

Not Applicable

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In discussing this with the Risk Management Section concerns were raised about the Council accepting further responsibility for non-Council land. The Council in the past has been reluctant to agree to this.

In agreeing to the conditions of the EA, the Council would be required to take on all liability for this path during and after the works, adding to the Council's obligations and setting a precedent for future similar schemes.

This is currently being discussed with the EA and the Council may wish to await the outcome of these discussions before proceeding with the project.

5. Greyabbey Community Park

The Greyabbey Community Park will deliver a new community space at the Village Hall. The project seeks to encourage residents and visitors of the village to walk/cycle to the community space which will provide a pathway to a picnic area and a natural play area with additional tree planting.

As members will be aware the scheme was reduced in scope to exclude works to the area of privately owned land. Due to this more works can be undertaken on the Council's land.

A meeting of the Village Hall Committee requested officers to investigate potential drainage solutions for the grass area within the Community Park, this would ensure the Community Park is available for use all year round. This is currently being reviewed.

Officers are also looking at additional infrastructure such as cycle infrastructure and signage that will ensure the scheme meets the requirements of the CSSP objectives.

Officers met with members of the Greyabbey & District Community Association in January 2024 and provided an update on the current scheme. The Greyabbey & District Community Association proposed that should any further budget become available within this scheme that officers investigate works to the pathway that runs along the shore adjacent to the football pitch. Officers are currently making enquiries with the National Trust regarding land ownership.

The proposed Community Park scheme is currently on display at the Tennis Courts adjacent to the Village Hall for public view. To date there have been no comments received.

The works package for the community space is currently being developed, with completion expected late February 2025.

6. Millisle Lagoon Environmental Improvement Scheme (Revenue only)

Council officers met with representatives from the Millisle Community Group to discuss how the CSSP funding could be allocated to the Lagoon. Given the size and nature of the site, it was agreed the Concept Plan required development via a phased approach. This enabled projects to be identified

Not Applicable

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which could be delivered quickly under Permitted Development rights should funding become available.

Design consultants, AECOM, was appointed to develop a design of an environmental improvement scheme at the Lagoon.

A Public Information Session on the Concept Design took place on Wednesday 18 October 2023. A presentation was delivered by AECOM, followed by a group discussion.

A dedicated webpage was created to host the Concept Plan and allow members of the public that were unable to attend the session to review the plan and provide feedback. The closing date for feedback was Friday 03 November 2023 – no further feedback was received.

The scheme has been revised with minor changes to reflect the outcome of the public information sessions.

The Concept Plan includes improved access to the beach, floating pontoons to allow access for Watersports, tiered amenity space, beach huts/ kiosks, shower/ toilet facilities, seating, planting, and lighting. The Plan also includes items which can be progressed by permitted development should funding become available.

A planning application for the items which require planning approval was submitted in February 2024.

Officers will seek to identify suitable funding opportunities for this scheme.

7. Ballygowan Village Improvements

Under the CSSP Ballygowan Village has received circa. £181K to develop and deliver a village improvement scheme.

Following the funding award Council officers met with representatives from Ballygowan & District Community Association to discuss a potential scheme for the village. It should be noted that at this time the period of contract for the funding was to 31 March 2024 which limited the works that could be delivered. A proposal was designed to include planting throughout the village, a community area adjacent to the community centre and improvements to the War Memorial. Following a review with DfC officials it was felt that the proposed scheme did not fully meet with the objectives of the contract.

Given the extension permitted to the completion date it was agreed that a further meeting would be held with the Ballygowan & District Community Association (BDCA) to review the proposals and look at alternative options to ensure the funding objectives are achieved.

A meeting took place on 04 December 2023 with Council officers and BCDA board members. It was agreed BCDA would review the existing proposals and suggest ways to improve and/or suggest new proposals that would align with the funding objectives.

Not Applicable

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Following this meeting BCDA submitted new proposals which are aimed at promoting active travel and encouraging residents and visitors to walk and cycle (this is in line with the funding objectives). Council officers are currently reviewing the proposals and land ownership details.

8. Portavogie Promenade

Minor environmental improvement scheme at the promenade. This project was primarily funded by the SEAFLAG fund with a contribution of £43,791.20 from the CSSP.

The project included new surfacing, lighting, planting, and signage. This project is now completed, and a post project evaluation will be conducted following completion of the CSSP.

Conclusion

As outlined work across the individual projects within the Covid-19 Small Settlement Programme is progressing well and further update reports will be brought back in due course.

RECOMMENDATION

It is recommended that the Council:

1. Kircubbin Coastal Path

proceeds to the appointment of a contractor for the construction works to commence following receipt of planning approval.

2. School Lane, Ballywalter

agrees one of the following:

Option 1 – defer making a decision on the project to allow further discussions with the EA and await the outcome of these.

Option 2 – the scheme does not proceed due to the requirements of the EA and the budget is reallocated to a new project within Ballywalter.

Option 3 – the Council enters a licence agreement or transfer of the land from the Education Authority and proceed with this scheme, accepting full liability for this pathway indefinitely.

Minutes of the Advisory Group Meeting	
<p>Date: 28th November 2023 Time: 4:30pm Location: The Market House, Bangor</p>	
Attendees	<p>Councillor Craig Blaney – Ards and North Down Borough Council (Chair) Councillor Alistair Cathcart - Ards and North Down Borough Council Councillor Chris McCracken - Ards and North Down Borough Council Councillor Wesley Irvine - Ards and North Down Borough Council</p> <p>Alison Blayney – Kilcooley Women’s Centre Frank Shivers – Chamber of Commerce Geoff Thompson – Chamber of Commerce Marianne Kennerly – Chamber of Commerce Phillip McMillan – Faith Representative</p> <p>Brian Dorrian – Head of Regeneration, Ards and North Down Borough Council David Birch – Regeneration Officer, Ards and North Down Borough Council Sonia Logan – Assistant Regeneration Officer, Ards and North Down Borough Council Calum Symington – Administration Officer, Ards and North Down Borough Council</p> <p>Niall McVitty – Deputy Director, Department for Communities</p> <p>Stephen Gardiner – Section Engineer for Ards and North Down, Department for Infrastructure</p>
Item 1	Welcome
	Councillor C Blaney welcomed everyone to the meeting.
Item 2	Apologies
	Apologies were received from <ul style="list-style-type: none"> - Jim Russell, Kilcooley Community Forum - David Shivers, Ards and North Down Borough Council
Item 3	Declarations of Interest
	No Declarations of Interest were received.

Item 4	Minutes from Previous Meeting (15/08/23) circulated (For information only)													
	<p>F Shivers noted that he discussed that small projects should be tied to the bigger projects (Item 6) F Shivers further noted that there was a larger discussion around the Levelling Up funding (Item 15) and it was not just raised by himself.</p> <p>B Dorrian advised there is a new process in place for the approval of minutes. Following the meeting, the minutes will be sent to each member of the City Advisory Group for review. Members will have 3-5 working days to respond with any queries/amendments. The minutes will then be sent to Committee and Council.</p>													
Item 5	Update on Outstanding Actions Sonia Logan, Assistant Regeneration Officer, ANDBC													
	<p>S Logan provided an update on outstanding actions that have arose from the previous meeting:</p> <table border="1" data-bbox="395 1025 1433 1982"> <thead> <tr> <th data-bbox="395 1025 911 1066">Action</th> <th data-bbox="919 1025 1433 1066">Update</th> </tr> </thead> <tbody> <tr> <td data-bbox="395 1066 911 1173">S Gardiner asked for his contact details to be shared with the group.</td> <td data-bbox="919 1066 1433 1173">S Logan circulated S Gardiner email address 16th August 2023.</td> </tr> <tr> <td data-bbox="395 1173 911 1361">F Shivers asked if there was any way round hanging banners from lamp post as this was not allowed. S Gardiner will follow up.</td> <td data-bbox="919 1173 1433 1361">To be covered under Item 6.</td> </tr> <tr> <td data-bbox="395 1361 911 1469">Active Travel Group – S Gardiner to gather information.</td> <td data-bbox="919 1361 1433 1469">To be covered under Item 6.</td> </tr> <tr> <td data-bbox="395 1469 911 1657">Shop Local Campaign figures to be provided.</td> <td data-bbox="919 1469 1433 1657">S Logan provided data on the Shop Local campaign and will send the figures to the group as requested.</td> </tr> <tr> <td data-bbox="395 1657 911 1982">Masterplan Review – Sustainable Travel- DfC had commissioned traffic study for Hamilton Road two way with DfI and AMEY which concluded that the significant costs and further disruption to traffic flow would make Hamilton Road two way unachievable.</td> <td data-bbox="919 1657 1433 1982">N McVitty agreed to look at this with S Gardiner. This is an ongoing discussion.</td> </tr> </tbody> </table>		Action	Update	S Gardiner asked for his contact details to be shared with the group.	S Logan circulated S Gardiner email address 16 th August 2023.	F Shivers asked if there was any way round hanging banners from lamp post as this was not allowed. S Gardiner will follow up.	To be covered under Item 6.	Active Travel Group – S Gardiner to gather information.	To be covered under Item 6.	Shop Local Campaign figures to be provided.	S Logan provided data on the Shop Local campaign and will send the figures to the group as requested.	Masterplan Review – Sustainable Travel- DfC had commissioned traffic study for Hamilton Road two way with DfI and AMEY which concluded that the significant costs and further disruption to traffic flow would make Hamilton Road two way unachievable.	N McVitty agreed to look at this with S Gardiner. This is an ongoing discussion.
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	<p>Member of Planning Department to be invited to City Advisory Group.</p>	<p>Officers from the Planning Department are invited to every City Advisory Group meeting.</p>
	<p>Digital screen – D Birch to speak to Translink.</p>	<p>Content being finalised with the developer and is nearly complete. S Logan has been in contact with Translink with a view to moving or getting a new screen as discussed at the last meeting.</p>
	<p>M Kennerley suggested SERC might be interested in the Mermaid sculpture, she will contact and report back to the group.</p>	<p>M Kennerly to provide update.</p>

G Thompson offered support from the Chamber of Commerce in relation to the Digital Screen Project.

F Shivers advised that the Corporate Communications team were to launch communications plan reference Bangor Waterfront. B Dorrian responded that Jacqueline Harte, Bangor Regeneration Communications Manager, and Susie McCullough, Director of Place, have provided four presentations to the public.

Action: Bangor Waterfront Public Presentation and Communications Plan to be provided to CAG members.

Alderman Wesley Irvine arrived 16:39

Councillor C Blaney questioned why a member of the planning department was not in attendance. B Dorrian responded that Planning Officers were invited to all CAG meetings. F Shivers also raised issue of departments not attending when invited.

Action: B Dorrian to raise issue with Planning Department.

Councillor A Cathcart suggested it would be useful for the Parks Department to provide an update on the redevelopment of Ward Park to the group.

Action: B Dorrian/ S Logan to invite an officer from Parks Department to make presentation to the group.

Councillor C McCracken arrived 16:55

Item 6	Update and Information from Dfl
	<p>S Gardiner provided an update on outstanding Dfl items:</p> <p>Active Travel</p> <ul style="list-style-type: none"> - No further investment from Dfl other than 50% funding already agreed for cycleways - S Gardiner will make group aware if any further funding becomes available <p>Street Light Banners</p> <ul style="list-style-type: none"> - Dfl will not allow anything to be attached to street lights <p>Hamilton Road Two-Way</p> <ul style="list-style-type: none"> - Current study is out of date and a new one is required - Since COVID, traffic is fundamentally different - Might require DfC funding to progress <p>N McVitty advised that he can speak to department to try and find budget but there has to be a strong case to get budget. Councillor A Cathcart questioned if this investment would come at the cost of other projects. N McVitty confirmed that would be the case. He advised that resource funding is particularly tight at present but there are no current resource projects. He advised that S Gardiner and himself can review going into the next financial year. F Shivers advised that there was no point in doing any feasibility study if it wasn't needed. Councillor W Irvine advised that this could guide people around the city if tied into Bangor Seafront re-development. N McVitty suggested that it could take traffic out of Bangor City Centre and that he thought that there was a good case for it. He further suggested that it is a project that we do have time to consider in the next few years. B Dorrian asked if we could pedestrianise part of the city I.E. Main Street. He suggested doing the study. N McVitty advised he would keep it in mind and keep group updated</p> <p>B Dorrian advised that the Regeneration Department had written twice to the Permanent Secretary regarding items on Dfl street lights and twice received a negative response. F Shivers questioned Christmas lights being hung on the lights by the Council but not allowed banners. B Dorrian advised that adverts fall within a planning issue. S Gardiner further advised that Christmas lights fall under a separate act as they did not have any wording on them.</p>

	<p>Councillor A Cathcart asked who removes banners if they are hung on streetlights, S Gardiner responded that it was his office that was responsible for removal and officers conduct checks every six months.</p> <p>Councillor A Cathcart questioned if there was an assigned contractor within Dfl specifically for small projects and if the pedestrian crossing for Bloomfield Road was on the project plan. S Gardiner confirmed a contractor was in place and explained that projects were assigned based on priority and budget.</p> <p>N McVitty noted that his team work closely with the Regeneration Department and Dfl to try and be 'ahead'. He reminded that all projects coming from the Masterplans have to have a successful economic appraisal and availability of budget.</p>
Item 7	ANDBC Office Accommodation Brian Dorrian, Head of Regeneration, ANDBC (<i>Public Advert circulated with meeting papers for information</i>)
	<p>B Dorrian advised that the Council were looking for a new Civic Centre/ office accommodation and welcomed letters of interest from the group and contacts.</p> <p>G Thompson asked if the former Ards Leisure Centre site had been sold. B Dorrian advised that it was vested by Dfl for a new park and ride facility.</p> <p>F Shivers commented that as a group they would like to see new site located in Bangor.</p> <p>Councillor A Cathcart noted it was important to recognise red lines and that we have space in Bangor.</p> <p>Broad support was noted by the group.</p>
Item 8	Asylum Seekers Update Marianne Kennerly & Frank Shivers
	<p>M Kennerly provided an update on the asylum seekers</p> <ul style="list-style-type: none"> - Energy in group continues to support refugees - Numbers had dropped due to protests but are now returning to normal - 37 currently being housed with 9 new arrivals - All being provided with sim cards, tours of city etc - Groups going into hotel for activities, english classes and health & wellbeing sessions - Hotel has addressed/is addressing a number of welfare issues which have been raised

	<p>Alderman W Irvine noted that it was initially to be a temporary issue and we are relying on the Home Office to move things along. M Kennerly responded that six hotels have closed in Belfast alongside the ongoing housing crises has led to this being a longer-term issue than originally anticipated. Councillor A Cathcart advised that in his role on PCSP that the PSNI have no concerns currently. No issues arising from protestors or residents.</p>
<p>Item 9</p>	<p>Update on the Review of the Town & City Advisory Groups David Birch, Regeneration Officer, ANDBC</p>
	<p>D Birch provided an update on the review of the Town & City Advisory Groups</p> <ul style="list-style-type: none"> - The review was a finding following the review of the Masterplans - All five groups to be reviewed - Council has agreed to instruct Paul Hogarth to carry out review - Dates being agreed for workshops to take place in the new year <p>B Dorrian added that it was currently hard to keep social partners and explained that they wanted to turn the Advisory Groups into a proper social group and not a Council Sub-Committee.</p> <p>Councillor C McCracken asked if the group could be allocated a budget. He advised that England has Community Project Councils with budget. B Dorrian agreed that this was a positive suggestion and advised discussing this with the consultants at the workshop in the new year. Councillor C Blaney asked what that would look like and that he would support it if it was pro-rata by population. F Shivers advised that he thought this was the way the CAG/TAG were always meant to work and that they were always meant to have a budget.</p> <p>B Dorrian advised that it can be brought to Council but stated that the budget was eroded for the group in previous rates review. F Shivers suggested perhaps a tailored approach per town would be more appropriate.</p> <p>G Thompson stated that if everyone turned up we could make decisions. B Dorrian advised that comments will be taken on board, he further advised that he is in the process of budget setting so he will try to get a small budget passed in the rate setting process.</p> <p>Councillor A Cathcart confirmed that the rate setting process is tough, he asked how we can involve other Bangor Councillors and if we could consider scope beyond red lines.</p> <p>B Dorrian questioned where does boundary stop and advised that DfC stipulate the town centre boundary and will only provide funding for this area.</p>

Councillor C McCracken suggested we need to focus on the City Centre and make it safe, vibrant, retail-focused and clean. He suggested contacting community representatives to determine what community concerns are as it would help us to make informed decisions.

N McVitty confirmed that while it is not with his remit the group should be looking at wider issues and identifying projects to then commission the correct person to attend from the relevant department.

F Shivers suggested that the CAG have been funnelled into dispersing funding from DfC to the city centre which is not what the group was set up to do.

B Dorrian confirmed that DfC is the only department relevant for getting funding for the city centre but agreed we need to find budget.

Councillor C Blaney suggested to move forward with Ward Park assessment and suggested that the Ward Park café was one of the best things Council had done recently. He questioned if other sites could be brought back to group for review.

Councillor A Cathcart asked what was the scope for applying for external funding.

B Dorrian confirmed that the group shouldn't narrow themselves.

Discussion was had around setting the group up as a consortium to apply for other funding with a lead person and shovel ready projects.

A Blaney asked what format was best for group constitution.

B Dorrian advised that it was normally via match funding.

A Blaney discussed the PEACE IV project, Belfast Council led two bids. We applied but couldn't get statutory body to lead. She noted that the external funding manager post is empty and asked if we could have a director come along to the next meeting.

Councillor C Blaney suggested bringing in Council Officers to work as a team and push in same direction, which can then feedback to group and B Dorrian.

A Blaney advised that the perception was that Council Officers will get paid regardless of getting funding or not and that Belfast City Council is putting out massive calls for funding.

B Dorrian disagreed and felt the comments were unfair. He responded that Belfast City Council have hundreds of people and millions of pounds for regeneration.

F Shivers said that the Chamber and Kilcooley Women's Centre received £518K of funding and had two meetings with Council but nobody came back to them. He suggested setting up a model similar of the Levelling Up fund and to use partnerships like this better.

Councillor A Cathcart agreed that this needs raised with groups as we were unaware.

	<p>Councillor C Blaney added that as Councillors they need to raise within own groups and with Chief Executive for Regeneration to receive more funding.</p> <p>B Dorrian finished the discussion by advising that we are not a closed door and to please come to us with any ideas.</p>
<p>Item 10</p>	<p>Any Other Business</p>
	<p>Animating Main Street</p> <p>M Kennerly provided a proposal to animate shop windows on Main Street.</p> <ul style="list-style-type: none"> - Think about empty spaces and how to use them - Previous artist take-overs have been successful - Reduces anti-social behaviour - Range of areas to give a platform to talent - Design a programme of work - Become more embedded in city centre <p>M Kennerley advised that some owners of properties were reluctant but support from the CAG would help. Would like to also have a commissioning project running in background.</p> <p>A Blaney agreed with M Kennerly and advised that Kilcooley had a very successful arts program. A Blaney suggested that Bingham Lane could take inspiration from Joys Entry in Belfast. Noted hygiene issues arising during Christmas light switch on and that art would be a good way of lifting standards for the area and deterring issues.</p> <p>N McVitty advised that standards in funding procurement and applicants have to be met but he will work with M Kennerley on space that DfC own.</p> <p>Action: N McVitty and M Kennerly to arrange meeting to discuss</p> <p>F Shivers advised that the chamber may be able to offer some funding. A Blaney questioned if we should be looking at a longer-term strategy for art in city centre and noted that we should be “shovel-ready” for projects in preparation for funding becoming available.</p> <p>Action: N McVitty to arrange member of DfC Arts team to attend next meeting</p> <p>B Dorrian asked if we could have something small in windows ready for Christmas.</p> <p>N McVitty confirmed there would be no issue using DfC spaces.</p>

Discussion was had around Joys Entry and “Instagrammable” holidays attracting tourism. N McVitty suggested bringing the Tourism Department in.

G Thompson suggested using DfC buildings and chamber funding to create a quick win and use it as a pilot scheme moving forward. Councillor A Cathcart thanked M Kennerly for bringing the idea forward. He suggested that there is a respect of art I.E. it is not graffitied over. This could reduce Council spend in removing graffiti from buildings. B Dorrian agreed that this project is feasible and would make a good feature of the street.

Councillor A Cathcart said that it would create an identity for the city and discussed creating a reusable space for graffiti.

M Kennerly advised that Waverly Council have a 6ft section of wall set aside for artists to graffiti on which creates aspirations to be the artist selected for the wall.

Update on current projects

D Birch gave an update on the wayfinding and creating opportunities/dereliction projects.

Wayfinding

Bangor Masterplan Review refers to:

Undertake a town centre movement study

Audit of existing signage, wayfinding systems

D Birch advised the team are at the initial stages – specialist consultants have recently been appointed to develop wayfinding and orientation strategy for Bangor. The consultants will be tasked with consulting with the Town Advisory Group

Dereliction – creating opportunity for vacant hotspots

Bangor Masterplan reviews refers to:

Establish database of Derelict properties/owners

Create a toolkit of best practise options for re-use

Engage with all parties

Promote the opportunity available space presents

Could Tie in with scheme proposed by Marianne

D Birch advised the team are at the initial stages, looking at schemes that offer re-use of buildings. A workshop with DfC colleagues will be arranged.

B Dorrian advised that we are trying to cut down on signage.

M Kennerly asked if buildings only or empty spaces included.

D Birch responded that buildings and gap sites were being considered.

N McVitty suggested that spaces could be turned into “pocket parks”.

Discussion around “Adopt a space” scheme.

	<p>Councillor A Cathcart advised that Gray’s Hill residents had filled planters which had been neglected and required the removal of graffiti. Councillor A Cathcart suggested a need to seek out volunteers to maintain areas.</p> <p>F Shivers questioned the timescale on projects.</p> <p>B Dorrian advised that we had until March to get as much completed as possible, he confirmed that we have £100K to work up projects arising from the Masterplan.</p> <p>F Shivers raised issues around Chamber and local owners not consulted on Council Four-Year Food and Drink Destination Project and wanted to get partnership working again. He advised that the view of the Chamber Board is that the Council is siloing its work.</p> <p>B Dorrian thanked F Shivers for his comments and advised that the Regeneration Department were not part of the consultation either.</p> <p>Action: B Dorrian to feed comments back to Ann McCullough, Director of Prosperity</p> <p>Councillor C McCracken raised discussion in reference to Project Artemis.</p> <p>Action: B Dorrian to discuss with Clare McGill, Head of Economic Development and invite to give presentation to CAG</p>
<p>Item 11</p>	<p>Date and time of next meeting</p>
	<p>The date and time of the next meeting will be communicated in due course.</p> <p>The meeting adjourned at 18:08</p>

Minutes of the Comber Town Advisory Group Meeting	
<p>Date: 13th December 2023 Time: 4:30PM Location: Comber Leisure Centre</p>	
Attendees	<p>Alderman Trevor Cummings – Ards and North Down Borough Council Councillor Patricia Morgan - Ards and North Down Borough Council Councillor Libby Douglas - Ards and North Down Borough Council</p> <p>Carly McMullan – Rural Development Manager, Ards and North Down Borough Council David Birch – Regeneration Officer, Ards and North Down Borough Council Sonia Logan – Assistant Regeneration Officer, Ards and North Down Borough Council Calum Symington – Administration Officer, Ards and North Down Borough Council</p> <p>Stephen Gardiner – Section Engineer for Ards and North Down, Department for Infrastructure</p>
Item 1	Welcome
	Alderman T Cummings welcomed everyone to the meeting.
Item 2	Apologies
	<p>Apologies were received from.</p> <ul style="list-style-type: none"> - David Shivers, Urban Regeneration Manager - Niall McVitty, Department for Communities - Ryan O'Neill, Department for Communities - Councillor Rachel Ashe, Ards and North Down Borough Council - Councillor Philip Smith, Ards and North Down Borough Council - Roy Murray, Comber Regeneration Partnership - Liz Hamilton, Faith Representative
Item 3	Declarations of Interest
	No Declarations of Interest were received.



Item 4	Minutes from Previous Meeting (...date) circulated (<i>For information only</i>)								
	The minutes were agreed as an accurate reflection.								
Item 5	Update on Outstanding Actions Sonia Logan, Assistant Regeneration Officer, ANDBC								
	<p>S Logan provided an update on outstanding actions that have arose from the previous meeting (<i>Below</i>)</p> <table border="1" data-bbox="392 712 1430 1021"> <thead> <tr> <th data-bbox="392 712 911 757">Action</th> <th data-bbox="911 712 1430 757">Update</th> </tr> </thead> <tbody> <tr> <td data-bbox="392 757 911 869">The members asked for the document to be sent to them. D Birch to set up a SharePoint site</td> <td data-bbox="911 757 1430 869">D Birch has set up SharePoint site</td> </tr> <tr> <td data-bbox="392 869 911 909">Masterplan Review</td> <td data-bbox="911 869 1430 909">D Birch to update group</td> </tr> <tr> <td data-bbox="392 909 911 1021">Brent Goose images from Castle Espie to be updated</td> <td data-bbox="911 909 1430 1021">No images available to date, S Logan has requested and will send to group when available</td> </tr> </tbody> </table> <p>Action: Councillor P Morgan to contact Paul in relation to Brent Goose Statue.</p> <p>Councillor P Morgan raised concerns regarding Laurel Bank area and asked for an update.</p> <p>Action: S logan to request an update</p>	Action	Update	The members asked for the document to be sent to them. D Birch to set up a SharePoint site	D Birch has set up SharePoint site	Masterplan Review	D Birch to update group	Brent Goose images from Castle Espie to be updated	No images available to date, S Logan has requested and will send to group when available
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Brent Goose images from Castle Espie to be updated	No images available to date, S Logan has requested and will send to group when available								
Item 6	Update and Information from Dfl								
	<p>S Gardiner introduced himself and his role within group. He explained his process for spending budget and advised that his budget was spent by Christmas to allow for any additional money becoming available in new year. He advised that only one project remained in the Comber area, Slieve Croob.</p> <p>He advised that all roads are inspected on a 1,3- or 6-month basis depending on their usage. He explained that a new small-scale contractor had been appointed and he was very positive about them. He noted that the only scheme for Comber he was willing to commit to for the new year is Belfast Road . He advised he is happy to share his details with the group.</p>								

Item 7	Greenway Update Andrew Dadley, Head of Strategic Capital Development, ANDBC
	<p>Andrew Dadley provided an update on the Comber Greenway Project.</p> <ul style="list-style-type: none"> - Overall positive - Two business cases currently - Comber to Ards & Ards to Bangor - Attaining planning beyond floodgates, from SERC to Somme and Somme to Bangor - Currently do not have planning from Comber to Ards - List of contractors established and tender will be released January - G Bannister and S Daye will bring to committee - Positive feedback from Dfl under active travel - Dfl are objecting currently to Comber to Ards section - One landowner has requested we examine alternative routes - We are examining our options currently - Potential to submit second planning application for alternate route <p>Councillor P Morgan asked how many applications we have in currently</p> <p>A Dadley responded that the planners have advised to stick with only one application currently but if first application gets dragged out then we have second application ready to go</p> <p>Councillor T Cummings questioned if we were focused on solely the footpath or also layby</p> <p>A Dadley responded that currently the main target is removing the hard shoulder and it falls under Dfl guidelines, there is already a cycleway there and we are using LTN1/20 guidelines to make route safer. He advised that the aim is to put barriers in place for safety and also examine houses on route to ensure proper sightlines. He stated that signage would be needed but he is hoping Dfl consider changing speed limit to a lower speed to increase safety of the route.</p> <p>Councillor L Douglas asked if there was feedback from the recent public consultation on the matter</p> <p>A Dadley advised there was 270 letters sent out with 8 attendees on Saturday meeting and 6 on Sunday meeting. He advised that there were no great objections but nobody filled in a form to make official feedback.</p>

	<p>Main issues discussed were over privacy and if there was space available to add greenery to route. Concerns were raised around the continuance of lighting on the path</p> <p>A Dadley advised that currently there is no plans for lighting on the greenway but they are installing ducts in case it is required in future. He advised that the original plans did include lighting around leisure centre but has since been removed due to wildlife concerns.</p> <p>Questions were raised in regard to other sections of the greenway and A Dadley advised that there were no plans currently for the Conlig to Donaghadee section and Dfl were responsible for the Conlig to Bangor City Centre under their interconnection of towns and sustainable travel programmes.</p> <p>Councillor P Morgan asked who was responsible for the maintenance of existing comber greenway and was advised that Dfl hold responsibility as it is adopted land. S Gardiner advised that they try to attend to it twice a year but not under statutory obligation to do so.</p> <p>A Dadley advised that we will maintain our own section of the path and have staff in place to do so. He further advised that we don't intend to cut greenery around path and that we are only interested in the 5m wide section of the path.</p>
Item 8	Gap Site David Birch, Regeneration Officer, ANDBC
	<p>D Birch provided an update in relation to Gap Sites in Comber</p> <p>Council has submitted application for Funding to DfC for</p> <p>Gap Site Castle Street Strip down existing plywood Install new marine grade plywood Install dibond Vinyl and laminate Digitally printed artwork</p> <p>Vacant Unit 15 Bridge Street Strip down existing blue plywood Install new marine grade plywood Install dibond Vinyl and laminate Digitally Print artwork</p>

	<p>The application is currently being assessed by DfC. Part of the application is agreeing the artwork in partnership (with Owner in first instance)</p> <p>D Birch advised he has been liaising with Comber Regeneration Community Partnership – Roy Murray who has been looking at “live here love here” – he is content if Council secures funding.</p> <p>Discussion took place in relation to agreeing the artwork – D Birch stated he would need to gain agreement for images from property owners in first instance. Councillor P Morgan stated Images of Old Comber had been suggested and Councillor L Douglas advised Fiona from Signlines had offered her assistance with these. Alderman T Cummings advised it would be easier to garner agreement with generic images. D Birch reminded the group that this would need to be decided as soon as possible due to the time restraints.</p>
Item 9	Update on the Review of the Town & City Advisory Groups David Birch, Regeneration Officer, ANDBC
	<p>D Birch provided an update on the review of the Town & City Advisory Groups.</p> <p>This was highlighted during the Masterplan Review Process with Paul Hogarth Co.</p> <p>We are at initial stages - Council has agreed to appoint Paul Hogarth and Co. to undertake the review of the TAGs – Paul Hogarth Co have requested a questionnaire is sent to TAG members to garner views on how the TAG is working. This will be followed by facilitated workshops with the TAGs / CAG in the New Year.</p> <p>Alderman T Cummings noted that it would be good to give feedback in January.</p>
Item 10	Any Other Business
	<p>D Birch provided an update on outstanding projects</p> <p>Update on Current Projects 2 Initial Projects coming out the Masterplan Reviews -</p> <p>Wayfinding This is across all 4 Towns / 1 City Comber Masterplan Review refers to:</p>



	<p>Priority A Walkable Comber – a wayfinding and signage system without clutter that shows you how long it takes to walk and cycle from place to place within Comber too encourage dwell time and local spend</p> <p><i>We are at initial stages – specialist consultants have recently been appointed – (Paul Hogarth / Geeds)– they will be tasked with consulting with Town Advisory Group</i></p> <p>Promotion of Vacant Space – creating opportunity for vacant hotspots Council is exploring this across all 4 Towns / 1 City Priority B Making the most of valuable space Establish database of Derelict properties/owners Create a toolkit of best practise options for re-use Engage with all parties Promote the opportunity available space presents</p> <p>We are at initial stages looking at schemes that offer re-use of buildings - holding a workshop with DfC colleagues – in January 2024</p> <p>Councillor L Douglas questioned how many empty spaces Comber has</p> <p>D Birch explained that we are aiming to establish a database and that a rough survey had been completed recently and that the planning department are in the process of completing an extensive exercise in relation to project. He advised that there is a meeting with them in January .</p> <p>Councillor L Douglas requested that the sandwiches be cancelled for future meetings, this was agreed by the other members.</p>
Item 11	Date and time of next meeting
	<p>Next meeting of group will be at TAG workshop in January</p> <p>Meeting adjourned 17:22</p>

Minutes of the Donaghadee Advisory Group Meeting	
<p>Date: 12th December 2023 Time: 4:30PM Location: Donaghadee Community Centre, Donaghadee</p>	
Attendees	<p>Councillor Janice MacArthur – Ards and North Down Borough Council Councillor James Cochrane - Ards and North Down Borough Council Councillor David Chambers - Ards and North Down Borough Council Councillor Hannah Irwin - Ards and North Down Borough Council</p> <p>Carly McMullan – Rural Development Manager, Ards and North Down Borough Council David Birch – Regeneration Officer, Ards and North Down Borough Council Sonia Logan – Assistant Regeneration Officer, Ards and North Down Borough Council Calum Symington – Administration Officer, Ards and North Down Borough Council</p> <p>Niall McVitty – Deputy Director, Department for Communities Ryan O’Neill – Deputy Principal, Department for Communities</p> <p>Stephen Gardiner – Section Engineer for Ards and North Down, Department for Infrastructure</p> <p>Adrian Kerr – Donaghadee Community Development Association (Chair) John Caldwell – Donaghadee Community Development Association Kate Boyd – Donaghadee Community Development Association</p>
Item 1	Welcome
	Chair welcomed everyone to the meeting.
Item 2	Apologies
	<p>Apologies were received from</p> <ul style="list-style-type: none"> - Councillor Gillian McCollum - Alderman Mark Brooks - David Shivers, Urban Regeneration Manager
Item 3	Declarations of Interest
	No Declarations of Interest were received.

Item 4	Minutes from Previous Meeting (08 August 2023) circulated (For information only)	
	<p>The minutes were agreed as an accurate reflection of the meeting content. Proposed by John Caldwell, seconded by Councillor J Cochrane.</p> <p>C McMullan advised the minutes of each meeting will be circulated to the group within one week of the meeting taking place, this is to provide everyone with the opportunity to inform of any amendments prior to the minutes being issued to Council.</p>	
Item 5	Update on Outstanding Actions Sonia Logan, Assistant Regeneration Officer, ANDBC	
	S Logan provided an update on outstanding actions that have arose from the previous meeting (<i>Below</i>)	
	Action	Update
	East Border Region - Coastal Erosion find out which officer is assigned to this.	Group was informed that David Lindsay is the assigned officer.
	PSNI to be invited to next meeting to discuss anti-social behaviour in the town, Kate Boyd to send details.	S Logan sent an email to K Boyd requesting details 07 September, 09 November and 16 November- no response was received therefore this was removed from the agenda for the next meeting. Chair informed he would contact PSNI re attending a meeting of the group.
	Contact to be made with Ann McCullough, Director of Prosperity, regarding caravans at Crommelin Park.	Contact made by via Councillor McCollum.
	Donaghadee Community Development Association (DCDA) update to be added to the agenda.	DCDA update added to agenda.
	Members requested a copy of the Terms of Reference for the TAG.	Sent to group 09 August 2023 by S Logan.
	J Caldwell stated that DCDA was working on a climate change framework for Donaghadee, D	J Caldwell has actioned.

	<p>Shivers suggested contacting Emma Adair, Compliance Officer - Sustainability, ANDBC and investigate further potential funding avenues with her advice.</p>		
	<p>Sir Samuel Kelly Lifeboat Mural - Alderman M Brooks asked for the names of persons depicted to be added.</p>	<p>S Logan contacted Peter Caldwell – P Caldwell advised the names should be collected by group to ensure correct spelling, and a line on who each person is/what they did. The group advised the best person to contact is Shirlee Cochrane, Sir Samuel Kelly. S Logan advised there is no budget available to do this but will collate the information should funding become.</p>	
	<p>Members requested a copy of the Moat car park drawings.</p>	<p>Sent to group 09 August 2023 by S Logan.</p>	
	<p>Members expressed frustration regarding health and safety preventing events.</p>	<p>It was agreed the group would send an email to be sent to Stephen Reid, Chief Executive – this remains outstanding.</p>	
	<p>Masterplan presentation to be sent to group.</p>	<p>D Birch circulated.</p>	
<p>*Councillor D Chambers arrived 16:34*</p> <p>ACTION: Chair to contact PSNI re ASB issue. S Logan to contact S Cochrane re information for Sir Samuel Kelly Mural.</p> <p>J Caldwell provided an update on the harbour, stating this was not fit for purpose and noted an injury that occurred during the recent Storm Barra. J Caldwell stated a report has been completed detailing recommendations. J Caldwell queried Dfl position as the responsible body for the harbour wall. S Gardiner advised he sits on the Coastal Erosion Working Group.</p> <p>ACTION: S Gardiner to make contact within Dfl and feedback to the group.</p>			

Item 6	Update and Information from Dfl
	<p>S Gardiner introduced himself and his role within Dfl. S Gardiner advised that there is no major works currently planned but will update the group on 24/25 financial year works when he has an update in new year.</p> <p>J Caldwell raised concerns that Warren Road and Park Avenue were in a state of disrepair.</p> <p>S Gardiner advised that he was happy to share email and phone number with group so they can contact him with any issues.</p> <p>*Kate Boyd arrived 16:38*</p> <p>A Kerr asked if there was a condition report for the roads in the area. S Gardiner advised that roads are inspected on a one-, three- or six-month basis and explained how the priority is evaluated for each.</p> <p>J Caldwell questioned what basis does Dfl split money between the Council area. S Gardiner explained that funding is split at the start of each financial year per Council area, should surplus funding become available S Gardiner will have projects ready to bid for the extra funding.</p> <p>Chair asked when the last report was carried out in the borough and when the next report is due. S Gardiner advised a report was completed and brought to Council in Autumn.</p> <p>ACTION: S Gardiner to share Autum report to group. S Logan to circulate S Gardiner contact details.</p> <p>*Councillor H Irwin arrived 16:43*</p>
Item 7	Moat Re-Development David Birch, Regeneration Officer, ANDBC
	<p>D Birch provided an update on the Moat re-development (<i>below</i>)</p> <p>The Motte There is currently a planning application in for the Public Realm Improvements at the Moat – this is going through the planning application process.</p> <p>Car Park at the Motte At the previous TAG it was discussed there were concerns expressed in relation to the car park and therefore this part of the scheme had not been included in the planning submission. The regeneration unit sent out the plans to all TAG members – one response from DCDA.</p>

	<p>D Birch advised he has issued the concept plans to ANDBC Car Parks Manager for response (Gerard Adair).</p> <p>The regeneration unit has enquired with the planning department re planning consent required– advised that formal confirmation through planning is required (Certificate of Lawful use or Development (CLOPUD) and then planning application (if required).</p> <p>D Birch enquired if the group have any further comments.</p> <p>Councillor J MacArthur advised that residents bordering the car park have underground parking and there is a concern re access. D Birch advised access will remain same. Councillor J MacArthur requested Dfl look at putting markings either side of entrance to prevent people from parking over entrance.</p>
<p>Item 8</p>	<p>DCDA Update John Caldwell, DCDA</p>
	<p>J Caldwell provided an update on behalf of the DCDA (Appendix 1)</p> <p>J Caldwell highlighted the need for a display for awards received by the town. J Caldwell suggested Martin McClure could be commissioned to create tiles representing the awards. J Caldwell enquired if the Council could supply any budget for this project.</p> <p>C McMullan advised there was currently no budget available, informing that an area within Lemon’s Wharf had previously been identified for displaying plaques and was aware of the THI plaque in situ. S Logan advised the existing awards should be on display in this area as this was requested for action by the Property and Asset Department following TAG approval.</p> <p>J Caldwell informed the Council had asserted the right of way from Seahill to the walkway leading from Millisle Road to Hunts Park. J Caldwell advised there is a need for a proper pathway and enquired if there is any funding available. J Caldwell advised the pathway is owned by Northern Ireland Housing Executive.</p> <p>Councillor D Chambers advised that Housing Executive are responsible for the maintenance of the path at the right of way.</p> <p>ACTION: S Logan to enquire with the Housing Executive if any funding is available for upgrade improvements.</p> <p>J Caldwell advised that he had emailed Council Officers regarding advisory support under the Men’s Shed project (point 4.3)– no response has been received to date.</p>

	<p>ACTION: C McMullan to follow up with relevant officers (J Caldwell to forward email)</p> <p>J Caldwell advised he has emailed regeneration officers asking if the regeneration unit would be willing to attend a presentation from Royal Statistical Society (point 6.2) in the new year.</p> <p>ACTION: C McMullan to provide response re availability of the regeneration unit (J Caldwell to forward email)</p> <p>Chair asked if the Council would have any contacts within the “Live Here, Love Here” scheme reference the Crommelin Wood Project as the group would like to discuss and extension due to underspend of £500.</p> <p>ACTION: S Logan to enquire relevant officer and provide a contact email address.</p> <p>J Caldwell advised he is waiting for a response from Council on the sensory garden at the putting green (item 3.5)</p> <p>ACTION: C McMullan to follow up with relevant officers (J Caldwell to forward email)</p> <p>Councillor D Chambers asked if there had been any development with the walled garden. J Caldwell advised that nothing had materialised yet but expressed desire to acquire the site. J Caldwell noted that that the adjoining site had been sold. He requested it noted that the trees in the area are covered by tree preservation orders.</p> <p>Councillor J MacArthur noted thanks to DCDA for their continued hard work.</p>
Item 9	<p>Update on Wheel/Skate Park – The Commons, Donaghadee Sonia Logan, Assistant Regeneration Officer, ANDBC</p>
	<p>S Logan gave an update on the wheel/skate park.</p> <p>Applications have been extended until 28th March 2024 and if there is any further updates S Logan will forward to the group.</p>
Item 10	<p>Update on the Review of the Town & City Advisory Groups David Birch, Regeneration Officer, ANDBC</p>
	<p>D Birch provided an update on the review of the Town & City Advisory Groups</p> <ul style="list-style-type: none"> - The review was a finding following the review of the Masterplans. - All five groups to be reviewed.

	<ul style="list-style-type: none"> - Council has agreed to instruct Paul Hogarth Company to carry out review. - Paul Hogarth Company have requested a questionnaire is sent to TAG members to garner views on how the TAG is working. - Dates being agreed for workshops to take place in the New Year. <p>J Caldwell asked if this would cover membership and the terms of reference for the TAG, D Birch confirmed.</p>
Item 11	Any Other Business
	<p>Update on Current Projects D Birch provided an update on Wayfinding Exercise & Tackling Vacancy/Dereliction Project:</p> <p>Wayfinding Donaghadee Masterplan Review refers to: Heritage & Visitor Experience – Audit of existing signage, wayfinding & interpretation at key arrival points/destinations – improving connections between different parts of the Parade and the town, highlighting destinations. D Birch informed the Council are at the initial stages and consultants have recently been appointed (Paul Hogarth / Gleeds) who will engage with the Town Advisory Group in the New Year.</p> <p>Promotion of Vacant Space – creating opportunity for vacant hotspots The Council is exploring this across all 4 Towns & 1 City. A recent survey by the Regeneration Officer showed no Gap Sites present within the Donaghadee Town Centre boundary. Townscape Heritage Initiative has addressed some of the vacant/derelict buildings in Donaghadee. Promote the opportunity available space presents. Council officers will be holding a workshop with DfC colleagues in the New Year.</p> <p>N McVitty advised that DfC have been invited to sit on working group to help progress. N McVitty advised that they are trying to use lessons learned in other council areas but reminded the group this was all subject to successful economic appraisal and availability of budget.</p> <p>J Caldwell questioned where the wayfinding had come from. D Birch advised that it came from the Masterplan and it was to help people arriving to the town.</p> <p>J Caldwell questioned if there was an update on the heritage EOI project. C McMullan advised that no applications were received from any applicants within Donaghadee.</p>

Councillor J MacArthur advised that The Smauel Kelly Lifeboat Memorial was very keen to have signage in place and asked if this will be linked in with Tourism.

D Birch stated that it is a very complicated project and tourism and planning will be heavily involved.

J Caldwell asked if signposts for Copeland Gin could be removed from current posts that are on footpath and mounted to existing signposts/street lighting. N McVitty advised that there is currently an embargo on anything being mounted on DfI infrastructure.

J Caldwell asked when an update was due on the succession to the 2015 Area Plan. J Caldwell also requested an update on the Moat Visitor Attraction in respect as to who is responsible for running, visitor numbers and opening hours.

C McMullan advised that the Regeneration Unit were currently responsible for the running of the attraction. C McMullan advised contracted staff were successfully appointed for the previous season and it is hoped the same staff will accept this role for the next season. C McMullan advised visitor numbers are similar to last year and the opening hours are May – September, Saturday and Sunday, 10am - 4pm.

ACTION: C McMullan to provide a report to the group on the Moat to include visitor numbers, proposed operation moving forward.

Councillor J MacArthur expressed concern that the running of the Moat was still within Regeneration Unit and felt this should sit within the Tourism Department, Councillor J MacArthur stated it was important that we have the correct staff in place to keep facility operating due to uniqueness of attraction. Councillor J MacArthur advised that reports from visitors had been very positive but that it would be ideal to see more railings erected, stating that she is aware that HED were unwilling to budge in allowing railings.

A Kerr asked if there was any progress on existing sports facilities.

ACTION: Regeneration to look into this and provide an update.

Item 12	Date and time of next meeting
	<p>The date and time of the TAG Review Workshop is the 29th February 2024 at 4.00pm. A formal invitation will be issued to all.</p> <p>Chair thanked everyone for attending.</p> <p>The meeting adjourned at 17:15</p>

Minutes of the Holywood Town Advisory Meeting	
Date: 19th December 2023	
Time: 6pm	
Location: Queens Leisure Complex	
Attendees	<p>Councillor Linzi McLaren – Ards and North Down Borough Council Alderman Martin McRandal – Ards and North Down Borough Council Councillor Lauren Kendall – Ards and North Down Borough Council Alderman Alan Graham – Ards and North Down Borough Council Councillor David Rossiter – Ards and North Down Borough Council</p> <p>Carly McMullan – Rural Development Manager, Ards and North Down Borough Council Sonia Logan – Assistant Regeneration Officer, Ards and North Down Borough Council Calum Symington – Administration Officer - Regeneration, Ards and North Down Borough Council Clare McGill – Head of Economic Development, Ards and North Down Borough Council John McConnell – Parks and Cemeteries Manager, Ards and North Down Borough Council Ryan Wallace – Development Officer - Parks, Ards and North Down Borough Council</p> <p>Derek West – Holywood Chamber Representative Nadia Dornan – Youth Representative Christine Layton – Community Representative</p> <p>Niall McVitty – Deputy Director, Department for Communities Ryan O’Neill – Deputy Principal, Department for Communities</p> <p>Stephen Gardiner – Section Engineer for Ards and North Down, Department for Infrastructure</p>
Item 1	Welcome
	C McMullan welcomed everyone to the meeting and informed the group that the appointment of a chair was necessary.
Item 2	Appointment of chair
	Councillor L McLaren was proposed as chair by Alderman A Graham and seconded by Councillor L Kendall.



Item 3	Apologies
	<p>Apologies were received from:</p> <ul style="list-style-type: none"> - Tim Kerr, Community Representative - David Shivers, Urban Development Manager, Ards and North Down Borough Council <p><i>*Councillor M McRandal arrived 18.07 *</i></p>
Item 4	Declarations of Interest
	<p>No Declarations of Interest were received.</p>
Item 5	Minutes of previous meeting
	<p>The minutes of the previous meeting, 09 August 2023, were agreed as an accurate reflection of the meeting content.</p> <p><i>*Councillor D Rossiter arrived 18:09*</i></p>
Item 6	Update from ANDBC Parks Department John McConnell, Parks and Cemeteries Manager, ANDBC
	<p>J McConnell provided an update on behalf of the Parks Department.</p> <p>The Parks Department have implemented operational changes into how they plant out the flowerbeds. They no longer rely on seasonal bedding. They have built a structure in the flower beds for planting flower bulbs and adapted seeds to follow the remit of sustainability. These bulbs are more sustainable and attract pollination encouraging biodiversity and the longevity of displays. However, they are aware of the expectations around civic pride so it is a balance to keep the beds attractive in the Town.</p> <p>In previous years they have had approximately 240,000 bedding plants to maintain but have now reduced this number to 7000.</p> <p>Community Engagement</p> <p>R Wallace referred to Donaghadee Town which had won gold award for Community engagement. Local groups enjoy getting involved and have a sense of civic pride, it is not about free labour but about being inclusive with the community as a whole and building relationships. Parks Department would like the members to share this and champion it for the new year as they will be trying to involve community groups and schools.</p> <p>Chair inquired if the local businesses had been consulted. R Wallace stated they would like corporate engagement.</p>



	<p>D West advised he would be happy to reach out through the chamber for business engagement.</p> <p>Councillor M McRandal asked about hedge planting in Ballymenoch Park. R Wallace stated this will be completed anytime up to March 2024 but is hoping to have completed in February 2024.</p> <p>Discussion was had regarding the mobile orchard. Agreed location is Hibernia Street. Installation to follow business consultation and DfI consents (expected early 2024).</p> <p>Councillor D Rossiter questioned if the two trees removed from Hibernia Street were to be replaced in addition to the mobile orchard. J McConnell answered that they are due to be replaced in January of the new year.</p> <p><i>*J McConnell and R Wallace left 18:30*</i></p>
<p>Item 7</p>	<p>Innovation Hub Update Clare McGill, Head of Economic Development, ANDBC</p>
	<p>C McGill provided an update to the group in relation to the Innovation Hub.</p> <p>C McGill explained that the Council are applying for funding under the digital pillar of the Belfast City Region Deal (BCRD). Economic Development are currently putting together an Outline Business Case, they do not have final document yet but are hoping that it is ready to present by end of week commencing 18.12.23. This project is designed to support a growing sector and Holywood is a prime location to build on the existing network. It will primarily be focused on film and TV production. Tag line could be “Holywood to Hollywood”. The aim of this project is to support a growing key sector within the borough and attract inward investment and carry out “Economic Gardening” to help grow local businesses.</p> <p>The opportunity is there for 30000 sqft hub and it will be supported by SERC providing relevant qualifications within the growing digital and creative sectors. C McGill noted that this project will be a catalyst to attract businesses within the sector to locate and invest in Ards and North Down and the opportunity to link with Studio Ulster, one of the key BCRD projects.</p> <p>Initial stages of work are indicating that the project will provide additional higher paid new jobs and noted that the hub will need to be self-sustaining.</p> <p>Following an Expression of Interest, the site at Hibernia Street was identified for the potential hub. C McGill advised it is our job to ensure</p>



	<p>the site works and is accessible. We are aiming to get an operator for the hub so there will be no financial burden to Council and the ratepayers. There has been positive interest following soft market testing and one company within the sector has already purchased a property on the wider footprint of the site near the project site. C McGill advised we are hoping over the next year that it will all come together.</p> <p>Councillor M McRandal questioned if the site will be exclusive to creative and film. C McGill answered that it will not be exclusive but especially in the first year it will be a high percentage of the usage. Not solely for TV and film production but we aim to keep it within the wider digital sector. It will not just be a flexible workspace. C McGill noted that the developer is building in other areas which may attract other sectors.</p> <p>Councillor M McRandal questioned the size of the project. C McGill advised that there was no internal design yet but there will be communal areas, offices and recording studios.</p> <p>D West asked if companies were already put in place. C McGill advised that the business case has been kept fairly flexible to allow for new technology emerging, but it will be a cyber secure space that follows motion picture framework/guidelines. C McGill advised that the Council are working with SERC to bring new talent through.</p> <p>Chair questioned if this project was creating a wider social value. C McGill responded that it is not currently the top priority, but BCRD is based on creating social value. This project will incorporate two sides in construction and operation, but we need to pin down what that will be. Need to include a sustainability element and happy to take any thoughts on board.</p> <p>N McVitty raised a point regarding the UK subsidy control act and how it looks at local level.</p> <p>C McGill added that the Council are looking to central office and it has been flagged, added they are hoping to use colleagues experience in Mid and East Antrim Borough Council.</p> <p>Councillor D Rossiter asked if the new development was to be on top of buildings marked for destruction. C McGill answered that yes it will be a new development which allows us the ability to move and resize if required</p> <p>Chair noted best wishes to R Woods in her new role.</p>
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Item 8	Update on Outstanding Actions Sonia Logan, Assistant Regeneration Officer, ANDBC	
	S Logan provided an update on outstanding actions arising from the previous meeting	
	Action from Previous Minutes	Update
	Councillor R Woods asked for more detail on the Innovation Hub- D Shivers said he would ask Economic Development for a written update.	Claire McGill to give update at next meeting 19.12.23.
	Barry Ditty is to be removed from the contact list due to ill health.	S Logan removed from contact list.
	Councillor R Woods requested a representative from the Parks Department be invited to attend the next meeting.	J McConnell invited to give update at next meeting 19.12.23.
	Councillor R Woods requested that the artificial Christmas Tree should be presented to the Town in a positive way. D Shivers stated that he would contact Corporate Communications regarding a social media post on sustainability before it is placed in the Town.	Corporate Communications team posted an update on Facebook.
	Councillor D Rossiter raised his concerns regarding graffiti in the town and was informed that Council will only remove offensive language. More information regarding this will be sought and reported back to the group.	Contact made with A Kerr (Head of Cleansing) response below: <i>“Council will remove all graffiti off our own buildings. If it is on private property that is the responsibility of the landlord.”</i>
	Masterplan next steps – communications to be made via social media	Newtownards Masterplan had to be amended – so we are in the process of uploading all five Masterplan Review on to the Council Website – D Birch is working with Corporate Communications team on this. Regeneration Department is working with Corporate Communications on communicating availability to the wider public.

	<p>A further update was requested regarding the play strategy.</p>	<p>Update provided by E Trainor (Outdoor and Countryside Recreation Development Officer) <i>"I plan on doing the consultations with the 2 secondary schools in the new year and then go back to Committee with a further report in Feb/March."</i></p>	
<p>Action: E Trainor to be invited to next meeting to provide update on play strategy</p> <p>Chair noted the positive response from Tom Jackson (Safety Officer) in relation to graffiti which has been appearing in the town. Chair advised they want to find out who is responsible to work with them instead of going straight to conviction.</p>			
<p>Item 9</p>	<p>Update and Information from Dfl</p>		
<p>S Gardiner introduced himself as the Section Engineer for Ards and North Down. S Gardiner advised that next year's projects included Kinnegar Drive, A2 carriageway at Seahill and High Street. S Gardiner advised the A2 updates were approximately £1.5 million, and he was trying to secure a one-off contract for the work. S Gardiner also advised that in High Street he is aiming to carry out a repair to the crown of the road which will carry time and budget savings but will require further maintenance after 10 years instead of 25 years. It was agreed that this would be more palatable to the traders in the town.</p> <p>S Gardiner advised he would be happy to share his contact details with the group.</p> <p>Councillor D Rossiter questioned if there was any update to the flooding at Bridge Road. Chair advised that Dfl had drilled down and found 200-year-old water pipes, they had carried out a repair but were awaiting next rainfall to see if it was successful.</p> <p>S Gardiner added that responsibility lay between Translink and the developer of the area as to who had broken the pipe and that it was as recently as 15 December 2023 that we had discovered the system.</p>			

Item 10	Northern Community Leisure Trust Proposed meeting to discuss community use of Queens Leisure Complex
	<p>Councillor M McRandal provided an update in relation to community use of NCLT facilities at Queens Leisure Complex.</p> <p>Councillor M McRandal advised that there was an outstanding cross-party Notice of Motion regarding the future use of the Queens Leisure Complex site. It arose from Holywood Shared Town and advised that the community use had been lost. Councillor M McRandal questioned how we regenerate for that use. Serco have a responsibility for arts and culture as part of original contract. NCLT want to set up a meeting to attend to the community needs and we are hoping for January or early February. Councillor M McRandal advised that we are making progress but it is important to have Councillors and community members there to voice opinion. Councillor M McRandal hoped that the town could make use of the unique space on offer and needs as much support as possible.</p> <p>D West advised that the Chamber were looking to run educational events for traders and questioned if it would be feasible within the complex. Councillor M McRandal advised that the facilities are already there, but they have been allowed to deteriorate. Councillor M McRandal also advised that Coastlands Church have a long-term booking every Friday and Saturday night which pushes away potential other events.</p> <p>N Dornan advised that lots of community events used to happen in the complex but has not been as evident in recent years</p>
Item 11	Update on the Review of the Town & City Advisory Groups Sonia Logan, Assistant Regeneration Officer, ANDBC
	<p>S Logan provided an update regarding the review of the Town and City Advisory Groups</p> <p>S Logan informed the group that this a review of the Town Advisory Group was highlighted during the Masterplan Review Process with Paul Hogarth Company.</p> <p>S Logan went on to explain that the Council has agreed to appoint Paul Hogarth Company to undertake a review of all the Advisory Groups. Paul Hogarth Company have requested a questionnaire is sent to each member of the advisory group to garner views on how the advisory group is working. This will be followed by facilitated workshops with each advisory group in the New Year.</p>



<p>Item 12</p>	<p>Any Other Business</p>
	<ul style="list-style-type: none"> - Update on current projects Sonia Logan, Assistant Regeneration Officer, ANDBC <p>Wayfinding Strategy This was identified through the Masterplan Review process for all towns and city in the borough.</p> <p>The Holywood Masterplan Review refers to: Priority C - Holywood on sea. A well-designed wayfinding system connecting Holywood and waterfront, this would encourage footfall, benefitting local businesses and contribute to health and wellbeing of pedestrians Priority D. Walk, Bike Bus Rail. Need to provide clear routes that link train station to town centre to enhance footfall & promote walking</p> <p>S Logan informed the Council are at the initial stages of this project, specialist consultants have recently been appointed, Paul Hogarth Company and Gleeds, they will be tasked with consulting with Town Advisory Group- date to be confirmed but is hoped to be late January 2024.</p> <p>Promotion of Vacant Space – creating opportunity for vacant hotspots. The Council is exploring this across all towns/city with the aim of establishing a database of derelict properties/owners and creating a toolkit of best practise options for re-use.</p> <p>This is at the early stages and officers are currently looking at similar schemes in other Council areas, and will be holding a workshop with DfC colleagues in January to review examples of best practise and will update the group in due course.</p> <p>C Layton noted that Holywood had won best medium town and that they are hoping to maintain this accolade next year.</p>
<p>Item 13</p>	<p>Date and Time of Next Meeting</p>
	<p>The next meeting will be arranged after workshops are completed.</p> <p>Meeting adjourned 19:27</p>

Minutes of the Newtownards Town Advisory Group Meeting	
<p>Date: 23 November 2023 Time: 4.00pm Location: Ards Blair Mayne Wellbeing and Leisure Complex</p>	
Attendees	<p>Councillor Victoria Moore – Ards and North Down Borough Council Councillor Steven Irvine – Ards and North Down Borough Council Councillor Richard Smart – Ards and North Down Borough Council Councillor Alan McDowell - Ards and North Down Borough Council</p> <p>Ian Foster – Newtownards Chamber of Trade Derek Wright – Newtownards Chamber of Trade Heather Lavery – Newtownards Chamber of Trade</p> <p>Brian Dorrian – Head of Regeneration, Ards and North Down Borough Council David Birch – Regeneration Officer, Ards and North Down Borough Council Sonia Logan – Assistant Regeneration Officer, Ards and North Down Borough Council Calum Symington – Administration Officer, Ards and North Down Borough Council</p> <p>Niall McVitty – Deputy Director, Department for Communities Ryan O’Neill – Deputy Principal, Department for Communities</p> <p>Stephen Gardiner – Section Engineer for Ards and North Down, Department for Infrastructure</p>
Item 1	Welcome
	<p>B Dorrian welcomed everyone to the meeting. Each member provided an introduction.</p> <p>Nomination of Interim Chair Councillor V Moore was nominated by Councillor R Smart to act as chair in the absence of Alderman S McIlveen, this was seconded by Councillor S Irvine. It was agreed that Councillor V Moore would act as interim chair for the meeting.</p>
Item 2	Apologies
	<p>Apologies were received from</p> <ul style="list-style-type: none"> - Alderman Stephen McIlveen, Ards and North Down Borough Council - Pamela Williamson, Faith Representative



	- David Shivers, Urban Development Manager				
Item 3	Declarations of Interest				
	No Declarations of Interest were received.				
Item 4	Statement from Head of Service Brian Dorrian				
	<p>B Dorrian set forth an apology to members of the Newtownards Chamber of Trade for the failure to provide them with a copy of the Outline Business Case for the Conway Square Covering.</p> <p>B Dorrian clarified that the Council's response to the press article in the local newspaper was incorrect, and the information shared at a meeting between himself, Susie McCullough, ANDBC Director of Place, and members of Newtownards Chamber of Trade was also incorrect.</p> <p>B Dorrian apologised to all members and advised that this is not the standard expected from the Regeneration Unit and an internal investigation will be conducted.</p> <p>D Wright accepted the apology on behalf of the Newtownards Chamber of Trade.</p>				
Item 5	Minutes from Previous Meeting (29th August 2023) circulated (<i>For information only</i>)				
	<p>B Dorrian advised there is a new process in place for the approval of minutes. Following the meeting, the minutes will be sent to each member of the Town Advisory Group for review. Members will have 3-5 working days to respond with any queries/amendments. The minutes will then be sent to Committee and Council.</p> <p>The minutes of the meeting, 29 August 2023, were agreed as an accurate reflection of the meeting content.</p>				
Item 6	Update on Outstanding Actions Sonia Logan, Assistant Regeneration Officer, ANDBC				
	<p>S Logan provided an update on outstanding actions that have arose from the previous meeting:</p> <table border="1" data-bbox="391 1765 1433 1989"> <thead> <tr> <th>Action</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>D Wright informed the Group that there are adjacent properties to the library and Queens Hall that are for sale, and they would be a great opportunity for more space. D</td> <td>This has been passed to ANDBC Capital Projects for action.</td> </tr> </tbody> </table>	Action	Update	D Wright informed the Group that there are adjacent properties to the library and Queens Hall that are for sale, and they would be a great opportunity for more space. D	This has been passed to ANDBC Capital Projects for action.
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	Shivers to provide an update on the library from the Business Case	
	S Gardiner will provide a contact email address to the Group.	S Logan circulated S Gardiner email address 30/08/23.
	D Wright enquired about the bypass. S Gardiner explained that the road progression was developer led and is currently at Beverley Garden Village S Gardiner said he would provide an update at the next meeting.	Included under Item 8 Dfl Update.
	Alderman S McIlveen said one parklet was covering a gully. D Shivers responded that officers were aware and looking for solutions.	Discussion detailed below.
	Meetinghouse Lane to be added to agenda	Added to agenda. Discussed under Item 8.
	I Foster requested a copy of the economic appraisal from the previous Newtownards public realm scheme	D Shivers circulated to I Foster 01/09/23
	N McVitty requested feedback from covid survey responses	S Logan provided to N McVitty 21/11/23
	<p>Parklets</p> <p>D Birch provided an update on the parklets located at 5-7 Regent Street and 44-46 High Street and the ongoing drainage issues.</p> <p>D Wright raised concern that the parklets were originally located not to cover any drainage points. D Birch responded that Dfl was unable to successfully map all the gullies and as such the best solution now was to sink a new gully for 44-46 High Street parklet.</p> <p>D Birch advised that the parklet located at 5-7 Regent Street had been re-located to allow drainage.</p> <p>B Dorrian expressed disappointment that this issue has arose after waiting two years for project completion.</p>	
Item 7	Conway Square Covering Brian Dorrian, Head of Regeneration, ANDBC	
	B Dorrian advised that Council had deferred decision on Conway Square Covering, and it has now been referred back to the Town Advisory Group. B Dorrian advised the Chamber of Trade that if they wanted to provide a written response, he would include it within the report to Council in February 24. B Dorrian requested a response from the Chamber of Trade by early January to allow time to add to report.	

Action: Chamber of Trade to provide written response to ANDBC no later than mid-January 2024. (S Logan to contact D Wright early January as a reminder)

I Foster expressed concerns over methods used to evaluate the business case, he advised that the report only concentrated on tourism. Council had recently reported that 1million people live within 1 hour of Conway Square. I Foster questioned why the report does not include positive comments or the expected benefits.

B Dorrian responded that these comments came from an internal workshop and all comments are contained within the report.

D Wright advised that at the workshop he questioned what events could be held at Conway Square but was told that no budget was available for events.

I Foster advised that he had garnered quotes from two companies which averaged £450,000.

B Dorrian informed that we need to agree design before anything else. B Dorrian advised that a meeting took place with Historic Environment Department and the Council's Planning department who recommended that the design in the outline business case is the only design that would get planning approval.

N McVitty informed that any project put forward would have to pass the following criteria: 1. successful economic business case, and 2. availability of budget

I Foster on behalf of the Chamber of Trade shared that they do not agree with the method that was used. B Dorrian in response advised that this is how appraisals are conducted and confirmed that the process used is the 5 Case Model which is set by Government.

Discussion took place regarding a recent article printed in the local newspaper which stated market traders were not in favour of the covering. In response, D Wright advised he had seen social media posts from members of the market stating that the cover would be useful.

Councillor R Smart thanked the Chamber of Trade for their discussions on the matter. Councillor R Smart questioned the next stage of discussions, does the structure look different to fit the methodology of the business case? Can we alter the business case? Change the focus to footfall to match methodology for funding. Councillor R Smart accepted that there is not as much budget as previous years and suggested that if the project gets the go ahead then maybe the budget will follow.

I Foster advised that the Chamber of Trade have identified six projects totalling £25M to apply to Levelling Up funding.

D Wright provided figures on collection of Business Rates in Ards and North Down.

D Wright advised that rates have fallen by half and questioned where the Council will receive money from. D Wright suggested that the Council needs to invest and protect businesses.

Stephen Gardiner, Dfl arrived at 16:35

Alderman A McDowell added that non-domestic, ordinary rate payers will end up taking brunt of losses and advised that we need to make investments with economic returns and job creation, not playgrounds etc. The need is there to improve on night-time economy and events. Alderman A McDowell further suggested the need to re-examine the methodology used and be open to different ideas for the covering, and expressed his disappointment if we were to just lose or forget the covering. Alderman A McDowell suggested parking the covering for a period and then re-assess, keep plans ready should Levelling Up funding become available.

Alderman A McDowell further expressed his frustration that Newtownards had missed out on Belfast City Region Deal and Levelling Up funding.

I Foster expressed desire to work jointly with the Council to deliver a well put together application to Levelling Up funding for the six projects at £25M.

B Dorrian advised that regarding any Council project, it must follow Five Case Model. The Notice of Motion can come at any time to Council to examine.

B Dorrian suggested a one item agenda workshop to discuss further.

I Foster questioned if Tourism was the only economic target.

Chair asked if an expert from Council could be present at the workshop.

B Dorrian suggested we invite an economist to give an overview of how an Outline Business case is developed and what can be considered. He further re-iterated that no money can be spent without economic approval.

Alderman A McDowell suggested that policy can be changed and questioned if we were looking at the wrong areas. Very few current projects would stack up under current policy.

Councillor R Smart asked if this is standard procedure within all Councils.

N McVitty advised that the five-case model is an absolute and it must be used. However, he could not speak on the economists' method.

	<p>I Foster queried if it must be based on out of state revenue. B Dorrian confirmed that this is the case.</p> <p>Councillor R Smart agreed that it would be helpful to have economist as we are better knowing early which projects are more likely to proceed than others.</p> <p>Alderman A McDowell advised that there were other pots of funding available including Prosperity Fund and Peace Plus. Alderman A McDowell suggested pitching to multiple sources and take every opportunity for funding.</p> <p>I Foster asked if other applications made under Levelling Up funding were available for review to help guide and see where others were succeeding. This information is available within the public domain.</p> <p>Alderman A McDowell proposed the beginning of February 2024 for workshop, this was seconded by Councillor R Smart</p> <p>Action: ANDBC to organise workshop to take place early February 2024. Invitation to be issued to all members of the Newtownards Town Advisory Group.</p>
Item 8	<p>Update and Information from Dfl – Meeting House Lane, Court Square, Conway Square Vehicle Usage, By-Pass</p>
	<p>S Gardiner provided an update on outstanding Dfl items:</p> <p>Ring Road Bypass</p> <ul style="list-style-type: none"> - Bowtown to Movilla is at planning stage - Donaghadee Road is being delivered by the developers - Portaferry Road to Bowtown Road will be completed by Dfl once all other stages are complete <p>Active Travel</p> <ul style="list-style-type: none"> - Ards to Bangor Cycleway - Ards to Comber Cycleway - Currently cannot get planning permission - Waiting on official minutes being released from recent meeting - Comber Cycleway will not pass part of safety audit <p>Meetinghouse Lane</p> <ul style="list-style-type: none"> - Dfl are happy to pedestrianise - Enquired if Chamber of Trade could get buy in from shop owners - Will have drawings soon <p>Action: S Gardiner to provide drawings re Meetinghouse Lane to Chamber of Trade once available.</p> <p>D Wright asked if removable bollards at the end of the lane would be an option citing concerns from shop owners. S Gardiner replied that Dfl would</p>

	<p>prefer to lift the kerbs for safety and that the main implication would be in the cost as a footpath would need less support than a roadway for access.</p> <p>A discussion was had around parked cars and bins in the lane.</p> <p>Action: S Gardiner and D Wright to arrange a meeting between Dfl and Newtownards Chamber of Trade to discuss options.</p> <p>West Winds</p> <ul style="list-style-type: none"> - Received traffic sections design - Currently aiming for next financial year - Flooding is priority currently - Additional path at nursing home <p>Conway Square</p> <ul style="list-style-type: none"> - Red line drawing has gone to Council to be agreed. <p>B Dorrian advised that studs had been located in the ground to demarcate Dfl responsibility around outside of the Square against Council ownership in the central area of square. It was agreed B Dorrian act as first point of contact for any issues. B Dorrian expressed interest in Dfl adopting as soon as possible.</p> <p>D Wright expressed disappointment that Council was turning land over to Dfl as we would have to get road closure license to hold any events.</p> <p>Councillor R Smart questioned if any issues could arise with blue badge holders parking in the Square and queried if it could be kept to loading/unloading.</p> <p>S Gardiner confirmed that blue badge holders would be able to park in the Square but could look at possibility of installing bollards and enforce time for loading/unloading.</p>
Item 9	ANDBC Office Accommodation Brian Dorrian, Head of Regeneration, ANDBC (Public Advert circulated with meeting papers for information)
	B Dorrian advised that the Council were looking for a new Civic Centre/ office accommodation and welcomed letters of interest from the group and contacts.
Item 10	Newtownards Business Hub Brian Dorrian, Head of Regeneration, ANDBC
	B Dorrian provided briefing on the Newtownards Business Hub.

	<p>Alderman A McDowell expressed disappointment that the business hub has also been linked to search for new civic building as the town had been promised a new library separately to this project. B Dorrian advised that Graeme Bannister is Senior Responsible Officer on the project and concerns can be directed to him grame.bannister@ardsandnorthdown.gov.uk</p>
Item 11	Conway Square Seating David Birch, Regeneration Officer, ANDBC
	<p>D Birch provided an update on the Conway Square seating:</p> <p>Chess tables and benches have been delivered. D Birch has been liaising with ANDBC Property and Assets in relation to the installation – the date for installation is early new year. D Birch advised an additional part was required, which arrived early November.</p> <p>Mapping was also required for the foundations - the tables are heavy and need to be anchored deep, in addition the contractor also requested mapping of the underground services prior to installation.</p> <p>D Wright asked when the tables had been delivered. D Birch confirmed that new part that was required arrived three weeks prior.</p> <p>D Wright asked why the part was not ordered at time of first order. D Birch confirmed that there was a small change to design which was not recognised until the tables had arrived.</p>
Item 12	Update on the Review of the Town & City Advisory Groups David Birch, Regeneration Officer, ANDBC
	<p>D Birch provided an update on the review of the Town & City Advisory Groups</p> <ul style="list-style-type: none"> - The review was a finding following the review of the Masterplans - All five groups to be reviewed - Council has agreed to instruct Paul Hogarth to carry out review - Dates being agreed for workshops to take place in the new year <p>B Dorrian added that it was currently hard to keep social partners and explained that they wanted to turn the Advisory Groups into a proper social group and not a Council Sub-Committee.</p>
Item 13	Any Other Business
	<p>Events Manager Wendy Smith to attend next meeting to provide update on Council events.</p> <p>Action: W Smith to be invited to attend next meeting</p>

	<p>Update on Current Projects</p> <p>D Birch provided an update on Wayfinding Exercise & Tackling Vacancy/Dereliction Project. He explained the need to explore short- and long-term options for affected properties.</p> <p>N McVitty suggested a workshop could be helpful to determine best practice and what this would look like. N McVitty added that DfC are facing severe budget pressures. All projects are very dependent on budget availability. He advised having projects ready in case funding became available.</p> <p>Councillor R Smart advised that the Council has agreed to work up a small scheme and asked if the Chamber of Trade be involved. Councillor R Smart advised that the aim would be to dial down dereliction that has been there for a long time. He added that wider discussions would be needed.</p> <p>D Wright suggested that dereliction is creating opportunity, England is offering schemes such as rate free periods and that we need to challenge the language around dereliction/vacancy.</p> <p>B Dorrian reminded everyone that any scheme would need to be realistic. Lobbying and working with DfC would present best opportunities.</p> <p>Alderman A McDowell advised that Councils cannot vary business rates but suggested they could offer grants in amount of business rates. He also shared that Councils in England are buying and renting out property to bring in revenue.</p> <p>N McVitty explained that there had been an open call for Urban Development Grant projects from DfC in 2017 but no further open calls since then. N McVitty advised he will update the group should any similar schemes become available.</p> <p>B Dorrian advised that all ideas are valuable and suggestions can be emailed to urban.regeneration@ardsandnorthdown.gov.uk</p> <p>D Wright noted that DfC were assisting Mid and East Antrim Council with Town Centre Revitalisation Scheme. N McVitty advised that the scheme followed the Public Realm Scheme, this was previously delivered within Newtownards following the public realm scheme.</p>
Item 14	Date and time of next meeting
	<p>The date and time of the next meeting will be communicated in due course.</p> <p>The meeting adjourned at 17:28.</p>



Unclassified

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ITEM 7**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Place and Prosperity Committee
Date of Meeting	07 March 2024
Responsible Director	Director of Place
Responsible Head of Service	Head of Regeneration
Date of Report	20 February 2024
File Reference	
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	'Support Local' Marketing and Promotion Campaign
Attachments	None

Background

As members will be aware the Council with support from the Chambers of Commerce and local Community Groups delivered a Borough-wide Marketing and Promotion Campaign in the Spring of last year 'Let's Keep It Local'.

The highlights of this campaign were:

- 70+ local businesses engaged and provided an offering/promotion for the shoppers.
- 340+ positive engagements through social media during the campaign.
- A high level of Chamber of Commerce and Community engagement with Council officers to ensure the successful delivery of the campaign.
- A joint-up approach between the Council, Chambers of Commerce, and community group to support local businesses.

Not Applicable

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Funding Application

To continue the success of the 'Support Local' messaging, officers have made an application for funding to the Department for Communities for £30K to deliver a follow up campaign in March 2024, which will continue through into Easter. The funding has now been secured.

'Support Local' Marketing and Promotion Campaign 2024

As businesses continue to recover from the COVID-19 pandemic and are now facing the challenges associated with the cost-of-living crisis, the Marketing and Promotion Campaign will aim to reinforce the messaging of 'Support Local'.

The Campaign will include a series of marketing initiatives that will be implemented to promote the local offerings and promotions, and the 'Support Local' messaging, including digital and traditional channels (social media, web, email marketing, print advertising, outdoor and PR).

The Campaign will commence in March 2024, and it is hoped that this will give local businesses a much-needed boost in the run up to the Easter period.

To bolster the 'Support Local' messaging and facilitate a 'call to action', officers will be reaching out to businesses across the Borough to gather a listing on the Council's website signposting to special offers and promotions during the period of the campaign.

The Campaign aims to:

1. Drive footfall to the local businesses by offering promotions and offers.
2. Promote the Ards and North Down Borough as a visitor destination, showcasing the unique business offerings.
3. Encourage shoppers to continue to support local businesses, in turn boosting the local economy.

Council officers will engage with the Chambers of Commerce and local Community Groups to deliver this campaign.

This is an opportunity to boost local businesses, towns, and villages during difficult times.

RECOMMENDATION

It is recommended that the Council notes the above.

Unclassified

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ITEM 8**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Choose an item.
Council/Committee	Place and Prosperity Committee
Date of Meeting	07 March 2024
Responsible Director	Director of Place
Responsible Head of Service	
Date of Report	24 January 2024
File Reference	RDP196
Legislation	
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Renewed Ambition Programme - MIPIM Cannes 12 -15 March 2024
Attachments	App 1 (to follow) 2024 Belfast Region Investment Guide

Members will recall that Council gave approval, October 2023, for participation in the Renewed Ambition Programme, as well as attendance of up to two ANDBC officers at MIPIM, Cannes in March and UKREiiF Leeds in May 2024.

Since that time Officers have met with key private sector investors who have confirmed they aren't attending MIPIM in 2024, although they are interested in attending UKREiiF. The Chief Executive therefore made the decision not to send officers to MIPIM this year. However, development sites within the Borough will still be promoted via marketing materials on the stand, copy of the Belfast Region Investment Guide attached (at Appendix 1).

The Director of Place and Head of Regeneration are booked to attend UKREiiF, Leeds in May 2024.

RECOMMENDATION

It is recommended Council notes this report.

Unclassified

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ITEM 9**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Place and Prosperity Committee
Date of Meeting	07 March 2024
Responsible Director	Director of Place
Responsible Head of Service	Head of Regeneration
Date of Report	21 February 2024
File Reference	REG9
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Newtownards Linkages Environmental Improvement Scheme
Attachments	None

1. Background

Court Square, Court Street and South Street areas of Newtownards are key gateways into the town centre from Comber, Bangor and the Ards Peninsula, with considerable daily throughput of traffic and pedestrians.

At the time of the Newtownards Public Realm Scheme in 2013, the areas mentioned above were removed before implementation due to budget constraints. It was hoped that there would be future opportunities to revisit and incorporate these areas as funding and resources became available.

2. Newtownards Linkages Environmental Improvement Scheme

The Department for Communities (DfC) and the Department for Infrastructure (DfI) have confirmed that both have now secured budget to deliver the Newtownards Linkages Environmental Improvement Scheme.

Not Applicable

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The scheme aims to enhance the areas mentioned by introducing new kerbs and improving the surface quality, making it safer, more functional, visually appealing and to harmonise with the surrounding town centre. Such enhancements are crucial to creating a cohesive and pleasant environment for residents and visitors alike.

3. Funding Package

The levels of funding have been agreed as follows:

Department for Communities £297,439.99

Department for Infrastructure £255,262.14

The DfC has requested Council contribute to the Newtownards Linkages Environmental Improvement Scheme by carrying out the cleaning of the wall and the re-painting of the railings around the War Memorial at Court Square. This collaborative effort between DfC, DfI and the Council reflects a shared commitment to enhancing the town's aesthetics and the involvement of various stakeholders is essential in ensuring the success and sustainability of such urban regeneration improvement projects.

The scheme is to be delivered by DfI and the completion date is 31 March 2024.

Outcomes

The objectives of the Newtownards Linkages Environmental Improvement Scheme align with the goal for sustainable development and community enhancement, by striving to create a town centre that is economically vibrant, socially inclusive, accessible and fosters civic pride.

The project aims to generate a positive impact on the quality of life for residents and visitors, promoting a sense of belonging and pride within the community which is essential for creating a thriving and cohesive urban environment that benefits all stakeholders involved.

RECOMMENDATION

It is recommended that Council notes this report and agrees the in-kind contribution of maintenance works within Court Square which can be undertaken within existing budgets.