



24 April 2024

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A meeting of Antrim and Newtownabbey Borough Council will be held in the **Council Chamber, Mossley Mill** on **Monday 29 April 2024** at **6.30 pm**.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Baker".

Richard Baker, GM MSc
Chief Executive, Antrim & Newtownabbey Borough Council

For any queries please contact Member Services:

Tel: 028 9448 1301/028 9034 0107 memberservices@antrimandnewtownabbey.gov.uk

AGENDA

- 1 Bible Reading and Prayer (In accordance with Standing Orders, Members are not required to attend for this part of the meeting and, following this part of the meeting, Members outside the Chamber will be called to the meeting).
- 2 Apologies
- 3 Declarations of Interest
- 4 To take as read and confirm the minutes of the proceedings of the Council Meeting of Antrim and Newtownabbey Borough Council held on Monday 25 March 2024, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operation Committee Meeting of Monday 8 April 2024, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance of Tuesday 9 April 2024, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting of Monday 15 April 2024, a copy of which is **enclosed**.
- 8(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 22 April 2024, a copy of which is **enclosed**.
- 8(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 22 April 2024, a copy of which is **enclosed**.
- 9 NOTICE OF MOTION

Proposed by Councillor McLaughlin
Seconded by Councillor Goodman

'This Council acknowledges the increased demand for Irish passports from citizens of this borough and across the North of Ireland, particularly since the Brexit referendum and calls for additional services to be put in place to manage the demand.

Council will write to the Minister for Foreign Affairs, Micheál Martin, expressing concern at the current backlog and delays for Irish passport applications, and request a passport office to be established in the North of Ireland to help manage this demand.'

10 ITEMS FOR DECISION

- 10.1 Dual Language Street Sign Application Update
- 10.2 Application for Grant of an Entertainments Licence (Occasional Outdoor) – Farm Flix #Onthepull Big Reekend, 75 Niblock Road, Antrim
- 10.3 Application for Grant of an Entertainments Licence – Randalstown Young Farmers Annual BBQ, James Hughes Farm, 47 Caddy Road, Randalstown, BT41 3DLI
- 10.4 Application for Grant of an Entertainments Licence – Straid Young Farmers Annual BBQ, Cullyburn Equestrain Centre, 18 Cullyburn Road, Newtownabbey, BT36 5BN
- 10.5 Application for Grant of an Entertainments Licence – Lylehill Young Farmers Annual BBQ, Shane's Castle Estate, Antrim, BT41 4NB
- 10.6 Application for Grant of an Entertainments Licence – Rehability 7-8 Norfolk Court (Land Adjacent), Antrim, BT41 2SF
- 10.7 Application for Grant of an Entertainments Licence At V36, at The Valley, Valley Park, Church Road, Glengormley, BT36 7LJ
- 10.8 Street Naming Submission – Station Road Doagh
- 10.9 Street Naming Submission – The Burn Road Doagh
- 10.10 Street Naming Resubmission – Fountain Hill – Antrim
- 10.11 Regeneration Funding Applications
- 10.12 Labour Market Partnership Action Plan and Multiply Programme
- 10.13 Town Centre Shop Front Improvement Programme

11 ITEMS FOR NOTING

- 11.1 Work Experience Programme 2023 – 2024

12 ITEMS IN COMMITTEE

- 12.1 Supply and Delivery of Biomass Fuels to Council Sites
- 12.2 Supply of Hire Vehicles
- 12.3 Provision of a Women in Leadership – Queen Elizabeth II Legacy Programme

- 12.4 Northern Ireland Centenary Stadium – Completion of Works to Track
- 12.5 Minutes of the Governance Meetings of the Levelling Up Fund Project Board held on 20 March 2024 (Glengormley and Antrim Schemes).
- 12.6 Minutes of the Governance Meeting of the Glengormley Public Realm Project Board held on 13 February 2024
- 12.7 Glengormley Public Realm Scheme – Update and Approval to Proceed to Stage 2 of the Council's Capital Programme
- 12.8 Kings Park Primary School Transfer of Land Request
- 12.9 Review of Governance Structures Committees/Working Groups
- 12.10 Organisation Development Directorate Arrangements

10 ITEMS FOR DECISION

10.1 CCS/EDP/025 DUAL LANGUAGE STREET SIGN APPLICATION UPDATE

1. Purpose

The purpose of this report is to recommend that the Dual Language Street Sign applications at Stage 1 be approved and Stage 2 be noted.

Members are reminded that in accordance with the Dual Language Street Sign Policy, adopted by Council on 30 May 2022 (enclosed), the following update outlines the current status of applications received.

2. Application Status

STAGE 1: PETITION VERIFICATION

Three applications have been received at Stage 1, requesting signage to be erected in Irish for the following area:

1. LONGLANDS COURT, NEWTOWNABBAY, BT36 7LY

Officers will visit the Electoral Office for Northern Ireland to verify the petition week commencing 29 April 2024.

In addition, one further application has been received and as per Council policy a maximum of three applications per month are processed on a first come basis.

2. HOLLYBROOK ROAD, NEWTOWNABBAY, BT36 4ZT
3. ST JOSEPH'S COURT, CRUMLIN, BT29 4WG

The occupiers signing the petition have been evidenced by their listing on the current Electoral Register and meet the one third threshold as required within the approved Policy.

STAGE 2: RESIDENTS CANVASS

One application has progressed to Stage 2:

1. MILL ROAD, NEWTOWNABBAY, BT36 7BA

Canvass letters have been issued to residents for response by 3 May 2024, the outcome of which will be reported to Council in May 2024.

STAGE 3: STREET SIGN INSTALLATION

No applications at Stage 3.

3. Recommendation

It is recommended that the Dual Language Street Sign applications at Stage 1 Longlands Court be noted, Hollybrook Road, St Joseph's Court be approved, and the applications at Stage 2 be noted.

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer

Approved by Helen Hall, Director of Corporate Strategy

10.2 EL/212 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE (OCCASIONAL OUTDOOR) – FARM FLIX #ONTHEPULL BIG REEKEND, 75 NIBLOCK ROAD, ANTRIM

1. Purpose

The purpose of the report is to seek Members' approval for an Entertainments Licence for the 'Farm Flix #onthepull Big Reekend'.

2. Introduction

An application has been received for the grant of an Entertainments Licence (occasional licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Mrs Pamela McClean	75 Niblock Road, Antrim, BT412RH	Singing, Music, Dancing or Entertainment of a like kind Friday 5 th July 2024 5pm – 11pm	EL212	New

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the Council.

The Council can decide the following:

- i. Grant the licence;
- ii. Grant the licence with specific additional terms, conditions and restrictions ;
- iii. Refuse the licence;
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against the Officer's recommendation, then Members must state their reasons for doing so. In such circumstances, a recorded vote will be taken.

3. Main Report

The event is scheduled to take place Friday 5 July and is part of a weekend long event. Friday 5 July is an evening of live entertainment with local

musicians from 5 pm to 11pm and is a pre-purchased ticketed event only, with occupancy numbers ranging between 1,000-2,000 people.

The event organiser and Safety Officer will oversee the coordination of the event and act as the primary liaison with various government bodies, such as Police Service of Northern Ireland (PSNI), Northern Ireland Fire and Rescue Service (NIFRS), and NI Ambulance Service (NIAS) through a Safety Advisory Group. To facilitate the sale and consumption of alcohol within the entertainment area, the event organiser will apply to the Court Service for an occasional liquor licence.

The operating hours for the event as detailed below:

Friday 5 July 2024 17:00hrs – 23:00hrs

4. Summary

Application for an occasional entertainments licence has been received from Mrs Pamela McClean for 'Farm Flix #onthepull Big Reekend'. In accordance with Council protocol for the hearing of Entertainments Licence applications, a decision by Members is required on the granting of the licence.

5. Recommendation

It is recommended that an Entertainments Licence (Occasional Licence) is granted to the applicant, Mrs Pamela McClean, 75 Niblock Road, Antrim, BT41 2HR with the following conditions:

- **that all relevant licensing requirements are met ;**
- **that statutory consultees have no objections to approval.**

Prepared by: Kelly Squance, Environmental Health Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

**10.3 EL/063 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE –
RANDALSTOWN YOUNG FARMERS ANNUAL BBQ, JAMES HUGHES FARM, 47
CADDY ROAD, RANDALSTOWN, BT41 3DL**

1. Purpose

The purpose of the report is to seek Members' approval for an Entertainments Licence for the Randalstown Young Farmers annual BBQ, James Hughes farm, 47 Caddy Road, Randalstown, BT41 3DL

2. Introduction

An application has been received for the grant of an Entertainments Licence (occasional licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Miss Victoria Stewart	47 Caddy Road, Randalstown, BT41 3DL	Singing, Music, Dancing or Entertainment of a like kind Saturday 11 th May 2024 20:30hrs– 01:00hrs Number of persons No greater than 1000	EL063	New

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The Council can decide the following:

- i. Grant the licence;
- ii. Grant the licence with specific additional terms, conditions and restrictions;
- iii. Refuse the licence;
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against the Officer's recommendation, then Members must state their reasons for doing so. In such circumstances, a recorded vote will be taken.

3. Main Report

An application has been received for the renewal of an Entertainments Licence for the above event. This is an event that has been occurring annually at the same venue for over 6 years and in accordance with the Entertainment Licence policy, Council approval is now required in advance of granting the licence on an annual basis. There has been no previous issues or concerns regarding this event.

The operating hours for the event as detailed below:

Saturday 11 May 2024 20:30hrs– 01:00hrs

4. Summary

Application for an occasional entertainments licence has been received from Miss Victoria Stewart for the Randalstown Young Farmers annual BBQ, James Hughes Farm, 47 Caddy Road, Randalstown, BT41 3DL. In accordance with Council protocol for the hearing of Entertainments Licence applications, a decision by Members is needed on the granting of the licence.

5. Recommendation

It is recommended that an Entertainments Licence (Occasional Licence) be granted to the applicant, Miss Victoria Stewart, Randalstown Young Farmers annual BBQ, James Hughes farm, 47 Caddy Road, Randalstown, BT41 3DL with the following conditions:

- **That all relevant licensing requirements are met;**
- **That statutory consultees have no objections to approval;**
- **No objections are received following the statutory consultation period.**

Prepared by: Jennifer McGrugan, Environmental Health Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

10.4 EL/023 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – STRAID YOUNG FARMERS ANNUAL BBQ, CULLYBURN EQUESTRAIN CENTRE, 18 CULLYBURN ROAD, NEWTOWNABBEY, BT36 5BN

1. Purpose

The purpose of the report is to seek Members' approval for an Entertainments Licence for the Straid Young Farmers Annual BBQ, Cullyburn Equestrian Centre, 18 Cullyburn Road, Newtownabbey, BT36 5BN.

2. Introduction

An application has been received for the grant of an Entertainments Licence (occasional licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Mr Alexander Boyd	18 Cullyburn Road, Newtownabbey, BT36 5BN	Singing, Music, Dancing or Entertainment of a like kind Saturday 25 th May 2024 21:00hrs to 01:00hrs Number of persons No greater than 800	EL023	New

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The Council can decide the following:

- i. Grant the licence;
- ii. Grant the licence with specific additional terms, conditions and restrictions;
- iii. Refuse the licence;
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against the Officer's recommendation, then Members must state their reasons for doing so. In such circumstances a recorded vote will be taken.

3. Main Report

An application has been received for the renewal of an Entertainments Licence for the above event. This is an event that has been occurring annually at the same venue for over 6 years and in line with the Entertainment Licence

policy, Council approval is now required in advance of granting the licence on an annual basis. There has been no previous issues or concerns regarding this event.

The operating hours for the event as detailed below;

Saturday 25 May 2024 21:00hrs– 01:00hrs

4. Summary

Application for an occasional entertainments licence has been received from Mr Alexander Boyd for an event, Straid Young Farmers annual BBQ, Cullyburn Equestrian Centre, 18 Cullyburn Road, Newtownabbey, BT36 5BN. In accordance with the Council protocol for the hearing of Entertainments Licence applications, a decision by Members is needed on the granting of the licence.

5. Recommendation

It is recommended that an Entertainments Licence (Occasional Licence) is granted to the applicant, Mr Alexander Boyd, Straid Young Farmers annual BBQ, Cullyburn Equestrian Centre, 18 Cullyburn Road, Newtownabbey, BT36 5BN with the following conditions:

- **That all relevant licensing requirements are met;**
- **That statutory consultees have no objections to approval;**
- **No objections are received following the statutory consultation period.**

Prepared by: Kelly Squance, Environmental Health Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

10.5 EL/070 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – LYLEHILL YOUNG FARMERS ANNUAL BBQ, SHANE’S CASTLE ESTATE, ANTRIM, BT41 4NB

1. Purpose

The purpose of the report is to seek Members’ approval for an Entertainments Licence for the Lylehill Young Farmers annual BBQ, Shane’s Castle Estate, Antrim, BT41 4NB.

2. Introduction

An application has been received for the grant of an Entertainments Licence (occasional licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Miss Kristin Davis	Shane’s Castle Estate, Antrim, BT41 4NB	Singing, Music, Dancing or Entertainment of a like kind Indoor Occasional Licence (Marquee) Saturday 1 st June 2024 19:00hrs – 01:30hrs Number of persons No greater than 500	EL070	New

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the Council.

The Council can decide the following:

- i. Grant the licence;
- ii. Grant the licence with specific additional terms, conditions and restrictions;
- iii. Refuse the licence;
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against the Officer’s recommendation, then Members must state their reasons for doing so. In such circumstances a recorded vote will be taken.

3. Main Report

An application has been received for the renewal of an Entertainments Licence for the above event. This is an event that has been occurring annually at the same venue for over 6 years and in accordance with the Entertainment Licence policy, Council approval is now required in advance of granting the licence on an annual basis. There has been no previous issues or concerns regarding this event.

The operating hours for the event as detailed below;

Saturday 1 June 2024 19:00hrs – 01:30hrs

4. Summary

Application for an occasional entertainments licence has been received from Miss Kirstin Davis for Lylehill Young Farmers annual BBQ, Shane's Castle Estate, Antrim, BT41 4NB. In accordance with Council protocol for the hearing of Entertainments Licence applications, a decision by Members is needed on the granting of the licence.

5. Recommendation

It is recommended that an Entertainments Licence (Occasional Licence) be granted to the applicant, Kirstin Davis, 25 Ballypalady Road, Doagh, BT39 OQY with the following conditions:

- **That all relevant licensing requirements are met;**
- **That statutory consultees have no objections to approval;**
- **No objections are received following the statutory consultation period.**

Prepared by: Jennifer McGrugan, Environmental Health Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

**10.6 EL/213 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – REHABILITY
7-8 NORFOLK COURT (LAND ADJACENT), ANTRIM, BT41 2SF**

1. Purpose

The purpose of the report is to seek Members' approval for an Occasional Entertainments Licence for Mr William Gould, Rehability, 7-8 Norfolk Court (land adjacent) Antrim, BT41 2SF.

2. Introduction

An application has been received for the grant of an Entertainments Licence (occasional licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Mr William Gould	Marquee 7-8 Norfolk Court (land adjacent) Antrim BT 41 2SF	Singing, Music, Dancing or Entertainment of a like kind Occasional Licence Saturday 4 th May 2024 13.00hrs – 17.00hrs Number of persons No greater than 150.	EL213	New

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The Council can decide the following:

- i. Grant the licence;
- ii. Grant the licence with specific additional terms, conditions and restrictions;
- iii. Refuse the licence;
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against the Officer's recommendation, then Members must state their reasons for doing so. In such circumstances a recorded vote will be taken.

3. Main Report

An application has been received for the granting of an Entertainments Licence for the above event. This event will be taking place within a marquee

on the road adjacent to the Reability premises located at 7-8 Norfolk Court, Antrim. Licensed entertainment will be provided in the marquee. The event proposed showcases the work that Reability, a voluntary mental health organisation, carrying out work within the community.

The operating hours for the event as detailed below:

Saturday 4 May 2024 13.00hrs – 17.00hrs

4. Summary

Application for an occasional entertainments licence has been received from Mr William Gould, Reability, 7-8 Norfolk Court (land adjacent) Antrim, BT41 2SF. In accordance with the Council protocol for the hearing of Entertainments Licence applications, a decision by Members is needed on the granting of the licence.

5. Recommendation

It is recommended that an Entertainments Licence (Occasional Licence) be granted to the applicant, William Gould, Reability, 7-8 Norfolk Court with the following conditions:

- **That all relevant licensing requirements are met;**
- **That statutory consultees have no objections to approval;**
- **No objections are received following the statutory consultation period.**

Prepared by: Jennifer McGrugan, Environmental Health Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

10.7 EL/189 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE AT V36, AT THE VALLEY, VALLEY PARK, CHURCH ROAD, GLENGORMLEY, BT36 7LJ

1. Purpose

The purpose of the report is to seek Members' approval for an Occasional Entertainments Licence for Mr Thomas Ferris, V36, Valley Park, Church Road, Glengormley, BT36 7LJ.

2. Introduction

An application has been received for the grant of an Entertainments Licence (occasional licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Mr Thomas Ferris	V36, Valley Park, Church Road, Glengormley, BT36 7LJ	Singing, Music, Dancing or Entertainment of a like kind Occasional outdoor Licence Sunday 2 nd June 2024 10:00hrs to 18:00hrs Number of persons No greater than 7,000	EL189	New

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The Council can decide the following:

- i. Grant the licence;
- ii. Grant the licence with specific additional terms, conditions and restrictions;
- iii. Refuse the licence;
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against the Officer's recommendation, then Members must state their reasons for doing so. In such circumstances, a recorded vote will be taken.

3. Main Report

An application has been received for the granting of an Entertainments Licence for the above event. This event is a NI Children's Hospice Fundraising Concert and Family Fun Day, where various local artists will perform. It is anticipated there will be a maximum capacity of 7,000, with tickets sold in aid of the NI Children's Hospice charity.

The operating hours for the event as detailed below;

Sunday 2nd June 2024 10:00hrs to 18:00hrs

4. Summary

Application for an occasional entertainments licence has been received from Mr Thomas Ferris, V36, Valley Park, Church Road, Glengormley, BT36 7LJ. In accordance with the Council protocol for the hearing of Entertainments Licence applications, a decision by Members is needed on the granting of the licence.

5. Recommendation

It is recommended that an Entertainments Licence (Occasional Licence) be granted to the applicant, Mr Thomas Ferris, V36, Valley Park, Church Road, Glengormley, BT36 7LJ with the following conditions:

- **That all relevant licensing requirements are met;**
- **That statutory consultees have no objections to approval;**
- **No objections are received following the statutory consultation period.**

Prepared by: Kelly Squance, Environmental Health Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

10.8 PBS/BC/003 VOL 2 STREET NAMING SUBMISSION – STATION ROAD DOAGH

1. Purpose

The purpose of this report is to recommend to Members a new street name for a development at Station Road, Doagh.

2. Introduction/Background

A development naming application had been received from Rodney Agnew on behalf of Antrim Construction Company Ltd regarding the naming of a residential development off Station Road, Doagh. The development consists of 48 dwellings, these being a mixture of detached and semi – detached. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan enclosed.

This is one of two developments by the same developer separated by a river. The second development is accessed from The Burn Road and there are no connecting paths or roads between the two developments. A separate street naming application has been submitted for this portion of the development.

The names submitted originate from proposals obtained through the 'What's in a name' history project organised in conjunction with Doagh Primary school.

1 – Sandbank – The name derives from an ancient Irish to English translation of Doagh

2 – Linseed – The name retains a connection to the historic linen industry

3 – Station Halt – A reference back to the historic railway station opened in 1848 (Applicant only wants this name selected if in conjunction with 'Stationside' proposal for street naming application accessed from Burn Road)

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

3. Previous Decision of Council

It should be noted that a street naming application was submitted by a previous developer for this site in 2016 which included three dwellings, two complete and one at ground floor level. The name 'Station Manor' was approved and the two completed dwellings are addressed with a Station Manor street name. The third dwelling, partially constructed, will be incorporated into the new development. The minute of the relevant Council meeting is enclosed.

The remainder of the site is now in the current developer's ownership and they wish to rename this portion of the development. The addresses of the two existing dwellings will not be affected if the remainder of the site is re - named.

4. Recommendation

It is recommended that Council approve a name for the above development.

Prepared by: Liam McFadden, Principal Building Control Surveyor

Approved by: Sharon Mossman, Deputy Director of Planning and Building Control

10.9 PBS/BC/003 VOL 2 STREET NAMING SUBMISSION – THE BURN ROAD DOAGH

1. Purpose

The purpose of this report is to recommend to Members a new street name for a development at The Burn Road, Doagh.

2. Introduction/Background

A development naming application was received from Rodney Agnew on behalf of Antrim Construction Company Ltd regarding the naming of a residential development off The Burn Road, Doagh. The development consists of 48 dwellings, these being a mixture of detached and semi – detached. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan enclosed.

This is one of two developments by the same developer separated by a river. The second development is accessed from Station Road and there are no connecting paths or roads between the two developments. A separate street naming application has been submitted for this portion of the development. The names submitted originate from proposals obtained through the 'What's in a name' history project organised in conjunction with Doagh Primary school.

1 – The Beetlings – This name derives from the local linen industry where the hills in the area were used for the process of beetling.

2 – Flaxfield – The name retains a connection to the historic linen industry

3 – Stationside – A reference back to the historic railway station opened in 1848 (Applicant only wants this name selected if in conjunction with 'Station Halt' proposal for street naming application accessed from Station Road)
Should the Council not wish to select one of the above names; the matter will be referred back to the developer via the Building Control section for further consideration.

3. Recommendation

It is recommended that Council approve a name for the above development.

Prepared by: Liam McFadden, Principal Building Control Surveyor

Approved by: Sharon Mossman, Deputy Director of Planning and Building Control

10.10 PBS/BC/003 VOL 2 STREET NAMING RESUBMISSION – FOUNTAIN HILL – ANTRIM

1. Purpose

The purpose of this report is to recommend to Members a new street name for a development at Fountain Hill, Antrim.

2. Introduction/Background

A development naming application was received from Mairead Burns on behalf of Choice Housing regarding the naming of a residential development off Fountain Hill, Antrim. The development consists of 34No units these being a mixture of detached, semi – detached and apartments. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan **enclosed**.

1 – Stiles Way Gardens – Incorporating the name of the surrounding area 'Stiles Way', familiarity for local residents and community

2 – Stiles Way Avenue – Incorporating the name of the surrounding area 'Stiles Way', familiarity for local residents and community

3 – Stiles Way Lane – Incorporating the name of the surrounding area 'Stiles Way', familiarity for local residents and community

Please note that the surrounding area is known as 'Stiles' and not 'Stiles Way'. Stiles Way is a nearby road name and may add confusion as the development is accessed off Fountain Hill and not Stiles Way. Council may wish to consider approving one of the above names but omitting 'Way'.

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

3. Previous Decision of Council

Please note that the previous names Fountain Hill Gardens, Fountain Hill Drive & Fountain Hill Way submitted were rejected at the Full Council meeting in September 2023 and those outlined above are alternative proposals. The minute of the relevant Council meeting is **enclosed**.

4. Recommendation

It is recommended that Council approve a name for the above development.

Prepared by: Liam McFadden, Principal Building Control Surveyor

Approved by: Sharon Mossman, Deputy Director of Planning and Building Control

10.11 ED/ED/277 AND ED/ED/276 REGENERATION FUNDING APPLICATIONS

1. Purpose

The purpose of this report is to recommend to Elected Members the submission of two separate funding applications to the Regional Development team in the Department for Communities (DfC) and that if these bids are successful the two projects are added to the Council's Capital Programme.

2. Introduction

Each year the Council undertakes a range of projects across the Borough to support the development of towns and villages, built heritage and other assets. Officers liaise with DfC officials to identify funding opportunities for such schemes and, when agreed, submit funding bids for consideration.

This report seeks to secure approval for the submission of 2 bids as outlined, at a combined value of £650,000, to be delivered in 2024/25.

Should such bids be successful, these schemes would be added to the Council's Capital programme.

3. Previous Decision of Council

N/A

4. Outline of the Applications

At present officers are working on two separate applications to the Department for Communities as follows;

- **Small Areas Revitalisation Programme** – this programme aims to tackle dereliction and unsightly areas across five sites within the Borough Towns, specifically – Halls Entry (Antrim), Pogue's Entry (Antrim), Harrier Way Entry (Ballyclare), North End (Ballyclare) and Farmley Road, beside Santander (Glengormley). This scheme with a funding value of around £300,000 will seek to improve the paving, lighting, painting, street furniture and planting at each of these locations to improve the overall appearance and encourage greater footfall through safer, cleaner more attractive spaces. The schemes will be designed in such a way as to complement the existing planned public realm in each town. The project would be 90% funded by DfC and the Council's contribution of £30,000 has been provided for in the 2024/2025 budget estimates. Given the nature of the scheme, the support of the capital development team will be required to support its implementation. It is envisaged that the scheme would commence in late spring 2024 with a completion window ending in March 2025. (This project is not currently on the Council's capital programme and would need to be added and prioritised, due to the delivery timeline, should the application be successful).

- **Town Centre Shop Front Programme** – this programme aims to provide grant funding to town centre commercial premises to improve their existing shop frontage. These works typically include signage, painting, windows and doors, shutter treatments, awnings, outdoor seating areas etc. Expressions of Interest were invited for this scheme and 207 have been received, demonstrating the demand for this type of scheme across the Borough. This scheme has a funding value of approximately £350,000 to implement a Phase 1. The scheme would also be 90% funded by the Department for Communities and the Council's contribution of £35,000 can be met through the 2024/2025 budget estimates. This scheme will be managed by the Economic Development team and will not require Capital Development input. A separate report providing further detail on this particular scheme is included on the agenda.

Officers aim to be in a position to submit both applications in early May and the application forms are supported by a detailed business case that is collated independently by the Department. Both of these documents will clearly demonstrate the need for the projects, how they align with both Council and Department policy and the anticipated outputs and outcomes. Since these would be funded schemes a stringent monitoring and claim process would be implemented and mandatory Post Project Evaluations will be completed.

5. Financial Position/Implication

If successful, the applications will attract £585,000 of grant income for the Council to deliver the proposed programmes. The current proposal is 90% funding from the Department with £65,000 match funding being provided by the Council. The Council's revenue contribution can be capitalised at year-end.

6. Governance

As both proposed schemes are funded by a central government department there will be strict governance processes in place to monitor the delivery of the programme and the impact on the areas.

Economic Development will be the lead section for both schemes and the Senior Responsible Officer will be Steven Norris, Deputy Director of Regeneration and Infrastructure.

The projects will be governed by project boards with representation from internal Council departments and external agencies, if and when relevant. Procurement and financial management will be progressed in line with the Council's own policies and with the agreement of CPD.

The team has significant experience of managing and delivering schemes collaboratively with the Department for Communities.

7. Summary

The Economic Development team is preparing two funding applications to the Department for Communities with a combined value of £650,000 (DFC: £585,000, Antrim and Newtownabbey Borough Council: £65,000).

8. Recommendation

It is recommended that Members approve:

- a. The submission of the two funding applications to the Department of Communities for the Small Areas Revitalisation Programme and the Town Centre Shop Front Improvement Programme; and**
- b. If successful, these projects be added to the Council's Capital Programme.**

Prepared and Agreed by: Steven Norris, Deputy Director of Regeneration and Infrastructure

Approved by: Majella McAlister, Director of Economic Development and Planning

10.12 ED/LMP/002 LABOUR MARKET PARTNERSHIP ACTION PLAN AND MULTIPLY PROGRAMME

1. Purpose

The purpose of this report is to recommend that Members:

- a) Approve the LMP Action Plan 2024/25 including the budget proposed,
- b) Approve the commencement of activities related to programme delivery, including the relevant procurement exercises, in advance of receiving a Letter of Offer from the Department of Communities
- c) Approve the Council's participation in the Multiply programme and acceptance of associated funding of approximately £250,000

2. Introduction/Background

Labour Market Partnership Action Plan

Members will be aware of the Labour Market Partnership (LMP), the aim of which is to improve labour market conditions by working through coordinated, collaborative, multi-agency partnerships, achieving regional objectives whilst being flexible to meet the needs presented by localised conditions and helping to connect employers with employees.

Multiply

Members will recall that in 2023 the UK Government announced that "Multiply", a scheme to boost numeracy skills would be introduced in Northern Ireland via the Department for Economy locally. The Multiply programme is targeted at those individuals aged 19 and over who don't have Maths GCSE at grade C (or equivalent). In November 2023 the funding was subsequently paused by the Department for Levelling Up Housing and Communities.

The Council has recently received confirmation that the Multiply funding bid for Northern Ireland has now been approved. This total bid is for £5.9m, for delivery between 1st April 2024 and 31st March 2025, through local colleges, universities and Labour Market Partnerships.

The bid has six focused delivery areas, with the aim to provide a mixture of qualifications and interventions:

- Maths for speakers of other languages,
- Engaging mature learners,
- Counting on you – industry upskilling ,
- Numeracy bootcamps,
- Bring your grown up - adult/child numeracy collaboration,
- Supporting previous offenders and those in prison system.

3. Previous Decision of Council

The Council's participation in the Labour Market Partnership was approved at full Council on 26 April 2021.

4. Key Issues

Labour Market Partnership Action plan 2024/25

The Draft Action Plan for 2024/25 has been developed by the Partnership in line with the Strategic Priorities provided by the Department for Communities (DfC), namely;

- To form and successfully deliver the functions of the local Labour Market Partnership for the area;
- To improve employability outcomes and/or labour market conditions locally, and
- To promote and support delivery of existing employability or skills provision available either regionally or locally.

Following guidance from DfC the Partnership undertook data analysis, consultation and a turning the curve exercise and selected the following themes as local priority:

- **Economic Inactivity** - People not in employment who have not been seeking employment within the last four weeks and/ or are unable to start work in the next two weeks;
- **Unemployment** - People who are without a job, currently available to work, and have been actively looking for work within the previous four weeks;
- **Disability** – People who report a physical or mental health condition(s) or illnesses lasting or expected to last 12 months or more where this reduces their ability to carry out day-to-day activities; and
- **Skilled Labour Supply** – DfE's 2021 Skills Barometer utilises the National Qualification Framework (NQF) Skills Classification.

These themes are consistent with the aims and objectives of the Borough's Community Plan, Economic Strategy and the Programme for Government NI (PfG).

A copy of the Draft Action Plan is **enclosed** for Members consideration.

The Draft Action Plan was approved by the Partnership at its meeting on 26 Feb 24 and submitted to DfC on 14 March 24, subject to approval at Full Council in April 2024. The Draft Plan was presented to the Regional Labour Market Partnership on 27 March 2024 and remains subject to approval by the Regional Labour Market Partnership at a future meeting, anticipated to be in April.

Multiply

The Department for the Economy (DfE) will be the Departmental lead on this and will work with the Further Education Colleges and Higher Education Institutions on its delivery. DfE has asked the 11 Labour Market Partnerships if they would be willing to deliver the Multiply projects. To date, all eleven Councils have agreed to participate.

Proposed Multiply Initiatives include:

- Maths for speakers of other languages - for non-English speakers, this award would provide informal training or a qualification and place individuals on pathway to improving numeracy and language skills.

- Engaging Mature Learners – “Making it Count” - Target specifically older adults, who have some of the lowest numeracy skills in Northern Ireland, with pastoral and additional support structures to complete informal training or to gain a numeracy related qualification.
- Industry Upskilling “Counting on You” - Numeracy classes in the workplace with additional support to gain a qualification or informal recognition of numeracy learning.
- Numeracy boot Camps - Short term numeracy learning through real life issues (nutrition, household finances, sport, pensions etc.). Short courses, informal recognition, sign posting to formal qualifications.
- “Bring your Grown Up” – Numeracy programme through community and educational settings for children and parents to learn numeracy together.
- The Supporting Previous Offenders and Those in Prison Systems Initiative Through a blend of workshops and industry training, this initiative will equip participants with the tools they need to manage finances, navigate everyday calculations and reintegrate into everyday society while helping to stop any cycles of reoffending.
- Multiply Officers - to promote and engage with community groups and employers to take advantage of existing and new numeracy provision.

5. Financial Position/Implication

Labour Market Partnership Action plan 2024/25

The budget required to deliver the activity contained within the plan is detailed in the table below.

DFC	£503,957.40 includes: £100,791 administration £403,166.40 operational
Council	£24,306 administration
Total Programme Budget	£528,263.40

It should be noted that the budget has been developed based on guidance supplied by DfC, confirmation of budgets will be dependent on approval of central DfC funding.

Administration costs are capped at 20% of overall programme costs. There are currently 3 Council Officers (2.8 FTE equivalent) working on the Labour Market Partnership programme. Funding of £100,768.4 from DfC will cover 81.7% of the salary costs involved with 18.3% or £22,567 met by the Council, provision for which has been made in the 2024/25 economic development budget.

In recent years, a significant constraint on timely and effective project delivery has been the delayed receipt of a Letter of Offer (LOO) from the Department. To mitigate this impact approval is sought from Members to commence activities to enable the timely delivery of the LMP Action Plan projects prior to

receipt of final LOO from the Department. No appointments will be made until funding has been confirmed.

Multiply

Included in Multiply is £50,000 towards staff costs and resources to support the delivery of the projects. The Council has already received the Letter of Offer for this component of the funding.

A further letter of offer for approximately £200,000 is anticipated from the Department in due course. Council Officers will bring a further report to Council providing the detail of the offer.

6. Governance

The Labour Market Partnership is well established, is chaired by the Mayor and includes representatives from the five main Council parties represented on Council along with other strategic partners. It is proposed that the LMP provides the necessary reporting systems and governance structure for the Multiply projects.

7. Summary

Members are asked to approve the LMP Action Plan for 2024/25 and the associated budget. Members are also asked to approve the Council's participation in the Multiply project.

8. Recommendation

It is recommended that Members:

- a. Approve the LMP Action Plan 2024/25 including the budget proposed,**
- b. Approve the commencement of activities related to programme delivery, including the relevant procurement exercises, in advance of receiving a Letter of Offer from the Department of Communities**
- c. Approve the Council's participation in the Multiply programme and acceptance of associated funding of approximately £50,000 retrospectively for staff costs.**

Prepared and Agreed by: Michael McKenna, Deputy Director of Investment and Business Development

Approved by: Majella McAlister, Director of Economic Development and Planning

10.13 ED/ED/277 TOWN CENTRE SHOP FRONT IMPROVEMENT PROGRAMME

1. Purpose

The purpose of this report is to recommend to Elected Members that a Town Centre Shop Front Improvement Programme be progressed in partnership with the Department for Communities and that a phased delivery approach be adopted.

2. Introduction

In March 2024, an Expression of Interest call was launched to ascertain the demand for a grant-based shop front improvement programme across the Borough's five town centres.

The aim of the Shop Front Improvement Programme is to visually enhance commercial areas in town centres, improving the overall appearance of the street and changing the way residents and visitors view local retail areas. It is envisaged that this will ultimately attract more shoppers and boost local trade.

The programme will cover minor works to include painting, signage, window dressing and other visual improvements. Major structural works will not be covered under this scheme.

3. Previous Decision of Council

An initial report outlining the potential project was presented to Members for noting in December 2023.

4. Key Issues

The Expression of Interest (EOI) call has recently closed and in total 207 EOIs were received from shop and property owners right across the Borough. The breakdown of EOIs by town is listed in the table below.

Town	Number of Eois Received
Ballyclare	72
Randalstown	51
Antrim	42
Glengormley	27
Crumlin	15
Total	207

Given the volume of responses it will not be possible to secure enough funding to roll the programme out across all five towns at the same time, and there are particular circumstances in a number of areas that will influence the practical delivery of the schemes, therefore a phased approach is proposed over the next 2-3 years. At this stage the Department has invited a bid for 2024/25 activity with further bids to be made for future years.

The initial proposed approach to phasing has considered the demand, the need in each area and other Council supported works which may impact potential delivery.

- Proposed Phase 1 2024/25: Ballyclare and Randalstown
- Proposed Phase 2 2025/26, 2026/27: Antrim, Glengormley and Crumlin

The rationale for the phasing is as follows:

Phase 1

- **Ballyclare** – highest level of demand amongst shop owners and operators and it has been 8 years since the last town centre investment programme in Ballyclare town.
- **Randalstown** – second highest level of demand amongst shop owners and operators and Randalstown has never had a dedicated shop front improvement programme.

Phase 2

- **Antrim** – third highest level of demand and the previous scheme was in 2019. There are also significant capital works on-going/ planned in Antrim town including the pilot Living Over the Shops programme.
- **Glengormley** – imminent commencement of the public realm scheme in Glengormley and it is customary to wait until this is completed and then support local businesses in redressing their shopfronts.
- **Crumlin** – lowest level of demand. Crumlin has also never benefitted from a shop front improvement programme. The additional time will allow officers to work with the businesses to prepare them for a future phase of the programme and hopefully encourage more businesses to participate.

Officers have prepared detailed guidance notes with the intention of establishing a level of uniformity in neighbouring properties and seeking to enhance the character of the building(s) and wider streetscape. Officers will host evening engagement workshops with potential applicants to provide guidance and support on the application process and statutory requirements.

To ensure value for money, the services of a Quantity Surveyor (QS) will be required. The QS will assess the works applied for, produce a conditions report for each of the proposed sites and verify and inspect completed works in relation to the Programme.

5. Financial Position/Implication

The Council has indicated its intention to apply for funding to the Department for Communities for this programme. This has been discussed and the Department is supportive and expecting the bid in early May 2024. It is anticipated that this will be in the region of £350,000 for Phase 1 in 2024/2025 financial year. This will be matched by a Council contribution of £35,000 which will be met from the Economic Development budget.

Further funding bids will be made to the Department for 2025/26 and beyond as required.

6. Governance

As the proposed scheme is funded by a central government department there will be strict governance processes in place to monitor the delivery of the programme and the impact on the areas.

Economic Development will be the lead section for both schemes and the Senior Responsible Officer will be Steven Norris, Deputy Director of Regeneration and Infrastructure.

The project will be governed by a project board with representation from internal council departments and external agencies if and when relevant. Procurement and financial management will be progressed in line with the Council's own policies and with the agreement of CPD.

The team has significant experience of managing and delivering schemes in collaboration with the Department for Communities.

7. Summary

The Economic Development section has undertaken an exercise to understand the demand for a new town centre shop front improvement programme, receiving 207 responses. The Department for Communities has indicated its interest in funding the scheme at a value of £350,000 in 2024/2025.

To manage the delivery of the programme effectively it is proposed that the programme be delivered in phases across two-three years commencing with Ballyclare and Randalstown in 2024/2025.

8. Recommendation

It is recommended that Members approve:

- a. The programme as outlined and the phased delivery approach for the Town Centre Shop Front Improvement Programme commencing with Phase 1: Ballyclare and Randalstown in 2024/2025.**
- b. The budget for Phase 1, subject to funding is £385,000 (£350,000 from the Department for Communities and £35,000 from the Economic Development Budget).**
- c. Further bids be made to DFC for delivery of Phase 2: Antrim, Glengormley and Crumlin.**

Prepared and Agreed by: Steven Norris, Deputy Director of Regeneration and Infrastructure

Approved by: Majella McAlister, Director of Economic Development and Planning.

11 ITEMS FOR NOTING

11.1 ED/ED/277 WORK EXPERIENCE PROGRAMME 2023 – 2024

1. Purpose

The purpose of this report is to update Elected Members on Council's Pilot Work Experience Programme 2023 – 2024 and highlight to Members the upcoming celebration event.

2. Introduction/Background

Members will be aware that in August 2023 approval was granted to launch a new pilot Work Placement Programme 2023-2024.

The Work Experience 2024 programme, led by Antrim and Newtownabbey Borough Council alongside Workplus Ltd is Northern Ireland's pioneering work experience initiative. Working with employers, teachers, students and parents this innovative, first of its kind programme, delivered meaningful, structured work experience opportunities for students based on their actual career aspirations. This dynamic programme supported students to make informed education and career choices, demonstrated the breadth of opportunities available within our local area and streamlined the placement process for all participants.

3. Previous Decision of Council

August 2023 – approval for Pilot Schools Work Placement Programme

4. Key Issues

The Work Experience Programme is ending for the current academic year and the team are currently collating detailed feedback and learning which will be used to inform recommendations in relation to the future of the programme. Some early findings are detailed below.

What have the benefits been to the organisation?

The Council has been able to provide support to students and employers to showcase the breadth of exciting careers that are available within the local area, helping to inspire the next generation of talent.

The connections made between the Council, the schools and the employers are focused on nurturing talent, igniting passions and creating a legacy.

A link to the programme launch video is provided below:

<https://youtu.be/M2wNGAPpXpc?si=AlvtuKNx0bDHJkvO>

What have the benefits been to individuals?

At its heart the Work Experience Programme has been focused on supporting future talent to make informed decisions about their futures and careers. By exposing them to meaningful work placement opportunities in industries and jobs which they wish to pursue, they have been given a valuable insight which they can use to inform their next step.

“Through this project we have been able to connect with employers and organisations that previously weren't on our radar. The connections we have made will be of lasting benefit.” (Teacher, Post-Primary School)

The programme is particularly unique as it has supported so many young people with complex needs into work placements. These students, who do require additional support, have not only experienced a work environment which demonstrates their own capabilities, but it has shown employers these fantastic, highly skilled and talented young people.

“The experience was immensely beneficial for our pupils. One person in particular has exhibited noticeable growth in confidence and self-esteem since their time at the Hilton Hotel. The impact of such an experience on their personal development is invaluable and speaks volumes about the quality of the programme you have cultivated. (Teacher, Special Educational Needs School)

What benefits have been witnessed by employers?

Employers are struggling to attract and retain talent across all sectors as companies compete for a smaller pool of available people. Northern Ireland also loses a significant number of young people as students who move away think that there aren't the opportunities or careers available to them locally.

This programme dispels those notions by demonstrating that there is a wide range of dynamic and cutting-edge opportunities right here on their doorstep. The employers involved have exposed young people to their industry sector and to the career options available.

For the employers who took on placement students from special educational settings, it has opened their eyes to the possibility of tapping into this valuable talent pool in the future.

“It was fantastic to have these students with us earlier in the year and to show them what our company does and how they could have a successful and meaningful career in our industry. Because the students were placed in companies aligned with their career aspirations it really was relevant for everyone involved. We hope the time in industry will help the students make the next steps in their journey. (Employer)

What other wider benefits?

The Council, by facilitating this programme has enhanced the links between the business community and schools. These links will be invaluable to creating

other opportunities for pupils to explore the wide range of industries and sectors active across the borough.

With Northern Ireland having the lowest disability employment rate in the UK, the programme is particularly important in that 30 young people from special educational settings were given placements. This has demonstrated clearly that these students can play an active and full role in the workforce and that employers, who are struggling for talent, should consider recruitment from this talented cohort.

As well as the intended consequences, pupils have also been able to develop a wide range of transversal skills and build their confidence and self-esteem.

Outcomes

The quantitative outcomes of the pilot programme were as follows:

- 28 employers engaged with the programme and offered work placements to students.
- 67 placements offered by local employers.
- 67 placement opportunities taken by young people.
 - 37 placements for students from mainstream schools; and
 - 30 placements for students from SEN schools.
- 16 schools involved in the wider sub-group.
- 66 businesses attending the engagement sessions and webinars.

The Council itself was able to offer 9 placement opportunities across the organisation with 4 being taken up in sections including Leisure, Parks, Media etc.

A Celebration Event is planned for the 8th May from 12:30pm – 2.00pm at Theatre at the Mill. All Elected Members should have already received an invitation to this event. This will be an excellent opportunity to hear first hand from the students, teachers, and employers involved.

5. Financial Position/Implication

There are no new financial implications and no further budget required at this time.

6. Governance

N/A

7. Summary

A Celebration Event to scheduled for 8th May 2024 to mark the end of the Pilot Workplace Programme 2023. Elected Members are invited to hear first hand how this innovative, first of its kind programme, has helped almost 70 young

people including 30 from Special Education settings into meaningful work placements.

8. Recommendation

It is recommended that the report be noted.

Prepared and Agreed by: Steven Norris, Deputy Director of Regeneration and Infrastructure

Approved by: Majella McAlister, Director of Economic Development and Planning