



23 June 2021

**To: Each Member of the Council**

Dear Member

**MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL**

A remote meeting of Antrim and Newtownabbey Borough Council will be held on **Monday 28 June 2021 at 6.30 pm.**

All Members are asked to attend the meeting via "Zoom".

To ensure social distancing only the Mayor, Group Leaders, or their nominee, and the Independent Member may attend the Council Chamber.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink that reads "Jacqui Dixon".

Jacqui Dixon, BSc MBA  
**Chief Executive, Antrim & Newtownabbey Borough Council**

**For any queries please contact Member Services:**

Tel: 028 9034 0048/028 9448 1301 [memberservices@antrimandnewtownabbey.gov.uk](mailto: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 24 May 2021, a copy of which is **enclosed**.
- 5 To take as read and confirm the minutes of the proceedings of the Annual Meeting of Antrim and Newtownabbey Borough Council held on Tuesday 1 June 2021, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Operations Committee Meeting of Monday 7 June 2021, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 8 June 2021, a copy of which is **enclosed**.
- 8 To approve the minutes of the proceedings of the Community Planning Committee Meeting held on Monday 14 June 2021, a copy of which is **enclosed**.
- 9(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 21 June 2021, a copy of which is **enclosed**.
- 9(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 21 June 2021, a copy of which is **enclosed**.
- 10 To approve the minutes of the proceedings of the Audit Committee Meeting held on Tuesday 22 June 2021, a copy of which is **enclosed**.
- 11 PRESENTATION - DEPARTMENT FOR INFRASTRUCTURE – SPRING CONSULTATION
- 12 ITEMS FOR DECISION
  - 12.1 Onus – Bespoke Accreditation Programme
  - 12.2 Our Prosperity Outcome Delivery Group
  - 12.3 Consultation on Refurbishment of the Robinson Memorial Community Hospital
  - 12.4 DEA Member Engagement Group Minutes

- 12.5 Town Centre Masterplans
- 12.6 Request by Ballynure Angling Club
- 12.7 DAERA Consultation on the Introduction of Additional Animal Welfare Protections for Service Animals In Northern Ireland (Finn's Law)
- 12.8 Climate Change Working Group Minutes
- 12.9 Response to the Protect Duty Consultation "Making the Public Safer at Publicly Accessible Locations"
- 12.10 COVID-19 Sunday Opening Hours
- 12.11 Enterprise Support Initiative
- 12.12 Balmoral Show – Council Participation
- 12.13 Town Centre Recovery Action Plans and Revitalise Funding
- 12.14 Railway Bridge Salvage Antrim
- 12.15 NI Women's Euro Football Championships 2022
- 12.16 Local Government Boundaries Review
- 12.17 Council Events 2021 Update
- 12.18 Hazelbank Pavilion
- 12.19 Ulster In Bloom Community Champions
- 12.20 Customer Service
- 12.21 AERA's Consultation on the New Climate Change Bill currently before The Assembly
- 12.22 Enchanted Winter Garden 2021
- 12.23 Corporate Jobstart Scheme Proposals
- 12.24 NILGA Regional Programme for Elected Member Development 2021/22

### 13 ITEMS FOR NOTING

- 13.1 Motion – Ards and North Down Borough Council
- 13.2 Motion – Monaghan County Council

- 13.3 Northern Ireland Housing Council
  - 13.4 Special Schools Summer Scheme Funding Update
  - 13.5 Correspondence – Mid Ulster District Council
  - 13.6 Motion – Fermanagh and Omagh District Council
  - 13.7 Autism Friendly Sessions at Play Parks
  - 13.8 Community Centres – Free Use Requests
  - 13.9 Legislation Pertaining to Virtual Council Meetings and Performance Improvement
  - 13.10 Review of the Effectiveness of the Audit Committee and Audit Committee Annual Report 2020/21
  - 13.11 Electoral Office Northern Ireland
- 14 ITEMS IN COMMITTEE
- 14.1 Tender for Mossley Mill Render Band Replacement Works
  - 14.2 Residual Waste Treatment Project
  - 14.3 ISPS Handa World Invitational Golf Competition – Requests For Financial Assistance
  - 14.4 World Rally Championship – Rally Northern Ireland 2022
  - 14.5 Belfast Region City Deal – AMIC Project
  - 14.6 Levelling Up Fund – Bids Round One
  - 14.7 Mossley Mill Accommodation Request
  - 14.8 Newtownabbey Senior Citizen's Forum
  - 14.9 Organisation Structures
- 15 NOTICE OF MOTION
- Proposed by Councillor Paul Dunlop  
 Seconded by Councillor Stephen Ross
- “That this Council moves to celebrate Her Majesty Queen Elizabeth II Platinum Jubilee.”*
- 16 NOTICE OF MOTION

Proposed by Councillor Roisin Lynch  
Seconded by Alderman Thomas Burns

*"This Council notes with concern recent findings that there are annually 1400 cardiac arrests in Northern Ireland that take place outside of hospitals with less than 1 in 10 surviving, and taking account of Denmark where following the introduction of compulsory CPR for schools in 2005 the survival rate has tripled; this Council accepts the findings of a recent eight week consultation undertaken by Colin McGrath MLA in which 94% of 976 respondents agreed CPR training should be compulsory for all pupils in Years 8-12, and will write to the Minister for Education demanding compulsory CPR training and AED awareness for all pupils in Years 8-12."*

17 NOTICE OF MOTION

Proposed by Councillor Roisin Lynch  
Seconded by Councillor Ryan Wilson

*"The Right To Switch Off*

*This Council notes that interruptions to non-working time and the extension of working hours can increase the risk of unremunerated overtime, can have a negative impact on health, work-life balance and rest from work.*

*This Council therefore calls on the Minister of the Department for Economy to introduce a code of practice that contains the following three main elements;*

- 1. The right of an employee to not routinely perform work outside normal working hours.*
- 2. The right to not be penalised for refusing to attend to work matters outside of normal working hours.*
- 3. The duty to respect another person's right to switch off (e.g., by not routinely emailing or calling outside normal working hours)."*

**REPORT ON BUSINESS TO BE CONSIDERED  
AT THE COUNCIL MEETING ON MONDAY 28 JUNE 2021**

**11 PRESENTATION – DEPARTMENT FOR INFRASTRUCTURE SPRING CONSULTATION**

Members are advised that, as agreed at the May Council meeting, the Department for Infrastructure, Roads Service will be in attendance to provide an overview of the work being undertaken and future plans. A copy of the Department for Infrastructure Annual Report is enclosed.

Colin Hutchinson, Divisional Roads Manager and Stephen Gardiner, Section Engineer, will be joining the meeting via Zoom.

## 12 ITEMS FOR DECISION

### 12.1 HR/LD/024 ONUS – BESPOKE ACCREDITATION PROGRAMME

Members are reminded that in February 2020 the Council approved a funding request from ONUS to deliver its bespoke accreditation scheme, known as Pathways for Participation programme 2020/21.

ONUS have confirmed that all outcomes and achievements for 2020/21 were met and are **enclosed** at Appendix 1.

The ongoing projects enabled the Council to achieve renewal of Platinum Safe Employer & Safe Borough status at the Onus 11<sup>th</sup> Annual Award Ceremony in November 2020.

Onus was established as a social enterprise by Women's Aid Antrim, Ballymena, Carrickfergus, Larne and Newtownabbey (ABCLN) in 2007 and offers specialist training and consultancy services on domestic violence and/or abuse. Its Workplace Charter on Domestic Violence is a bespoke accreditation scheme which recognises organisations, businesses, churches and communities, for their support to anyone affected by domestic violence and/or abuse.

The programme aimed to complement the ongoing work currently supported by the Council to enable awareness raising about domestic violence and sexual violence or abuse, with key stakeholders through the active engagement of community groups.

It has a range of supported pathways to empower communities to recognise and respond to those affected by domestic or sexual violence or abuse.

The bespoke accreditation programme is designed to ensure that those affected by domestic abuse are directed to the support services that they need.

The extensive range of pathways are well established and are known as:

- Safe Place
- Safe School
- Safe Church
- Safe Employer
- Safe Community
- Safe Village
- Safe Borough/City

Domestic Violence within Northern Ireland is at its highest level since records began. The impact of Covid has significantly contributed to incidents of domestic violence, with data from the Northern Ireland Statistics and Research Agency showing a 13% increase in Domestic Violence crimes during 2020.

To support Onus in the delivery of its programmes across the Borough it is proposed to provide an annual contribution of up to £20,000 per annum, paid in 2 instalments for the delivery of initiatives, bespoke accreditation programmes and awareness raising sessions. This contribution will be subject to successful review in March each year.

**RECOMMENDATION: that an annual contribution of up to £20,000 per annum be provided to Onus to support the delivery of its bespoke accreditation scheme, initiatives and awareness raising sessions across the Borough.**

Prepared by: Jennifer Close, Head of Human Resources (Interim)

Approved by: Jacqui Dixon, Chief Executive



## **12.2 ED/ED/173 OUR PROSPERITY OUTCOME DELIVERY GROUP**

The Our Prosperity Outcome Delivery Group met on the 26 May 2021 to review progress on strategic economic development, town centre and tourism matters and the associated action plans. A copy of the minutes from 26 May 2021 are enclosed for Members' consideration.

**RECOMMENDATION: that the minutes of the Our Prosperity Outcome Delivery Group of 26 May 2021 be approved.**

Prepared by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

### 12.3 G/MSMO/008 (VOL 2) CONSULTATION ON REFURBISHMENT OF THE ROBINSON MEMORIAL COMMUNITY HOSPITAL

Members are advised that correspondence has been received from the Northern Health and Social Care Trust in relation to a consultation on why the Trust believes they need to modernise the Robinson Community Hospital.

The consultation document (**enclosed**) can also be found on the Trust's website at <http://www.northerntrust.hscni.net/about-the-trust/involving-you/consultations/consultation-on-refurbishment-of-the-robinson-memorial-community-hospital/>

The Trust would welcome your views and a consultation Proforma is available at <https://consultations.nidirect.gov.uk/doh-northern-hsc-trust/refurbishment-of-the-robinson-memorial-community-h> however comments in any format would be welcome. The consultation is for 12 weeks beginning 28 May 2021 and comments should be returned to the Equality Unit by 20 August 2021.

Members may wish to respond on a corporate, individual or party political basis.

**The Council's instructions are requested.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

## 12.4 CP/CP/178 DEA MEMBER ENGAGEMENT GROUP MINUTES

Members are reminded that the DEA Member Engagement Groups are now a central part of the Community Planning engagement framework. Draft minutes for all DEA Member Engagement Groups are **enclosed** for Members' information, these will be formally adopted at the next meetings of the groups.

| <b>Community Planning Section – DEA Member Engagement Group Meetings</b> |                        |  |
|--|------------------------|--|
| <b>File Ref</b>  | <b>Date of Meeting</b> | <b>Name of Partnership</b>                 |
| CP/CP/168  | 2 June 2021            | Airport DEA Member Engagement Group        |
| CP/CP/169  | 9 June 2021            | Antrim DEA Member Engagement Group         |
| CP/CP/170  | 3 June 2021            | Ballyclare DEA Member Engagement Group     |
| CP/CP/171  | 2 June 2021            | Dunsilly DEA Member Engagement Group       |
| CP/CP/172  | 3 June 2021            | Glengormley DEA Member Engagement Group    |
| CP/CP/173  | 2 June 2021            | Macedon DEA Member Engagement Group        |
| CP/CP/174  | 10 June 2021           | Threemilewater DEA Member Engagement Group |

**RECOMMENDATION: that the draft minutes of the DEA Member Engagement Groups be approved.**

Prepared by: Ronan McKenna, Community Planning Manager

Approved by: Ursula Fay, Interim Deputy Director of Community Planning

## 12.5 ED/REG/048 TOWN CENTRE MASTERPLANS

Members are reminded that in January 2020 the Council appointed AECOM to create a refreshed Borough-wide regeneration framework consisting which included the following work stages:

### Stage 1:

- A review of previous town centre plans;
- Development of an over-arching Borough-wide framework consisting of coherent plans for the towns of Antrim, Ballyclare, Crumlin, Randalstown and Glengormley;

### Stage 2:

- Development of visionary proposals for visual and infrastructure improvements along primary arterial routes and services between town centres;

### Stage 3:

- Preparation of initial concepts to visually improve, regenerate and effectively market industrial and smaller commercial areas present across the Borough, including Mallusk, Abbey Centre, The Junction, Belfast International Airport, Nutts Corner, Whiteabbey, Carnmoney and Beverley Shopping Area.

The delivery of the project has been impacted by the Covid-19 pandemic however recent DEA Member engagement has supplemented the work progressed by AECOM to inform final draft Materplans for each of the Borough's five main town centres. The draft Masterplans for Antrim, Ballyclare, Crumlin, Randalstown and Glengormley are **enclosed**. AECOM will now advance work stages 2 and 3 with further updates on these to be presented to a future Council meeting.

To bring Stage 1 to a conclusion Officers will now schedule engagement with primary stakeholders across each of the towns over the coming weeks. In the first instance this will include engagement with the Town Teams. Officers will also circulate a list of key groups and organisations by DEA for members input prior to inviting them to become involved in the consultation process. AECOM will facilitate both virtual and 'in person' engagements in line with the prevailing guidance at the time of the planned sessions. Following feedback garnered from this process, an update report with recommendations will be provided to the Council in the Autumn.

**RECOMMENDATION: that the Council agrees the draft masterplans 'in principle' and that the consultation process as outlined be progressed.**

Prepared and Agreed by: Colin McCabrey, Head of Economic Development

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

## 12.6 PK/GEN/193 REQUEST BY BALLYNURE ANGLING CLUB

Ballynure Angling Club is seeking permission to install a small footbridge between Council owned land below Riverdale Park, Ballyclare (to the right hand side of the approach to Sixmile Leisure Centre) and private land across a small watercourse.

The Club has the fishing rights to the Sixmile Water from the Bessie Gras Bridge at Doagh to the river source and, with that, the right of access. The Club also has a 10-year lease on the Council owned sections of the river through Ballyclare town.

The Club has already installed a number of bridges on private lands to improve access for anglers and has indicated that the bridge will be galvanised steel manufactured to the EN1090-1/2 safety standard, photograph **enclosed**. The bridge will allow anglers to have access but restrict livestock use.

The Club has confirmed that it will have full financial responsibility for the installation, maintenance and public liability insurance associated with this footbridge.

Permission has been given by the private landowner.

**RECOMMENDATION: that approval is given to Ballynure Angling Club to install a footbridge as set out above.**

Prepared by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations (Interim)

**12.7 EH/EHS/002 DAERA CONSULTATION ON THE INTRODUCTION OF ADDITIONAL ANIMAL WELFARE PROTECTIONS FOR SERVICE ANIMALS IN NORTHERN IRELAND (FINN'S LAW)**

Members are advised that correspondence has been received (**copy enclosed**) from the DAERA Animal Identification and Welfare branch in relation to a consultation on proposals for the introduction of Finn's Law to Northern Ireland.

The consultation document can be found on DAERA's website at <https://www.daera-ni.gov.uk/consultations>.

The Animal Identification and Welfare Branch would welcome responses and a consultation Proforma is available at <https://consultations.nidirect.gov.uk/daera/additional-protection-for-service-animals-in-ni>. however responses in any format would be welcome [animal.welfare@daera-ni.gov.uk](mailto:animal.welfare@daera-ni.gov.uk). Responses should be returned by 11 August 2021.

Members may wish to respond on a corporate, individual or party political basis.

**The Council's instructions are requested.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

## 12.8 G/BCEP/009 CLIMATE CHANGE WORKING GROUP MINUTES

The minutes of the fifth Climate Change Working Group, which took place on the 8 June 2021, are enclosed.

In summary, as well as agreeing the current Working Group representation be retained for the term of Council and Councillors Webb and Lynch be reappointed as Chair and Vice Chair respectively, Members were updated on:

- The Joint Community Energy NI Policy Group via a presentation by the Chair and Members of Drumlin and Northern Ireland Community Energy (NICE) Ltd;
- Actions from previous meeting;
- Climate Change Action Plan and in particular updates from the Deputy Directors of Operations on their respective areas of the plan.

**RECOMMENDATION: that the minutes of the Climate Change Working Group be approved.**

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Deputy Chief Executive of Finance and Governance (Interim)

## 12.9 G/BCEP/008 RESPONSE TO THE PROTECT DUTY CONSULTATION “MAKING THE PUBLIC SAFER AT PUBLICLY ACCESSIBLE LOCATIONS”

Members are advised that the Council has been requested to respond to the the public consultation process on the Home Office Protect Duty Consultation, a copy of the consultation can be downloaded/viewed via the following link <https://www.gov.uk/government/consultations/protect-duty>.

The Home Office Protect Duty has the aim of providing safer public spaces following the terrorist attack outside the Manchester Arena in 2017. The consultation is seeking views on how the Protect Duty can make the public safer at publicly accessible locations.

The consultation states that the proposed Protect Duty has the potential to impact significantly upon local government, planners, developers, retail outlets, sporting arenas and event organisers, as well as the Emergency Services and that enforcement responsibilities have not been settled but is very unlikely to be PSNI.

Councils could be required to adhere to the Protect Duty legislation in the following areas of service delivery:

- Leisure centres
- Arts and Cultural Venues
- Parks
- Festivals and events (including markets)
- Town Centres
- Council offices
- Public squares and other open spaces

Representatives from the 11 Councils Environmental Health NI Subgroup, Health and Safety Liaison Group, Emergency Planning leads and Health and Safety leads met to discuss the consultation and below are some reservations expressed by the group and Antrim and Newtownabbey Officers:

- the breadth of the proposals, particularly in relation to the imposing of a duty rather than using guidance;
- the National Threat level in Northern Ireland is different than the remainder of the UK;
- a UK wide approach is not deemed beneficial to this duty and could cause confusion;
- the consultation is very English centric;
- there are no Local Resilience Forums in Northern Ireland and the Civil Contingencies Act does not apply in full in Northern Ireland;
- Funding and resources and the need for development of competence of any officers designated to implement and enforce the duty;
- the PSNI presently conduct any formal awareness raising and education in relation to counter terrorism activities and it would be difficult for local authorities to take on any additional enforcement role in this duty.
- Councils have no control, or knowledge of terrorism attacks, the PSNI are the only ones who know where threats are coming from.



- Councils would be limited in terms of what they could do in event of an attack.

Officers are of the opinion that the proposed framework should not be the responsibility of Local Government but instead be led by the PSNI and Central Government and Councils work in partnership with these bodies.

Taking all the feedback into consideration a draft response to the Protect Duty Consultation "Making the public safer at publicly accessible locations" is **enclosed** for Members' consideration.

**RECOMMENDATION: that the draft response to the Protect Duty Consultation "Making the public safer at publicly accessible locations" be approved.**

Prepared by: Elaine Girvan, Corporate Health and Safety Manager

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Deputy Chief Executive of Finance and Governance (Interim)

## 12.10 ED/ED/183 COVID-19 SUNDAY OPENING HOURS

A decision was previously taken by the Council in April 2021 to extend relaxed enforcement action in relation to Sunday Opening Hours of large supermarkets to the end of June 2021. It was originally extended to facilitate 'safe' shopping environments and social distancing for staff and customers to help retailers manage customer volumes and better facilitate key workers, healthcare workers and customers with disabilities.

In light of the continued pandemic risk, it is now proposed to extend this arrangement further until the end of September 2021, prolonging the current period of trading hours relaxation.

As before, the period between 10am and 1pm will be set aside to facilitate key workers, healthcare workers and customers with disabilities. Normal liquor licencing provisions are not affected by this relaxation. Retailers are in all cases expected to comply with all current COVID-19 related legislation and regulations.

To this end, it is recommended that the Council does not undertake enforcement action against large retail shops (in excess of 280 m<sup>2</sup>) through to the end of September 2021, should they choose to open or deliver on a Sunday from 10am onwards. This will apply to all retail units across the Borough.

This arrangement is temporary and has been put in place to cover the period Sunday 27 June 2021 to Sunday 26 September 2021 inclusive. There is no change to smaller retail shops (under 280 m<sup>2</sup>), which can continue to trade up to 24 hours.

The legal advice is that, during the current COVID-19 pandemic, it is reasonable and proportionate for the Council to relax its enforcement powers in relation to Sunday trading hours under The Shops (Sunday Trading &c.) (Northern Ireland) Order 1997 for the period as outlined above. The new arrangements will be communicated to relevant retailers across the Borough.

**RECOMMENDATION: that the Sunday Trading arrangements be extended until the end of September 2021.**

Prepared by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

## 12.11 ED/GEN/006 ENTERPRISE SUPPORT INITIATIVE

Members are reminded that the Council has a statutory responsibility for new business start-up and entrepreneurship. The main business start-up support is provided through the Go for It Programme, which is managed by Lisburn and Castlereagh City Council on behalf of all Councils in Northern Ireland, and which is currently scheduled to run until March 2023. The GoForIt Programme supports entrepreneurs with a business idea to develop a business plan to assist with starting their business through workshops and 1-1 mentor support. On completion of GoForIt, Antrim and Newtownabbey Borough Council offers a bespoke additional 5 hours of coaching support and a small bursary of £200 to help entrepreneurs implement their business plan and set up the business.

### **Rebel OnDemand – Free Entrepreneurship Pilot Programme**

Mid and East Antrim Borough Council is taking the lead on a free entrepreneurship pilot programme with a private company in England, Rebel Business School, who are targeting entrepreneurs for early stage business start-up support. The focus is particularly on entrepreneurs who would not typically come forward for traditional government start up support. All 11 Councils in Northern Ireland have been invited to take part in a free trial, running for a period of 7 months. There is no financial implication to the Council; the trial period will involve promoting the Rebel OnDemand webpages and links for pre-start businesses to consider self-employment. In return, Councils will receive analytics on users from their area in order to develop business start-up support complementary to current programmes and create an additional, alternative referral route to the GoForIt Programme and other relevant support. Officers are continuing to liaise with Enterprise NI as the contracted authority for the GoForIt Programme to ensure alignment and complementarity between the two provisions.

The recent report on entrepreneurship across Northern Ireland commissioned by Belfast City Council in May 2020, and carried out by the Enterprise Research Centre (ERC) and Ulster University Economic Policy Centre (UUEPC) identified a gap in pre-start business support. A March 2021 report on The Impact of COVID-19 on Northern Ireland Business Start Up Activity by Ulster University Economic Policy Centre also outlines the opportunity to address challenges around business start-up in Northern Ireland and develop an entrepreneurial culture, generating economic growth. The aim of this business support programme is to engage a new audience for start-up support, using bite size, informal content in the form of specially created video, audio and written content available 24/7. It is hoped that from this activity, enquiries could be directed to the GoForIt programme, boosting the number of new business start-ups and contributing to job creation within the Borough. From the trial period, Rebel Business School will provide Council with background data on customer profiles and actions to outline the potential benefits of designing this type of solution for the future.

**RECOMMENDATION: that the Council agrees 'in principle' to take part in the free trial of the Rebel Business School – Rebel OnDemand programme subject**

**to agreement by the other 10 NI Councils and strategic alignment with the current GoFort/Northern Ireland Business Start-up provision.**

Prepared by: Sara Thompson, Economic Development Officer

Agreed by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

## 12.12 ED/ED/160 BALMORAL SHOW – COUNCIL PARTICIPATION

Following the Council's success as an exhibitor in the Food NI Limited show tent at the Balmoral Show in May 2019 Officers had made provision to once again showcase the best of the Borough's local food and drink businesses at the event in May 2020. That opportunity unfortunately could not be progressed because of the COVID-19 pandemic.

There is now an opportunity to participate in the re-scheduled event which is due to take place from Wednesday 22 September to Saturday 25 September 2021. The Balmoral Show is traditionally one of the largest events in the agricultural calendar and in football terms, is one of the top three events annually in Northern Ireland. It offers a unique showcasing opportunity for both local businesses and the Council.

Food NI Ltd has maintained 2020 fees for exhibitors at the 2021 event. The cost is £5,496.80 for a 6m x 3m stand. For the 2021 event it is proposed that the stand is refreshed to include the Council's new tourism logo and that participation at the show is extensively promoted through merchandise, competitions and give-aways to support the recovery of the Council's tourism and hospitality sector. The maximum budget allocated to exhibit annually at the Balmoral Show is £9,000 and this amount has been set aside within the Economic Development budget.

In terms of local business participation, officers have identified suitable businesses who had expressed an interest in the 2020 event and are currently engaging with them to confirm their interest.

If for any reason the business can no longer participate officers seek other suitable participant businesses and will maintain a reserve list of interested parties. It is proposed that a maximum of two local SMEs will be offered the opportunity to showcase their products on any single day at the event alongside Council officers who will be promoting the Borough.

**RECOMMENDATION: that the Council agrees to participate in the Balmoral Show annually at a maximum cost of £9,000 per annum.**

Prepared by: Alastair Law, Innovation and Funding Officer

Agreed by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

### **12.13 AC/GEN/072 TOWN CENTRE RECOVERY ACTION PLANS AND REVITALISE FUNDING**

Members are reminded that draft Action Plans for each of the five main towns of Antrim, Ballyclare, Crumlin, Glengormley and Randalstown were agreed at the March Council meeting with monthly updates to be brought to the Council. Updated plans were approved at the May Council Meeting.

DEA Member Engagement meetings were held for all 7 DEA's over the first two weeks of June and Members were briefed on their respective DEA Town Centre Recovery Action Plans, which were updated following meetings and are **enclosed**. Various actions within the plans are being delivered on an ongoing basis with others planned and the action Plans will continue to be updated monthly. Urban Markets and Summer Town Music animations planned for summer across the five towns have commenced and are being well received.

Since the announcement by the Executive of the easing of further restrictions Officers have undertaken a range of actions to support the safe re-opening of businesses. Council Officers are finalising the administration of DFC and DAERA Funded Covid-19 Revitalise Grant Programmes. 234 Letters of Offer were awarded and the value of projects proceeding (taking account of underspends and project withdrawals) is £181,557. Almost all projects are now complete, with the remaining 9 due to complete by end July 2021.

The initial Awning Scheme is now complete across all town centres. As agreed at the previous Council meeting the scheme is now being extended at a value of £50,000 from the DFC and DAERA Revitalise funds. Under this scheme businesses may be eligible for a grant capped at £2,000 each, to be awarded on a first come first served basis. The terms of agreement for the previous scheme will also be applied to these awning grants. As with all of the Revitalise Grant Applications applicants will be asked to evidence value for money.

In summary the recovery action plans and the DFC Revitalise Funding Initiatives focus on the creation of connected, clean and vibrant spaces across the Borough which will be attractive and welcoming spaces for both residents and visitors and encourage increased footfall and dwell time in our towns and therefore support economic recovery of all sectors. The various Covid related support measures outlined above will ensure that the Council is providing the required support to traders, residents and visitors as the economy opens up again.

**RECOMMENDATION: that the updated Town Centre Action Plans be approved and that monthly updates continue to be provided to the Council.**

Prepared by: Ursula Fay, Deputy Director Community Planning (Interim)/Colin McCabrey, Head of Economic Development

Approved by: Jacqui Dixon, Chief Executive

## 12.14 AC/HE/033 RAILWAY BRIDGE SALVAGE ANTRIM

Members are advised that Translink have been in contact with the Council regarding a salvaged Railway Bridge, which is in their possession in storage at Antrim Railway Station, photographs **enclosed**. Whilst they have not been able to provide exact details on the provenance of the bridge, other than it has come from the Antrim to Londonderry line research using the images of the bridge would suggest that it dates to the Victorian era and closely resembles the actual Antrim Station bridge as shown in an **enclosed** image.

There is a significant market interest in industrial salvage and an appetite for transport heritage and items such as this are often much sought after. Translink have been contacted by a number of third parties from the private sector enquiring about purchase of the bridge with one such offer exploring refurbishment of the structure and installation in an outdoor leisure park as a piece of public art.

Translink recognise that the bridge forms an important part of the heritage of the Borough, which has a number of train stations and a long standing railway network and infrastructure. They have offered to 'gift' the salvaged bridge to the Council.

It is proposed to accept this 'gift' and take the bridge into Council ownership and storage with a view to identifying the cost of restoration and location of the bridge in the future as a piece of heritage in a public space in Antrim potentially the redeveloped Steeple Park which is within close proximity to the Antrim Station. Once costs have been identified an application to the National Lottery Heritage Grant programme can be made under the 'places and objects linked to our industrial, maritime and transport history' funding category with grants of £10,000 to £250,000 available.

**RECOMMENDATION: that the offer to acquire the salvaged railway bridge from Translink, as part of the Borough's transport heritage, be approved with a further report outlining full restoration costs, proposals for future location of the bridge and outcome of any funding applications to be brought to a future meeting.**

Prepared by: Ursula Fay, Deputy Director Community Planning (Interim)

Approved by: Jacqui Dixon, Chief Executive

## 12.15 AC/EV/10 NI WOMEN'S EURO FOOTBALL CHAMPIONSHIPS 2022

Members are reminded that the following motion, brought by Councillors Bennington and McWilliam was unanimously agreed at the April Council meeting;

*"This Council recognises and celebrates the historic achievement of the Northern Ireland Women's Football Team in qualifying for Euro 2022, resolves to write to the Irish Football Association to congratulate the team on their fantastic achievement and engages with teams across the Borough on how women's football can be further developed."*

At this meeting it was requested that the live screening of the tournament be explored. Members are reminded that the Council screened the Northern Ireland Men's Football Team matches in the European Championships in 2016 at Mossley Mill and Antrim Castle Gardens at a total cost of approximately £50,000. The average cost per match at each venue being £6,250 with 8 matches in total screened as the team made it through to the last sixteen playing four matches in total.

Members may wish to consider a similar arrangement for the Northern Ireland Women's Team matches in the UEFA Women's European Football Championship in July 2022 using the Civic Square in Mossley Mill and the Parterre in Antrim Castle Gardens as suitable locations in the Borough, with V36 at The Valley another potential location. All venues are accessible to the public, whilst at the same time able to provide a controlled and safe environment for such an activity and able to accommodate erection of a large screen, technical capability, staff support, comfortable outdoor spectating for interested fans as well as supporting amenities such as car parking, public toilets and hospitality outlets.

There are sixteen teams playing in the tournament from 6 July to 31 July 2022 in venues across England which have been divided into four groups of four for the initial tournament stage. The Northern Ireland team will have at least three group matches to play. The Tournament draw will not take place until 28 October 2021 so details of the match schedule will not be available until then.

It is proposed to screen each of the three games at a single venue in the Borough on rotation between Antrim Castle Gardens, V36 at The Valley and Mossley Mill at a cost of approximately £7,000 per match per venue and therefore a total cost of £21,000.

Should Northern Ireland qualify from the pool stages they potentially could play up to another 4 matches. To continue to screen any additional games would cost an additional £7,000 per match per venue as a minimum.

**RECOMMENDATION: that the proposal to screen the Northern Ireland Women's UEFA European Football Championship Games in July 2022 at Antrim Castle Gardens, V36 at The Valley and Mossley Mill on a rotational basis at a cost of approximately £21,000 be approved, with provision to be made in the 2022/23 Arts and Culture estimates.**



Prepared by: Ursula Fay, Deputy Director Community Planning (Interim)

Approved by: Jacqui Dixon, Chief Executive

## 12.16 AC/TH/007 LOCAL GOVERNMENT BOUNDARIES REVIEW

Correspondence has been received from the Local Government Boundaries Commissioner, copy enclosed, requesting support from the Council regarding their Local Government Boundaries review.

They are planning to publish provisional proposals at the end of July in an accessible online format and are asking if the Council would facilitate access, for members of the public who do not have internet access, in Council offices. This can be achieved in a similar manner as the Planning Portal facility this will be subject to public health restrictions.

They are also planning to convene public hearings on the provisional proposals in each Council area. Given the public health situation they are planning for the eventuality that these will be 'virtual' rather than 'in person' hearings. However, in the hope that an 'in person' hearing for at least limited number of people in addition to plans for virtual events might be possible, they are requesting use of a Council venue for this hearing. The Auditorium in the Theatre at The Mill can accommodate such a hearing.

It is proposed to provide the support requested to the Local Government Boundaries Commissioner, subject to public health restrictions, as follows:-

|                      |                                      |   |
|----------------------|--------------------------------------|---|
| From the end of July | Mossley Mill and Antrim Civic Centre | Online access to view provisional proposals |
| Late September       | Auditorium, Theatre at the Mill      | In Person Hearing                           |

### **RECOMMENDATION: that**

- i. as part of the public consultation process, provision of online access to the Local Government Boundaries Commissioner provisional proposals in Mossley Mill and Antrim Civic Centre from the end of July be approved, and**
- ii. provision of the Auditorium at Theatre at The Mill for an 'in person' hearing in late September be approved, both subject to public health restrictions.**

Prepared by: Ursula Fay, Deputy Director Community Planning (Interim)

Approved by: Jacqui Dixon, Chief Executive

## 12.17 ED/ED/080/VOL4 COUNCIL EVENTS 2021 UPDATE

Members are reminded that it was agreed at the January Council meeting that the Council Events Plan for 2021 be implemented and kept under review. At the May Council meeting updated event plans were approved with regular updates on the events programme to be presented to the Council. At the DEA Member Engagement Meetings held over the first two weeks of June Members were given an update on their respective DEA events.

A further update on the Council Events for 2021 is presented below:

### Council Events Update 2021

| <b>Month/<br/>Date<br/>Normal</b>           | <b>Event</b>   | <b>Budget</b>                       | <b>Proposed Delivery Option / Considerations &amp; Branding</b>   |
|---|--|-------------------------------------|---|
| <b>May</b>                                  |  |                                     |   |
| Mon 3rd                                     | NI Centenary (lighting of 2 beacons and the opening of 2 Centenary Woods | Included in Centenary Budget        | Events held by invitation only to elected members and members of NI Centenary Working Group.  |
| Sat 8th                                     | Darkness into Light  | £2,000                              | Completed Virtually   |
| 25-29 <sup>th</sup>                         | May Fair   | £25,000                             | This event did not take place this year.  |
| Sat 29 <sup>th</sup> & Sun 30 <sup>th</sup> | Antrim Live  | £15,000                             | Incorporated into One Giant Weekend.  |
| July to August                              | Summer Sunday Music  | £9,000                              | Sunday concerts booked weekly in JLSP, ACG, V36 and Antrim Loughshore Park at a cost of £8,000.   |
| <b>June</b>                                 |  |                                     |   |
| Sat 19 <sup>th</sup> – Sun 20 <sup>th</sup> | Garden Show Ireland  | £35,000                             | Garden Show Ireland 2022 promotional element incorporated into One Giant Weekend on 4 September.  |
| Sat 19 <sup>th</sup>                        | Antrim and Newtownabbey Pipe Band Championship                           | £15,000 plus £5,000 in kind support | RSPBNI have requested the event becomes a Pipe Band Festival and is rescheduled to 7 August with a reduced budget of £8,000.  |
| Fri 25 <sup>th</sup>                        | Schools Out for summer   | £5,000                              | V36 at The Valley.<br>Given Covid 19 restrictions this event did not go ahead. There was a virtual Cool FM roadshow event delivered to post primary pupils across the on 25 June as part of the programme to recognise children's resilience in relation to Covid 19. |
| <b>July</b>                                 |  |                                     |   |

| <b>Month/<br/>Date<br/>Normal</b>              | <b>Event</b>           | <b>Budget</b>                       | <b>Proposed Delivery Option / Considerations &amp; Branding</b>   |
|--|------------------------|-------------------------------------|---|
| Fridays in July and August 2 July to 27 August | Brighter Nights        | £18,600                             | Lilian Bland Community Park Glengormley Event delivered in its traditional format, Friday evenings 6.30pm to 8.30pm, of family fun depending upon restrictions in place with Covid secure measures.   |
| W'ends end July to end August                  | Theatre Ticketed Shows | Theatre budget income to cover cost | Civic Square at Mossley Mill and Parterre Garden Antrim Castle Gardens. Streaming and screening options to be included if possible.   |
| <b>August</b>                                  |                        |                                     |   |
| 7 <sup>th</sup>                                | Party in the Park      | £20,000                             | Antrim Castle Gardens Event to be rescheduled for Sunday 8 August and combined with Antrim Festival Family Sunday at a cost of £10,000 to the Council.  |
| 28 <sup>th</sup> and 29 <sup>th</sup>          | Shoreline Festival     | £31,000                             | Following consultation with traders Shoreline Festival will not be held but instead it is proposed to deliver 3 small 'Taste and Sea' Whiteabbey events on the last Saturday in July/August/September, which will feature artisan markets in the Council car park in the village with various food, drink and retail offers from the village businesses along with animations in the village and JLSP seaside themed potentially to include Kite Festival, Sand Sculptures and Treasure Trail. With a reduced budget of £12,000. The market in September will be a twilight market to support the night time economy. |
| <b>September</b>                               |                        |                                     |   |
| 3 <sup>rd</sup> to 4 <sup>th</sup>             | One Giant Weekend      | £50,000                             | One Giant Evening V36 at The Valley including fireworks and One Giant Picnic ACG: Main Centenary events with Garden Show Ireland promotional element and Antrim Live included at ACG on 4 September   |
| 5 <sup>th</sup>                                | Spinning Yarns         | £10,000                             | Mossley Mill – To be held on Sunday 5 September as part of One Giant Weekend  |
| 5 <sup>th</sup>                                | Cultural Colours       | £5,000                              | A 'Mela' event celebrating community diversity to be delivered by Antrim Festival Group with support from the Council.  |
| <b>October</b>                                 |                        |                                     |   |
| 30 Oct   | 2 x Halloween events   | £38,000                             | Spooked Out at V36 30 October 2021 in V36 at The Valley<br>The Junction, Antrim – officers are in ongoing discussions with The Junction about plans for Halloween with a view to delivering a week  |

| <b>Month/<br/>Date<br/>Normal</b> | <b>Event</b>                            | <b>Budget</b> | <b>Proposed Delivery Option / Considerations &amp; Branding</b>                         |
|-----------------------------------|---|---------------|---|
|                                   |   |               | of smaller events rather than one large scale evening event.                            |
| <b>December</b>                   |   |               |   |
| TBC                               | Enchanted Winter Garden                 | £46,000       | Antrim Castle Gardens over multiple evenings in November/December. See separate report. |
| TBC                               | 7 DEA Christmas Lights Switch On Events | £74,000       | Live or Virtual depending on Covid-19 restrictions at the time                          |

In terms of additional animations in the form of the Panoramic Wheel and a Panoramic Park Members are advised that operation of The Wheel in Antrim Town has ended and The Panoramic Wheel will be installed in Jordanstown Loughshore Park from mid-August, with the Panoramic Park of smaller funfair attractions approved to operate in the 'bowl' area of the Park from 9 July 2021.

In addition to Council led events, an update on community and other events was reported to the May Council meeting with a further update below:

- May Day Steam Rally – Organisers have announced that the event planned for Sunday 2 and Monday 3 May 2021 is cancelled but they had been considering running the event on the last weekend in August subject to Covid19 regulations at that time. This remains under review however officers anticipate that they may postpone until 2022.
- The Irish Game Fair and Food Festival has been postponed until 25 and 26 June 2022.
- ISPS Handa World Golf Invitational 2021 – Event promoters are progressing planning to deliver the event from 27 July to 1 August 2021 with sponsorship support from the Council approved. Officers are continuing to engage with organisers to support delivery.
- Statscup Supercup NI – At the May Council meeting it was agreed to support the organisers alternative event proposal with an associated budget of £25,000 to comprise a community fun day, football match and hosting of the premier league youth team within the Borough. Officers are continuing to liaise with the event promoters to obtain a more detailed programme of activity, associated costs, PR coverage and benefits to the local area.
- Antrim Festival Group – The Group revised plans to combine their Festival Family Sunday with Party in The Park on Sunday 8 August in Antrim Castle Gardens and deliver a 'Cultural Colours' family event celebrating diversity on Sunday 5 September as part of One Giant Weekend. Both events will aim to raise funds for the St John Ambulance Group.
- Radox Antrim Agricultural Show, scheduled for Saturday 24 July in Shanes Castle, has now been cancelled for 2021.
- V Fest at V36 at The Valley – A Dance Music Festival originally planned for September 2021 has now been postponed to March 2022. Officers are

supporting NACN in planning for this event, which has received £5,000 from the Community Festival Fund.

- Antrim Food Festival - At the May Council meeting it was agreed that Antrim Castle Gardens and Antrim Loughshore Park host elements of this new event and provision of financial assistance of approximately £12,500 to Castle Mall and The Junction towards event was approved from economic development budgets. Alongside this sponsorship, it was agreed to provide in-kind support in the form of gazebos, waste collection, undertaking visitor surveys and provision of Covid Aware Ambassadors. Officers are working with Castle Mall and The Junction to deliver the event.

**RECOMMENDATION: that**

**(a) the updated events plan be approved with further updates on the events programme to be presented to the Council**

**(b) any additional budgets from events that do not proceed or are delivered at a reduced cost be directed to the Town Centre and Villages Recovery programme**

Prepared by: Ursula Fay, Deputy Director Community Planning (Interim)

Agreed by: Majella McAlister, Deputy Chief Executive of Economic Growth

Approved by: Jacqui Dixon, Chief Executive

## **12.18 PK/GEN/173 HAZELBANK PAVILION**

Following approval by Council in April 2019, for a short-term let of the Pavilion by Abbey Sure Start from June 2018 to December 2019 or March 2020 at the latest, the arrangements were subsequently extended and are due to finish in July 2021.

The Group has alternative accommodation planned for the Diamond in Rathcoole, however, has recently indicated that due to delays they are not in a position to move to the premises at the Diamond. An offer has been made to the Group by the Principal of Abbots Cross Primary School for the use of a classroom for a year and a speedy reply is needed to enable staff to clear the classroom out before they finish for the summer.

The Group's preference would be to remain in Hazelbank for a further year – to July 2022.

Members are reminded that the capital programme includes a project comprising Hazelbank Pavilion and visitor facilities including replacement toilet provision, upgraded play park, maze and rose garden. It is anticipated that this project will be progressed over coming months, however if the Sure Start Group's request was to be approved, it could be developed in phases with the visitor facilities deferred until July 2022.

**The Council's instructions are requested.**

Prepared by: Geraldine Girvan, Deputy Chief Executive of Operations (Interim)

## 12.19 PK/GEN/021 ULSTER IN BLOOM COMMUNITY CHAMPION

Members are advised that as the Translink Ulster in Bloom competition is going ahead this year, nominations are being sought for the 'Community Champion' category.

A maximum of 3 individual nominations can be made per Council and entries must be submitted by Friday, 13 August 2021.

It is proposed that 3 nominations are made:

Helen Boyd from Tidy Randalstown,  
Richard Wallace from Ballynure Friendship Group and  
Derek Kernohan from Whiteabbey Village Business Association

**RECOMMENDATION: that nominations are made to the Translink Ulster in Bloom competition 2021 as set out above.**

Prepared by: Angela Ross, Parks Development Officer

Agreed by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations (Interim)



## 12.20 CCS/CPRM/005 CUSTOMER SERVICE

Members will be aware that there are currently two switchboard numbers for customers to contact the Council, staffed by the Customer Services Teams, based at Antrim Civic Centre (028 9446 3113) and Mossley Mill (028 9034 0000). This arrangement has been in place since the legacy Councils merged in 2015 to form Antrim and Newtownabbey Borough Council. The transfer of planning powers at that time necessitated the introduction of a new 0300 number for the Council's new Planning Service.

As the Council is more than five years old now, to make things easier for the public, it would be timely to offer just one switchboard number, instead of having an Antrim number and a Newtownabbey number. The new number would be an 0300 number, charged at a local rate. This would make access clearer for customers and help to enhance the Council's overall corporate identity.

In making this change, it will be necessary to operate the new telephone number and the existing numbers concurrently for a period of time, the recommended period being six months. During this transition period an awareness campaign will be put in place to publicise both the introduction of the new number and the dates of the discontinuation of the existing numbers.

Members will be aware that, as a result of the COVID-19 pandemic, Customer Service Hubs were introduced to handle increased communications at entry points into Parks and Leisure and Arts and Culture. The Hubs provided dedicated staff in the Hubs to handle the high volume of phone calls, emails, and Live Chat conversations and it is proposed that this continues and these services also move to 0300 numbers – 1 for Parks and Leisure and 1 for Arts and Culture.

It is proposed that, following the implementation of the above, a review and evaluation will be carried out and further recommendations for customer service improvements be brought to Members in due course.

The proposed changes will create efficiencies in the service areas, freeing up staff outside the Hubs to focus on face-to-face customer interactions.

### **RECOMMENDATION: that**

- i. the proposals be implemented;**
- ii. a review and evaluation be carried out and further recommendations for customer service improvements be brought to Members in due course.**

Prepared by: Simon Hope, Interim Director of Communications and Customers

Approved by: Jacqui Dixon, Chief Executive

## 12.21 G/MSMO/008/VOL 2 AERA'S CONSULTATION ON THE NEW CLIMATE CHANGE BILL CURRENTLY BEFORE THE ASSEMBLY

The Assembly's Agriculture, Environment and Rural Affairs (AERA) Committee is calling on people and organisations across all relevant sectors to give their views on the new Climate Change Bill that is currently before the Assembly.

For the first time the Assembly is using online Citizen Space only to receive evidence and views

- The Committee 'Call for Evidence and Views' can be accessed via <http://nia1.me/climatebill>
- Any submissions should be made using the '[submit your response](#)' link.
- You can also access the links through the Committee for AERA [webpage](#).

A response to the consultation is due by 15 July 2021.

The Bill sets out a framework to mitigate the effects of Climate Change in the coming years.

This includes reducing the amount of greenhouse gases released into the atmosphere and balancing the amount removed by our industries and through energy use.

The crux of the consultation is to seek views from stakeholders on the objectives, proposals and potential consequences of the Bill so it can understand how the legislation could affect different parts of society and how effective it may be in achieving its aims.

Similar to DAERA's discussion paper on the Climate Change Bill in January 2021, Sustainable NI have provided a draft response to the consultation and this is **enclosed**.

Members may wish to endorse the Sustainable NI response or respond on a Corporate, Individual or Party Political basis.

**The Council's instructions are requested.**

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Deputy Chief Executive of Finance and Governance (Interim)

## 12.22 AC/EV/017 ENCHANTED WINTER GARDEN 2021

Members are reminded that at the February 2020 Community Planning Committee the 2019 Enchanted Winter Garden event review and proposed arrangements for the 2020 event were agreed including a budget of £46,000 and admission fees of £5 per adult, £3 per child and £14 for a family of four with Under 2's free. A copy of the Review and 2020 Proposal is enclosed for Members' information.

At the Committee in September 2020 it was subsequently agreed to cancel the event for 2020 due to continued restrictions. The only contract in place for the event was for the lighting element and at this meeting it was also agreed to offer AJC LTD a contract holiday for 2020 with an additional year to be added to the contract term. They are therefore contracted to a value of £100,000 to deliver lighting illuminations for the event in 2021 and 2022.

Current restrictions in place limit attendance at outdoor events to 500. The proposed arrangements for Enchanted Winter Garden approved in 2020 are based upon a capacity each evening of the event of 7,500 with 1250 being admitted at half hourly pre-booked intervals from 4pm to 7pm nightly.

Should all restrictions around events be lifted by December there is likely to be a significant appetite for this extremely popular event and it is proposed if this is the case that the approved arrangements for the 2020 event, as approved by Committee in February 2020, be delivered in 2021. Planning on this basis can commence without firm commitments being made so there is no risk to the Council should the event ultimately not be able to run. The following dates and times are proposed for the Enchanted Winter Garden 2021:

**Event Duration** - Operate the event over 18 nights as follows:

- Saturday 27 November to Sunday 29 November 2021
- Thursday 2 December to Sunday 5 December 2021
- Thursday 9 December to Sunday 12 December 2021
- Thursday 16 December to Tuesday 21 December 2021
- Inclusive Enchantment on Wednesday 1 and 8 December which enables rescheduling should bad weather present

### Opening Times and Sessions

It is proposed to open at 4.00pm and close at 9.30pm to allow the number of booking sessions to be spread out as follows: -

|                          |                      |
|--------------------------|----------------------|
| 3 sessions               | 4.00pm 1250 visitors |
|                          | 4.30pm 1250 visitors |
|                          | 5.00pm 1250 visitors |
| Break from 5pm until 6pm |                      |
| 3 sessions               | 6.00pm 1250 visitors |
|                          | 6.30pm 1250 visitors |
|                          | 7.00pm 1250 visitors |

Taking into account the uncertainty around restrictions alternative options for delivery of the Enchanted Winter Garden event are proposed for Members' consideration:

If restrictions are as they are currently with a limit of 500 permitted at outdoor events the event could be delivered as an animated trail experience following a one-way route around the Gardens with the full illumination experience, music and limited other animations but no large scale attractions or food village.

This model could be delivered with a reduced cost and if delivered over additional dates can generate sufficient ticketing income to deliver the event within the approved budget of £46,000. The following dates and times are proposed for this Enchanted Winter Garden model:

**Event Duration** – Operate the event over 23 nights as follows:

- Thursday 25 November to Sunday 29 November 2021
- Wednesday 1 December to Sunday 5 December 2021
- Wednesday 8 December to Sunday 12 December 2021
- Wednesday 15 December to Tuesday 21 December 2021
- Inclusive Enchantment on Tuesday 30 November and 7 December which enables rescheduling bad weather present

### **Opening Times and Sessions**

It is proposed to open at 4.00pm and close at 10.00pm to allow the number of booking sessions to be spread out as follows:

|           |                     |
|-----------|---------------------|
| 1 session | 4.00pm 500 visitors |
| 1 session | 5.30pm 500 visitors |
| 1 session | 7.00pm 500 visitors |
| 1 session | 8.30pm 500 visitors |

Another alternative for delivery of the event could be operation of the model above restricted to 500 at any one time from Halloween to December at weekends only initially, which potentially can achieve additional income but also support Town Centre recovery by bringing additional footfall over a longer period. The following dates and times are proposed for this Enchanted Winter Garden model:

**Event Duration** – Operate the event, over 36 nights as follows

- Monday 25 October to Sunday 31 October
- Friday 5 November to Sunday 7 November
- Friday 12 November to Sunday 14 November
- Friday 19 November to Sunday 21 November
- Thursday 25 November to Sunday 29 November 2021
- Wednesday 1 December to Sunday 5 December 2021
- Wednesday 8 December to Sunday 12 December 2021
- Wednesday 15 December to Tuesday 21 December 2021
- Inclusive Enchantment on Tuesday 30 November and 7 December which enables rescheduling bad weather present

## Opening Times and Sessions

It is proposed to open at 4.00pm and close at 10.00pm to allow the number of booking sessions to be spread out as follows:

|           |                     |
|-----------|---------------------|
| 1 session | 4.00pm 500 visitors |
| 1 session | 5.30pm 500 visitors |
| 1 session | 7.00pm 500 visitors |
| 1 session | 8.30pm 500 visitors |

This model, which adds 13 nights, can potentially bring a further 26,000 visitors to the event and therefore to the Town. The cost of the lighting illumination installation is fixed so additional nights of the event bring limited additional cost, which will be covered by additional ticket income ensuring the event is delivered within the approved budget of £46,000.

For both alternative options above the approved ticket fees are proposed to still apply. The additional attractions delivered within the full event experience carry additional charges therefore it is reasonable to apply the same ticket fee to an animated trail event experience. Previous post event surveys carried out consistently found that the most popular aspect of the event is the lighting illuminations with a 95% satisfaction rating.

Should restrictions not permit large scale events in late autumn and winter then it is proposed that the event be cancelled and the contract for the illuminations, to the value of £46,000 equivalent to the event budget, be delivered across Town Centres to achieve additional seasonal animation to support the retail sector.

### **RECOMMENDATION: that**

- (a) the delivery of the Enchanted Winter Garden event on the basis previously agreed for the 2020 event be approved providing restrictions permit;**
- (b) should the restrictions exist as at present limiting numbers to 500 then the event delivery model be adjusted as outlined above with a further report to be brought back to the Council;**
- (c) should restrictions not permit large scale events in autumn/winter 2021 the cancellation of Enchanted Winter Garden 2021 be approved and part of the contract for the illuminations to be value of £46,000 be delivered across the Town Centres.**

Prepared by: Ursula Fay, Deputy Director Community Planning (Interim)

Approved by: Jacqui Dixon, Chief Executive

## 12.23 ED/ED/202 CORPORATE JOBSTART SCHEME PROPOSALS

Members will be aware that Council Officers are in the process of advancing a local Labour Market Partnership (LMP). The aim of the partnership is to improve labour market conditions by working through coordinated, collaborative, multi-agency groupings. The action plan for the partnership will help meet regional objectives whilst being flexible to meet the needs presented by localised conditions, employers and employees. The activity of the partnership will be financially supported by The Department for Communities (DFC) subject to agreement of the Local Labour Market Partnership Action Plan. Officers are in the process of engaging with partners to develop the action plan with a view to having it ready for implementation in September 2021.

An important aspect of this work will be 'pathway development'. For ease of communication, understanding and clarity of partner roles and responsibilities officers are intending to develop a pathway map to frame recommended interventions. It is proposed that the pathway element will:

- segment priority participants,
- align target participant groups to strategic priorities,
- structure strategic priorities along a stepped pathway to qualifications and / or employment, and
- link the pathway to the appropriate partner organisation(s)

This approach will help the most disadvantaged and persons with multiple barriers to employment, including minority groups to access suitable support tailored to their needs. In advance of this action plan being developed officers have been engaging with the Department for Communities to advance some quick wins and are seeking Member's consideration of advancing a Corporate JobStart programme in partnership with The Department for Communities. The proposed approach is to identify council positions and mentors to host economically inactive placements. Officers have been liaising with DFC Jobs and Benefits Office and have identified the following options for Council Managers:

- 2-8 week work experience placement for claimants aged 16 – 64;
- 13 week placements for claimants aged 16 – 24 with the requirement for an interview at the end of the placement ('opportunity guarantee')
- 6 – 9 month placement for 16-24 year olds, 25 hours per week

Across each of the options there is no cost to the Council with claimants receiving support directly from DFC.

An initial internal scoping exercise has identified the following opportunities within the organisation:

| <b>Section</b>     | <b>Opportunity</b>  |
|--------------------|---|
| Communications     | X1 Admin Assistant  |
| Community Planning | X4 (Attendants, Business Support / Admin and Community Development) |
| Parks and Leisure  | X12 concurrently (Parks Operatives)                                 |
| Parks and Leisure  | X6 concurrently (Leisure Attendants)                                |

|                      |                        |
|----------------------|------------------------|
| Economic Development | X1 (Project Assistant) |
| HR                   | X1 (Admin Assistant)   |

It is recommended that a small training budget of £3,000 is made available to placements where the necessary commitment is demonstrated. An example of this may be the National Pool Lifeguard Qualification Training which includes CPR and First aid training etc. Some of this budget may be available from DFC as a benefit to hosting the placements.

The Council's HR Department is also drafting an outline for a Placement Programme which will set out an approach to the hosting, subsistence and / or payment of both college/university placements and placements supporting persons with a disability. This will be tabled back to a future meeting of the Council for consideration.

It is anticipated that facilitating a paid university placement on a full time basis and paying the national living wage of £9.50 per hour would cost in the region of £20,500 per placement. Any placement will be subject to the approval of an appropriate business case by the Corporate Leadership Team.

**RECOMMENDATION: that the Council agrees the advancement of a Corporate JobStart Programme in partnership with The Department for Communities on a pilot basis as outlined in the report with a budget of £3,000 made available to support the training needs of the placements where required. In addition, approval is being sought to facilitate paid university placements between September 2021 to June 2022 subject to the approval of an appropriate business case by the Corporate Leadership Team.**

Prepared and Agreed by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

## **12.24 HR/LD/016 NILGA REGIONAL PROGRAMME FOR ELECTED MEMBER DEVELOPMENT 2021/22**

Members are reminded that NILGA co-ordinates an annual all-council Regional Programme of Elected Member Development.

This Regional Programme compliments the Council's specific training and is designed to provide elected members with a co-ordinated toolkit of learning. This builds on the NILGA delivered nationally accredited Charter initiative.

Correspondence received from NILGA provides details of the 2021/22 Programme and invites nominations to attend (a copy of the correspondence is **enclosed**)

- **NILGA Local Planning Leadership Programme 2021/22 (endorsed award)**

This is a 7 module programme commencing on 24 September 2021 and will convene once a month until 25 March 2022. Indicative costs per participant is up to £473 ex VAT.

NILGA seeks 3 nominations, with scope for a further 8 members.

- **NILGA Accredited Leadership Programme 2021/22**

NILGA is delivering a CPD standards, 8 module accredited leadership programme which aims to develop the practical skills necessary for strategic understanding of the context within which councillors work and the capabilities they need using relevant models and concepts to help them improve their strategic leadership approach in a local political environment.

The programme will commence on 16 September 2021 and will convene once a month until 21 April 2022. Indicative costs per participant is up to £948 ex VAT.

**RECOMMENDATION: The Council's nominations are sought as follows:**

- (a) 3 Elected Members to the Local Planning Leadership Programme 2021/22**
- (b) Elected Members to the Leadership Programme 2021/22**

Prepared by Jennifer Close, Interim Head of Human Resources

Approved by: Jacqui Dixon, Chief Executive



### 13 ITEMS FOR NOTING

#### 13.1 G/MSMO/14 MOTION – ARDS AND NORTH DOWN BOROUGH COUNCIL – NORTHERN IRELAND CENTENARY STONE SCULPTURE

Members are advised that correspondence has been received from Ards and North Down Borough Council regarding a Motion adopted by that Council.

A copy of the letter is enclosed for Members' information.

**RECOMMENDATION: that the correspondence from Ards and North Down Borough Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

**13.2 G/MSMO/14 MOTION – MONAGHAN COUNTY COUNCIL – GLOBAL DISTRIBUTION OF COVID VACCINES, TREATMENTS AND THERAPIES**

Members are advised that correspondence has been received from Monaghan County Council regarding a Motion adopted by that Council.

A copy of the letter is **enclosed** for Members' information.

**RECOMMENDATION: that the correspondence from Monaghan County Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

### **13.3 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL**

As agreed at the August 2019 meeting of the Council, the Northern Ireland Housing Council's June 2021 monthly bulletin is enclosed for Members' information. A copy of the minutes of the Housing Council meeting on 13 May 2021 are also enclosed.

**RECOMMENDATION: that the report be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

### 13.4 CCS/GEN/007 SPECIAL SCHOOLS SUMMER SCHEME FUNDING UPDATE

Members are reminded that Council agreed to support equitable access to Summer Schemes and Programmes across the Borough for children and young people with special needs via a contribution of up to a maximum of £5k to each Special School in the Borough that delivers a Summer Scheme/Programme.

Of the five special schools two have applied for the funding – Hill Croft School and Riverside School. Rostulla and Jordanstown Schools are not making submissions this year. Thornfield House School do not provide a Summer Scheme Programme for pupils and therefore did not apply. The majority of their pupils board during school term due to the travel time from their family home.

A summary of the benefits of the funding for children, parents and staff for the two schools is listed below:

- Respite during holidays when routines are difficult to maintain in a familiar setting and aid the “recovery” process following the impact of Covid-19 pandemic
- A wider programme of activities including, yoga, sensory play, circus skills, virtual theatre, face painting, drums, jungle pets, cooking and art workshops
- Provide equipment such as iPads, tricycles and Lego
- Support with COVID-19 related costs such as buying rapid result test kits

**RECOMMENDATION: that the report be noted.**

Prepared by: Ellen Boyd, Accessibility and Customer Services Officer

Approved by: Simon Hope, Interim Director of Communications and Customers

**13.5 G/MSMO/107 & /G/MSMO/112 CORRESPONDENCE – MID ULSTER DISTRICT COUNCIL**

Members are advised that correspondence has been received from Mid Ulster District Council regarding the Mother & Baby Institutions and the Magdalene Laundries.

A copy of the correspondence is **enclosed** for Members' information.

**RECOMMENDATION: that the correspondence from Mid Ulster District Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

**13.6 G/MSMO/14 MOTION – FERMANAGH AND OMAGH DISTRICT COUNCIL – IMPLEMENTATION OF BDS SUPPORT IN RELATION TO PSNI/AN GARDA SIOCHANA PARTNERSHIPS WITH ISRAELI SECURITY FORCES AND COMPANIES WITH INVOLVEMENT IN ILLEGAL ISRAELI SETTLEMENTS**

Members are advised that correspondence has been received from Fermanagh and Omagh District Council regarding a Motion adopted by that Council.

A copy of the correspondence is **enclosed** for Members' information.

**RECOMMENDATION: that the correspondence from Fermanagh and Omagh District Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

### **13.7 PK/PG/005 AUTISM FRIENDLY SESSIONS AT PLAY PARKS**

Following several requests from Borough residents relating to the possibility of providing sessions in Council play parks suitable for children with autism, Officers have developed a pilot scheme which is proposed to be launched in two parks either side of the Borough.

If approved, the pilot scheme would offer one hour programmed sessions for children with autism at Steeple Play Park, Antrim and Hazelbank Play Park, Newtownabbey.

As well as having signage in place requesting all visitors to keep noise levels to a minimum during designated slots, Officers will also ensure there is no noisy machinery etc near the parks that could be overstimulating for users of the park. There will also be sensory activities on site during this time to provide additional opportunity for play, such as making a "bee bomb" or creating a "calming glitter jar". During the session, there will be a Park Warden and/or Council Officer present at the Play Park to manage access, with capacity inside the park reduced and managed with a footfall counter.

If successful it is anticipated that these programmed autism friendly sessions will be delivered in other suitable play parks across the Borough.

**RECOMMENDATION: that this report be noted**

Prepared by: Angela Ross, Parks Development Officer

Agreed by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)  
(Interim)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations  
(Interim)

### **13.8 CP/CD/345 COMMUNITY CENTRES – FREE USE REQUESTS**

Members are advised that requests have been made for the free use of Ballyduff Community Centre and Rathenraw Community Centres, by Ballyduff Shine Scripture Union and Rathenraw Youth Scheme respectively. Both groups have been granted free use of the facilities in the past and plan to provide valuable engagement activity for children and young people over the summer period. As such both requests will be accommodated this year.

Rathenraw Youth Scheme plan to operate a summer scheme for Primary School children from 9-30 July 2021 and for Post Primary ages children from 2-13 August 2021. Each session will run 9:30 am-3:30 pm Monday - Friday. Ballyduff Shine Scripture Union plan to operate a summer scheme 25-29 July 2021. A kid's club for Primary School children will run 12:30 pm-3:30 pm and a youth club for Post Primary will run 7 pm-9 pm.

Members are reminded that at the Community Planning Committee in September 2019 it was agreed that Community Facilities be included under the existing Leisure, Arts and Culture Pricing Policy for free use requests and are advised that the policy will be reviewed in the near future with a report brought back to a future meeting.

**RECOMMENDATION: that the report be noted**

Prepared by: Paul Townsend, Community Facilities Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning (Interim)

Approved by: Ursula Fay, Deputy Director of Community Planning (Interim)



### 13.9 G/GEN/018 LEGISLATION PERTAINING TO VIRTUAL COUNCIL MEETINGS AND PERFORMANCE IMPROVEMENT

#### Virtual Council Meetings

At the April 2021 Council meeting Elected Members agreed the interim arrangements to facilitate decision making by Council during the period when remote meetings could not be held. This allowed for authority to be delegated to the Chief Executive to implement decisions by Council.

#### Performance Improvement

At the March 2021 Audit Committee Elected Members were advised that Council was awaiting formal guidance from the Department for Communities in relation to the arrangements for 2021-22, however it was expected that the improvement duty will reflect a "broader definition" stretching beyond improvement to include recovery objectives.

The **enclosed** letter from DfC provides an update on both these issues.

**RECOMMENDATION: that the report and enclosed letter are noted.**

Prepared by: Sandra Cole, Deputy Chief Executive of Finance & Governance (Interim)

Approved by: Jacqui Dixon, Chief Executive

### **13.10 FI/AUD/02 REVIEW OF THE EFFECTIVENESS OF THE AUDIT COMMITTEE AND AUDIT COMMITTEE ANNUAL REPORT 2020/21**

Members are advised that Chartered Institute of Public Finance and Accountancy's (CIPFA) Audit Committee – Practical Guidance for Local Authorities and Police 2018, places a requirement on Audit Committees to “Report regularly on their work, and at least annually report an assessment of their performance”.

On 10 February 2021, Members of the Audit Committee participated in a facilitated self-assessment review of the performance of the Audit Committee, where they completed the 'Evaluating the Effectiveness of the Audit Committee' self-assessment checklist. The results (**enclosed**) of this review were agreed by the Audit Committee at their meeting in March 2021.

The Audit Committee has also prepared an Annual Report (**enclosed**) which was approved at their meeting on 22 June 2021. This report outlines the Audit Committee's activities during 2020/21 and how the Committee has discharged its roles and responsibilities as set out in the Audit Committee Terms of Reference.

**RECOMMENDATION: that the report be noted.**

Prepared by: Paul Caulcutt, Head of Internal Audit

Approved by: Sandra Cole, Deputy Chief Executive of Finance and Governance (Interim)

### **13.11 FI/FIN/048 ELECTORAL OFFICE NORTHERN IRELAND**

Further to Members' agreement at May Council to facilitate Canvass by the Electoral Office of Northern Ireland (EONI), the following arrangements have been made:

1. Valley Leisure Centre Reception will facilitate 2 canvassers from EONI from 6 July to 26 October every Tuesday from 2 pm to 8 pm;
2. A link will be provided from the Council website to the EONI website in order for the electorate to access information;
3. A kiosk, essentially a public access computer facilitating online registration, has been ordered for Mossley Mill reception with anticipated delivery mid July however EONI supplier is experiencing unexpected supply line problems and this may be delayed.

**RECOMMENDATION: that the report be noted.**

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Deputy Chief Executive of Finance and Governance (Interim)