



4 June 2025

Committee Chair: Alderman J Smyth

Committee Vice-Chair: Councillor L O'Hagan

Committee Members: Aldermen – L Boyle, P Bradley and L Clarke

Councillors – J Archibald-Brown, R Foster, J Gilmour,  
N Kelly, AM Logue, A McAuley, E McLaughlin,  
V McWilliam, M Stewart and S Ward

Dear Member

#### **MEETING OF THE OPERATIONS COMMITTEE**

A meeting of the Operations Committee will be held in the **Round Tower Chamber, Antrim Civic Centre on Monday 9 June 2025 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**

**PLEASE NOTE: Refreshments will be available in the Café from 5.20pm**

**For any queries, please contact Member Services:**  
Tel: 028 9448 1301

[memberservices@antrimandnewtownabbey.gov.uk](mailto:memberservices@antrimandnewtownabbey.gov.uk)

## **A G E N D A**

### **1 APOLOGIES**

### **2 DECLARATIONS OF INTEREST**

### **3 PRESENTATION**

- 3.1 Irish Football Association – Mr Patrick Nelson and Mr Graham Fitzgerald

### **4 ITEMS FOR DECISION**

- 4.1 Parks and Open Spaces Sub-Group Minutes
- 4.2 Proposed Amendment to Cemetery Rules and Regulations
- 4.3 Food Service Delivery Plan 2025-2026
- 4.4 Application for Grant of an Occasional (Outdoor) Entertainment Licence
- 4.5 Approval of Premises as a Coldstore
- 4.6 Health and Safety Service Delivery Plan 2025-2026
- 4.7 Review of Waste Collection Policy
- 4.8 Review of Environmental Policy
- 4.9 Request for Live Here Love Here Funding
- 4.10 St James Aldergrove GAC – Letter of Support
- 4.11 PEACEPLUS Programme

### **5 ITEMS FOR NOTING**

- 5.1 Performance and Improvement Plan 2024/25 Performance Progress Report Quarter 4 - Operations
- 5.2 Directorate Business Plan 2024/25 Performance Progress Bi-Annual Update Report
- 5.3 Health and Wellbeing Outcome Based Accountability Report 2024/25
- 5.4 Section 75 Equality Screening
- 5.5 Review of Legacy Council Dog Control Orders

### **6 ANY OTHER RELEVANT BUSINESS**

## **7 ITEMS IN CONFIDENCE**

- 7.1 Cemetery Burial Capacity Update
- 7.2 Proposed Estates Lifecycle Project 2025/26
- 7.3 arc21 Joint Committee Papers
- 7.4 Development of an Urban Skate Park at Antrim Forum
- 7.5 Antrim Rovers – Request for Lease Extension
- 7.6 Mossley Park – Grass Pitches Drainage Replacement
- 7.7 Abbey Community College 3G Pitch and Changing Facilities
- 7.8 Harmonisation of Waste Collection Services Update
- 7.9 Playpark Refurbishment Programme – Update
- 7.10 Installation of Solar Array at Mossley Mill

# **REPORT ON BUSINESS TO BE CONSIDERED AT THE OPERATIONS COMMITTEE MEETING ON MONDAY 9 JUNE 2025**

## **3 PRESENTATION**

### **3.1 L/LEI/00/008 IRISH FOOTBALL ASSOCIATION – MR PATRICK NELSON AND MR GRAHAM FITZGERALD**

#### **1. Purpose**

**Members are advised that representatives from the Irish Football Association (IFA) will be in attendance to deliver a statement and answer Members' queries in respect of its official withdrawal of interest in the proposed site for a National Football Training Centre at Birch Hill Road, Antrim.**

#### **2. Background**

It was agreed at a meeting of the Operations Committee on 6 January 2025, that the Chief Executive, Chair and President of the IFA be invited to attend a future Council meeting.

A statement will be made in person by Mr Patrick Nelson, Chief Executive and Mr Graham Fitzgerald, Chief Operating Officer of the Irish Football Association.

#### **3. Recommendation**

**It is recommended that the report be noted.**

Prepared and Approved by: Matt McDowell, Director of Parks and Leisure Operations

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

##### **4.1 PK/GEN/035/VOL5 PARKS AND OPEN SPACES SUB-GROUP MINUTES**

###### **1. Purpose**

**The purpose of this report is to seek approval for the most recent Parks and Open Spaces Sub-Group meeting held on 20 May 2025.**

###### **2. Summary**

At the Parks and Open Spaces Sub-Group meeting on 20 May 2025, Members considered a detailed report which provided a range of updates from the Parks section. The minutes of the meeting are **enclosed** for Members' consideration.

###### **3. Recommendation**

**It is recommended that the minutes of the Parks and Open Spaces Sub-Group meeting held on 20 May 2025 be approved.**

Prepared by: Paul Mawhinney, Head of Parks Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

## 4.2 PK/REG/022 PROPOSED AMENDMENT TO CEMETERY RULES AND REGULATIONS

### 1. Purpose

**The purpose of this report is to seek Members' approval for the proposed amendments to the Cemetery Rules and Regulations.**

### 2. Background

Members are advised that Council's Cemetery Rules and Regulations were last reviewed and approved in May 2024. Since then, cemetery staff have continued to monitor compliance across all Council managed cemeteries.

A recent review of the Garden of Remembrance at Carnmoney Cemetery, prompted by a complaint regarding an unauthorised structure, has revealed widespread non-compliance with existing regulations. Most issues relate to the size and style of memorial tablets, which differ from the standards previously agreed by Council.

To address these inconsistencies and ensure dignity, uniformity, and ease of maintenance, it is proposed that the permitted dimensions for memorial tablets be amended. These changes will support the long-term management of the site and reinforce adherence to Council regulations.

### 3. Proposed Amendments

An updated version of Council's Cemetery Rules and Regulations is **enclosed** for Members' consideration, with proposed amendments clearly highlighted.

The key change relates to the Garden of Remembrance at Carnmoney Cemetery, where memorial tablets must now be made of natural dark grey or black polished stone and, including any border, must not exceed 60cm x 60cm. This updates the previous limit of 40cm x 40cm and permits a decorative border with coloured stones.

The amendment aims to improve uniformity, enhance the appearance of the site, and ensure all plots comply with Council-approved standards.

### 4. Ongoing Cemetery Improvements

As part of ongoing improvements to Council-managed cemeteries, resurfacing works at Carnmoney Cemetery have previously been approved, which will also include the paths within the Garden of Remembrance. These upgrades will provide safer, more accessible routes for all visitors, particularly those with mobility needs. Prior to the works, all plot holders will be contacted and asked to ensure their plots comply with current regulations. The works will be phased to minimise disruption and allow for effective site management.

### 5. Recommendation

**It is recommended that the proposed amendments to Council's Cemetery**

**Rules and Regulations be approved.**

Prepared by: Emma Thompson, Bereavement Services Manager

Agreed by: Paul Mawhinney, Head of Parks Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

#### **4.3 EH/EHS/018 FOOD SERVICE DELIVERY PLAN 2025-2026**

##### **1. Purpose**

**The purpose of this report is to update Members on the Food Service Delivery Plan 2025-2026.**

##### **2. Key Issues**

The Council is required to produce an annual plan showing how it intends to fulfil its statutory duties and deliver Food Control services, a copy of which is **enclosed** for Members' information. A review of the Food Service Delivery Plan for 2024-2025 has been undertaken (**enclosed**) and is also included for Members' information.

The Plan sets out how Environmental Health will address both Council's statutory obligations.

##### **3. Summary**

Environmental Health has a key role in securing the safety of food processed, manufactured etc. in the Borough. The plan's key focus is to demonstrate how the Council will meet its statutory obligations and duties related to food safety for the year 2025-2026.

The Food Safety Service Delivery Plan outlines key objectives for the Food Safety section including:

- i. the implementation of a thorough inspection regime;
- ii. strategies for education and enforcement;
- iii. a detailed approach to achieving these objectives within the current resource levels.

##### **4. Financial Implications**

The 2025/26 budget includes financial provision to deliver the Food Service Delivery Plan.

##### **5. Recommendation**

**It is recommended that:**

- (a) the Food Service Delivery Plan 2025-2026 be approved;**
- (b) the review of Food Service Delivery Plan 2024-2025 be noted.**

Prepared by: Christina McErlean, Deputy Head of Environmental Health



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

Approved by: Michael Lavery, Director of Sustainability Operations

#### 4.4 EH/EHS/LR/001 EL/219 APPLICATION FOR GRANT OF AN OCCASIONAL (OUTDOOR) ENTERTAINMENT LICENCE

##### 1. Purpose

The purpose of the report is to seek Members' approval for an Occasional Entertainment Licence for an outdoor event at Breckenhill, Outdoor Event Space, 45 Breckenhill Road, Ballyclare, BT39 0TB.

##### 2. Introduction

An application has been received for the grant of an Occasional Entertainment Licence for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Mr David Reade	45 Breckenhill Road, Ballyclare, BT39 0TB	Singing, Music, Dancing or Entertainment of a like kind  Number of persons No greater than 600  Saturday 9 August 2025 10.00hrs to 23.00hrs	EL219	New Application

In line with the Council Protocol for the hearing of Entertainment Licence applications, approved in December 2016, the application must be considered at the Operations Committee meeting.

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 Council makes a decision against an 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 Grant of an Occasional Entertainment Licence (Outdoor) for the above premises. In accordance

with Council protocol for the hearing of Entertainment Licence applications, a decision by Members is required on the granting of the licence.

Members should note that the applicant currently holds a licence for indoor entertainment at Breckenhill. This event, in partnership with the charity Beyond Skin, aims to promote peace, equality, and intercultural understanding through the Arts. The event will feature live music, a craft fair, and food vendors.

The proposed days and hours are as follows:

Saturday 9 August 2025, 10:00hrs - 23:00hrs

#### 4. Summary

An application for an Occasional (Outdoor) Entertainment Licence has been received from Mr David Reade, 45 Breckenhill Road, Ballyclare, BT39 0TB. In accordance with Council protocol for the hearing of Entertainment Licence applications, a decision by Members is required for the granting of the licence.

#### 5. Recommendation

**It is recommended that an Entertainment Licence (Occasional Outdoor Licence) be granted to the applicant, Mr David Reade, 45 Breckenhill Road, Ballyclare, BT39 0TB with the following conditions:**

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

Prepared by: Jen McGrugan, Environmental Health Officer

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

Approved by: Michael Laverty, Director of Sustainability Operations

## 4.5 EH/EHS/FC/021 APPROVAL OF PREMISES AS A COLDSTORE

### 1. Purpose

**The purpose of this report is to seek Members' approval for the designation of Sysco Foods NI Ltd, located at 81 Nutts Corner Road, Crumlin, Co Antrim, BT29 4SJ, as an approved coldstore under Regulation (EC) 853/2004.**

### 2. Introduction

Members are reminded that, since 1 June 2006, it has been a legislative requirement to approve product specific food establishments under regulation EC 853/2004.

All cold store premises which handle products of animal origin (including, meat, dairy and poultry products) require approval unless they operate in a way that is exempt under Regulation 853/2004.

### 3. Key Issues

An application for approval has been received from Sysco Foods NI Ltd, 81 Nutts Corner Road, Crumlin, Co Antrim, BT29 4SJ.

The Council's Environmental Health Section, as the relevant enforcing authority, has inspected the following premises in accordance with Regulation (EC) 853/2004 and other relevant regulations.

Premises	Address	Identification Number
Sysco Foods NI Ltd	81 Nutts Corner Road Crumlin Co Antrim BT29 4SJ	UK(NI) ZJ 027

The premises have been inspected and fully comply with current legislative requirements. Full approval of these premises is therefore deemed appropriate.

### 4. Summary

Sysco Foods NI Ltd has submitted an application for approval as a cold store handling products of animal origin. Following inspection by the Council's Environmental Health Section, the premises were found to be compliant with relevant food safety legislation.

### 5. Recommendation

**It is recommended that Sysco Foods NI Ltd, 81 Nutts Corner Road, Crumlin, Co Antrim, BT29 4SJ be designated as a coldstore under current legislation.**

Prepared by: Lara Nelson, Environmental Health Manager (Food)

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

Approved by: Michael Lavery, Director of Sustainability Operations

## 4.6 EH/EHS/011 HEALTH AND SAFETY SERVICE DELIVERY PLAN 2025-2026

### 1. Purpose

**The purpose of this report is to update Members on the Health and Safety Delivery Plan 2025-2026.**

### 2. Key Issues

Members are reminded that under Article 20 of the Health and Safety at Work Northern Ireland Order 1978 Council is required to set out a planned Health and Safety activity programme on an annual basis.

A copy of the Health and Safety Service Delivery Plan 2025-2026 (**enclosed**) and the Review of the Health and Safety Service Delivery Plan for 2024-2025 (**enclosed**) are included for Members' information.

### 3. Summary

Environmental Health plays a crucial role in ensuring the safety of employees and the public in business workplaces for which Council has statutory responsibility. The primary aim of the plan is to outline how Council will meet its statutory obligations and duties related to Health and Safety for the year 2025/2026.

The Health and Safety Service Plan details key objectives for the Health and Safety section including:

- I. the implementation of a comprehensive inspection regime;
- II. strategies for education and enforcement;
- III. a detailed approach to achieving these objectives within the current resource levels.

### 4. Financial Implications

The 2025/2026 budget includes financial provision to deliver the Health and Safety Service Delivery Plan.

### 5. Recommendation

**It is recommended that the Health and Safety Service Delivery Plan 2025-2026 be approved.**

Prepared by: Christina McErlean, Deputy Head of Environmental Health

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

Approved by: Michael Laverty, Director of Sustainability Operations

## **4.7 WM/WM/37/VOL2 REVIEW OF WASTE COLLECTION POLICY**

### **1. Purpose**

**The purpose of this report is to seek Members' approval for the Waste Collection Policy 2025.**

### **2. Background**

The Waste Collection Policy (**enclosed**) has been in place since February 2015 and is reviewed on an annual basis and updated as agreed. The Policy provides a framework for the collection of waste in the Borough and is required to ensure the effective and efficient delivery of the service.

This year's review takes account of the harmonisation of waste collection services and the changes to the policy are highlighted (**enclosed**) for Members' information.

The main proposed changes are as follows:

- additional residual waste capacity would be in the form of two 180L bins;
- bins must not be lined with bin liners for health and safety reasons with recent examples of bin liners to getting caught on lifters or causing the bin to detach from lifters;
- the Policy will reflect the new delivery method for caddy liners and bulky waste collections as per Council approval in December 2024.

The EQIA screening document and the Rural Needs Impact Assessment have been reviewed and are **enclosed** for approval.

### **3. Recommendation**

**It is recommended that:**

- (a) the revised Waste Collection Policy 2025 be approved.**
- (b) the outcome of the EQIA and Rural screening carried out for the Waste Collection Policy be noted.**

Prepared by: Leanne Smits, Waste Strategy and Sustainability Manager

Agreed by: Lynsey Daly, Head of Waste Strategy and Sustainability

Approved by: Michael Laverty, Director of Sustainability Operations

## **4.8 WM/WM/49 REVIEW OF ENVIRONMENTAL POLICY**

### **1. Purpose**

**The purpose of this report is for Members to approve the reviewed Environmental Policy.**

### **2. Background**

Members will be aware that Council has successfully implemented an Environmental Management System (EMS) ISO14001 for its operations and facilities which has demonstrated Council's commitment to leading the way in environmental excellence.

### **3. Key Issues**

Part of the requirement to hold EMS ISO14001 certification requires that Council must review and up-date, where applicable, its Environmental Policy in line with improvements made. The Environmental Policy has been reviewed and no changes were required. A copy is attached (**enclosed**) for Members' information.

The Environmental Policy must follow a standard format and proposes that Council will:

- Develop and implement specific environmental objectives and targets to be reviewed annually;
- Comply fully and, where possible, exceed the requirements of applicable legislation and regulations to ensure prevention of pollution and continued environmental improvements;
- Review the Environmental Management System to ensure effectiveness and continued improvement.

The EQIA and Rural screening documents have been reviewed and are attached for information (**enclosed**).

### **4. Recommendation**

**It is recommended that:**

**(a) the revised Environmental Policy be approved; and**

**(b) the outcome of the EQIA and Rural screening carried out for the Environmental Policy be noted.**

Prepared by: Rebecca Clulow, Climate, Waste and Sustainability Officer

Agreed by: Lynsey Daly, Head of Waste Strategy and Sustainability

Approved by: Michael Laverty, Director of Sustainability Operations



## 4.9 WM/WM/033 REQUEST FOR LIVE HERE LOVE HERE FUNDING

### 1. Purpose

**The purpose of this report is to set out Keep Northern Ireland Beautiful's request for financial support for the Live Here Love Here programme.**

### 2. Background

Correspondence (**enclosed**) has been received from Keep Northern Ireland Beautiful (KNIB) requesting financial support in the amount of £21,000, as was the request for the 2024-25 period, for the Live Here Love Here (LHLH) Programme for 2025-26. KNIB is the environmental charity with the stated aim of making Northern Ireland a cleaner and more pleasant place in which to live. The LHLH Programme focuses on improving the local environment and building a sense of pride in local communities.

LHLH also runs extensive advertising campaigns in the Borough and across Northern Ireland on issues like littering and dog fouling which raise public awareness, harmonising the message and supporting Council's cleansing operations.

### 3. Financial Implication

At least 50% of any financial contribution is available to support local environmental projects with 9 groups benefiting from the LHLH small grants scheme last year in the Borough. In addition, LHLH was able to use Council to bring in another £8,500 funding to the Borough.

### 4. Recommendation

**It is recommended that financial support in the amount of £21,000 for 2025/26 be approved for the Live Here Love Here Programme.**

Prepared by: Leanne Smits, Waste Strategy and Sustainability Manager

Agreed by: Lynsey Daly, Head of Waste Strategy and Sustainability

Approved by: Michael Laverty, Director of Sustainability Operations

#### **4.10 L/SAP/005 ST JAMES ALDERGROVE GAC – LETTER OF SUPPORT**

##### **1. Purpose**

**The purpose of this report is to seek Members' approval to provide a letter of support to St James Aldergrove Gaelic Athletic Club (GAC) for inclusion in the business case for the redevelopment of club facilities.**

##### **2. Introduction/Background**

Correspondence has been received from St James Aldergrove GAC requesting a letter of support from Council in relation to the redevelopment of their facilities in Crumlin. The proposed redevelopment includes the construction of a new full-sized GAA pitch, a new Multi-Use Games Area (MUGA), and the extension and refurbishment of the existing clubhouse. The correspondence is **enclosed** for Members' reference.

##### **3. Letter of Support**

As part of their redevelopment efforts, the Club is preparing a business case to support applications for potential funding. Letters of support from key stakeholders are an essential part of this process. Given Council's role as a key stakeholder, the Club has formally requested an official letter of support to strengthen the business case.

##### **4. Recommendation**

**It is recommended that a letter of support to St James Aldergrove GAC for inclusion in the business case for the redevelopment of club facilities be approved.**

Prepared by: Deaglan O'Hagan, Head of Leisure Operations

Approved by: Matt McDowell, Director Parks and Leisure Operations

## 4.11 CP/PP/012 PEACEPLUS PROGRAMME

### 1. Purpose

**The purpose of this report is to update Members on Programme 5: 'Our Active Borough'—one of the key programming elements of the PEACEPLUS Action Plan to be delivered by Parks and Leisure Directorate over the next three years—and to seek approval for the next steps in the delivery process, including entering into a Service Level Agreement with the PEACEPLUS Partnership.**

### 2. Introduction/Background

Members are reminded that the PEACEPLUS Programme is a €1.1bn cross-border funding programme created to strengthen peace and prosperity within and between the border counties of Ireland and Northern Ireland. PEACEPLUS is the successor programme to both Peace IV and INTERREG VA. The Council is one of 17 Peace Partnerships across Northern Ireland and the Border Counties.

Members are reminded that the aim of Theme 1 'Building Peaceful and Thriving Communities', is to unite communities and help them rebuild and learn from a difficult past. Under Theme 1 and Investment Area 1.1 'Co-designed Local Community Action Plans', Local Councils across Northern Ireland and the Border Counties were invited to submit applications to the Special EU Programmes Body (SEUPB) to secure funding to deliver against the actions identified in each Local Community Action Plan.

The Council has secured £4.4m to deliver programmes and projects in the Borough until December 2028. Delivery of the Antrim and Newtownabbey PEACEPLUS Local Community Action Plan is being managed by the Community Development Directorate within Council, with the Delivery Plan is **enclosed**.

### 3. Previous Decision of Council

Members are reminded that it was reported to the February 2025 Community Development Committee that Council had received a Letter of Offer from the Special EU Programmes Body (SEUPB) offering €5,103,757 (approximately £4.4m) towards delivery of the Antrim and Newtownabbey Co-designed PEACEPLUS Local Community Action Plan.

### 4. Key Issues

Within the Local Community Action Plan, Programme 5, 'Our Active Borough' is to be delivered by the Parks & Leisure Directorate.

This programme will consist of:

a) Mainstream Sport:

- Inclusive football, rugby, GAA, cricket
- Club/School engagement, volunteer upskilling

Objectives: To deliver introductory sessions across a range of mainstream sports, with progression to team formation and participation in competitive events. A strong focus will be placed on building sustainable links between schools and clubs and supporting capacity building, particularly through volunteer development.

Outputs/Outcomes: Increased participation in mainstream sports within schools and clubs; every school engaging with at least one local club; and enhanced volunteer capability through educational workshops.

#### b) Alternative Sport:

- Urban and open water sports
- “Our Space Our Place” summer scheme
- PEACE Activation Events

Objectives: To run quarterly PEACE Activation Events (e.g. Skate Jams at V36 and Antrim Skate Park) and deliver the *Our Space Our Place* summer scheme, which promotes inclusive family participation in outdoor activities such as climbing, archery, and water sports.

Outputs/Outcomes: Inclusive, cross-community events that increase participation in outdoor/adventure sports, foster community cohesion, encourage use of shared spaces, and promote wellbeing through accessible family-friendly initiatives.

#### c) Recreational Activities:

- Arts, yoga, walking, health outreach
- Notable: Healthy Kids, Teen Fitness, Farms for Foodbanks

Objectives: To engage residents in a variety of recreational activities, including arts, drama, music, crafts, yoga, and walking. *Farms for Foodbanks* supports sustainability and wellbeing by growing produce for foodbanks. *Teen Fitness* delivers tailored fitness classes for 12–16 year-olds. *Healthy Kids* offers school-based workshops on nutrition, mental health, physical activity, and emotional literacy.

Outputs/Outcomes: Measured by participant numbers, sessions delivered, produce donated, and outreach conducted across these three initiatives.

#### d) Environmental Activities:

- Nature trails, Nordic walking, eco-events
- Includes: Explore Parks, Green Sports, Our Place Our Planet

Objectives: To provide a range of nature-based activities, including summer schemes blending environmental education with the arts, a

seasonal schools programme on biodiversity, a Green Sports initiative promoting sustainability within clubs, and Nordic walking sessions aligned with the Council's broader health agenda.

Outputs/Outcomes: Participation levels, delivery of nature-based activities, and enhanced biodiversity and environmental stewardship across the Borough.

e) Intergenerational Forest School:

- Children and seniors sharing skills in nature
- Storytelling, crafts, environmental learning

Objectives: To deliver intergenerational forest school activities that bring together early years children and older adults to foster physical activity, environmental learning, and social connection through crafts, storytelling, and shared outdoor experiences.

Outputs/Outcomes: Increased intergenerational engagement, skills transfer, participation rates, and community involvement from previously isolated groups.

Next steps in the process are:

Procurements will be led by the Council's Procurement Manager in line with the Council's Financial Regulations and PEACEPLUS Programme Rules. Opportunities will be advertised and/or signposted on eSourcingNI, eTendersNI and eTendersIE to attract a wide pool of potential suppliers.

Supplier engagement events will be held by the PEACEPLUS Team in late August/early September 2025 to raise awareness of opportunities and encourage collaboration among businesses interested in supporting programme delivery.

## 5. Financial Implication

The total budget for Programme 5: *Our Active Borough* is €450,000 (£391,304). Costs will be based on actuals relating to staffing, administration, external expertise and services, travel, accommodation, and equipment. No additional financial contribution is anticipated from Council.

## 6. Section 75 Equality and Rural Needs Screening

As part of the Council's responsibilities under the Northern Ireland Act 1998, which requires the identification and addressing of potential implications while promoting equality of opportunity and good relations, the PEACEPLUS Programme has undergone Section 75 Equality Screening. Following this process, it was determined that an EQIA is not necessary. Additionally, a Rural Needs Screening has been completed. A copy of both the Section 75 Equality Screening Form and the Rural Needs Screening document are **enclosed** for Members' attention.

## 7. Governance

Programme 5 will be managed and delivered by Parks and Leisure Services through a Service Level Agreement with the PEACEPLUS Partnership. Regular updates will be reported to the Operations Committee.

## 8. Summary

The Parks and Leisure Directorate will lead on delivery of Programme 5: *Our Active Borough* as part of the PEACEPLUS Local Community Action Plan, supported by a budget of €450,000 (£391,304). Delivery will be formalised via a Service Level Agreement with the PEACEPLUS Partnership, and progress will be reported to the Operations Committee.

## 9. Recommendation

**It is recommended that the update on Programme 5: 'Our Active Borough' be noted and delegated authority to Officers to enter into a Service Level Agreement with the PEACEPLUS Partnership be approved.**

Prepared by: Kevin Madden, Sport and Physical Activity Manager and Conor McCallion, Leisure Development Manager

Agreed by: Julia Clarke, Peace Programme Co-ordinator

Approved by: Matt McDowell, Director of Parks and Leisure Operations

## **5 ITEMS FOR NOTING**

### **5.1 PT/CI/060 PERFORMANCE AND IMPROVEMENT PLAN 2024/25 PERFORMANCE PROGRESS REPORT QUARTER 4 - OPERATIONS**

#### **1. Purpose**

**The purpose of this report is to recommend to Members that the Performance and Improvement Plan 2024/25 Performance Progress Report Quarter 4 for Parks, Leisure & Estate Services and Sustainability be noted.**

#### **2. Background**

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services.

The Council's Corporate Performance and Improvement Plan 2024/25 was approved in June 2024. This set out a range of robust performance targets, along with identified improvement objectives and a number of Statutory Performance Targets

#### **3. Previous Decision of Council**

As agreed at the August 2023 Council meeting, quarterly performance reports will be presented to the relevant committee.

#### **4. Key Points**

Fourth Quarter performance progress reports for Parks, Leisure and Estate Services, and Sustainability are **enclosed** for Members' information.

#### **5. Summary**

The main points to highlight are:

- Achievement of highest number of Green Flags (29) across all Councils in Northern Ireland
- 110,000 more visit to Council's leisure centres than in 2023/24, however below the 2024/25 target
- Leisure Memberships at their highest level of 14,359
- 5% reduction in energy consumption against 2023/24
- Projected that the 60% recycling rate target will be achieved;
- Significant reduction in the cost of service per household for Waste Management and Environmental Health and Wellbeing services;
- Overall customer satisfaction with Council's Waste and Recycling Service has been missed due to poor Q3 results likely due to publicity regarding the proposed wheelie bin service.

#### **6. Recommendation**

**It is recommended that the Performance and Improvement Plan 2024/25**

**Performance Progress Report Quarter 4 - Operations be noted.**

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Katherine Young, Organisation Development & Employee Engagement Manager

Approved by: Helen Hall, Director of Organisation Development (Interim)



## **5.2 PT/CI/065 DIRECTORATE BUSINESS PLAN 2024/25 PERFORMANCE PROGRESS BI-ANNUAL UPDATE REPORT**

### **1. Purpose**

**The purpose of this report is to recommend to Members that the Directorate Business Plans Performance Progress Bi-Annual Report be noted.**

### **2. Background**

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services.

The Council's Directorate Business Plans 2024/25 were approved in March 2024. These set out the key actions and objectives of the Directorate which inform how the wide remit of services are delivered in 2024/25. The Plan also summarizes the operational context within which actions will be delivered in terms of staff and financial resources, risks and historical performance.

### **3. Previous Decision of Council**

Annual Directorate Business Plans were agreed at the March 2024 Council meeting. It was agreed that bi-annual Directorate performance progress reports will be presented to the relevant committee.

### **4. Key Points**

The bi-annual performance progress reports for Sustainability (**enclosed**) and Parks, Leisure and Estate Services (**enclosed**) have been circulated for Members' information.

### **5. Recommendation**

**It is recommended that the Directorate Business Plans 2024/25 Performance Progress Bi-Annual Report be noted.**

Prepared by: Allen Templeton, Performance Improvement Officer

Approved by: Matt McDowell, Director of Parks and Leisure Operations and Michael Lavery, Director of Sustainability Operations

### 5.3 EH/PHWB/017 HEALTH AND WELLBEING OUTCOME-BASED ACCOUNTABILITY REPORT 2024/25

#### 1. Purpose

**This report provides Members with an overview of the activities and achievements of the Health and Wellbeing Team during the 2024/25 financial year.**

#### 2. Background

Members are reminded that the Environmental Health's Health and Wellbeing Team delivers support to residents across a variety of areas, including Age-Friendly initiatives, Energy Efficiency, Home Accident Prevention, Nutrition, and challenges related to the current economic environment. The attached Outcome Based Accountability (OBA) report (enclosed) provides a summary of the team's activities and achievements in 2024/ 2025. The report outlines a number of projects delivered by the team over the year, focused on supporting health and wellbeing and responding to changing needs within the community. These activities reflect the team's ongoing efforts to provide practical and accessible support for residents.

Some of the highlights from the OBA report include;

- £134,500 oil stamps sold across the Borough
- 287 Home Safety checks and 1,475 Home Safety equipment items issued to over 65s, 1,890 Home Safety equipment items issued to families with under 5s
- 13 Food Programme sessions
- 1,622 Winter Woollies donations distributed to 10 organisations
- 4 Editions of Age Friendly "News for You" distributed.

#### 3. Summary

The report summarises the Environmental Health - Health and Wellbeing Team's work during 2024/25, focusing on key projects supporting residents' health and wellbeing. It reflects the team's continued efforts to respond to local needs through a range of initiatives.

#### 4. Recommendation

**It is recommended that the report be noted.**

Prepared by: James O'Kane, Environmental Health Manager, Health and Wellbeing

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

Approved by: Michael Laverty, Director of Sustainability

## 5.4 CCS/EDP/007 SECTION 75 EQUALITY SCREENING

### 1. Purpose

**The purpose of this report is to note the Section 75 Equality Screening process relating to the reports referenced:**

**L/GEN/056** Facility closures and opening hours- Leisure Services

**L/GEN/005/VOL2, PK/GEN/180** Schedule of Charges and Pricing Policies, Parks and Leisure 2024/25

**L/GEN/005/VOL2, PK/GEN/180** Schedule of Charges and Pricing Policies, Parks and Leisure 2025/26

**PK/REG/022** Updated Cemeteries Rules and Regulations

**PK/GEN/180** Proposed Changes to Bereavement Services Charges 2025/26

**L/LEI/002/VOL3** Leisure Grant Aid Programme

**FI/PRO/TEN/324** Ballyearl Car Parking Resurfacing

**L/GEN/005/VOL2** Discount to 3G Pitch Training Rate

**L/LEI/VLC/010, L/LEI/CLC/002** Valley Leisure Centre & Crumlin Leisure Centre – Replacement of Fitness Equipment

**PK/GEN/219** Ballyearl Leisure Centre – Driving Range Drainage Works

**L/GEN/005/VOL2** Proposed Changes to Leisure Services Charges 2025/26

**L/LEI/629 VOL2** Ballyclare Rugby Club – The Cloughan Project

**EH/PHWB/012** Take a Seat Initiative

**WM/RC/001** Van Booking System at Household Recycling Centres

### 2. Introduction/Background

As part of the Council's responsibilities to identify and address potential implications and promote equality of opportunity and good relations, as required by the Northern Ireland Act 1998, the reports referenced above have been subject to Section 75 Equality Screening and screened out for the need of an equality impact assessment (EQIA). A copy of each Section 75 Equality Screening Form is **enclosed**.

In addition, the Rural Needs Act places a duty on public authorities and local councils, to have due regard to rural needs when developing, adopting, implementing or revising policies, strategies, plans and when designing and delivering public services. A Rural Needs screening exercise **enclosed** was

applicable for the Leisure Grant Aid Programme and the 'Take a Seat' initiative.

### **3. Recommendation**

**It is recommended that the report be noted.**

Prepared by: Conor McCallion, Leisure Development Manager and Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Deaglan O'Hagan, Head of Leisure Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations and Michael Lavery, Director of Sustainability Operations

## 5.5 EH/EHS/LR/007 REVIEW OF LEGACY COUNCIL DOG CONTROL ORDERS

### 1. Purpose

**The purpose of this report is to update Members on the outcome of the review of the existing Legacy Antrim and Newtownabbey Borough Council Dog Control Orders, undertaken in conjunction with Legal Services and in line with Department of Agriculture Environment and Rural Affairs (DAERA) guidance.**

### 2. Background

Members were advised at the September 2023 Operations Committee that Legacy Antrim Borough Council and Legacy Newtownabbey Borough Council Dog Control Orders, were being reviewed.

This review has since been completed in conjunction with the Legal Services Department, and in line with the guidance issued by DEARA (formerly the Department of the Environment) <https://www.daera-ni.gov.uk/publications/guidance-district-councils-dog-control-orders>. The aim is to ensure a balance is achieved between the interests of dog owners and those impacted by dog related activities.

### 3. Key Issues

It is proposed that the eight existing legacy Council Dog Control Orders are aligned, with some minor adjustments making four new Dog Control Orders which will provide uniformity and consistency throughout the Borough. A copy of the current Dog Control Areas can be found at: <https://antrimandnewtownabbey.gov.uk/residents/dogs/dog-control/dog-control-orders/>.

The minor adjustments to the Dog Control Orders are as follows:

- a) Length of lead is stipulated in legacy Antrim Dog Control Order but not in Legacy Newtownabbey Dog Control Order. Proposal is to not stipulate a lead length in the new aligned Order
- b) A and B Roads are listed in Legacy Newtownabbey Dog Control Orders but not in Legacy Antrim Dog Control Orders. Proposal is to remove all A and B roads and not include them in the new aligned Order as it is not efficient to monitor and enforce.
- c) A list of new Dog Control Areas are included (**enclosed**). These have been introduced as they were not in operation during the legacy council period. These include the crematorium, allotments, sensory gardens and the Platinum Jubilee and Coronation Gardens.
- d) Previously the cemeteries and burial grounds were named in the legacy Antrim Orders and it is proposed to standardise this and state "all cemeteries and burial grounds" are designated as "Dogs on Leads" areas as per the legacy Newtownabbey Orders.

### 4. Governance

Prior to these Orders coming into force, the following statutory steps need to

be taken:

- a) Public Consultation at least one month prior to formal application to Committee for approval including notice of intention in two local newspapers; copy of proposed DCO's (**enclosed**) be placed in Council buildings and on website along with associated maps;
- b) Report provided with any objections for Committee for consideration;
- c) Public Notice is put in Press (not less than 7 days before the day on which the Order is to come into operation);
- d) DCO's come into effect.

Under the legislation new signage will be required in the parks and other areas where the new Dog Control Orders come into force. This work is currently under review.

The consultation will commence on 4 July 2025.

Following this consultation period Officers will consider any responses received and will return the matter to the Committee for final resolution.

## 5. Summary

This report updates Members on the review of legacy Dog Control Orders from the former Antrim and Newtownabbey Councils. The review, conducted with Legal Services, and in line with DAERA guidance, proposes minor amendments to the current Dog Control Areas which will lead to a consistent approach across the Borough. The process is now moving to public consultation before final implementation.

## 6. Recommendation

**It is recommended that the report be noted.**

Prepared by: Kerry-Ann Mayes, Environmental Health Officer

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

Approved by: Michael Laverty, Director of Sustainability Operations

## **6 ANY OTHER RELEVANT BUSINESS**

Any Other Relevant Business (AORB) may be taken at this point.