



22 March 2023

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBIEY BOROUGH COUNCIL

A meeting of Antrim and Newtownabbey Borough Council will be held in the **Council Chamber, Mossley Mill** on **Monday 27 March 2023** at **6.30 pm**.

You are requested to attend.

Yours sincerely

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

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

For any queries please contact Member Services:
028 9448 1301

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 27 February 2023, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operations Committee Meeting of Monday 6 March 2023, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance Committee of Tuesday 7 March 2023, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting of Monday 13 March 2023, a copy of which is **enclosed**.
- 8(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 20 March 2023, a copy of which is **enclosed**.
- 8(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 20 March 2023, a copy of which is **enclosed**.
- 9 To approve the minutes of the proceedings of the Audit and Risk Committee Meeting of Tuesday 21 March 2023, a copy of which is **enclosed**.
- 10 ITEMS FOR DECISION
 - 10.1 Application for Grant of an Entertainments Licence - Shane's Castle, Antrim for Steam Rally
 - 10.2 Application for Provisional Grant of an Entertainments Licence - The Grange Bar & Restaurant, 22 – 26 The Square, Ballyclare, BT39 9BB
 - 10.3 Application for Grant of an Entertainments Licence The Junction, Outdoor Event Space Adjacent to Unit 57, The Junction Retail & Leisure Park BT41 4LL
 - 10.4 Application for Grant of an Entertainments Licence - Time Coffee House, 17-19 The Square, Ballyclare, BT39 9BB

- 10.5 Application for Grant of an Entertainments Licence Moneyglass Community Centre, 10 Loughbeg Road, Toomebridge, BT41 3TN
- 10.6 Labour Market Partnership (LMP) – Draft Action Plan 2023/24
- 10.7 Antrim and Newtownabbey Labour Market Partnership Minutes
- 10.8 Consultation on the Proposal to Change the Date of Annual Revaluation of the Local Government Pension Scheme (Northern Ireland)
- 10.9 DEA Engagement Meeting Terms of Reference
- 11 ITEMS FOR NOTING
 - 11.1 Northern Ireland Housing Council
 - 11.2 Motion – Newry, Mourne and Down District Council – Reduction in Voting Age
 - 11.3 Department for Infrastructure Update on Planning Fees and Planning Portal
 - 11.4 Motion – Armagh City Banbridge & Craigavon Borough Council – Energy Company Profits -
 - 11.5 Public Consultation on south West Acute Hospital
- 12 ITEMS IN COMMITTEE
 - 12.1 Our Prosperity Outcome Delivery Group Minutes
 - 12.2 Minutes of the Governance Meetings of the Levelling Up Fund Project Board Held on 16th February 2023
 - 12.3 Land at Whitehouse Park
 - 12.4 Residual Waste Treatment Project
 - 12.5 DAERA Marine & Fisheries Division, Memorandum of Understanding for Offshore Renewable Energy Projects
 - 12.6 Future Business Start Provision
 - 12.7 Legal Advice for Members
 - 12.8 Organisation Structure
- 13 NOTICE OF MOTION
 - Proposed by Cllr Magill
 - Seconded by Cllr Dunlop

"That this Council reaffirms its support for the further development of the public transport network in the Greater Belfast area and more specifically within the boundaries of Antrim and Newtownabbey. That the Council notes the strength of public opinion on the necessity of expansion of the rail network generally, and in particular the re-opening of the Knockmore Line and its connection to Belfast International Airport.

This enhancement of our rail provision is critical to realising the economic potential of immediate Airport and Nutt's Corner employment location, the borough and indeed the wider region. It will facilitate reliable and affordable access to employment and education, support tourism growth and increase opportunities for social and leisure activities whilst also presenting tangible opportunities for carbon reduction.

The Council welcomes recent engagement with Translink on this matter and their proposal to undertake a feasibility and cost study over the next 18 months, subject to confirmation of funding from the Department. The Council should fully engage in this study as a key stakeholder and seek to maximise the benefits that can be realised for our residents through such an investment.

Further, given the strategic importance of the BIA site and the scale of opportunity for investment and economic growth, the establishment by the Council of a Working Group to support the advancement of key strands of work is to be welcomed. Focus areas should include Connectivity, Route Offer, Investment opportunities, Digital and Innovation advancement and attraction and retention of workforce''.

14 NOTICE OF MOTION

Proposed by Cllr Flanagan
Seconded by Cllr Bennington

This council recognises the immense sacrifice of those prison officers who served in Northern Ireland through its most difficult times, and indeed who continue until the present day to serve this community with great bravery; further, that an appropriate commemoration be installed in the Borough, an event be held to celebrate officers within the Borough and a legacy project be commenced to honour their contribution to our society'.

10 ITEMS FOR DECISION

10.1 EL/207 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE - SHANE'S CASTLE, ANTRIM FOR STEAM RALLY,

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

Licensee	Location of Premises	Where entertainment will be held	Type(s) and hours of entertainment
Ian Duff	Shane's Castle Estate, Castle Road, Antrim, BT41 4NE	Outdoor	Singing, Music, dancing or entertainment of a like kind Not more than 14 particular days within 12 month period following grant of the licence Friday 28 th April 12pm – 12am Saturday 29 th April 12pm – 12am Sunday 30 th April 12pm – 12am Monday 1 st May 12pm – 12am

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

The Council can decide the following:

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

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

Additional Information

The Shane's Castle Steam Rally will take place from Friday 28th April to Monday 1st May 2023 and will comprise of a display of over 800 vintage vehicles including steam engines, vintage cars, and tractors. The event which is part funded by Council and attracts over 15,000 people has camping facilities and entertainment provided on site. Tickets are pre-paid and purchased online, however any tickets remaining can be purchased at the gate on the day.

The organiser and safety officer, Ian Duff, will co-ordinate the event and liaise with various government bodies through a Safety Advisory Group, including PSNI, NIFRS, DFI and NI Ambulance Service. The event will be contained within a security perimeter on Shane's Castle Estate, however the event and entertainment areas will not be enclosed by barriers. An occasional liquor licence will be applied for by the event organiser for the sale of alcohol within the entertainment area.

RECOMMENDATION: that an Entertainments Licence be granted to the applicant, Ian Duff, Shane's Castle Estate, Castle Road, Antrim, BT41 4NE with the following conditions;

- **That all relevant licensing requirements are met**
- **That statutory consultees have no objections to approval**

OPERATING HOURS

Friday 28th April 2023 – 12pm – 12am

Saturday 29th April 2023 – 12pm – 12am

Sunday 30th April 2023 – 12pm – 12am

Monday 1st May 2023 – 12pm – 12am

Prepared by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Agreed and approved by: Geraldine Girvan, Director of Operations

10.2 EL/208 APPLICATION FOR PROVISIONAL GRANT OF AN ENTERTAINMENTS LICENCE - THE GRANGE BAR & RESTAURANT, 22 – 26 THE SQUARE, BALLYCLARE, BT39 9BB

An application has been received for the provisional grant of an Entertainments Licence for the following area.

Licensee	Location of Premises	Where entertainment will be held	Type(s)and hours of entertainment
Glen Samuel Balmer	22- 26 The Square, Ballyclare, BT39 9BB	Indoor	Singing, Music, dancing or entertainment of a like kind Annual Licence (Provisional) Monday to Sunday 11.30am to 1:00am Occupancy total within the proposed licensable areas to be determined further to consultation with NIFRS.

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

The Council can decide the following:

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

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

Additional Information

Recently under new ownership, these premises are currently under extensive renovation. This application is being made to allow entertainment to be provided upon the completion of the works. The Local Government (Miscellaneous Provisions) (NI) Order 1985 permits the provisional granting of an Entertainment Licence subject to the condition that the works are completed in line with all relevant licensing requirements and agreed by the Council.

RECOMMENDATION: that an Entertainments Licence be provisionally granted to the applicant Glen Samuel Balmer, The Grange Bar & Restaurant, 22-26 The Square, Ballyclare, BT39 9BB on the following condition;

- **That all relevant licensing requirements are met**
- **That statutory consultees have no objections to approval**
- **That a satisfactory electrical report is submitted**
- **That the public consultation does not result in any objections**

OPERATING HOURS

**Monday to Sunday
11.30am to 1:00am**

Prepared by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Agreed and approved by: Geraldine Girvan, Director of Operations

10.3 EL/200 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE THE JUNCTION, OUTDOOR EVENT SPACE ADJACENT TO UNIT 57, THE JUNCTION RETAIL & LEISURE PARK BT41 4LL

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

Licensee	Location of Premises	Where entertainment will be held	Type(s)and hours of entertainment
Christopher Flynn	Outdoor Event Space, Adjacent to Unit 57 The Junction Retail & Leisure Park, BT41 4LL	Outdoor	<p>Theatrical Performance & Singing, Music, Dancing or entertainment of a like kind</p> <p>Any 14 unspecified days within 12 month period following grant of the licence</p> <p>Dates and times to be determined</p> <p>Occupancy – 250 persons</p>

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

The Council can decide the following:

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

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

Additional Information

The Junction is planning to host family events such as discos and theatrical performances in the outdoor space. This usually coincides with monthly markets hosted on the mall. Tickets will be pre purchased online with the proceeds

going to a local charity. The dates are to be confirmed with the event organiser.

RECOMMENDATION: that an Entertainments Licence be granted to the applicant, Christopher Flynn, The Junction, Outdoor Event Space, Adjacent to Unit 57, The Junction Retail & Leisure Park, BT41 4LL with the following conditions;

- **That all relevant licensing requirements are met**
- **That statutory consultees have no objections to approval**
- **Dates and times of events are agreed in advance with Licensing Team**

OPERATING HOURS

To be determined by event organiser. Dates and times to be agreed with Licensing Team.

Prepared by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Agreed and approved by: Geraldine Girvan, Director of Operations

**10.4 EL/203 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE - TIME
COFFEE HOUSE, 17-19 THE SQUARE, BALLYCLARE, BT39 9BB**

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

Licensee	Location of Premises	Where entertainment will be held	Type(s) and duration of entertainment
David Doherty	17-19 The Square, Ballyclare, BT39 9BB	Indoor	Singing, Music, dancing or entertainment of a like kind Annual Licence Monday to Sunday 9am – 11pm Number of persons No greater than 100

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

The Council can decide the following:

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

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

RECOMMENDATION: that an Entertainments Licence be granted to the applicant, David Doherty, 17-19 The Square, Ballyclare, BT39 9BB with the following conditions;

- That all relevant licensing requirements are met
- That statutory consultees have no objections to approval
- That a satisfactory electrical report is received

OPERATING HOURS

Monday to Sunday 9am – 11pm

Prepared by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Agreed and approved by: Geraldine Girvan, Director of Operations

**10.5 EL/083 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE
MONEYGLASS COMMUNITY CENTRE, 10 LOUGHBEG ROAD, TOOMEBRIDGE, BT41
3TN**

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

Licensee	Location of Premises	Where entertainment will be held	Type(s)and hours of entertainment
Henry Marron	10 Loughbeg Road, Toomebridge, BT41 3TN	Indoor	<p>Singing, Music, dancing or entertainment of a like kind</p> <p>Annual Licence</p> <p>Any public contest, match, exhibition or display of boxing/ wrestling/judo/karate/ similar sport or darts</p> <p>Monday to Saturday 8.00am to 1.00am Sunday 10.30am to 1.00am</p> <p>Occupancy total within the proposed licensable areas to be determined further to consultation with NIFRS.</p>

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

The Council can decide the following:

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

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

RECOMMENDATION: that an Entertainments Licence be granted to the applicant, Henry Marron, 10 Loughbeg Road, Toomebridge, BT41 3TN on the following condition;

- **That all relevant licensing requirements are met**
- **That statutory consultees have no objections to approval**

OPERATING HOURS

Monday to Saturday 8:00am - 1.00am

Sunday 10.30am - 1.00am

Prepared by: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

Agreed and approved by: Geraldine Girvan, Director of Operations

10.6 ED/LMP/002 LABOUR MARKET PARTNERSHIP (LMP) – DRAFT ACTION PLAN 2023/24

Members will be aware of the Labour Market Partnership (LMP), the aim of which is to improve labour market conditions by working on a collaborative basis with a range of partners.

The Draft Action Plan for 2023/24 has been developed by the Partnership in line with the Strategic Priorities provided by the Department for Communities (DfC), namely;

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

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

- Youth Unemployment: people aged 18 – 24 in receipt of an unemployment benefit.
- Economic Inactivity: those not in employment and who have not been seeking work within the last 4 weeks and/or not able to work within the next 2 weeks.
- Skilled Labour Supply: resident working age population with no qualifications.

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

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

The Draft Action Plan was approved by the Partnership at its meeting on 21 February 2023 and submitted to DfC on 24 February 2023, subject to approval at Full Council in March. The Draft Plan will be considered, and subject to approval by, the Regional Labour Market Partnership at its meeting on 22 March 2023.

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

DfC	£503,842 includes: £100,768.4 administration £403,073.6 operational
Council	£22,567 administration
Total Programme Budget	£526,409

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

Administration costs are capped at 20% of overall programme costs. There are currently 3 Council Officers (2.8 FTE equivalent) working on the Labour Market Partnership programme. Funding of £100,768.4 from DfC will cover 81.7% of the salary costs involved with 18.3% or £22,567 met by the Council, provision for which has been made in the 2023/24 economic development budget.

RECOMMENDATION: that the LMP draft Action Plan 2023/24 including the budget outlined be approved.

Prepared by: Michelle Pearson, Business Development Officer (Skills)

Agreed by: Michael McKenna, Head of Investment and Business Development

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

10.7 ED/LMP/001 ANTRIM AND NEWTOWNABBEY LABOUR MARKET PARTNERSHIP MINUTES

Meetings of the Antrim and Newtownabbey Labour Market Partnership were held on Thursday 26 January and 21 February 2023 and the minutes recorded at the meetings are enclosed.

RECOMMENDATION: that the minutes of the Antrim and Newtownabbey Labour Market Partnership Meetings of 26 January and 21 February 2023 be approved.

Prepared by: Michelle Pearson, Business Development Officer (Skills)

Agreed by: Michael McKenna, Head of Investment and Business Development

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

10.8 FI/GEN/021 CONSULTATION ON THE PROPOSAL TO CHANGE THE DATE OF ANNUAL REVALUATION OF THE LOCAL GOVERNMENT PENSION SCHEME (NORTHERN IRELAND)

Correspondence has been received **enclosed** from the Department for Communities in relation to the commencement of their consultation on a proposal to change the date of the annual revaluation in the Local Government Pension Scheme (NI) from 1 April to 6 April.

This change of date will align the annual pension scheme revaluation dates with the period used by HMRC for determining if there is any tax liability on the growth of a scheme member's pension over the period.

The Department are now seeking views on the draft Regulations **enclosed** which introduce this change.

The consultation closes on the 24 March 2023 and a draft response is now **enclosed**.

RECOMMENDATION: that the draft response be approved.

Prepared by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance

10.9 CP/CP/178 DEA ENGAGEMENT MEETING TERMS OF REFERENCE

Members are reminded that the DEA Engagement Meeting Terms of Reference would be amended and brought back to the Council meeting in March. The updated Terms of Reference are **enclosed** for Members approval.

The Terms of Reference will provide the framework for the DEA Meetings moving forward. It outlines the roles and responsibilities of Officer's to ensure effective operation and reporting of the meetings.

The new Terms of Reference will also provide clear timelines for the operational side of the meetings to ensure Members are provided with the most up to date information at their DEA Meeting. The recently in post DEA Engagement Team will implement the new framework for the DEA Meetings and manage the process in collaboration with other service areas across the Council.

RECOMMENDATION that the revised DEA Engagement Meeting Terms of Reference be approved.

Prepared by: Conor Cunning, DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

11 ITEMS FOR NOTING

11.1 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL

Members are advised that correspondence has been received from Northern Ireland Housing Council for Members' information. A copy of the Northern Ireland Housing Council's March Bulletin and Minutes from their February Meeting are (**enclosed**).

RECOMMENDATION: that the correspondence be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

**11.2 G/MSMO/14 MOTION – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL –
REDUCTION IN VOTING AGE**

Members are advised that correspondence has been received from Newry, Mourne and Down District Council regarding a Motion adopted by that Council.

A copy of the letter is enclosed for Member's information.

RECOMMENDATION: that the correspondence from Newry, Mourne and Down District Council be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

11.3 P/PLAN/083 DEPARTMENT FOR INFRASTRUCTURE UPDATE ON PLANING FEES AND PLANNING PORTAL

The Deputy Secretary for the Department for Infrastructure, Julie Thompson, has written to all Chief Executives regarding the uplift in planning fees and an update on the planning portal. A copy of the letter is **enclosed** for information.

In relation to fees, an update will come into effect on 6 April 2023. There will be a one year inflationary uplift of approximately 12.3 percent across all fee categories.

In relation to the new planning portal, the Department advises work is continuing in remedying emerging issues and that progress has been made. The Department is also engaging with stakeholders to what is working well and what areas can be improved.

RECOMMENDATION: that the report be noted.

Prepared by: Sharon Mossman, Deputy Director of Planning

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

11.4 G/MSMO/14 MOTION – ARMAGH CITY BANBRIDGE & CRAIGAVON BOROUGH COUNCIL – ENERGY COMPANY PROFITS

Members are advised that correspondence has been received from Armagh City Banbridge & Craigavon Borough Council regarding a Motion adopted by that Council requesting that this Council sends a letter to the Chancellor of the Exchequer in similar terms.

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

RECOMMENDATION: that the correspondence from Armagh City Banbridge & Craigavon Borough Council be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

11.5 G/MSMO/008/VOL 3 PUBLIC CONSULTATION ON SOUTH WEST ACUTE HOSPITAL

Correspondence (**enclosed**) has been received from the Fermanagh & Omagh District Council advising of the launch of WHSCT Public Consultation on the South West Acute Hospital. They request that this Council respond to the consultation in positive manner and argue for the retention of the full suite of services at the Hospital.

Full details of the consultation are available at <https://westerntrust.hscni.net/trust-launches-public-consultation-on-the-temporary-change-to-emergency-general-surgery-at-south-west-acute-hospital/>. The consultation will close in April 2023.

RECOMMENDATION: that the Public Consultation on the South West Acute Hospital be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive