



21 June 2023

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A meeting of Antrim and Newtownabbey Borough Council will be held in the **Council Chamber, Mossley Mill** on **Monday 26 June 2023** at **6.30 pm**.

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

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 Tuesday 30 May 2023, a copy of which is **enclosed**.
- 5 To take as read and confirm the minutes of the proceedings of the Annual Meeting of the Antrim and Newtownabbey Borough Council held on Tuesday 30 May 2023, a copy of which is **enclosed**.
- 6(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 19 June 2023, a copy of which is **enclosed**.
- 6(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 19 June 2023, a copy of which is **enclosed**.
- 7 ITEMS FOR DECISION
 - 7.1 Mossley Dam – Mossley Mill and Threemilewater Angling Association
 - 7.2 Sustain Exchange Summit Request at the Theatre at the Mill
 - 7.3 Leisure Grant Aid Programme
 - 7.4 Application for the Grant of an Entertainments Licence Breaker Breaker Truck Show, Nutts Corner, 48a Moira Road, Crumlin, BT29 4JS
 - 7.5 Application for Grant of an Entertainments Licence Crumlin Masonic and Social Club, 57 Main Street, Crumlin, BT29 4UR
 - 7.6 Consultation on Climate Change Reporting by Specified Public Bodies – Developing New Regulations
 - 7.7 Ballyclare May Fair
 - 7.8 Ballyclare Town Hall Renewal of Lease
 - 7.9 Borough Arts and Cultural Advisory Panel
 - 7.10 Arts and Culture Grant Aid

- 7.11 Community Planning Capital Grants
- 7.12 Free Use of Ballyclare Town Hall
- 7.13 Community Festivals Fund Grant Aid Recommendations 2023-2026
- 7.14 The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2023
- 7.15 Light Up Working Group
- 7.16 Rathenraw Community Centre – Free Use Request
- 7.17 The Executive Office – Draft Equality Scheme 2023/28
- 7.18 Coronation of His Majesty King Charles III Sub Committee
- 7.19 Street Naming – Dublin Road, Antrim
- 7.20 Street Naming – Antrim Road, Newtownabbey
- 7.21 Street Naming – Jubilee Road, Ballyclare
- 7.22 Street Naming – Ballyclare Road, Newtownabbey
- 7.23 Department for Infrastructure's Transport Planning and Policy Division - Briefing
- 7.24 Parks and Open Spaces Sub Group Membership
- 7.25 Student Placements
- 7.26 HR Policies Update
- 7.27 APSE Annual Seminar and Awards 2023
- 7.28 Armed Forces Day 2024
- 7.29 Elected Member Development Working Group Minutes
- 7.30 Linen Hall Library Annual Membership
- 7.31 The Somme Association Annual Subscription
- 7.32 Public Consultation: NI Concessionary Fares Scheme
- 7.33 Northern Ireland Policing Board (NIPB) Engagement Strategy 2023-25 Consultation

8 ITEMS FOR NOTING

- 8.1 Review of the Effectiveness of the Audit and Risk Committee and Audit and Risk Committee Annual Report 2022/23
- 8.2 Department for Communities Funding Position Update
- 8.3 Department for Infrastructure – The Private Streets (Northern Ireland) Order 1980 – Developments at Laurel Manor, Antrim and Readers Park Ballyclare
- 8.4 Social Value in Council Contracts
- 8.5 Financial Statements for the Year Ended 31 March 2023
- 8.6 Affordable Warmth Scheme - Correspondence
- 8.7 Identification of Bathing Waters, Request for Nominations - Update
- 8.8 Corporate Recovery and Improvement Plan 2022-23, Performance Progress Report Quarter 4
- 8.9 Corporate Performance Improvement Plan 2023-
- 8.10 Multi Agency Support Hub
- 8.11 Peaceplus Local Community Action Plan – Call Launched
- 8.12 Labour Market Partnership (LMP) Funding 2023/24

9 ITEMS IN COMMITTEE

- 9.1 Residual Waste Treatment Project
- 9.2 Crusaders Football Club - Licence Agreement: Threemilewater Park
- 9.3 Corporate Events Sponsorship Request – Farmflix
- 9.4 Northern Ireland Centenary Community Centre Ballyduff – Home Start East Antrim Tenancy Request
- 9.5 Monkstown Jubilee Centre – Annual Grant Increase
- 9.6 Renewal of Lease with Clasp – Land at Longlands Road Newtownabbey
- 9.7 Our Prosperity Outcome Delivery Group Minutes
- 9.8 Chief Executive Annual Performance Appraisal
- 9.9 Appointment of New Chief Executive 2023

7 ITEMS FOR DECISION

7.1 PK/GEN/130 MOSSLEY DAM – MOSSLEY MILL AND THREEMILEWATER ANGLING ASSOCIATION

At the April 2023 Operations Committee Members were reminded that the Threemilewater Conservation and Angling Association had been operating at Mossley Dam since 2012, originally on the basis of an annual renewal. In June 2019, Council approval was given to the group for a 12-year licence which was further amended in January 2022 to retain 12 years on the licence allowing the group to make funding applications. Council Officers were formally notified following their Annual General Meeting in February 2023 that the group had now been dissolved resulting in the licence being terminated.

Thereafter Officers were contacted by previous members of the dissolved group, who had been reconstituted as Mossley Mill and Threemilewater Angling Association. Following an initial meeting with Council Officers, the group had requested that Council consider agreeing to a similar licence arrangement that was previously in place.

Members resolved that Officers enter into negotiations with the reconstituted Mossley Mill and Threemilewater Angling Association in order to agree a licence for the use of Mossley Dam.

Officers consulted with the Association and agreed the **enclosed** Licence. The Association are asking that the licence be increased from 12 years, which it was in the past, to 15 years. The Association said that the reason for the increased licence period is for funding purposes.

RECOMMENDATION: that the Council enter into a licence agreement with the Mossley Mill and Threemilewater Angling Association for a period of 15 years as per the terms and conditions of the enclosed Licence Agreement.

Prepared by: Paul Casey, Borough Lawyer & Head of Legal Services

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

7.2 WM/WM/032 SUSTAIN EXCHANGE SUMMIT REQUEST AT THEATRE AT THE MILL

Correspondence has been received (**enclosed**) from Sustain Exchange offering Council the opportunity to host their annual conference in the Theatre at the Mill. The conference gathers together speakers from across the globe with the aim of encouraging local businesses move towards net zero carbon emissions more quickly. The Annual Sustain Exchange Summit is proposed for October 2023 with the Theatre at the Mill considered to be an excellent location for the planned hybrid format.

Council would be lead partner for the event and our logo would be prominent on all "at event" branding as well as pre and post press activity, with a Council representative also invited to speak at the event. The event organisers believe there will be 150 conference attendees, so it would be an opportunity for Council to promote its sustainability achievements while showcasing the Theatre at the Mill as a high quality hybrid conference venue.

The event organisers requested that the event is held on either the week commencing 16th October 2023 or week commencing 23rd October 2023. The only dates available are Monday 16th October, Tuesday 17th October and Tuesday 24th October.

In order to partner the event, Council would be required to financially contribute £4,950.

RECOMMENDATION: that Council provides partner funding of £4,950 to host the Sustain Exchange Annual Conference at Theatre at the Mill in October 2023

Prepared by: Gillian McGrath, PA to Director of Sustainability

Agreed and Approved by: Michael Lavery, Director of Sustainability

7.3 L/LEI/002/VOL3 LEISURE GRANT AID PROGRAMME

Members are advised that during the first call for the Leisure Grant Aid Programme 2023/24 (April - May), a total of 44 applications were submitted. All 44 applications have been scored with a table setting out details and recommendations **enclosed**.

Members are reminded that to allow for more flexibility for applicants and a quicker turnaround for applications, the Programme does not close at the end of each financial year and rolls forward, with the result being £30,180 of approved grants carried forward from the previous financial year.

Should approval be given for the grants listed, the balances remaining in each funding category are set out below:

Category	No. of apps.	Budget	Approved spend to date 23/24	No. of apps.	Grants proposed	Funding Balance remaining (subject to approval of application)
					(£)	
Capital Grants	0	£40,000	£0	1	£0	£40,000
Grants to Clubs	0	£50,000	£0	4	£625	£46,375
Grants to Athletes	0	£30,000	£0	18	£18,948	£11,052
Grants to Coaches and Officials	0	£5,000	£0	5	£723	£4,277
Sports Event Grant	0	£40,000	£0	7	£13,320	£26,680
Defibrillator Grant	0	£5,000	£0	7	£7,153	£847
Allocation total	0	£170,000	£30,180	44	£40,769	£99,051
Fitness suite Gold Card	0	20 Applications	0	2	2 eligible	18 applications
Total spend to date including this call, if approved £70,949						

RECOMMENDATION: that the Leisure Grant Aid Programme funding set out in the enclosure be approved.

Prepared by: Anna Boyle, Sport & Physical Activity Programmes Manager &
Conor McCallion, Leisure Development Manager

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

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

7.4 EL/190 APPLICATION FOR THE GRANT OF AN ENTERTAINMENTS LICENCE BREAKER BREAKER TRUCK SHOW, NUTTS CORNER, 48A MOIRA ROAD, CRUMLIN, BT29 4JS

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
Leanne Lyons	Outdoor Event Space, Breaker Breaker Truck Show, Nutts Corner, 48a Moira Road, Crumlin, BT29 4JS	Outdoors	<p>Theatrical Performance & Singing, Music, Dancing or Entertainment of a like kind</p> <p>Licence for not more than 14 particular days within 12 month period following grant of the licence</p> <p>Saturday 1 July 2023 10am – 4pm</p> <p>Occupancy 2000 persons</p>

In line with the Council's Entertainments Licensing Policy, 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, Leanne Lyons, Breaker Breaker Truck Show, Nutts Corner, 48a Moira Road, Crumlin, BT29 4JS with the following conditions;

- **That all relevant licensing requirements are met**

OPERATING HOURS

Saturday 1 July 2023
10am – 4pm

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

Agreed and Approved by: Geraldine Girvan, Director of Operations

**7.5 EL/210 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE CRUMLIN
MASONIC AND SOCIAL CLUB, 57 MAIN STREET, CRUMLIN, BT29 4UR**

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
Arthur McNaul	57 Main Street, Crumlin, BT29 4UR	Indoor	Singing, Music, Dancing or Entertainment of a like kind Annual Licence Monday to Sunday 12 noon – 1am 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:

- v. Grant the licence
- vi. Grant the licence with specific additional terms, conditions and restrictions
- vii. Refuse the licence
- viii. 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, Arthur McNaul, 57 Main Street, Crumlin, BT29 4UR with the following conditions;

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

OPERATING HOURS

Monday to Sunday 12 noon – 1am

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

Agreed and approved by: Geraldine Girvan, Director of Operations

7.6 WM/WM/040 CONSULTATION ON CLIMATE CHANGE REPORTING BY SPECIFIED PUBLIC BODIES – DEVELOPING NEW REGULATIONS

The Department for Agriculture, Environment and Rural Affairs (DAERA) is seeking views to development of new regulations that will place climate change reporting duties on specified public bodies. These regulations are required to be made under section 42 of the Climate Change Act (Northern Ireland) 2022. These specified public bodies are likely to include all local authorities and Government Departments although the selection criteria is also being consulted on.

The consultation sets out what the future regulations should look like although lacks significant detail in some areas. It also includes question of the level of support that may be required by the specified public bodies to help them meet their climate change reporting duties once the regulations are made.

It is envisaged that the public reporting will encourage action in the wider community, demonstrate government leadership in this area, target resources in order to meet society's climate change goals. Under Climate Change legislation, Council is required to develop and publish separate Climate Adaptation and Mitigation Plans. The Adaptation Plan will include actions on how Council will cope with the results of climate change, with Mitigation Plans concentrating on actions to reduce the causes of the environmental changes.

The draft response recommends the following:

- Specified public bodies should report on their Climate Adaptation Plans every 5 years;
- The first Adaptation Report to be provided by March 2025;
- Mitigation reports should be provided every two years with the first by October 2025;
- Specified public bodies will be chosen through a "criteria-based proportionality approach" based on the organisation's estate size, number of staff, impact on the environment, influence on society, level of expenditure, and whether they are key service or infrastructure providers. Examples include Central and Local Government, Invest NI, Strategic Investment Board, Education Authorities, Health & Social Care Trusts and NIHE.

The proposed response has been developed in collaboration from other Councils in order to ensure consistency in reporting requirements. The response also takes account of the advice from the UK's independent Climate Change Committee (CCC), which was established to advise the UK and devolved governments on their delivery of climate change. It has also been identified that there should be further guidance on time lines and reporting requirements including the development of templates required to ensure all public bodies are reporting on similar baselines.

The consultation document is available on the following link, <https://www.daera-ni.gov.uk/consultations/consultation-climate-change-reporting-by-specified-public-bodies-developing-new-regulations> with the

closing date for submission 30 June 2023 and the draft response is attached (enclosed).

RECOMMENDATION: that the draft consultation response be approved for submission to the Department for Agriculture, Environment and Rural Affairs (DAERA).

Prepared by: Lynsey Daly, Head of Waste Strategy and Contracts

Agreed and Approved by: Michael Lavery, Director of Sustainability

7.7 AC/EV/025 BALLYCLARE MAY FAIR

Members are advised that the Ballyclare May Fair Working Group resumed in October 2022 to commence planning for the May Fair which was delivered from 20 to 27 May 2023. The Minutes of the meeting held on 10 May 2023 are enclosed for Members' information.

RECOMMENDATION: that the minutes of the May Fair Working Group meeting of the 10 May 2023 be approved.

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism & Events

Approved by: Ursula Fay, Director of Community Planning

7.8 MB/G/023 BALLYCLARE TOWN HALL RENEWAL OF LEASE

Members are reminded that approximately 50% of the ground floor at Ballyclare Town Hall, an area of 114.6 square metres, has been leased as office accommodation for a number of years and a plan of the space is enclosed for Members' information. The current tenant is AGE NI, who have been renting this space since May 2011. At the Community Planning Committee in November 2020 approval was given to extend this lease to May 2023 at a rent of £8,400 per annum, with AGE NI covering all of their own running costs.

In line with good practice, Land and Property Services (LPS) conducted a lease value reassessment in May 2023, and have advised that the rental value is £8,600 per annum.

In its current condition the Council has no identified need for the space and AGE NI would like to remain as tenants. It is proposed to renew the lease for a further three-year period to 01 July 2026 at a rent of £8,600 per annum as recommended by LPS.

RECOMMENDATION: that the lease of office space in Ballyclare Town Hall to AGE NI for a further three year period to 1 July 2026, at a rent of £8,600 per annum be approved.

Prepared by: Jenna Collier, Theatre Bookings, Conference and Events Manager

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism & Events

Approved by: Ursula Fay, Director of Community Planning

7.9 AC/GEN/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL

Members are advised that the continuation of the Borough Arts and Cultural Advisory Panel, including the nomination of Elected Members (one per party) and the recruitment of up to twelve voluntary members was approved by the Community Planning Committee in February 2019.

Members are also advised that at the Community Planning Committee in March 2023 the continued service of existing voluntary members of the Panel and the recruitment of additional voluntary members was agreed. At this meeting the updated constitution of the Borough Arts and Cultural Advisory Panel was also approved (copy **enclosed**).

The Panel met on 9 May 2023 for the last time of the previous Council term and the minutes of this meeting are **enclosed** along with the summer and autumn programmes for the three theatres.

The recruitment exercise to select additional voluntary members of the Panel has commenced with the opportunity being publicly advertised. The closing date for the receipt of applications is Monday 17 July 2023.

As the Council commences a new term Group Leaders have nominated the following Elected Members to serve on the Panel, for the Council term:

DUP	Alderman Paula Bradley
SINN FÉIN	Councillor Michael Goodman
ALLIANCE	Councillor Billy Webb MBE JP
UUP	Councillor Stephen Cosgrove

The Panel will oversee the recruitment and induction of the voluntary Panel members and is scheduled to have its first quarterly meeting in September 2023.

RECOMMENDATION: that

- (a) the minutes of the Borough Arts and Cultural Advisory Panel of 9 May 2023, including summer and autumn programmes for the three theatres be approved.**
- (b) the establishment of the Borough Arts and Cultural Advisory Panel for the Council term be approved.**

Prepared and Approved by: Ursula Fay Director of Community Planning

7.10 AC/GEN/037 ARTS AND CULTURE GRANT AID

Members are reminded that a revised Arts and Heritage Grant Aid Programme was approved by the Community Planning Committee in April 2022.

To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding would be withdrawn.

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. Three applications have been assessed by officers under the appropriate funding category and maximum award available. A summary of the applications is set out below along with the proposed award:

Individual	Funding Category	Funding Purpose	Date of Event	Score	Amount Awarded
Applicant Under 18	Participation in an arts event either by invitation or qualification	To attend the World Hip Hop Championship in Arizona	29/7/2023	65%	£1000
Applicant Under 18	Participation in specialist training or study	To attend the Ulster Orchestra Summer School at the Ulster Hall, Belfast	3/8/2023	70%	£371.25
Applicant Under 18	Participation in specialist training or study	To attend the Ulster Orchestra Summer School at the Ulster Hall, Belfast	3/8/2023	70%	£371.25

RECOMMENDATION: that the Arts and Heritage Grant Awards be approved.

Prepared by: Greg Fox, Arts and Theatres Manager

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

7.11 CP/F/CD/1282 COMMUNITY PLANNING CAPITAL GRANTS

Members are reminded that the Community Planning Capital Grant programme was approved by the Council in May 2022.

These grants are available to local Community and Voluntary Organisations for funding for the development of new facilities or the enhancement of existing facilities that meet evidenced based need.

Members are advised that one application has been received and assessed by a panel of officers, the score awarded is **enclosed** for Members' information.

RECOMMENDATION: that the Community Planning capital grant up to a maximum of £200,000 to The Bridge Association be approved.

Prepared by: Stefanie Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

7.12 AC/GEN/008 FREE USE OF BALLYCLARE TOWN HALL

Members are advised that a request for free use of Ballyclare Town Hall has been granted to the Royal National Institute for Deaf People (RNID) to deliver a Near You – Hearing Aid User Support Service session on Thursday 29 June 2023.

In addition, they have requested free use for a series of service sessions on Thursday 27 July, Thursday 31 August, Thursday 28 September, Thursday 26 October, Thursday 30 November and Thursday 28 December 2023. The RNID have pre-existing close ties with Council, as they have organised and delivered similar programmes in the past. The support services offered are aimed at and benefit many residents of the Borough.

RECOMMENDATION: that the request for free use of Ballyclare Town Hall by the Royal National Institute for Deaf People for the dates as outlined be approved.

Prepared by: Jenna Collier, Theatre Bookings, Conference and Events Manager

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism & Events

Approved by: Ursula Fay, Director of Community Planning

7.13 AC/GEN/085 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2023 – 2026

Members are reminded that a presentation on the Community Development Grant Aid Programme was made by Officers to the Community Planning Committee in September 2022 and the proposed changes to the Community Development Grant Aid programme approved. A key change to Community Festivals Funding is that Groups can now seek funding for up to three years for established festivals. The benefits of this are that groups can plan ahead with the security of three years funding (subject to satisfactory post event evaluation), need to complete an application only once and officers are released from administration of funding to support groups develop their capacity to deliver events.

Members are reminded that a pass threshold of 50% applies to applications to the Community Festivals Fund. Members should also note that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

Members are also reminded that following a Council decision in October 2021 the award threshold for Community Festivals Grants was increased from £5,000 to £10,000, effective from 1 April 2022, for festivals attracting in excess of 5,000 attendees.

Members are reminded that two funding rounds were established for the 2023/24 Community Festivals Fund, and that 13 applications totalling £95,625 were approved by the Community Planning Committee for the first round of funding in February 2023. The second round of funding opened on 3 April 2023 and closed on 19 May 2023. Nine applications were received and assessed by a panel of Officers. The total amount requested from all nine applications for 2023/24 was £43,650. All applicants applied for three-year funding, and all achieved the required 50% pass threshold. A full list of all the applications received is enclosed for Members' information.

Members are advised that the 2023/24 budget for the Community Festival Fund is £80,000, which includes an expected contribution of £27,400 from the Department for Communities' (DfC) Community Festival Programme. At present, however, DfC cannot confirm this amount, nor are they in a position to advise when a funding decision will be made.

If the Council funds all second round applicants at a total cost of £43,650, then the Community Festivals Fund will be over-subscribed by at least £59,275 with the anticipated DfC contribution still at risk.

RECOMMENDATION: that the grants be approved and that the additional cost is funded through anticipated revenue savings and additional income

Prepared by: Gregory Fox, Arts and Theatres Manager

Agreed by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Approved by: Ursula Fay, Director of Community Planning

7.14 CP/CD/390 THE MRS JOAN CHRISTIE CVO, OBE LEGACY BURSARY SCHEME 2023

Members are reminded that the delivery of the Mrs Joan Christie CVO, OBE Legacy Bursary Scheme 2023 was approved at the April Community Planning Committee when it was agreed to change the name to The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme, and to amend the Scheme's Terms of Reference to allow a representative from each political party to take part in the assessment of applicants. A revised Terms of Reference is **enclosed** for Members' information.

RECOMMENDATION: that the revised Terms of Reference for The Mrs Joan Christie CVO, OBE Legacy Bursary Scheme be approved.

Prepared by: Simon Goldrick, Head of Arts, Culture, Tourism and Events

Agreed and Approved by: Ursula Fay, Director of Community Planning

7.15 AC/GEN/018 LIGHT UP WORKING GROUP

Members are advised that in July 2019 the Council agreed to form an all-party working group to develop a policy in relation to the lighting of the main Council Civic Buildings to show support for or promote a particular charitable cause, public awareness campaign, or making of a significant occasion. A Light Up Civic Buildings Policy developed by the Group was approved by Council in October 2020 and reviewed by the Group in June 2021 and 2022. A copy is enclosed for Member's information. The Policy contains an annual programme of light-ups which the Council has agreed reflect the diversity of the Borough and this programme includes Holocaust Memorial Day, Chinese New Year, St Patrick's Day and Battle of the Somme as examples.

A full list of all light ups carried out from April 2022 to March 2023 is enclosed for Member's information.

As the Council commences a new term there is a requirement to re-establish the Working Group. Party Group Leaders have nominated the following Elected Members to serve on the Light Up Working Group for the term of the Council:

DUP:	Alderman Stephen Ross
SINN FÉIN:	Councillor Rosie Kinnear
ALLIANCE:	Alderman Lewis Boyle
UUP:	Councillor Leah Smyth

It is proposed to meet with the Working Group to review the current policy with a report to be brought to the Community Planning Committee in September 2023.

RECOMMENDATION that:

- (a) the establishment of the Light Up Working Group for the Council term be approved;**
- (b) a review of the Policy be carried out by the Working Group with a report brought back to the Community Planning Committee in September 2023.**

Prepared and Approved by: Ursula Fay, Director of Community Planning

7.16 CP/CC/012 RATHENRAW COMMUNITY CENTRE – FREE USE REQUEST

Members are advised that a request has been received by Rathenraw Youth Scheme for the free use of Rathenraw Community Centre for a two-week Summer Scheme from Monday 17 July to Friday 29 July 2023.

The group has been granted free use of the facilities in the past and proposes to provide youth engagement activity over this two week period for a summer scheme.

RECOMMENDATION: that free use of Rathenraw Community Centre as outlined be approved.

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

7.17 CP/GR/173 THE EXECUTIVE OFFICE – DRAFT EQUALITY SCHEME 2023/28

Members are advised that The Executive Office (TEO) is consulting on its draft Equality Scheme 2023-2028.

The Equality Scheme illustrates how TEO proposes to fulfil its Section 75 statutory duties across all of its functions. Section 75 of the Northern Ireland Act 1998 (the Act) requires public authorities, in carrying out their functions relating to Northern Ireland, to have due regard to the need to promote equality of opportunity and regard to the desirability of promoting good relations across a range of categories outlined in the Act.

The Department is committed to seeking the views of those who are affected by The Executive Office Draft Equality Scheme, and are keen to hear from individuals and organisations about their views on the equality implications of the scheme and about any improvements or amendments that the Department could make.

Copies of the Consultation Document, including a link to a comprehensive Response Template are available from the following link:

www.executiveoffice-ni.gov.uk/consultations/consultation-executive-office-draft-equality-scheme

The deadline for responses is 11 August 2023.

Further information, hard copies and alternative formats can be obtained by contacting The Executive Office Equality and Human Rights Branch at

EqualityandHumanRights@executiveoffice-ni.gov.uk

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

Council's instructions are requested.

Prepared by: Jen Cole, Good Relations Coordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

7.18 CP/CP/213 CORONATION OF HIS MAJESTY KING CHARLES III SUB COMMITTEE

Members are reminded that at the Council meeting in October it was agreed to establish a Sub Committee, to commemorate Her Majesty Queen Elizabeth II and to plan for the Coronation of King Charles III. The sixth meeting of the Sub Committee was held on Tuesday 25 April 2023.

The minutes of this meeting are **enclosed** for Member's information.

RECOMMENDATION: that the minutes of King Charles III Coronation Sub Committee meeting of 25 April 2023 be approved.

Prepared and Approved by: Ursula Fay, Director of Community Planning

7.19 PBS/BC/003 VOL 2 STREET NAMING – DUBLIN ROAD, ANTRIM

A development naming application was received from Chris McAvoy on behalf of Hall Black Douglas Architects regarding the naming of a residential development off Dublin Road, Antrim. The development consists of 34 dwellings, these being a mixture of detached, semi – detached and apartments.

The development names refer to the site's location within the Deerpark townland, formerly part of the Massereene Demense owned by the Massereene family which included Antrim Castle Gardens and the 'deer park' that was formed by the stone walls around the estate. The site was also formerly occupied by the Deerpark Hotel. The developer's options have been submitted as outlined below, with the application, location map and site plan enclosed.

1. Deerpark Demense – The name makes reference to both the long and short term historical context of the site.
2. Deerpark Wood – This option references the historical context of the site and its location within a woodland setting.
3. Deerpark Lodge – The name takes into consideration the historical context of the Skeffington Hunting Lodge that previously occupied the site before the Deerpark Hotel.

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

RECOMMENDATION: that Council approves a name for the above development

Prepared by: Liam McFadden, Principal Building Control Surveyor

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

Approved by: Geraldine Girvan, Director of Operations

7.20 PBS/BC/003 VOL 2 STREET NAMING – ANTRIM ROAD, NEWTOWNABBEY

A development naming application was received from Paul Doherty on behalf of Doherty Architectural Services regarding the naming of a residential development off Antrim Road, Newtownabbey. The development consists of 14 dwellings, these being a mixture of detached and semi – detached.

The developer's rationale states that the site is located adjacent to parkland at City of Belfast Playing Fields, Mallusk close to Park Road - a small development of 14 houses on a lane off the Antrim Road. The development names have been submitted as outlined below, with the developer's application, location map and site plan **enclosed**.

1. Park Lane
2. Park Mews
3. Park Place

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

RECOMMENDATION: that Council approves a name for the above development

Prepared by: Liam McFadden, Principal Building Control Surveyor

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

Approved by: Geraldine Girvan, Director of Operations

7.21 PBS/BC/003 VOL 2 STREET NAMING – JUBILEE ROAD, BALLYCLARE

A development naming application was received from Darren Farnan on behalf of Braidwater Ltd, Longfield Road, Eglinton regarding the naming of a residential development off Jubilee Road, Ballyclare. Phase 1 of the development consists of 65 dwellings, these being a mixture of detached and semi – detached dwellings. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan **enclosed**.

1 – Cloughan Park – the site overlooks the grounds of Ballyclare Rugby Football Club, called “The Cloughan”. There is a direct correlation between the proposed name and the local area

2 – Cloughan View – as above

3 – Cloughan Hill – as above

In view of the names Cloughlin Lane and Cloughlin Manor already existing at the end of Jubilee Road where it connects to Rashee Road, very close to this proposed development, officers contacted the developer. Although there is a very slight difference in the spelling of the names, locally, both names are pronounced the same. Members should also be aware that the developers are currently advertising this development as Cloughan Manor on a billboard at the site and on their own website.

In order to avoid confusion, the developer, has agreed to amend his proposed options to utilise the recognised spelling, Cloughlin, with the same suffixes;

- Park
- View
- Hill

Should the Council not wish to select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration, however, in this case Officers are proposing that it is referred back to the developer.

RECOMMENDATION: that Council approves a name for the above development.

Prepared by: William Richmond, Principal Building Control Surveyor

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

Approved by: Geraldine Girvan, Director of Operations

7.22 PBS/BC/003 VOL 2 STREET NAMING – BALLYCLARE ROAD, NEWTOWNABBEY

A development naming application was received from Conor Darcy on behalf of Lotus Homes regarding the naming of a residential development off Ballyclare Road, Newtownabbey. The development consists of 12 apartments. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan enclosed.

1. Hillview Apartments – The name takes into account the proximity of Hillview Drive and Hillview Park. It leverages the geographical feature of hills, establishes a sense of community, aids in navigation and enhances the marketing appeal of the apartments on Ballyclare Road.
2. Oakview Apartments – Oakview Apartments combines the concepts of strength, natural beauty, elegance, and a distinctive identity. It creates a sense of reliability, tranquillity and timeless appeal for the residents of the apartment block.
3. Oakview Manor – The same rationale as above applied to this suggestion.

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

RECOMMENDATION: that Council approves a name for the above development

Prepared by: Liam McFadden, Principal Building Control Surveyor

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

Approved by: Geraldine Girvan, Director of Operations

7.23 P/FP/LDP/97 DEPARTMENT FOR INFRASTRUCTURE'S TRANSPORT PLANNING AND POLICY DIVISION – BRIEFING SESSION

Members are advised that a request has been received from the Department for Infrastructure (copy **enclosed**) requesting the opportunity to provide a briefing during June/July on the Belfast Metropolitan Transport Plan (BMTP) 2035.

RECOMMENDATION: that Department for Infrastructure Representatives be invited to brief Members at a future meeting of the Community Planning Committee on the Belfast Metropolitan Transport Plan (BMTP) 2035.

Prepared by: Sharon Mossman, Deputy Director of Planning

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

7.24 PK/GEN/035/VOL4 PARKS AND OPEN SPACES SUB GROUP MEMBERSHIP

Members are advised that in 2015 Council agreed to establish a Grass Management Sub Group for the purpose of planning and managing the challenges of new traffic regulations, roundabout maintenance improvements and impact of Dfl budget cuts on urban grass cutting.

Over time, the Group widened its scope into other areas of Parks and Open Spaces and has proven very effective in achieving improvements in these areas, as well as acting as a mechanism for guiding Officers in a wider range of operational matters. In 2021, the Group was renamed the Parks and Open Spaces Sub Group to reflect its wider scope.

Membership to date has been determined by those with an interest in Parks and Open Spaces, and is chaired by the Chair of Operations or their nominee. Meetings are scheduled up to six times per annum with the minutes of the meeting and any recommendations considered at the following month's Operations Committee.

It is proposed that the next meeting of the Group will be scheduled following nomination of members, as a range of business is awaiting consideration including judging of Council's annual Best Kept Garden Awards.

RECOMMENDATION: Members are invited to volunteer to participate in the Parks and Open Spaces Sub Group for the Council term by contacting the relevant Director.

Prepared by: Vicki Kyles, Personal Assistant to Director of Parks and Leisure Operations

Agreed by: Paul Mawhinney, Head of Parks Operations

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

7.25 HR/HR/045 STUDENT PLACEMENTS

The Council plays a vital role in local communities, and works in partnership with the Ulster University and local colleges to offer student placement opportunities which can provide benefits to both parties.

The Council has previously offered placements in various fields such as Environmental Health and ICT. By extending these opportunities to other areas of study, we can support the development of the next generation of professionals and build valuable connections with universities and colleges.

The primary objective of this partnership is to provide students with practical experience that enhances their academic learning and employability. This can be achieved by offering placements that are relevant to the students' field of study, providing opportunities to apply theoretical knowledge to real-world situations, and building industry networks. Additionally, Council can benefit from having access to a pool of talented and motivated students who can contribute to Council projects and bring fresh perspectives to the work.

Members are advised that a number of local Councils have recently offered student placements opportunities in the following areas: Environmental Health, Communications and Marketing, ICT and HR. Durations can vary from 6 months up to one year.

It is proposed that the Council works in partnership with the Universities to offer five student placement opportunities, two in the field of Leisure Management, two in Digital Innovation within Organisation Development and one in Environmental Health. Consideration may be given to other opportunities across other fields of study as noted above in due course.

Key Benefits to this partnership working is as following:

- Enhanced employability for students: by providing students with practical experience, Council can enhance their employability and prepare them for their future careers.
- Access to talented and motivated students: Council can benefit from having access to a pool of talented and motivated students who can contribute to Council projects and demonstrates our commitment to supporting the next generation of professionals in the leisure management industry.
- Strengthened relationships with universities: by working in partnership with the Universities and Local Colleges, Council can build valuable connections with academic institutions and strengthen relationships with them and providing access to other expertise.
- Improved services for the community: by providing practical experience to students, Council can improve the quality of services provided to the local community.

Human Resources will be involved in the selection process and students will be paid the Real Living Wage.

RECOMMENDATION: that approval be given to progress five Student placements.

Prepared by: Jennifer Close, Head of Human Resources

Approved by: Matt McDowell, Director of Parks and Leisure

7.26 HR/ER/001 HR POLIICES UPDATE

Members are advised that in consultation with the Trade Unions, the following policies have been reviewed and updated (enclosed at appendix 1)

We recommend that these policies be approved and adopted by the Council for immediate implementation.

These policies have previously been equality screened.

Voluntary Severance & Redundancy Procedure
Pay Tapering Policy
Dignity & Respect at Work Policy

RECOMMENDATION: that the above policies be approved.

Prepared by: Pauline Greer, HR Manager

Approved by: Jennifer Close, Head of HR

7.27 CE/CS/004 APSE ANNUAL SEMINAR AND AWARDS 2023

Members are advised that the APSE Annual Seminar will take place on 13-14 September 2023 in the Assembly Buildings, Belfast, and the APSE Service Awards Charity Dinner will take place in Titanic Museum, Belfast on 14th September.

The Association for Public Service Excellence (APSE) is a best practice organisation dedicated to promoting excellence in the delivery of frontline services to local communities around the UK.

The APSE Annual Seminar offers frontline service providers the chance to learn from each other, network with sector experts and develop strategies for vital local services. Delegates will get the opportunity to hear from industry-leading experts for across UK local government.

The cost of attending the full seminar attendance including evening functions is £439 plus VAT.

As members of APSE the Council is entitled to two complimentary places (one Elected Member and one Officer) to attend the following:

- Pre-event reception on Tuesday 12 September
- Seminar Attendance on Wednesday 13 September
- Attendance at the AGM and reception supper on Wednesday evening
- Seminar Attendance on Thursday 14 September
- Dinner place at the Service Awards Dinner on Thursday evening

The Council has entered a number of submissions for the APSE Awards. The shortlist for these awards will be announced mid-July and Members will be updated of progress in relation to this.

Members are reminded that as part of the Elected Member Continuous Professional Development Policy, an individual development budget of £800 per year (£3,200 per term) is available. The Policy is **attached** for Members' information.

RECOMMENDATION: It is recommended that:

- 1. The Mayor (or nominated representative) and appropriate Officers attend the APSE Annual Seminar and Awards as an approved duty.**
- 2. Attendance at the APSE Annual Seminar and Awards is available to all Members as part of their individual development budget. Anyone wishing to attend should contact Sarah Fenton – sarah.fenton@antrimandnewtownabbey.gov.uk**

Prepared by: Lesley Millar, Performance and Transformation Manager

Approved by: Jennifer Close, Head of Human Resources

7.28 CP/CP/214 ARMED FORCES DAY 2024

Members are reminded that it was agreed at the Council Meeting in October 2022 to submit a bid to host Armed Forces Day 2024 in Hazelbank Park and Jordanstown Loughshore Park.

Members are advised that confirmation has been received from the Reserve Forces and Cadets Association for Northern Ireland (RFCA NI) that the Council's bid has been accepted and it is proposed to host Armed Forces Day 2024 on Saturday 22 June 2024 with provision of £80,000 to be made in the 2024/2025 estimates.

The Council hosted Armed Forces Day in 2016 in Antrim with Antrim Castle Gardens and Antrim Stadium used to host the event. The event in 2016 attracted large numbers of visitors from across Northern Ireland and it is a significant regional event which will bring economic benefits to the area and enhance the profile of the Council.

It is proposed to establish a Working Group of 8 Elected Members, to be nominated by D'Hont, representatives of the various forces as well as RFCA NI and appropriate Officers to plan for the delivery of the event, with meetings to commence at the earliest opportunity.

RECOMMENDATION: that

- (a) the delivery of Armed Forces Day 2024 on Saturday 22 June at a cost of £80,000 be approved;**
- (b) the establishment of a Working Group of the Mayor, Deputy Mayor, Veterans Champion and 6 Elected Members, nominated by D'Hont, as well as representatives of the various armed forces, RFCA NI and appropriate Officers be approved.**

Prepared and Approved by: Ursula Fay, Director of Community Planning

7.29 HR/LD/029 ELECTED MEMBER DEVELOPMENT WORKING GROUP MINUTES

Members are advised that meetings of the Elected Member Development Working Group took place on Monday 13th February 2023 and Wednesday 12 April 2023.

A copy of the minutes are **enclosed** for Members' information.

RECOMMENDATION: that the minutes of the Elected Member Development Working Group meetings held on Monday 13th February 2023 and Wednesday 12 April 2023 be approved.

Prepared by: June Foster, Executive Officer

Approved by: Helen Hall, Director of Corporate Strategy (Interim)

7.30 G/MSMO/017 LINEN HALL LIBRARY ANNUAL MEMBERSHIP

Members are advised that correspondence has been received in relation to Council's subscription to Linen Hall Library, a copy of which is **enclosed**.

Corporate Membership of this historical library permits staff and Members to access the library and its facilities and to borrow up to 8 books for up to a month upon presentation of the corporate library ticket. Any member wishing to use the Linen Hall library can obtain the corporate library ticket from Mayor and Member Services.

The Library has advised that the annual membership rate is £360.00

RECOMMENDATION: that the annual subscription be approved for the term of Council.

Prepared by: Liz Johnston, Deputy Director of Governance

Approved by: Sandra Cole, Director of Finance and Governance

7.32 G/MSMO/23 THE SOMME ASSOCIATION ANNUAL SUBSCRIPTION

Members are advised that an invoice had been received from The Somme Association **enclosed** for £1000 (plus VAT) in respect of the "Friends of the Somme" yearly subscription for the period 2023/24.

The Somme Association is a registered charity formed in 1990 to co-ordinate research into Ireland's part in the First World War and was created to ensure that the sacrifices of all those from Ireland who served in the War - and those of their families - would continue to be honoured and remembered.

The Somme Association has responsibility for the Somme Museum, formerly the Somme Heritage Centre at Conlig in County Down, the Ulster Memorial Tower on the site of the Battle of the Somme near Thiepval in France, and Thiepval Wood.

RECOMMENDATION: that the Council subscribes to the Somme Association at a cost of £1000 (plus VAT) for the term of Council.

Prepared by: Denise Lynn, PA to the Director of Finance and Governance

Agreed and Approved by: Sandra Cole, Director of Finance and Governance

7.33 G/MSMO/008 VOL 3 PUBLIC CONSULTATION: NI CONCESSIONARY FARES SCHEME

Correspondence (**enclosed**) has been received from the Department for Infrastructure advising that a public consultation has been launched on changes to the NI Concessionary Fares Scheme

Full details of the consultation are available at <https://www.infrastructure-ni.gov.uk/consultations/consultation-changes-concessionary-fares-scheme>

Organisational responses to the consultation can be done so by using the Citizen space survey at:

[Consultation on free and discounted fares on public transport \(concessionary fares\) - NI Direct - Citizen Space](#)

The consultation opens from 1 June 2023 and closes at 5pm on 24 August 2023. Any queries in relation to the consultation should be directed by email to niconcessionaryfaresconsultation@infrastructure-ni.gov.uk.

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

Council's instructions are requested.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

7.34 CP/PCSP/127 CP/PCSP/127 NORTHERN IRELAND POLICING BOARD (NIPB) ENGAGEMENT STRATEGY 2023-25 CONSULTATION

Members are advised correspondence **enclosed** has been received from the Northern Ireland Policing Board (NIPB) regarding the NIPB Engagement Strategy 2023-25 Consultation.

In March 2023, the NIPB agreed a new two-year Corporate Plan 2023–2025 which is to coincide with the remaining term of the 2020-2025 NI Policing Plan. The Engagement Strategy is intended to complement both these key documents and to ensure compliance with its statutory functions within the Police (NI) Act 2000.

The NIPBs Engagement Strategy is directly linked and aligned to the outcomes outlined in the Boards 2023 – 2025 Corporate Plan. Part of the Boards statutory remit is to develop, in partnership with the PSNI, the NI Policing Plan which highlights three Outcomes for policing.

- Outcome 1 – We have a safe community
- Outcome 2 – We have confidence in policing
- Outcome 3 – We have engaged and supportive communities

The Boards Engagement Strategy and the associated Programme of Engagement will assist the Board in assessing the delivery and implementation of Outcome 3 of the NI Policing Plan 2020-2023 namely, "We have engaged and supportive communities", by aiming to deliver strategic and purposeful engagement with key stakeholders and the wider community to make a significant contribution to the delivery of these outcomes.

The NIPB Engagement Strategy will be delivered through an Annual Programme of Work that will provide further detail on the specific activities and initiatives which the NIPB will undertake in order to achieve their engagement aims.

The NIPB welcome feedback on the proposed 'Aims' and also the three 'Strands of Engagement' as outlined below:

1. Engagement with the Community through Partnership & Collaboration
2. Engagement with Stakeholders (inc. Statutory Stakeholders)
3. Consultation, Research & Reports

Further information on the draft engagement strategy are available on the NI Policing Board website; <https://www.nipolicingboard.org.uk/publication/draft-engagement-strategy-2023-2025>

The consultation will run for 12 weeks, the deadline for responses is 12 noon on Tuesday 5 September 2023.

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

Council's instructions are requested.

Prepared by: Lynda Kennedy, Community Programmes Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

8.1 FI/AUD/02 REVIEW OF THE EFFECTIVENESS OF THE AUDIT AND RISK COMMITTEE AND AUDIT AND RISK COMMITTEE ANNUAL REPORT 2022/23

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".

In February 2023, Members of the Audit and Risk Committee completed a review of the Committee's performance throughout the year and agreed the 'Self-Assessment of Good Practice' checklist and the 'Evaluating the Effectiveness of the Audit Committee' checklist. The results (**enclosed**) of this review were agreed by the Audit and Risk Committee at their meeting in March 2023.

The Audit and Risk Committee has also prepared an Annual Report (**enclosed**) which was agreed by Members. This report outlines the Audit and Risk Committee's activities during 2022/23 and how the Committee has discharged its roles and responsibilities as set out in the Audit and Risk Committee Terms of Reference.

RECOMMENDATION: that the report be noted.

Prepared by: Paul Caulcutt, Head of Internal Audit

Approved by: Sandra Cole, Director of Finance and Governance

8.2 CP/CD/443 DEPARTMENT FOR COMMUNITIES FUNDING POSITION UPDATE

Members are reminded that it was agreed at the April Community Planning Committee that an update on the Department for Communities (DfC) current budget position be communicated to those groups and organisations anticipating funding from the Department in 2023/24.

The Permanent Secretary for the DfC had indicated that temporary 3-month funding support would be put in place up to 30th June 2023 based on 2022/2023 funding levels.

Members are advised that further correspondence has been received from DfC **enclosed** outlining their current budget position and the outlook for 2023/2024 in the continued absence of a budget settlement.

The Permanent Secretary for DfC has indicated that further temporary 3-month funding support will be put in place from 30 June 2023 to 30 September 2023 based on 2022/2023 opening budget allocations.

Members are advised this funding covers all DfC programmes operating in our area such as Areas at Risk, Neighbourhood Renewal and Grant Funding.

Members are reminded that a report on Areas at Risk Funding 2023/24 was taken to the May Council Meeting. It was agreed that the Councils response to the Departments EQIA be reported to a future meeting. The response is **enclosed** for Members' information.

RECOMMENDATION:

- a) that the updated position of the Department for Communities budget be noted**
- b) the response to the Departments EQIA be noted**

Prepared by: Stefanie Buchanan, Community Development Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

8.3 G/LEG/325/21 DEPARTMENT FOR INFRASTRUCTURE – THE PRIVATE STREETS (NORTHERN IRELAND) ORDER 1980 – DEVELOPMENTS AT LAUREL MANOR, ANTRIM AND READERS PARK, BALLYCLARE

Correspondence has been received from the Department for Infrastructure (DfI) advising that streets at the above development have now been adopted by DfI Roads (copy correspondence **enclosed**).

RECOMMENDATION: that the correspondence be noted.

Prepared by: Deirdre Nelson, Paralegal

Agreed by: Paul Casey, Borough Lawyer and Head of Legal Services

Approved by: Jacqui Dixon, Chief Executive

8.4 FO/GEN/037 SOCIAL VALUE IN COUNCIL CONTRACTS

Members will recall that the Finance Minister announced in July 2021 a new policy to introduce mandatory scoring of social value within public procurement contracts.

Reports on the broad requirements and operation of Social Value within Council contracts was provided to members at the September 2021 and March 2022 Policy and Governance committees and July 2022 Council meeting.

The purpose of this report is to update members on the progress of implementing this policy.

The report is broken down by section as follows;

- Background
- Approaches to Scoring Social Value
- Future Developments
- Recommendation

BACKGROUND

'Social Value' within procurement contracts refers to the wider impacts on the well-being of individuals, communities and the environment that the contract may have. Unlike mainland UK, no specific legislation exists for Northern Ireland that requires public bodies to consider 'Social Value' in the commissioning of public contracts.

From 1st June 2022 NI public bodies must explicitly score social value as an award criterion together with cost and quality with a minimum of 10% of the total award attributed to social value. The 10% minimum applies to:

- Services contracts greater than £177,898
- Construction contracts greater than £4,447,448

Other mandatory social value measures, especially regarding compliance with relevant employment, equality and human rights standards and fair work practices has been introduced.

APPROACHES TO SCORING SOCIAL VALUE

Council currently operates two mechanisms for scoring Social Value and a table of current contracts that have included a scored Social Value element by category are listed in Table 1.

POINTS BASED APPROACH

For over threshold and other larger contracts, bidders are asked to complete a points matrix of their social value commitments from a basket of measures under the general themes of:

- Employment and Skills
- Sourcing Strategies
- 'Zero' carbon delivery
- Well-Being promotion

For each Council contract a minimum points value must be committed to by the bidder. Council has the flexibility to influence bidders focus on particular aspects of the above themes by offering more points for those aspects.

It is the bidders' delivery plan that is then scored i.e. how they will deliver their social value commitment. This delivery plan requires to be monitored during the contract period to ensure social value has been delivered as per the tender.

The supplier must deliver a minimum of 100 Social Value points per £1 million of contract value.

Table 1

Above threshold - Points Based Approach	Minimum SV Points
Services Contracts	
Provision of Security Services	250
Provision of Fleet Maintenance	250
Waste Collection Services Across the Borough	Lot 1 – 700 Lot 2 – 700 Lot 3 – 300
Provision of Cleaning Services	350
Provision of Recruitment Services(5 Lots)	120 per lot
Lighting at Enchanted Winter Gardens	100
Works Contracts	
Contractor for Glengormley Office Block	600
Consultant for Dunanney Centre Refurbishment	31

For example – the standard points matrix awards 90 points for a bidder providing 52 weeks of 'Paid Employment for people from the Client's priority group'

Within the project - 'Contractor for Glengormley Office Block ', Council prioritised the following Social Value groups:

- Unemployed
- Socially disadvantaged
- Gender or age inequality grouping
- Those with disability

The points matrix was modified to offer bidders higher points for these categories and bidders information included contact details of key stakeholders in the Glengormley area in relation to the priority groups. e.g. the standard points matrix award for 'Paid Employment for people from the Client's

priority group' was increased from 90 to 135 points for each 52 weeks of paid employment.

ALTERNATIVE APPROACH

For service contracts below £1m over the contract term, Council stipulates one or more measures applicable to the contract and that is in line with Councils priorities – bidders then propose how they can add social value against this measure and their response is scored up to the maximum 10%.

The following contracts have been issued that contain a scored social value element:

Table 2

Alternative Approach
Supply of Amusements at Enchanted Winter Garden
Provision of Catering Services at Mossley Mill
PCSP Community Safety Wardens
Framework for Printing Services

For example, 'Provision of Catering Services at Mossley Mill' included a scored question on how the contract could deliver additional environmental benefits through;

- Use of energy efficient equipment
- Use of sustainable products
- Reducing water consumption
- Adoption of circular economy principles
- Packaging reduction and recycling
- Working towards net zero greenhouse emissions e.g. using local suppliers

MONITORING AND REPORTING

For each contract with 'Social Value' scoring, Council collaborates with the Strategic Investment Board (SIB) to establish the contract on their central database to facilitate monitoring of the social aspect of Council contract and for NI public sector generally. As these contracts are recently awarded, no reports are currently available from SIB.

Within the 'Waste Collection Services' contract one successful bidder is currently working with Council in enhancing community green space in the Ballyduff area as part of their well-being social value commitment.

Officers will regularly review, evaluate and report back to Members.

FUTURE DEVELOPMENTS

It was the intention of the Finance Minister that the 10% social value award criteria for the public sector was to be reviewed with the potential that the criteria level increased to 20% from June 2023.

In the absence of an Assembly no additional guidance has been received. It should also be noted that it is very early to establish the impact that social value mandatory criteria has had generally.

Council could however voluntarily apply additional Social Value criteria. This could be done in a number of ways;

Option 1 - Apply a higher % criteria level across all relevant contracts

Option 2 - Apply a higher % criteria level across all relevant contracts where the cost criteria is less than 50% of the award score. (If cost is greater than 50% then the minimum 10% applies)

Option 3 - Reduce the threshold value for service and construction contracts so that more contracts will be included

Option 4 - Introduce a hybrid scoring mechanism that scores the delivery plan but also rewards bids that commit to more than the minimum points requirement.

Planning Related Developer Contributions

Members will also be aware that there are a number of other policy/legislative levers available to the Council to support development across the borough including Planning Related Developer Contributions and Section 76 Agreements. These agreements are normally required to secure approval for a planning proposal.

In addition, Non-Planning related voluntary contributions may also be made by developers (and others).

The Council agreed to include a Planning Related Developer Contributions Policy in its Draft Plan Strategy (page 67/68) which is currently going through the process of adoption. It was also indicated that the Council would bring forward Supplementary Planning Guidance to explain in greater detail how Planning Developer Contributions will be implemented through the planning process and the scale of contributions likely to be required.

Initial options for Members consideration are being developed with a further report to be provided in September 2023.

RECOMMENDATION

- (a) The report be noted and Officers continue to evaluate progress to date on Social Value clauses relating to the procurements outlined and report back to Policy & Governance Committee in September.

- (b) An options paper in relation to Developer Contributions be reported in September 2023.

Prepared by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance and Governance

8.5 FI/FIN/SOA/08 FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

The Local Government Accounts and Audit Regulations (Northern Ireland) 2015 requires the Financial Statements be formally considered and approved no later than 30 September following the end of the financial year to which the accounts relate.

A summary position is provided of Council's financial performance of the year ended 31 March 2023 as set out in the Comprehensive Income and Expenditure Statement and financial position set out in the Balance Sheet as at 31 March 2023 (copies to follow).

Independent audit of the draft Financial Statements will proceed after submission to the Department for Communities by 30 June 2023 and the audited final Financial Statements will be provided to the Audit and Risk Committee for approval in September 2023.

RECOMMENDATION: that the report be noted.

Prepared by: Richard Murray, Head of Finance

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

8.6 EH/PHWB/003 AFFORDABLE WARMTH SCHEME – CORRESPONDENCE

Members are reminded that the Affordable Warmth Scheme has been delivered by Environmental Health, on behalf of the Department for Communities (DfC), for approximately 12 years).

The Department is responsible for developing policy and implementing programmes to mitigate the effects of fuel poverty and improving the thermal comfort of low income households in Northern Ireland and Affordable Warmth is DfC's primary scheme for tackling fuel poverty. Currently, it operates as a partnership between the 11 councils and the Northern Ireland Housing Executive (NIHE).

Correspondence has been received from DfC, **enclosed**, giving 3 months' notice that delivery arrangements will change. From 1 September 2023 delivery of the Affordable Warmth Scheme will be taken over by the NIHE as a single scheme operator. Targeting and referrals through local councils will end at that point.

The Department has indicated that due to budgetary pressures, reducing the cost of delivery is the only way to ensure that the scheme can continue to help those people living in fuel poverty at a time of high energy prices.

Delivery of the current allocation of 20 referrals per month will continue over the notice period ending 31 August 2023. The Deputy Head of Environmental Health (Health and Well Being), Alison Briggs is liaising with Departmental Officials in relation to handover arrangements and processing those applicants currently in the system.

In the meantime, the Health and Wellbeing team continues to operate the Heater Lending Scheme to all residents in need of a heat source in cases of no heat and will signpost residents to any available support services.

RECOMMENDATION: that the report be noted.

Prepared by: Alison Briggs, Deputy Head of Environmental Health (Health and Wellbeing)

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

Agreed by: Geraldine Girvan, Director of Operations

8.7 PK/BIO/044 IDENTIFICATION OF BATHING WATERS, REQUEST FOR NOMINATIONS - UPDATE

Members are reminded that in October 2021, Council agreed to nominate Antrim and Jordanstown Lough Shore Parks (including Hazelbank) as formally identified bathing waters as part of the review of Bathing Waters 2022/2023 being carried out by Department of Agriculture Environment and Rural Affairs (DAERA).

Correspondence, **enclosed**, has been received advising that the Department has completed its evaluation and survey of candidate sites and preliminary criteria for identification has been met at Antrim Loughshore (Rea's Wood Antrim).

Council previously confirmed to the Department that it would act as a Bathing Water Operator for the nominated sites if successful in meeting the criteria. It is now the Department's intention to publish the report of the review in the coming weeks including Antrim Loughshore as new site, which will then be taken forward for formal identification through the Regulations.

RECOMMENDATION: it is recommended that the report be noted.

Prepared by: Paul Mawhinney, Head of Parks Operations

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

8.8 PT/CI/038 CORPORATE RECOVERY AND IMPROVEMENT PLAN 2022-23, PERFORMANCE PROGRESS REPORT QUARTER 4

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 Recovery and Improvement Plan 2022-23 was approved in June 2022. This set out a range of challenging performance targets, along with four identified improvement objectives and a number of Statutory Performance Targets.

The Quarter 4 progress report (Jan – March 2023) is to follow for Members' approval.

RECOMMENDATION: That the Corporate Recovery and Improvement Plan 2022-23 Quarter 4 progress report be noted.

Prepared by: Allen Templeton, Performance and Transformation Officer

Agreed by: Lesley Millar, Performance and Transformation Manager

Approved by: Jennifer Close, Head of Human Resources

8.9 PT/CI/049 CORPORATE PERFORMANCE AND IMPROVEMENT PLAN 2023-24

Members are reminded that in January 2023, the draft Corporate Improvement Plan was approved subject to consultation.

A public consultation exercise was carried out from 6 February 2023 to 5 May 2023. This consultation sought to obtain feedback from Elected Members, residents, stakeholders, local businesses, statutory and other community planning partners and other bodies with which collaborative working is underway or is planned.

An online questionnaire on the Council's corporate website/consultation hub enabled the Council to seek opinions on the range of corporate improvements as set out in the draft Plan. An article was included in the Council's Borough Life magazine, and on the Council's social media channels (Facebook and Twitter) as well as the Council's employee app iConnect. In addition, officers circulated a copy of the draft Plan to all their key stakeholders for comment and feedback.

There were 21 responses received (20 completed questionnaires and 1 independent response). A summary of the consultation responses is to **follow** for Members' information.

Following consultation, the draft Corporate Performance and Improvement Plan 2023-24 was revised to reflect the consultation feedback which included reference to the Council's support for residents through the cost of living crisis; protection and improvement of the environment; supporting the Borough to become a sustainable, green, climate-adapted Borough; promoting the benefits of exercise for physical and mental health; achieving high levels of customer satisfaction; improve service levels through maintaining staff attendance and supporting local business. Other feedback received will be incorporated into the Implementation Plans derived out of the final Corporate Performance and Improvement Plan 2023-24.

A copy of the revised draft Corporate Performance and Improvement Plan 2023-24 and Executive Summary is to **follow**. Members are reminded that this Plan has been equality screened, including rural proofing. Quarterly reports on performance will be brought to the relevant Committees.

RECOMMENDATION: that the report be noted.

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Lesley Millar, Performance and Transformation Manager

Approved by: Jennifer Close, Head of Human Resources

8.10 CP/CP/074 MULTI AGENCY SUPPORT HUB

Members are reminded of the ongoing work of the Multi-Agency Support Hub (MASH) that was established within the Borough in July 2017. The Support Hub aims to provide vulnerable individuals with the right support at the right time via the most appropriate organisation.

The Antrim and Newtownabbey MASH is led by the Council and includes representation from statutory organisations including, Policing & Community Safety Partnership, Police Service of Northern Ireland, Northern Ireland Fire & Rescue Service, Northern Ireland Housing Executive, Youth Justice Agency, Northern Health & Social Care Trust, Northern Ireland Ambulance Service and Northern Ireland Probation Board.

Following the launch of the Support Hub, the Department for Justice provided an annual financial contribution of up to a maximum of £3,600 per annum, towards administration costs of the Hub, this was initially for 3 years until 2021, which has been extended at the same funding rate in the ensuing periods.

Members are updated that communication has been received from the Department of Justice, **enclosed** confirming the provision of funding of up to £3,600 for the 2023-2024 financial year.

RECOMMENDATION: that the report be noted.

Prepared by: Lynda Kennedy, Community Programmes Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

8.11 CP/PP/010 PEACEPLUS LOCAL COMMUNITY ACTION PLAN – CALL LAUNCHED

Members will be aware that the Council has been waiting further communication from SEUPB on the official launch of the PEACEPLUS Programme and the opening of the call for Theme 1.1, through which local authorities across Northern Ireland and the border counties will submit applications to secure funding to deliver against the actions identified in each Local Community Action Plan.

Correspondence has been received from SEUPB advising that the call opened on Thursday 15th June and that the closing date for receipt of completed Local Community Action Plans from each of the 17 PEACEPLUS Partnerships is Thursday 14 December 2023.
The first meeting of the new PEACEPLUS Partnership is scheduled for Tuesday 27 June 2023.

Officers are progressing with Phase 2 of the local community engagement on a targeted, thematic basis, to inform the development of the Local Community Action Plan.

RECOMMENDATION: that the report be noted.

Prepared by: Lynda Kennedy, Community Programmes Manager

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

8.12 ED/LMP/002 LABOUR MARKET PARTNERSHIP (LMP) FUNDING 2023/24

On 21st June, correspondence was received from the Department, a copy of which is **enclosed**, advising that the full funding as originally offered for 2023/24 would now be made available. This correspondence was shared with the LMP which met on the evening of the 21st June. Plans will now be progressed to deliver the Action Plan as agreed for 2023/24.

RECOMMENDATION: that the report be noted.

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