22 July 2026

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL

A meeting of Antrim and Newtownabbey Borough Council will be held in the **Council Chamber, Mossley Mill** on **Monday 27 July 2026** at **6.30 pm.**

You are requested to attend.

Yours sincerely

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

For any queries please contact Member Services:
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memberservices@antrimandnewtownabbey.gov.uk

A G E N D A

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 29 June 2026, a copy of which is enclosed.

5(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 July 2026, a copy of which is enclosed.

5(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 20 July 2026, a copy of which is enclosed.

6 ITEMS FOR DECISION

6.1 ASK Capital Grant Programme Grant Awards

6.2 Dual Language Street Sign Applications

6.3 Greystone Community Centre – Free Use Request: Greystone Residents and Community Enhancement

6.4 Leisure Grant Aid Programme

6.5 DFC Warm Healthy homes Fund Consultation

6.6 The Duke of Edinburgh Legacy Bursary Scheme

7 ITEMS IN CONFIDENCE

7.1 Glengormley Public Realm Scheme – Glenwell Road/Church Way Junction Improvements Post Project and Contractor Final Account

7.2 Consultant Fees for Glengormley Office Regeneration

7.3 Tender for Provision of Contractor for Glengormley Office Regeneration

7.4 Development of an Economic Strategy

7.5 Organisational Structures

6 ITEMS FOR DECISION

6.1 ED/DI/005 ASK CAPITAL GRANT PROGRAMME GRANT AWARDS

1. Purpose

The purpose of this report is to seek Members approval for the award of three grants under the ASK Capital Grant Programme.

2. Background

The ASK (Advice, Skills and Knowledge) Mentoring Programme was launched in September 2025 and supports local businesses through tailored one-to-one mentoring and business development support.

Through the programme businesses can access up to 10 hours of mentoring support across a range of areas such as Advanced Digital Technologies, Digital Infrastructure & Strategy, Innovation & Product Development, Business Strategy and Planning and Sales & Marketing.

To support the implementation of mentor-led recommendations, the Council introduced the ASK Capital Grant Programme, which provides eligible businesses with grant assistance towards capital investment projects.

Following completion of mentoring eligible businesses may be invited to apply for an 80% funded capital grant of up to £1,500 to support investment in software, systems, equipment and other innovation-enabling technologies aligned with Economic Development objectives.

3. Previous Council Decision

In May 2026, Members approved the extension of the Ask Capital Grant Programme, with a budget allocation of £75,000 for the 2026/27 financial year.

4. Capital Grant Applications Received

Members are advised that during the period 9 June 2026 to 1 July 2026, a total of three applications were received, with a maximum of £4,500 being recommended for approval, subject to the receipt and verification of all relevant supporting documentation. Grant awards are set out in the table enclosed.

5. Financial Position

The overall ASK Capital Grant Programme budget for 2026/27 is £75,000. To date, £25,000 has been awarded. Should Members approve the three grant recommendations within this report the remaining programme budget would be £45,500.

6. Summary

This report makes three grant recommendations under the ASK Capital Grant Programme for the period 9 June 2026 to 1 July 2026, with a total value of £4,500.

7. Recommendation

It is recommended that Members approve the three grant awards totalling a maximum of £4,500 to the successful applicants under the ASK Capital Grant Programme, subject to the receipt and verification of all relevant supporting documentation.

Prepared by: Natasha Donald, Economic Development Manager

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

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

6.2 CCS/EDP/025 DUAL LANGUAGE STREET SIGN APPLICATIONS

1. Purpose

The purpose of this report is to provide an update on the current status of Dual Language Street Sign applications.

2. Introduction/Background

The Dual Language Street Sign Policy was adopted by Council in May 2022. This report provides and update on current applications and seeks approval where required in accordance with the Policy.

3. Applications Update

- Petition received

No new applications have been received.

- Stage 1 – Petition Verification (For Approval)

Three applications are at this stage.

The occupiers signing the petition have been verified against the Electoral Register and the following three applications meet the required one-third threshold. Approval is requested to progress to the Stage 2 canvass exercise:

Brecart Road, BT41 3TH and BT41 3PJ
Pakenham Court, BT29 4EP
Mayfield Park, BT36 7WJ

- Stage 2 – Residents Canvass (For noting)

Three applications have progressed to this stage. Canvass letters have been issued to occupants, and results will be reported at August Full Council.

Cargin Road, BT41 3NU and BT41 3PB
Hollybrook Gardens, BT36 4ZS
Loup Road, BT41 3TW

- Stage 3 – Street Sign Installation (For Noting)

Two applications are at Stage 3 of design, fabrication and installation of street signs.

Longlands Walk, BT36 7NQ
Longlands Park, BT36 7NG

4. Map and Costs

Relevant maps and associated costs are enclosed for Members' information.

5. Recommendation

It is recommended that the Dual Language Street Sign applications at:

Stage 1

- **Brecart Road, BT41 3TH and BT41 3PJ, be approved.**
- **Pakenham Court, BT29 4EP, be approved.**
- **Mayfield Park, BT36 7WJ, be approved.**

Stage 2

- **Cargin Road, BT41 3NU and BT41 3PB, be noted.**
- **Hollybrook Gardens, BT36 4ZS, be noted.**
- **Loup Road, BT41 3TW, be noted.**

Stage 3

- **Longlands Walk, BT36 7NQ, be noted.**
- **Longlands Park, BT36 7NG, be noted.**

Prepared by: Claire Webb, Accessibility and Inclusion Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Liz Johnston, Director of Organisation Development (Interim)

6.3 CP/CF/007 GREYSTONE COMMUNITY CENTRE – FREE USE REQUEST: GREYSTONE RESIDENTS AND COMMUNITY ENHANCEMENT

1. Purpose

The purpose of this report is to recommend to Members that Greystone Residents and Community Enhancement in Antrim is given permission to use Greystone Community Centre free of charge for a Community Fun Day & Launch Event on Saturday 22 August 2026.

2. Introduction/Background

A request has been received from a newly formed community group Greystone Residents and Community Enhancement (G.R.A.C.E.) to use Greystone Community Centre free of charge to hold a Community Fun Day and Launch Event on Saturday 22 August 2026 starting at 10am and finishing at 3pm.
The group aims to relieve poverty, advance education and provide or assist in providing facilities in the interests of social welfare for recreation or other leisure time occupants to improve the lives of residents.

3. Previous Decision of Council

Members are reminded that approval was given at the June 2025 Committee for a revision to the Community Development Pricing Policy, which now requires all free use requests to be brought to the Committee for decision.

4. Request for Free Use

G.R.A.C.E. has requested free use of Greystone Community Centre for their Community Fun Day and Launch event. There is no admission charge to the event.
The community benefits of this event will include:

- Promotion of positive community activities for local residents
- Positive use of Council facilities
- Promotion of learning and wellbeing through varied activities and programming
- Promotion of community and voluntary infrastructure and services from within the borough
- Promotion of prosperity by providing those living in the area to engage with the group

The fun day and launch event aligns with the Council's Community Plan by promoting inclusion, strengthening community connections, and encouraging greater participation in community activities.

G.R.A.C.E. have requested free use of Greystone Community Centre rather than paying the community rate on the basis that they are a new group and awaiting their banking arrangements being finalised. The public liability insurance for this event has been provided by T.I.D.E.S who have supported G.R.A.C.E in their development.

5. Financial Position/Implication

The waiver of community hire charges for the fun day represents potential lost income of £92.50 which includes both the Large Meeting Room and Small Meeting Room.

6. Summary

G.R.A.C.E. have requested free use of Greystone Community Centre for their fun day and launch event on Saturday 22 August 2026.

7. Recommendation

It is recommended that Greystone Residents and Community Enhancement is given permission to use Greystone Community Centre free of charge on Saturday 22 August 2026.

Prepared by: Paul Townsend, Community Facilities Coordinator

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community and Culture and Richard Baker, Chief Executive

6.4 L/LEI/002/VOL4 LEISURE GRANT AID PROGRAMME

1. Purpose

The purpose of this report is to seek approval for the recommendations set within the 1st call of the 2026-27 Leisure Grant Aid Programme.

2. Introduction

For the period April - May, a total of 80 applications were received, 9 applications were deemed ineligible and 71 met the criteria for funding. Details of the grant programme criteria are enclosed.

A table setting out details and recommendations for the 71 applications is enclosed for Member's reference. Upon approval of the listed grants, the remaining balances in each funding category are outlined below:

Category	**Budget**	**Approved spend to date 2026-27**	**No. of apps.**	**Grants proposed (£)**	**Funding Balance remaining (subject to approval of applications)**
Capital Grants	£40,000	£0	4	£40,000	£0
Grants to Clubs	£50,000	£0	5	£8,576	£41,424
Grants to Athlete Bursaries	£30,000	£0	46	£30,000	£0
Grants to Coaches and Officials Bursaries	£5,000	£0	3	£675	£4,325
Sports Event Grant	£40,000	£0	5	£9,446	£30,554
Defibrillator Grant	£5,000	£0	3	£1,500	£3.500
Allocation total	**£170,000**	**£0**	**80**	**£90,197**	**£79,803**
Fitness suite Gold Card	20 Applications	0 Application	14	12 Applications	8 Applications

3. Financial Position/Implication

The overall budget for the 2026-27 programme is £170,000. The eligible amount requested from the 71 applications who met the criteria was £98,544. Officers applied a proportionate reduction to awards under the Capital

Grant Scheme and Grants to Athletes Bursary Scheme to remain within budget, while ensuring all eligible applications received an allocation. This brings the total recommended award to £90,197, leaving a remaining balance of £79,803 for the 2026–27 financial year.

Details of the proportionately reduced recommended awards are shown in the enclosed.

As the Capital Grant Scheme and Grants to Athletes Bursary Scheme budgets have now been fully allocated, no further funding calls will be opened during the 2026–27 financial year.

4. Summary

The overall budget for the 2026-27 programme is £170,000. Should approval be given for the grants listed; the total spend to date would total £90,197 with a remaining balance of £79,803.

5. Recommendation

That approval be granted for the Leisure Grant Aid Programme, covering the period from April – May 2026.

Prepared by: Anna Boyle, Funding Unit Manager and Conor McCallion, Leisure Development Manager

Agreed by: Richard Murray, Head of Finance and Deaglan O'Hagan, Head of Leisure Operations

Approved by: John Balmer, Director of Finance

6.5 CP/CP/224 DEPARTMENT FOR COMMUNITIES: WARM HEALTHY HOMES FUND CONSULTATION

1. <u>Purpose</u>

The purpose of this report is to seek Members approval in relation to the draft corporate response for the Department for Communities public consultation on the Warm Healthy Homes Fund.

2. <u>Introduction/Background</u>

The Department for Communities (DfC) is undertaking a consultation and seeking views on the proposed Warm Healthy Homes Fund, a new energy efficiency scheme aimed at supporting low-income households experiencing, or at risk of, fuel poverty across Northern Ireland

The Warm Healthy Homes Fund is intended to become the Department's primary long-term intervention for tackling fuel poverty and improving energy efficiency in private sector homes, including owner-occupied and private rented properties. The proposed scheme will replace the existing Affordable Warmth Scheme from April 2027.

The proposed Warm Healthy Homes Fund forms part of the Department's wider commitment to addressing fuel poverty, improving domestic energy efficiency, supporting better health outcomes and contributing towards Northern Ireland's climate change and carbon reduction ambitions.

The consultation period opened on 27 May 2026 and will close on 19 August 2026. Responses received outside of this timeframe will not be considered by the Department.

3. <u>Previous Decision of Council</u>

Members are reminded at the June Community Development Committee it was agreed that a corporate response be prepared with a draft brought to the Council meeting in July.

4. <u>Key Issues</u>

Members are advised that a draft corporate response has been prepared and is enclosed for Members consideration. The draft response aims to reflect the Council's experience of supporting residents experiencing fuel poverty, financial hardship and housing inequalities.

The corporate response supports many of the Department's proposals, whilst recommending that sufficient flexibility is incorporated to ensure assistance reaches those households facing the greatest levels of vulnerability.

The principal themes contained within the Council response include:

- Support for the proposed eligibility criteria using Universal Credit, Pension Credit and an income threshold as a transparent means of targeting assistance.
- Recognition that disability-related benefits and Winter Fuel Payments should be excluded from income assessments, acknowledging the increased energy requirements experienced by many disabled people and those living with long-term health conditions.
- A recommendation that flexibility is retained to support households experiencing exceptional hardship or fluctuating incomes, including those in seasonal or self-employment.
- Support for prioritising properties with poor Energy Performance Certificate (EPC) ratings while recommending that wider vulnerability factors, including age, disability, long-term health conditions, families with young children and rural off-gas households, are also considered within prioritisation decisions.
- Support for extending assistance within the private rented sector and for adopting a whole-house, fabric-first approach to improving energy efficiency.
- Support for the proposed grant limits, contractor accreditation requirements and quality assurance measures to ensure value for money and high standards of installation.
- Recognition of the importance of appropriate aftercare arrangements to maximise the long-term benefits of energy efficiency improvements.
- Recommendations that equality and accessibility remain central to scheme delivery, including the provision of alternative application routes for residents who may face digital, language or accessibility barriers.

The response also highlights the importance of ongoing monitoring and review to ensure the scheme continues to respond effectively to changing economic conditions and reaches those households most at risk of fuel poverty.

5. Summary

The DfC has launched a public consultation on the proposed Warm Healthy Homes Fund. The consultation closes on 19th August 2026.

A corporate has been prepared for Members approval.

6. Recommendation

It is recommended that the draft corporate response for the Department for Communities public consultation on the Warm Healthy Homes Fund be approved, and a submission is made before the consultation closes on 19th August 2026.

Prepared by: Conor Cunning, DEA Engagement Manager

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community and Culture / Richard Baker, Chief Executive

6.6 AC/GEN/078 THE DUKE OF EDINBURGH LEGACY BURSARY SCHEME

1. Purpose

The purpose of this report is to seek Members' approval for the 2026 Duke of Edinburgh Legacy Bursary Scheme awards.

2. Background

The Duke of Edinburgh Legacy Bursary Scheme is an initiative for residents aged 11–18 who face financial or social barriers to achieving their career aspirations or hobbies. It offers successful applicants up to £1,000 in funding for equipment and training.

The scheme features a 12-week personal development programme, for 20 participants, held weekly from September to December, covering sessions such as:

- Volunteering
- Mental health and physical wellbeing
- Money management
- Digital technology and photography

The 2026 Programme will be the fifth cohort of the Legacy Bursary Scheme.

3. Previous Council decision

Members are reminded that it was agreed by the Council in April 2021 that a permanent memorial to Duke of Edinburgh Prince Philip be placed in Antrim Castle Gardens and the creation of an annual bursary scheme, to benefit young people be explored.

An outline of the bursary scheme was reported to the Community Planning Committee in November 2021 with the final Bursary Scheme agreed by the Working group at its February 2022 meeting and approved at the March 2022 Community Planning Committee.

4. Duke of Edinburgh Legacy Bursary Scheme 2026

The 2026 Duke of Edinburgh Legacy Bursary Scheme_opened for online applications on 9 April 2026 and closed on 8 June 2026.

Applicants were required to meet the following criteria:

- Be aged 11-18 years on 1 September 2026
- Live at a permanent address within the Borough
- Not have previously received a bursary from Council
- Be willing to fully participate in the 12-week programme
- Be able to attend a team building event in mid-late August.

Members are advised that 36 applications were received with 25 of these meeting the required criteria and threshold for funding, totalling £25,000.

An Assessment Panel made up of Members from the Working Group met on 23 June and recommended that all 25 successful applications be approved for the 2026 Scheme.

5. Financial Implication

Provision of £25,000 had been made in the Community Development Directorate 2026/27 revenue budgets for the delivery of the Duke of Edinburgh Legacy Bursary Scheme. This includes up to £20,000 for 20 x Bursary Awards and £5,000 for the delivery of the Programme.

It is proposed that all 25 successful applications be approved for the 2026 Scheme, at an additional cost of £5,000, provision for which has been identified in the 2026/27 Community Development budget.

6. Governance

A Duke of Edinburgh Working Group was established in August 2021. The Working Group meets annually to assess Bursary Scheme applications.

7. Summary

A total of 36 applications for the Duke of Edinburgh Legacy Bursary Scheme have been assessed by panel and 25 applicants are recommended for funding of up to £1,000 per applicant.

An additional £5,000 has been identified within the 2026/27 Community Development budget for the delivery of the Scheme.

8. Recommendation

It is recommended that all 25 successful applications for the 2026 Duke of Edinburgh Legacy Bursary Scheme be funded at a total cost of £25,000.

Prepared by: Stacey Myles, Neighbourhood Renewal Officer

Agreed by: Ronan McKenna, Head of Community Development

Approved by: Ursula Fay, Director of Community and Culture / Richard Baker, Chief Executive