



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD
AT MOSSLEY MILL ON MONDAY 26 SEPTEMBER 2022 AT 6.30 PM**

- In the Chair** : Mayor (Alderman S Ross)
- Members Present (In Person)** : Aldermen – F Agnew, L Clarke, M Cosgrove, M Girvan, P Michael, J McGrath and J Smyth
- : Councillors – J Archibald-Brown, A Bennington, P Bradley, M Brady, J Burbank, M Cooper, P Dunlop, S Flanagan, J Gilmour, N Kelly, R Lynch, A McAuley, N McClelland, V McWilliam, M Magill, B Mallon, J Montgomery, N Ramsay, V Robinson, L Smyth and B Webb
- Members Present (Remote)** : Alderman – T Campbell
- : Councillors – H Cushinan, R Foster, M Goodman, R Kinnear, A Logue, T McGrann, M Stewart, and R Wilson
- Officers Present** : Chief Executive - J Dixon
Director of Economic Growth and Planning - M McAlister
Director of Operations – G Girvan
Director of Finance and Governance – S Cole
Director of Community Planning - U Fay
Director of Organisation Development – D Rogers
Director of Parks and Leisure Operations – M McDowell
Director of Waste Operations – M Laverty
Deputy Director of Performance and Governance (Interim) – L Johnston
Head of Investment and Business Development, Economic Development – M McKenna
Head of Regeneration and Infrastructure (Interim) – S Norris
Borough Lawyer and Head of Legal Services – P Casey
ICT Systems Support Officer – C Bell
ICT Helpdesk Officer – J Wilson
Member Services Officer – A Duffy
Member Services Officer – E Skillen

Although the COVID restrictions had been relaxed, to manage numbers and minimise risk, members of the public and press could continue to access those parts of the Council meetings which they are entitled to attend through the livestream on the Council's website.

1 BIBLE READING, PRAYER AND WELCOME

The Mayor welcomed all present to the meeting, and advised Members of the audio recording procedures.

The meeting opened with a Bible reading and prayer by Reverend Robert Ginn who expressed condolences to Councillor Goodman on the passing of his Mother and to Alderman Smyth on the passing of his Mother In-Law.

Councillors Cushinan, Goodman, Kelly, Kinnear Logue and McGrann joined the meeting.

MAYOR'S REMARKS

The Mayor expressed his sincere gratitude and thanks to all the staff across every department who assisted with the events following the passing of Her Majesty Queen Elizabeth II.

2 APOLOGIES

Alderman Burns
Councillor Swann

3 DECLARATIONS OF INTEREST

Item 13.4 – Alderman Smyth and Councillor Robinson
Item 13.5 – Alderman McGrath and Councillors Bradley and Wilson

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Smyth
Seconded by Alderman Girvan and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Tuesday 30 August 2022 be taken as read and signed as correct.

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Kelly
Seconded by Councillor Ramsay and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 5 September 2022 be approved and adopted.

6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING

Moved by Councillor Magill
Seconded by Alderman Girvan and

RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 6 September 2022 be approved and adopted.

7 MINUTES OF THE SPECIAL COUNCIL MEETING OF ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL

Moved by Councillor Montgomery
Seconded by Councillor Dunlop and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Special Council Meeting of Monday 12 September 2022 be taken as read and signed as correct.

8 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING

Moved by Councillor Bennington
Seconded by Councillor Wilson and

RESOLVED - that the Minutes of the proceedings of the Audit and Risk Committee Meeting of Tuesday 20 September be approved and adopted.

9(a) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 1

Moved by Alderman Agnew
Seconded by Alderman Smyth and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Wednesday 21 September 2022 Part 1 be taken as read and signed as correct.

9(b) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 2

Moved by Alderman Agnew
Seconded by Alderman Smyth and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Wednesday 21 September 2022 Part 2 be approved and adopted.

10 MINUTES OF THE COMMUNITY PLANNING COMMITTEE MEETING

Moved by Councillor Gilmour
Seconded by Councillor Webb and

RESOLVED - that the Minutes of the proceedings of the Community Planning Committee Meeting of Wednesday 22 September 2022 be approved and adopted.

11 ITEMS FOR DECISION

11.1 EL/202 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE (ANNUAL LICENCE) 5 CORNERS, 249 RASHEE ROAD, BALLYCLARE, BT39 9JN

An application had been received for the grant of an Entertainments Licence (annual licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Matthew Armstrong	249 Rashee Road, Ballyclare, BT39 9JN	Singing, Music, dancing or entertainment of a like kind Monday to Sunday 12:00hours to 01:00 Number of persons No greater than 200 in total within the proposed licensable areas.	EL202	New

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 could 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 would be taken.

Moved by Councillor Archibald-Brown
Seconded by Councillor Ramsay and

RESOLVED - that an Entertainments Licence (Annual licence) be granted to the applicant, Matthew Armstrong, 5 Corners, 249 Rashee Road, Ballyclare, BT39 9JN, with the following conditions;

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

- That a satisfactory electrical report is submitted

OPERATING HOURS:

**Monday to Sunday
12:00hours to 01:00hours**

ACTION BY: Clifford Todd, Deputy Director Operations (Environmental Health, Property and Building Services)

11.2 EL/199 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE (ANNUAL LICENCE) TUMBLEDOWN INN, 2 TAYLORSTOWN ROAD, TOOMEBRIDGE, BT41 3TN

An application had been received for the grant of an Entertainments Licence (annual licence) for the following area.

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Anne-Marie McCoy	2 Taylorstown Road, Toomebridge, BT41 3TN	Singing, Music, dancing or entertainment of a like kind Monday to Thursday 16:00hours to 22:30hours Friday to Sunday 16:00hours to 00:00hours Number of persons no greater than 160, to be determined	EL199	New

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 could 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 would be taken.

Moved by Councillor Wilson
Seconded by Councillor Lynch and

RESOLVED - that an Entertainments Licence (Annual licence) be granted to the applicant, Anne Marie McCoy, Tumbledown Inn, 2 Taylorstown Road, Toomebridge with the following conditions;

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

OPERATING HOURS:

**Monday to Thursday
16:00hours to 22:30hours**

**Friday to Sunday
16:00hours to 00:00hours**

ACTION BY: Clifford Todd, Deputy Director Operations (Environmental Health, Property and Building Services)

11.3 G/LEG/321/20 Amendment to the Footway (Prohibition of Waiting) Order

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) regarding a proposal to amend the Footway (Prohibition of Waiting) Order. A copy of the correspondence was circulated for Members' information.

The proposed amendment was to address ongoing issues around vehicles parking on the footpath next to a bus stand, which causes problems for persons wishing to alight the bus, as well as for pedestrians. The proposed amendment would therefore prohibit vehicles waiting on a footway adjacent to a bus stand. A further amendment is proposed to prohibit vehicles parking on a footway adjacent to a mandatory cycle lane or school keep clear markings.

DfI had requested comments from the Council in respect of this proposal.

Moved by Councillor Robinson
Seconded by Alderman Clarke and

RESOLVED – that any future proposals regarding these amendments be brought to the Council for decision on a case by case basis.

ACTION BY: Deirdre Nelson, Paralegal

11.4 ED/ED/162 FUTURE BUSINESS START UP

Members were reminded that the Council had responsibility for supporting entrepreneurship and a statutory target for business start-up in the Borough which is currently 80 jobs per annum. The main vehicle through which the Council seeks to achieve this job target is the Go For It, Regional Business Start Programme. This programme offers support to entrepreneurs wishing to start their own business including mentoring assistance to develop a business plan. Over the last three years, the Council had delivered against the statutory target, creating 106 jobs in 2019/20, 84 in 2020/21 and 97 in 2021/22. In the current year to date 48 jobs had been created.

The programme had been running since September 2017 across all Council areas, and the current programme is due to end March 2023. The Programme is managed by Lisburn and Castlereagh City Council on behalf of all Councils and is delivered by Enterprise NI through their network of Local Enterprise Agencies locally Mallusk Enterprise Agency and LEDCOM are part of Enterprise NI consortium delivering the programme. Antrim Enterprise Agency was not involved in this programme. The programme had been funded through European Structural funds, Invest NI and all local Councils. In order to enhance the provision at a local level the Council had supported additional pre and post support to participants which had been delivered.

In anticipation of the end of the current contract, all 11 Councils are working together to develop a business case for a new Business Start programme. This new programme seeks to address a number of deficiencies identified in the current model to ensure that any future programme was value for money, flexible and delivering at a local level. The new programme incorporates both pre and post start up support which was not currently included and provides support for accelerated scaling and growth.

Whilst the business case was being finalised, external funding explored and new procurement processes and collaboration agreements are developed, it was proposed to extend the current delivery contract with Enterprise NI and the current Collaboration Agreement between Councils for a period of up to 1 year, to 31 March 2024. This would ensure that business start-up provision was still available consistently across Northern Ireland and that the Council could continue to meet its statutory job target during this transition period. The estimated cost to extend delivery and the supporting infrastructure namely marketing, call-handling, Management Information System and support staff is £75,000 for Antrim and Newtownabbey which would support 145 business plans, which would convert to 87 jobs, mirroring the support available in 2021-22 and 2022-23. Provision for the funding would be made through the Economic Development budget in 2022-23.

A bid to UK Shared Prosperity Fund would be progressed for the new programme.

Moved by Councillor Montgomery
Seconded by Councillor Lynch and

RESOLVED - that the Council

- a) agrees to an extension of the Collaboration Agreement and to the delivery contract for the Northern Ireland Business Start Up Programme to run to March 2024 with all other participating Councils; and
- b) agrees to match-fund the Programme up to a maximum of £75,000 in 2022-23, provision for which will be made in the Economic Development budget.

ACTION BY: Emma Stubbs, Business Development Manager

11.5 G/MSMO/017/VOL3 IRISH LEAGUE OF CREDIT UNIONS

Correspondence circulated had been received from Irish League of Credit Unions requesting an opportunity to make a presentation at a future Council meeting to provide information on awareness of important and underreported work on credit union.

Moved by Councillor Wilson
Seconded by Councillor Logue and

RESOLVED - that the request from Irish League of Credit Unions be invited to present to a future meeting of the Community Planning Committee.

ACTION BY: Member Services

11.6 PT/CI/029 2021-22 ANNUAL SELF-ASSESSMENT REPORT ON PERFORMANCE

Members were reminded that under Part 12 of the Local Government Act (Northern Ireland) 2014, Section 92(2)(b)(i) & (ii) of the Act requires the Council to publish an assessment of its performance for 2021-22.

Members were advised that a final draft of the Annual Self-Assessment Report on Performance 2021-22 was reviewed by the Audit and Risk Committee on 20 September 2022 and was circulated for Members' attention.

This report provides an assessment of the Council's performance for 2021-22 in relation to its statutory performance and self-imposed indicators. In line with the legislation, it includes a comparison of performance against previous financial years and where possible, benchmarked against other Councils.

Moved by Councillor Bennington
Seconded by Councillor Robinson and

RESOLVED - that the 2021-22 Annual Self-Assessment Report on Performance (Final Draft) be approved.

ACTION BY: Lesley Millar, Performance and Transformation Manager

12 ITEMS FOR NOTING

12.1 ED/ED/039 LETTER OF CONDOLENCE HER MAJESTY QUEEN ELIZABETH II

Following the sad passing of her Majesty Queen Elizabeth II Council had received the following letters of condolences from

- The Mayor of Rybnik, Piotr Kuczera and his fellow citizens who wish to extend their heartfelt condolences to the Borough of Antrim and Newtownabbey (circulated)
- The Mayor of Dorsten, Tobias Stockhoff and Chair of the Twinning Association, Elisabeth Cosanne-Schulte-Huxel who wish to extend their deepest sympathy to the Borough of Antrim and Newtownabbey (circulated)

Moved by Councillor Robinson
Seconded by Councillor Brady and

RESOLVED - that the report be noted.

NO ACTION

12.2 ED/ED/140 GROW SOUTH ANTRIM LOCAL ACTION GROUP MINUTES

Meetings of the GROW South Antrim Local Action Group were held on Thursday 23rd June and Friday 9th September 2022 and the minutes recorded at that the meetings were circulated. Members should note that some commercial business details had been redacted in line with operational requirements. These were the final meetings of GROW South Antrim prior to closure, as noted at the Council meeting in June.

Moved by Alderman Girvan
Seconded by Councillor McWilliam and

RESOLVED - that the minutes of the GROW South Antrim Local Action Group Meetings be noted.

NO ACTION

The Mayor advised that the Motion would be taken at this point of the meeting.

14 MOTION

Proposed by Councillor Flanagan
Seconded by Councillor Bradley

"This Council acknowledges, with sadness, the recent passing of our Late Sovereign Lady, Queen Elizabeth II. Pays tribute to the exemplary dignity, wisdom and diligence with which Her Late Majesty served our Nation and the Commonwealth. Further acknowledges the tremendous debt of gratitude

owed for the personal sacrifice and unwavering loyal devotion over her glorious 70 year reign.

This Council commits thus to honour and enshrine her memory in tangible commemoration across the Borough and invites council officers to present an options paper to the relevant committee for consideration in due course.

This Council shall also establish a sub-committee to commence preparation for the coronation of His Majesty, King Charles III".

On the Motion being put to the meeting 29 Members voted in favour, 0 against and 9 abstentions and

The Motion was declared carried.

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Councillor Robinson
Seconded by Alderman Smyth and

RESOLVED - that the Council proceeds to conduct the following business 'In Committee'.

Members were advised that the live stream and audio recording would cease at this point.

13 ITEMS IN COMMITTEE

13.1 IN CONFIDENCE L/LEI/428 3G TRAINING PITCH, CLOYNE CRESCENT, MONKSTOWN

Members were advised that provision of £[REDACTED] was made in the capital estimates for the development of a 3G training pitch in Monkstown. Several locations were considered including space at Holybank Primary School, however following consultations with local Elected Members, and sports groups, it was subsequently agreed to convert the existing grass practice pitch at Cloyne Crescent, Monkstown and resurface with a 3G carpet at an estimated cost of £[REDACTED] including floodlighting and fencing. In order to progress the matter, an Economic Appraisal had been completed and was circulated together with a Section 75 Screening Form. An EQIA was not required.

The Appraisal considered a number of options and following assessment recommends Option 2: Development of a 3G pitch with floodlighting and fencing at an estimated cost of £[REDACTED].

Moved by Councillor Cooper
Seconded by Councillor Flanagan and

RESOLVED - that approval be given for the Economic Appraisal for the development of a 3G training pitch at Cloyne Crescent, Monkstown together

with the Section 75 Screening Form as set out in Option 2, Development of a 3G pitch with floodlighting and fencing at an estimated cost of £[REDACTED].

ACTION BY: Reggie Hillen, Head of Capital Development, Finance and Governance and Deaglan O'Hagan, Head of Leisure Operations

13.2 IN CONFIDENCE ED/ED/195 Vol.2 MINUTES OF THE GOVERNANCE MEETINGS OF THE LEVELLING UP FUND PROJECT BOARD HELD ON 21 JULY AND 15 SEPTEMBER 2022

The Levelling Up Fund award required that a governance structure was put in place to oversee the management and implementation of the approved schemes:

- o LUF0037 Glengormley Integrated Economic and Physical Regeneration Scheme
- o LUF0080 Antrim Integrated Economic and Physical Regeneration Scheme

This included an internal project board made up of relevant Officers involved in delivery: Capital Development; Economic Development; Public Relations & Marketing; Legal Services; Building Control.

The Levelling up Fund Project Board met on the 21 July and 15 September 2022 to monitor progress and to provide direction for the schemes.

A copy of the minutes from the meeting on 21 July and the minutes of the meeting on the 15 September were circulated for Members consideration.

Moved by Alderman Cosgrove
Seconded by Councillor Kelly and

RESOLVED - that the minutes of the Levelling Up Fund Project Board meetings held on 21 July and 15 September 2022 be approved.

ACTION BY: Majella McAlister, Director of Economic Development and Planning

13.3 IN CONFIDENCE P/FP/LDP/103 ADVANCED NOTICE OF LISTING – 20 METERS EAST OF 360 BALLYCLARE ROAD, NEWTOWNABBEY

Correspondence was received from the Historic Environment Division of the Department for Communities (DfC) on 15 August 2022, advising of their intention to 'list' a building at 20 metres east of 360 Ballyclare Road, Newtownabbey, as a building of special architectural or historic interest. As the building was vacant, DfC considered there was a greater risk of inappropriate change or demolition and asked the Council to consider issuing a Building Preservation Notice (BPN) on this building.

Due to the perceived risk, a BPN was served by the Council on 24 August 2022 to temporarily protect the said building for a period of 6 months, to afford the

Department time to complete the listing process. A Report Item was brought to September Planning Committee, advising Members of the serving of the BPN.

Members were advised the responsibility for including a building on the list of buildings of special architectural or historic interest rests with DfC, subject to consultation with the relevant district council and the Historic Buildings Council (HBC).

Correspondence circulated had now been received from DfC in the form of an 'Advanced Notice of Listing' that it intends to 'list' the building. This correspondence outlines the consultation process and also includes a survey report and map relating to the building.

There are a number of options available to the Council in responding to the consultation by DfC:

1. Provide a corporate view in support of the proposed listing.
2. Provide a corporate view opposing the proposed listing.
3. Provide no corporate view on the matter. In this case the individual Members or parties may express support for or object to the proposed listing.

Moved by Councillor Webb
Seconded by Councillor Kelly and

RESOLVED – that Members provide no corporate view on the matter. In this case the individual Members or parties express support for or object to the proposed listing.

ACTION BY: Simon Thompson, Principal Planning Officer (interim)

Having declared and interest in the next item, Aldermen McGrath and Smyth and Councillor Robinson left the Chamber.

13.4 IN CONFIDENCE ED/REG/077 BUSINESS CCTV SCHEME UPDATE

Members would be aware that a grant scheme to support businesses within town centres to install external facing CCTV closed for applications in early August 2022.

In total 80 applications were received from businesses across the Borough and Officers are working to verify the information provided. 25 businesses are ready to proceed to Letter of Offer Stage, they include:

Antrim



[REDACTED]

Ballyclare

[REDACTED]

Crumlin

[REDACTED]

Glengormley

[REDACTED]

Randalstown

[REDACTED]

Those businesses receiving a letter of offer can immediately move to installation and therefore the first businesses should have installation completed before the middle of October 2022.

Officers are working with the other applicants to verify their information and support them to Letter of Offer. A further report would be brought back to Members in due course with an update on the final numbers through Phase 1 of the programme.

Moved by Councillor Montgomery
Seconded by Councillor Dunlop and

RESOLVED – that the update be noted and that the Director of Economic Growth and Planning should consider options whereby shop owners could potentially receive advance payments for CCTV equipment.

ACTION BY: Steven Norris, Head of Regeneration and Infrastructure

Alderman Smyth and Councillor Robinson returned to the Chamber.

Having declared an interest in the next item Councillor Wilson left the meeting remotely. Also Councillor Bradley declared an interest during this item and left the Chamber.

13.5 **IN CONFIDENCE** HR/HR/10 TRADE UNION NEGOTIATIONS UPDATE

Members were advised that the cost of living crisis proposal had been rejected.

Moved by Alderman Cosgrove
Seconded by Councillor Goodman and

RESOLVED – that Members agreed for Officers to enter into re-negotiations with Trade Unions on the Cost of Living Crisis.

*ACTION BY: Jacqui Dixon, Chief Executive
Alderman McGrath and Councillor Bradley returned to the Chamber and
Councillor Wilson returned to the meeting remotely.*

13.6 **IN CONFIDENCE** CE/STC/88 ORGANISATION STRUCTURE

Members received an update on the Organisation Structure.

Moved by Alderman Agnew
Seconded by Alderman Cosgrove and

RESOLVED – that the Organisation Structure be approved subject to consultation with staff and Trade Unions.

NO ACTION

MOTION TO PROCEED ‘OUT OF COMMITTEE’

Moved by Councillor Cosgrove
Seconded by Councillor Robinson and

RESOLVED - that the Council proceeds to conduct any remaining business ‘In Public’.

The Mayor thanked everyone for attending and the meeting concluded at 7.10 pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.