



25 January 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 30 January 2023** at **6.30 pm**.

You are requested to attend.

Yours sincerely

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

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

For any queries please contact Member Services:

Tel: 028 9448 1301 memberservices@antrimandnewtownabbey.gov.uk

AGENDA

- 1 Bible Reading and Prayer (In accordance with Standing Orders, Members are not required to attend for this part of the meeting and, following this part of the meeting, Members outside the Chamber will be called to the meeting).
- 2 Apologies
- 3 Declarations of Interest
- 4 To take as read and confirm the minutes of the proceedings of the Council Meeting of Antrim and Newtownabbey Borough Council held on Monday 19 December 2022, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operation Committee Meeting of Monday 9 January 2023, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance of Tuesday 10 January 2023, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting of Monday 16 January 2023, a copy of which is **enclosed**.
- 8(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 23 January 2023, a copy of which is **enclosed**.
- 8(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 23 January 2023, a copy of which is **enclosed**.
- 9 PRESENTATION
 - 9.1 Sister Cities Presentation – Gilbert and Antrim and Newtownabbey
- 10 ITEMS FOR DECISION
 - 10.1 Corporate strategy 2023-2030
 - 10.2 Council Facilities – Facility Closures 2023-2024
 - 10.3 Dual Language Street Sign Application
 - 10.4 Corporate Performance and Improvement Plan 2023-24 – Draft for Consultation
 - 10.5 Change to Schedule of Meetings of Antrim and Newtownabbey Borough Council in May and June 2023
 - 10.6 Integrated Masterplan Final Adoption

11 ITEMS FOR NOTING

- 11.1 Motion – Newry and Mourne and Down District Council – Workers Legal Rights to Tips
- 11.2 Northern Ireland Housing Council
- 11.3 Independent Review of Invest Northern Ireland - Overview
- 11.4 Public Attendance at Meetings
- 11.5 Business Engagement Support – Update

12 ITEMS IN COMMITTEE

- 12.1 Department for Infrastructure's Uplift in Planning Fees
- 12.2 Our Prosperity Outcome Delivery Group Minutes
- 12.3 Levelling Up Fund Governance Board Minutes
- 12.4 Gilbert Student Exchange Programme
- 12.5 Rates Estimates 2023/24 Update
- 12.6 Residual Waste Treatment Project
- 12.7 Capital Project Updates
- 12.8 Cost of Living Update

9 PRESENTATION

9.1 SISTER CITIES PRESENTATION – GILBERT AND ANTRIM AND NEWTOWNABBEY

Members are advised that Majella McAlister, Director of Economic Development and Planning, will provide a presentation on the Council's Sister Cities partnership with Gilbert.

RECOMMENDATION: that the presentation be noted.

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

10 ITEMS FOR DECISION

10.1 CE/CS/019 CORPORATE STRATEGY 2023-2030

Members will be aware of the need to update the Corporate Strategy for the period 2023-2030 in preparation for the newly elected Council.

An ongoing programme of engagement and consultation with Elected Members, customers, rate payers and staff will be integral to the process.

An indicative timetable for completion has been prepared for Members' approval.

Council Approval Draft Plan	26 June 2023
Public and Staff Consultation (12 Weeks)	Open: 3 July 2023 Closes: 25 September 2023
Consultation Report to P&G	3 October 2023
Council Approval	30 October 2023

RECOMMENDATION: that the indicative timetable for the completion of the draft Corporate Strategy 2023-2030 be approved.

Prepared and Approved by: Helen Hall, Director of Corporate Strategy

10.2 CP/CF/001 COUNCIL FACILITIES - FACILITY CLOSURES 2023-2024

Members are reminded that annually, in the last quarter of the year, proposed schedules of closure arrangements on Bank and Public Holidays for Council facilities are brought to the relevant committees for approval.

A draft schedule of bank and public holiday closures for 2023/24, is enclosed for all Council facilities, given that the Coronation of King Charles III is being held in May 2023. Members are advised that Monday 8 May is included in the enclosed schedules as an additional holiday for the Coronation. It is also proposed that Council facilities close on Saturday 6 May 2023, which is the day of the Kings Coronation. The only exception to this will be any necessary opening of facilities to accommodate the delivery of Council's Coronation events.

Members are also advised that proposals for Crematorium opening in 2023/24 are enclosed given the anticipated opening of this new facility in June 2023.

RECOMMENDATION: that the proposed arrangements for bank and public holiday opening of Council facilities for 2023/24 be approved.

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

10.3 CCS/EDP/025 DUAL LANGUAGE STREET SIGN APPLICATION

Further to the report to Council on 31 October 2022, please find below a status update on Dual Language Street Sign Applications.

Stage 1

No new applications.

Stage 2

Applications received to date: One

With valid signed petition requesting signage to be erected in a second language being Irish for the following area:

1.CASHELTON MANOR, NEWTOWNABBEY, BT36 7FN

Following approval from Council, officers canvassed the residents of Cashelton Manor as listed on the Electoral Roll. 34 responses were received, from the 67 residents on the Electoral Roll. 25 responses indicated a preference for yes, 37.3% of residents.

As per the Dual Language Street Sign Policy where two-thirds or more of all those canvassed have indicated that they are in favour of the erection of a second language street sign, the matter will be brought before the Council for decision.

The canvas for Cashelton Manor has failed to achieve the required two-thirds of residents canvassed, and further applications will not be considered until February 2026.

Stage 3

No applications at this stage

RECOMMENDATION: that Members note the status update as outlined above and that Officers proceed to advise the petitioners of the outcome.

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer and James Porter, Customer Services Manager

Agreed by: Nicola McCullough, Head of Communications and Customers

Approved by: Debbie Rogers, Director of Organisation Development

10.4 PT/C1/049 CORPORATE PERFORMANCE AND IMPROVEMENT PLAN 2023-24 – DRAFT FOR CONSULTATION

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, in the context of strategic objectives and issues.

Section 85 of the Act requires a Council, for each financial year, to set itself improvement objectives to enhance its functions. Each improvement objective should bring about improvement in at least one of the specified aspects as defined in Section 86: Strategic Effectiveness; Service Quality; Service Availability; Fairness; Sustainability; Efficiency; Innovation.

The Council is committed to continuous improvement, recognising that improvement means more than just quantifiable gains in efficiency or internal effectiveness. Rather, it means a course of action that enhances the sustainable quality of life and environment for ratepayers and communities.

The draft Corporate Performance and Improvement Plan 2023-24 is enclosed provides an overview of some achievements to date, details our statutory targets and identifies six improvement objectives for the year. These improvement objectives focus on how we will:

- support our residents through the challenging cost of living crisis;
- drive forward our commitment to making our Borough cleaner and greener through sustainable climate change;
- continue to encourage entrepreneurship, by streamlining processes and systems to ensure that suppliers receive payments more promptly;
- make sure we have fresh initiatives in place to ensure that we maintain high levels of customer satisfaction;
- manage staff attendance by investing in employee wellbeing;
- continue to grow leisure, resulting in healthy, happy people.

The Plan also details performance targets for all service areas and these will be reported quarterly to Committee/Council, however do not form part of the Councils legislative duty.

Departmental guidance, indicates that Councils should *'develop an on-going dialogue with our communities and areas that it serves, so that the setting of improvement objectives is a jointly owned process centred on a balanced assessment of the needs of the community as a whole, rather than any particular organisation or interest group within it.'*

To this end, it is proposed to conduct a twelve-week consultation to encourage feedback from our stakeholders, commencing on 6th February and running to 28th April 2023.

Following the consultation, a summary report of the responses will be presented to the Policy and Governance Committee, and a revised draft of the Plan will

be brought to Members' attention in June 2023. Thereafter, quarterly reports on performance will be brought to the relevant Committee.

The Plan has been screened for equality and there are no implications to the equality of opportunity or good relations of the Section 75 equality categories. A copy of the Screening Form, is **enclosed** for Members' consideration.

A Rural Needs Impact Assessment of the Plan has been carried out to ensure Rural Proofing is **enclosed** for Members' consideration.

RECOMMENDATION: that the Corporate Performance and Improvement Plan 2023-24 (Draft for consultation), Equality Screening Form and Rural Needs Impact Assessment are approved, subject to consultation.

Prepared by: Lesley Millar, Performance and Transformation Manager

Agreed by: Liz Johnston, Deputy Director of Performance and Governance (Interim)

Approved by: Sandra Cole, Director of Finance and Governance

10.5 G/MSMO/138 CHANGE TO SCHEDULE OF MEETINGS OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL IN MAY AND JUNE 2023

Members will recall approving the schedule of meetings of the Council for the period 1 January – 31 December 2023 back in July 2022.

Following the announcement of the change in date of the Local Council Elections to the 18 May 2023 by the Electoral Office, adjustments are required to the schedule of meetings in May and June 2023 previously agreed.

A revised Schedule of Meetings from 1 May 2023 to 31 December 2023 is **enclosed** reflecting the above changes.

A proposed Induction and Training Programme will be brought to the next meeting of the Elected Members Development Working Group.

RECOMMENDATION: that the attached Schedule of Meetings for Antrim and Newtownabbey Borough Council be approved.

Prepared by: Liz Johnston, Deputy Director of Performance and Governance (Interim)

Approved by: Sandra Cole, Director of Finance and Governance

10.6 ED/REG/048 INTEGRATED MASTERPLAN FINAL ADOPTION

Members are reminded that since 2020 Council Officers have been progressing the development of an Integrated Masterplan that sets out the regeneration proposals for:

- 5 Town Centres
 - Antrim
 - Ballyclare
 - Crumlin
 - Glengormley
 - Randalstown
- 9 Economic Nodes
 - Abbey Centre
 - Belfast International Airport
 - Beverly Shopping Area
 - Carnmoney
 - The Junction
 - Mallusk
 - Nutts Corner
 - Whiteabbey Village
 - Whiteabbey
- Four Arterial Routes
 - A57
 - A52/A26
 - A8
 - A6/M22/M2

These proposals have been drawn up through extensive consultation with Elected Members, statutory agencies, the business community and residents.

In September 2022 the final consultation exercise was launched which was a full public consultation. This was supported by five consultation events, one per town. In total over 120 written responses were received and officers engaged with over 300 businesses and residents at the events.

The results of all rounds of consultation have now been analysed. The results of this analysis are included in the detailed consultation report (**enclosed**) that accompanies this report.

The proposals within the Integrated Masterplan which include action plans for each town were met with broad support, especially the Council's commitment to improve the appearance and appeal of the Borough through public realm schemes, shop front improvements and investment in connectivity through blue/green infrastructure. The consultation responses have also suggested several new actions to be explored and have assisted in the prioritisation of the actions contained in the final plan.

Officers have prepared the final actions plans for adoption, considering all the feedback received during the process. Copies of these are **enclosed** for Members information.

Across the Action Plans initial progress has already been made on a range of projects with funding secured in the 22/23 financial year and Officers will pursue other funding opportunities as they arise to enable further progress to be made on the other medium terms actions identified. Elected Members will be updated on a regular basis at a DEA level through the DEA Engagement Groups.

RECOMMENDATION: that the final Antrim and Newtownabbey Integrated Masterplan and associated Action Plans contained therein, be adopted.

Prepared by: Steven Norris, Head of Regeneration and Infrastructure

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

11 ITEMS FOR NOTING

11.1 G/MSMO/14 MOTION – NEWRY AND MOURNE AND DOWN DISTRICT COUNCIL – WORKERS LEGAL RIGHTS TO TIPS

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

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

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

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

11.2 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL

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

RECOMMENDATION: that the correspondence be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

11.3 ED/ED/218 INDEPENDENT REVIEW OF INVEST NORTHERN IRELAND – OVERVIEW

Members are reminded that the review of Invest Northern Ireland (Invest NI) led by Sir Michael Lyons was published on 11 January 2023. The remit of the report aimed to explore the recent performance of Invest NI and whether it is fit for purpose to deliver the Department for Economy's (DfE) 10X Vision and provide an assessment of Invest NI's efficiency and effectiveness.

The report consulted widely with over 300 participants, organisations and firms from across the business eco-system of Northern Ireland participating, including Local Government. Invest NI was last reviewed in 2012 by The Northern Ireland Audit Office and before that in 2009 by Independent Review of Economic Policy (IREP).

Invest NI is the region's economic development agency, with a budget of more than £160 million in each of the last five years. Consideration was given to the strategic direction, including the economic challenges in Northern Ireland, which Invest NI seek to address.

The Review offers a comprehensive analysis of Invest NI's performance and recognises the need for an economic development agency in Northern Ireland, and outlines that there are fundamental existing strengths and capabilities within Invest NI. However, the review outlines the need for profound change, urging both reform and repurposing of the agency.

The Review cites Antrim and Newtownabbey's economic development strategy 2018-2023 'Invest and Connect' as an example of a local authority seeking effective partnership and inter-agency working, and lists Invest NI as a partner in this regard. The Review urges Invest NI to do more of this type of partnership working.

The report offers a summary of its findings split into 17 'Areas' that range from various internal factors, issues around service delivery to forward planning. The Invest NI Summary of Findings and Recommendations is **enclosed** for Members information.

Regarding the 10X vision, the report found that it has been widely welcomed as an ambitious vision for a pathway that might move the Northern Ireland economy from its current underperformance and prevailing low productivity on to a new trajectory. However, findings demonstrate frustration at slow progress in developing an associated action plan with clear, measurable milestones and responsibilities. The report calls for stronger endorsement of the 10X principles across the NI Executive, collaboration between relevant Departments and fuller, more open engagement with the businesses and key stakeholders in Northern Ireland.

A full copy of the report can be found using the link below;

<https://www.economy-ni.gov.uk/sites/default/files/publications/economy/independent-review-of-investni-report.pdf>

RECOMMENDATION: that the report be noted.

Prepared by: Chris Doyle, Investment Officer

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

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

11.4 FI/GEN/015 PUBLIC ATTENDANCE AT MEETINGS

Local Government Remote Meetings Legislation is contained within Section 78 (local authority meetings) of the Coronavirus Act 2020 and it is anticipated it will be extended beyond the current expiry date of 24 March 2023.

The legislation provides Council with the flexibility to hold meetings remotely or by hybrid means. In September 2022, Members approved a protocol for remote Council meetings to facilitate hybrid meetings.

Even though COVID restrictions have been relaxed, members of the public and press have continued to access those parts of the Council meetings which they are entitled to attend through the livestream on the Council's website.

Going forward, a hybrid means of attendance at Council and Committee meetings will now be possible for members of the public and press. Attendance at meetings will return to pre-covid arrangements with the addition of remote access and numbers in the Chamber will be managed to ensure compliance with relevant fire safety requirements.

It is anticipated that a maximum of 10 members of the public/press will be able to attend Council meetings and Committees in both Chambers.

RECOMMENDATION: that the report be noted.

Prepared by: Liz Johnston, Deputy Director of Performance and Governance (Interim)

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

11.5 ED/ED/228 BUSINESS ENGAGEMENT SUPPORT UPDATE

Members will be aware that in August 2022 approval was granted for a business engagement approach involving the appointment of a consultant to liaise with the businesses in the town centres and villages to establish an appropriate model going forward. In addition, the Council also wished to determine the immediate needs of businesses and provide interim support to existing business structures such as Chambers of Commerce to reinvigorate their activities post pandemic.

In practice, this work involves three key strands:

- Conduct a survey with local businesses focusing initially in town centres and to gather detailed information on the challenges impacting upon them.
- To appoint a consultant to provide interim support to existing business structures such as Chambers of Commerce to reinvigorate their activities post pandemic.
- To update Council business directories and develop a more streamlined approach to communication with businesses.

Significant progress has been made as summarised below:

Business Survey

A survey tool has been used to gather the information from businesses across the Borough to help inform future economic development programmes and policies.

To date, over 100 businesses have completed the survey with this stage now complete in Glengormley, Randalstown and Crumlin with 60, 55 and 10 surveys completed respectively.

Surveying in Ballyclare commenced on Monday 23rd January and Antrim will be completed in early February.

Once all the town centres and Whiteabbey Village have been completed Officers will move to other economic areas outside the town centres, industrial areas and villages.

In tandem with this activity, the survey will be promoted through social media platforms etc. to encourage uptake.

Chambers of Commerce 2022/2023

Lara Goodall Consulting was appointed in November 2022 to undertake this element of work in relation to the re-establishment of Chamber of Commerce, or similar vehicles, within the town centres and villages.

Lara will support the groups for a period of one year and oversee the following activity

- Review of existing structures
- Recruitment and marketing of new chamber members
- Development of operating rules for the chamber members
- Scheduling of meetings, development of agendas
- Secretary for each chamber taking minutes and co-ordinating the business members
- Supporting the private sector Chair and members
- Holding a minimum of three meetings of each chamber before November 2023 and following up on actions.

Lara has now held meetings with key business representatives in each of the towns and representatives from the previous organisations. A summary of the next steps are included below:

- **February 2023** – media campaign for business engagement events to launch. This will be supported by 1-2-1 engagement with specific business owners, leaflets drops and emails to business databases.
- **March 2023** – initial meeting and information evening to promote the newly formed Chambers of Commerce/Business Associations to tell people more about them and sign up new members.
- **April/May 2023** – first official meetings of the new groups to commence facilitated by Lara Goodall Consulting.

It is hoped that the groups will then meet once a quarter for the remainder of the year and develop an Action Plan outlining activity that the business community wish to see progressed.

Business Directories and Future Communication

As part of the survey exercise the team on the ground are also collecting the most up to date contact details for each of the businesses to update Council databases. Over 200 new business contacts have been added to Council business databases and Officers have expanded coverage to industrial areas which will improve our overall communication with the business community in the Borough.

A dedicated closed email group has been established for each town. This was the preferred option for communication as indicated by the businesses surveyed. Officers in the Economic Development Team will 'push out' key information to the group through this channel and reply to incoming messages.

In addition, when on the ground in the town centres Officers are also recording.

1. Vacant units
2. Vacant units on higher floors
3. Areas of disrepair or unsightliness
4. Issues with footpaths or walkways

5. Issues with street furniture or signage.

This information will help to inform the overall picture of each town and the regeneration initiatives to be developed by the Council.

RECOMMENDATION: that the report be noted.

Prepared by: Steven Norris, Head of Regeneration and Infrastructure

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