



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD
AT THEATRE AT THE MILL ON MONDAY 27 JULY 2020 AT 8.22 PM**

- In the Chair** : Mayor (Councillor J Montgomery)
- Members Present** : Aldermen – F Agnew, P Brett, T Burns, T Campbell, L Clarke
M Cosgrove, M Girvan, D Kinahan, J McGrath and J Smyth
- Councillors – J Archibald, A Bennington, M Cooper,
H Cushinan, P Dunlop, G Finlay, S Flanagan, R Foster,
J Gilmour, M Goodman, P Hamill, L Irwin, N Kelly,
R Kinnear, AM Logue, R Lynch, V McAuley, N McClelland,
V McWilliam, M Magill, V Robinson, S Ross, L Smyth,
M Stewart, R Swann, B Webb and R Wilson
- Officers Present** : Chief Executive - J Dixon
Director of Economic Development and Planning – M McAlister
Director of Operations – G Girvan
Director of Finance and Governance – S Cole
Director of Community Planning – N Harkness
Head of Finance – J Balmer
Head of Waste Management – M Laverty
Head of IT – Graham Smyth
Head of Communications – J Hart
Borough Lawyer and Head of Legal Services – P Casey
ICT Change Officer – A Cole
Systems Support Officer – C Bell
Media & Marketing Assistant – J Heasley
Mayor and Member Services Manager – V Lisk
Mayor and Member Services Officer – S Fisher
Member Services Officer – S Boyd

In order to protect public health during the current COVID-19 emergency it was not possible to allow the public or the press to attend the Council meeting. The Council minutes and audio recording would be published on the Council's website.

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

1 APOLOGIES

Alderman Girvan
Councillor McGrann

2 DECLARATIONS OF INTEREST

Item 6.2 – Councillors McAuley and McClelland
Item 6.12 – Councillors Dunlop, Kelly and McClelland

3 MINUTES OF ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Councillor Robinson
Seconded by Alderman Kinahan and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting held on Monday 29 June 2020 be taken as read and signed as correct.

4 MINUTES OF THE SPECIAL COUNCIL MEETING

Moved by Alderman Brett
Seconded by Councillor Magill and

RESOLVED - that the Minutes of the proceedings of the Special Council Meeting of Thursday 9 July 2020 be taken as read and signed as correct.

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

Moved by Alderman Brett
Seconded by Councillor Lynch and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 15 June 2020 Part 1 be approved and adopted.

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

Moved by Councillor Lynch
Seconded by Councillor Archibald and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of on Monday 15 June 2020 Part 2 be taken as read and signed as correct.

6. ITEMS FOR DECISION

6.1 TO APPROVE THE SEALING OF DOCUMENTS

Members were advised of the undernoted items for signing and sealing by Council, approval having been previously granted and all necessary legislative requirements being met:-

- Lease with Northern Health and Social Services Trust (CAMHS) for the lease of an office at the Dunanney Centre
- Lease with Newtownabbey Capacity Building Consortium for the lease of an office at Ballyduff Community Centre
- Sale of Land at 589 Doagh Road, Newtownabbey

Proposed by Councillor Hamill
Seconded by Councillor McWilliam and

RESOLVED - that the documents be signed and sealed.

ACTION BY: Paul Casey, Borough Lawyer and Head of Legal Services

Councillors McAuley and McClelland left the Chamber having declared an interest in the next item.

6.2 HR/GEN/033 WOMEN'S AID ABCLN (ANTRIM, BALLYMENA, CARRICKFERGUS, LARNE & NEWTOWNABBEY)

Members were reminded that Women's Aid provides confidential support, information and accommodation for women and children who are affected by domestic abuse in Antrim, Ballymena, Carrickfergus, Larne and Newtownabbey.

A range of support is available through Women's Aid including proactive programmes designed to provide education and information to schools, businesses, churches and many local community groups.

In February, the Council supported a funding request of £20K for ONUS (a social enterprise established by Women's Aid which provides specialist training and consultancy on domestic violence and abuse) to enable the delivery of its bespoke accreditation scheme known as Pathways for Participation. The funding supports bespoke accreditation programmes designed to raise awareness about domestic and sexual violence or abuse, with key stakeholders through the active engagement of community groups.

With the support of ONUS, the Council has also achieved Platinum Charter Status and Safe Borough Charter Status, which supports its overarching vision to build a resilient and socially responsible community as reflected in our Community Plan.

Recently, correspondence was received from Women's Aid outlining a current funding gap which directly affects its ability to sustain the current support delivered through its community based children's worker team.

The team was established to provide help on a one to one basis, in a safe and supported environment, for children and young people affected by domestic abuse. The work undertaken by the team is designed to directly meet the needs of children and young people so as to support, inform and empower them to make healthy choices in their lives and relationships.

Women's Aid had so far secured funding from Mid and East Antrim and Larne Football Club (each providing support of £6K and £5K respectively), and a request has been received from Women's Aid, seeking the Council to match fund Mid and East Antrim's contribution of £6K. If approved, this would sustain the required resources within the community based children's worker team.

Proposed by Councillor Webb
Seconded by Councillor Lynch and

RESOLVED - that support of £6,000 be provided.

ACTION BY: Andrea McCooke, Director of Organisation Development

Councillors McAuley and McClelland returned to the Chamber.

6.3 CE/GEN/004 DEPARTMENT OF JUSTICE CONSULTATION – BIOMETRIC PROVISIONS

Members were advised that correspondence had been received (circulated) from the Department of Justice regarding 'A consultation on proposals to amend the legislation governing the retention of DNA and fingerprints in Northern Ireland'. This document along with additional screening documents can be found on the Department of Justice website - <https://www.justice-ni.gov.uk/consultations>

The targeted consultation would be open for an eight week period, with submissions due before midnight on 28 August 2020. The response form can be accessed via the following CitizenSpace link <https://consultations.nidirect.gov.uk/doj-policing-community-safety-partnerships/retention-of-dna-and-fingerprints-ni>

The Department of Justice welcomes your views and feedback therefore if you have any queries or questions please send them to pphr.consultations@justice-ni.x.gsi.gov.uk.

Proposed by Councillor Webb
Seconded by Councillor Wilson and

RESOLVED - that Members respond on an individual or party political basis.

NO ACTION

6.4 PK/GEN/170, L/LEI/075 RECOVERY - FACILITIES AT BOWLING GREENS AND UPDATE ON CARAVAN PARK CHARGES

Bowling Greens

A request has been received from Antrim Lawn Bowling Club for the toilets at the club house to reopen. This clubhouse is located adjacent to Allen Park main building. As a result of this request, officers have reviewed arrangements at the 3 bowling greens as set out below.

Allen Park

Following the Special Meeting of Council in July, it was agreed that as further announcements were expected regarding sports halls and swimming pools to re-open, the Schierbeek Pavilion at Allen Park is scheduled to be operational on 7 August. Staff from Allen Park are responsible for cleaning and therefore the toilets at the bowling club- house can re-open from that date with no additional costs incurred.

Mossley Pavilion

Mossley Pavilion cannot yet re-open, however to facilitate bowlers, there is potential to open a unisex toilet which is accessible from the outside. Access would be via a code for a key safe which is already in place and which bowlers can be given access to. To clean this facility would cost an estimated £1,300 between 1 August and the end of the season in October.

Lilian Bland Pavilion

Lilian Bland Pavilion remains closed, however the public toilets at Lilian are open and can be used by bowlers.

Caravan Park Pricing

Members will note that an announcement was made regarding a temporary reduction in the rate of VAT for the hospitality and tourism sector from 15 July. Prices for Council's two caravan parks have been adjusted accordingly.

Proposed by Councillor Bennington
Seconded by Councillor Lynch and

RESOLVED - that approval be given for the re-opening of toilets at the Clubhouse at Allen Park Bowling Green on 7 August at no extra cost and, at Mossley Pavilion for use by bowlers, from 1 August to the end of October 2020 at an estimated cost of £1,300 and that halls and Pavilions be opened in line with Government guidelines and subject to demand.

ACTION BY: Ivor McMullan, Head of Parks

6.5 PT/CI/024 CORPORATE IMPROVEMENT PLAN 2019-2020 QUARTER 4 PROGRESS REPORT

Members were 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.

A fourth quarter progress report was circulated for Members' attention.

The report provides an overview on how we performed against:

- Our eight corporate improvement objectives, as set out in the 2019-20 Corporate Improvement Plan, which was approved by Council in June 2019;
- The seven statutory indicators and standards that were set by Central Government Departments for Planning Services, Economic Development and Waste Management – as defined in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 and;
- A range of self-imposed improvement objectives across all service areas

The Quarter 4 progress report was presented to and reviewed by the Audit Committee on 23 June 2020.

Proposed by Councillor Robinson
Seconded by Councillor Bennington and

RESOLVED - that the Corporate Improvement Plan 2019-20 Quarter 4 progress report be approved.

ACTION BY: James Porter, Performance Improvement Officer

6.6 PBS/BC/003 VOL 2 STREET NAMING – BALLYALTON PARK, NEWTOWNABBEY

A development naming application from Hall Black Douglas, Architects, on behalf of Radius Housing, regarding the naming of a residential development at Ballyalton Park, Newtownabbey was received on 25 June 2020. The development consists of 20 units a mix of semi-detached dwellings and apartments.

The development names and developer's rationale have been submitted as outlined below, with the developer's location map and site plan was circulated.

1 – Moylinney Court – Favourite option from a survey with the local community to identify a name for the Moylinney scheme. Reuse of existing name of the old care home, the community are very keen to retain this name as many had relatives live in the facility or they have worked there

2 – Moylinney Gardens – One option from a survey with the local community to identify a name for the Moylinney scheme. Reuse of existing name of the old care home, the community are very keen to retain this name as many had relatives live in the facility or they have worked there

3 – Crossabbey Common – One option from a survey with the local community to identify a name for the Moylinney scheme. Crossabbey comes from the tradition in the area to name the streets after historic monastic sites

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.

Proposed by Councillor Cooper
Seconded by Councillor Flanagan and

RESOLVED - that the name Moylinney Court be selected for the development.

ACTION BY: William Richmond, Principal Building Control Surveyor

6.7 PBS/BC/003 VOL 2 STREET NAMING – BALLYCORR ROAD, BALLYCLARE

A development naming application was received from Michael Hopper regarding the naming of a residential development at Ballycorr Road, Ballyclare. The development consists of 3 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 (circulated).

1. Castle Glen – A former house on the site was known as 'the castle'. Site is surrounded by trees and bordered by a stream
2. Castle Meadow – A former house on the site was known as 'the castle'.
3. Castle Grove – A former house on the site was known as 'the castle'.

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.

Proposed by Councillor McWilliam
Seconded by Councillor Archibald and

RESOLVED - that the name Castle Grove be selected for the development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

6.8 PBS/BC/003 VOL 2 STREET NAMING – BALLYMENA ROAD, ANTRIM

A development naming application was received from Samantha Shannon on behalf of Lotus Homes regarding the naming of a residential development at Ballymena Road. The development consists of 90 dwellings these being a mix of detached, semi – detached dwellings and townhouses. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan (circulated).

- 1 – Ferrard Grange – The development is adjacent to Ferrard Green and opposite Ferrard Meadow

2 – Ferrard Grove – The development is adjacent to Ferrard Green and opposite Ferrard Meadow

3 – Ferrard Mews – The development is adjacent to Ferrard Green and opposite Ferrard Meadow

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.

Proposed by Councillor Kelly
Seconded by Councillor Smyth and

RESOLVED - that the name Ferrard Grange be selected for the development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

6.9 PBS/BC/003 VOL 2 STREET NAMING – CRANFIELD ROAD, RANDALSTOWN

A development naming application was received from Michael Small on behalf of Creeve Construction regarding the naming of a residential development at Cranfield Road, Randalstown. The development consists of 15 dwellings these being a mix 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 (circulated).

- 1 – Cranfield Avenue – Located next to Cranfield Road
- 2 – Cranfield Lane – Located next to Cranfield Road
- 3 – Cranfield Manor – Located next to Cranfield Road

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.

Proposed by Councillor Cushinan
Seconded by Councillor Finlay and

RESOLVED - that the name Cranfield Lane be selected for the development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

6.10 ED/ED/115 COLLABORATIVE AGREEMENT FOR NORTHERN IRELAND BUSINESS START UP PROGRAMME

Members were reminded that the Council has a statutory target for business start-up in the Borough. Our statutory target is 80 jobs per annum. A regional 'Go for It' programme which offers support for entrepreneurs to develop a business plan has been running since September 2017 across all Council areas, and the current programme is due to end March 2021. 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.

As agreed by the Council in August 2019, an application on behalf of all Councils was submitted to Invest NI for funding to deliver a follow on regional 'Go for It' Programme to ensure service continuity from April 2021 – March 2023. The funding application is for European Regional Development Funds and Invest NI Funding at a combined rate of 80% funding for eligible Programme Costs. Match funding at a rate of 20% of eligible Programme costs and 100% of ineligible Programme costs is to be met proportionate to targets and outcomes by all participating Councils. 4.78% of business plans to be completed under the new programme relate to Antrim and Newtownabbey Borough giving an approximate match-funding calculation of £69,686 across the Programme duration.

The NIBSUP is currently the only Programme that contributes to the Council's statutory job creation target. The new Programme is due to support 145 entrepreneurs each year to develop a Business Plan, resulting in 87 jobs created, exceeding Council's statutory target. Officers have engaged with the Department for Economy regarding the need for a future long-term review of the statutory target to ensure it better reflects job and business creation across Council's collective support efforts.

The Council is currently part of a Collaboration Agreement with all other Councils for the existing Northern Ireland Business Start Up Programme, and will need to enter into another Collaboration Agreement for the new Programme, with a 2-year delivery duration, prior to a Letter of Offer being issued by Invest NI. There are minimal changes to the new Collaboration Agreement, although the relevant targets and costings have been updated to reflect the new application for funding.

Proposed by Councillor Magill
Seconded by Alderman Smyth and

RESOLVED - that

- i. the Council enters into a new Collaboration Agreement for a Northern Ireland Business Start Up Programme to run from April 2021 – March 2023 with all other Councils; and**
- ii. the Council agrees to match-fund the Programme estimated at £34,667 in 2021-22 and £34,881 in 2022-23.**

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

6.11 ED/ED/015 & ED/ED/016 RETAIL AND TOWN CENTRE RE-OPENING MOBILISATION TEAM AND COVID-19 TOURISM RECOVERY TEAM ACTION PLANS

At the Special Council Meeting on 11 June 2020, Members agreed Terms of Reference for the establishment of a Retail and Town Centre Re-opening

Mobilisation Team and a Tourism COVID-19 Recovery Team. This was in recognition that Retail and Tourism are two of the most negatively impacted sectors as a result of the pandemic and that they require a focussed response to aid their recovery. The second meeting of each forum was held week commencing 6 July. At these meetings the forum considered a draft action plan to inform recovery.

Members were reminded that each forum is advisory and the minutes and recommended actions from each are to be presented to the Council for consideration. The minutes from the Retail and Town Centre Re-opening Mobilisation Team held on 8 July 2020 and the Tourism COVID-19 Recovery Team held on 9 July 2020 were circulated at Appendix 1.

The Council is working flexibly to meet the changing needs of businesses as they arise. As such, it was intended that the draft action plans will be living documents with regular updates and variations presented to the Council for consideration.

1 Retail and Town Centre Re-opening Mobilisation Team Action Plan:

Council Officers have been working with the Department for Communities (DfC) to secure grant funding to assist with retail and town centre recovery. An allocation of £430,000 for the current financial year is intended to be made available by the Department. The funding is being planned in two 50% tranches. The first £215,000 will be payable to the Council at the end of July to cover activities during the period to mid/end September and the second £215,000 payment will be payable at the end of September to cover the period to the end of March 2021. DfC required a management forum such as the Re-opening Mobilisation Team to be set-up for the efficient over-sight and co-ordination of activity.

DfC had recently advised that a further grant payment of £80,000 would be payable to the Council. This is being supported by The Department for Agriculture, Environment and Rural Affairs (DAERA) and is intended to enable Council to extend the type of town centre support being funded by DfC into more rural villages. Confirmation of this fund and the associated criteria is awaited but it is anticipated that the DAERA funds will be payable in two 50% tranches as per the DfC funds.

The current Retail and Town Centre Re-opening Mobilisation Team Action Plan to the end of September 2020 was circulated as Appendix 2. The immediate priorities summarised within this plan and the associated budgets are:

- 1.1 Communications: The forum is recommending a 'Back in Business' campaign to positively profile local retailers, their businesses and their promotions. The founding principle of the campaign will be the economic and social benefits of 'buying local'. The campaign will be rolled out digitally and via traditional print. The total indicative spend for the campaign to the end of September is £35,000 (£25,000 DfC and

£10,000 from the Council). The type of branding that will be applied during the campaign was circulated as Appendix 3.

- 1.2 Minor Capital Works: Primarily targeting independent town centre retailers the minor capital works grant assistance will provide up to £1,000 grant support to retailers for eligible expenditure across the following themes:
- Minor capital works (e.g. internal partitions, awnings etc.)
 - Equipment or other assets (e.g. outdoor furniture, heaters, gazebos, temporary barriers etc.)
 - Technology or other innovative solutions (e.g access control infrastructure, self service facilities or contactless payments etc.)
 - Communications (e.g. signage, digital screens etc.)

The total indicative spend for the minor capital works fund is £100,000 to be met by DfC. An Expression of Interest and Guidance Document has been prepared for the fund with the view to Council launching the scheme as soon as possible. Copies of the documents was circulated in Appendix 4 for Members Review. The Stage 1 Expression of Interest process will further refine the parameters of the fund.

- 1.3 Officers are engaging with businesses regarding Pavement Café legislation with a view to facilitating the needs of retailers, cafes and bars. To date there has been limited demand but in readiness for autumn a budget of £80,875 has been set aside for infrastructure (£75,875 DfC and £5,000 the Council). Items of infrastructure will be pooled for use by retail stakeholders and will include but not be limited to hand sanitisation, barriers, heaters, staging, street furniture and collection lockers. This expenditure will be needs led and purchased items will be available to animate spaces up to and over the Christmas period.
- 1.4 A range of animation activity aimed at normalising retail spaces and promoting them as safe social settings is planned under the 'Back in Business' communications campaign. The activity will be located Borough-wide at an estimated cost of £40,000 (£20,000 DfC and £20,000 the Council). The types of activity it will include are music, street theatre, comedy, treasure hunts and radio road shows. The campaign is expected to run from mid-August to the end of the first week in September 2020.
- 1.5 The additional £80,000 fund from DAERA referred to earlier in this report will be used to extend activities to Rural Areas and/or to provide grant assistance to groups aimed at animating or regenerating spaces to improve civic pride.

2 COVID-19 Tourism Recovery Team Action Plan:

Unlike the Retail and Town Centre Re-opening Mobilisation Team there is no equivalent Central Government financial support to Councils to underpin a

tourism recovery action plan. The COVID-19 Tourism Recovery Team is therefore more concentrated on collaborative activity with private sector buying into campaigns over the longer-term and progressing practical action through the Council's budget for Tourism activity.

The current COVID-19 Tourism Recovery Team Action Plan for implementation to the end of March 21 was circulated as Appendix 5. The immediate priorities summarised within this plan and the associated budgets are:

- 2.1 Marketing and Communications: Working in partnership with Tourism NI's 'small step to a Giant Adventure Campaign' this will maximise coverage of our local tourism providers. The overall local campaign will add credibility and engage domestic tourists by filming local celebrities endorsing local attractions and tourism providers. It will also link with the retail 'Back in Business' campaign and maximise search engine optimisation for the Council's dedicated tourism website and our key tourism providers. The total budget for this programme of activity is £85,000 with a projected income of £23,000 leaving a net cost to Council of £62,000.
- 2.2 Attraction and Product Development: Council Officers will work with private partners to encourage the expansion of existing tours by linking itineraries and taster sessions. This will primarily be aimed at overnight visitors. Taster sessions will concentrate on the Council's local assets by initially focusing on golf, fishing and sailing. COVID-19 has inadvertently created opportunity for new outdoor experiences and activities. Such activities may be a temporary or permanent feature. Officers are aware of two new businesses trying to establish and in need of seed support to avail of the opportunity presented by COVID-19. Officers will develop a grants programme to specifically address current industry deficiencies and act as a catalyst for further tourism product development or development of small scale tourism enterprises in the Borough. The indicative cost of this activity to the Council is £20,000.

Members recalled that work was undertaken by Tim Husbands to inform the Council's future approach to Tourism. Mr Husbands presented to The Strategic Economic Development Working Group in February 2020 and outlined a number of initiatives and priorities that would be re-visited at the optimum time post-recovery. A copy of the presentation was circulated in Appendix 6 for Members' Information.

The activities outlined above were recommended by the COVID-19 Tourism Recovery Forum as immediate priorities and they were reflective of Mr Husband's recommendations concerning collaboration, product development, clustering and marketing. Further consideration was being given to delivery of Council events and funding for third-party events and a separate paper would be brought back to the Council for consideration in due course.

Proposed by Councillor Webb
Seconded by Councillor Lynch and

RESOLVED - that

- (i) the Minutes of the Retail and Town Centre Re-Opening Mobilisation Group dated 8 July 2020 be approved;**
- (ii) the Minutes of the Tourism COVID-19 Recovery Team dated 9 July 2020 be approved;**
- (iii) the funding offered by DfC and DAERA at an indicative joint value of £510,000 for delivery of the Retail and Town Centre Re-opening Mobilisation Team Action Plan be accepted and that the Council continues to seek funding for economy recovery initiatives;**
- (iv) Activities (1.1 to 1.5) as outlined and contained within the draft Retail and Town Centre Re-opening Mobilisation Team Action Plan be approved for delivery with a net Council contribution of £35,000;**
- (v) Activities (2.1 and 2.2) as outlined and contained within the draft COVID-19 Tourism Recovery Action Plan be approved for delivery with a net Council contribution of £82,000.**

ACTION BY: Colin McCabrey, Head of Economic Development

Councillors Dunlop, Kelly and McClelland left the Chamber/meeting having declared an interest in the next item.

6.12 CP/GEN/036 COMMUNITY DEVELOPMENT (SUMMER SCHEME) GRANT AID RECOMMENDATIONS 2020/21 SECOND CALL

Members were reminded of the decision taken in February 2020 to reopen the Community Development Grant Aid Programme for a Second Call. This Call for applications opened on Monday 2 March 2020 with a closing date of Friday 27 March 2020 at 4pm.

To support groups prior to the submission deadline, Officers delivered grant information seminars in Antrim Civic Centre on Wednesday 11 March 2020 and Mossley Mill on Thursday 12 March 2020.

Following the submission deadline the assessment of applications under this call was suspended until further notice due to the COVID-19 pandemic.

In light of recent Government guidance and the Council decision to progress with the funding of Summer Scheme Programmes planned for August 2020, letters of offer are being progressed for the first group of successful applicants who wish to proceed with a summer scheme. In addition, the second batch of 6 applications has been assessed by Officers, a summary of which is detailed below for Members' consideration.

Group Name/Project Promoter	Project Description/Title	Score	Amount Requested	Amount Awarded
All About Us – ASD Teens	To run a 5 day summer scheme for children and young people with autism and their families in Antrim	72%	£1460	£1460
Crosskennan Lane Animal Sanctuary	To run an Animals Helping People summer scheme for 9 – 21 year olds in Antrim	84%	£947.10	£947.10
Fitmoms & Kids	To run a summer scheme for children with autism and their mothers in Glengormley	68%	£1500	£1500
Monkstown Boxing Club	To run The Box Summer Scheme for up to 150 8 – 16 year olds in Monkstown	72%	£1500	£1500
Neillsbrook Community Development Group	To run a summer scheme for up to 50 8 – 14 year olds in Neillsbrook Community Centre, Randalstown	68%	£1500 + £500 for Insurance	£2000
The Bridge Association	To run a summer scheme in Antrim for 20 people over the age of 18 years with a learning disability	52%	£1500	£1500
TOTAL			£8,907.10	£8,907.10

Following assessment all 6 applications requesting a total of £8,907.10 have successfully achieved the required minimum 50% scoring threshold and are eligible to be funded.

Impact on Community Centres

A number of Council funded groups delivering Summer Schemes have requested the use of Council Community Centres as follows:

- Abbey All Sorts (Dunanney Centre)
- Neillsbrook Community Development Group (Neillsbrook Community Centre)

- Rathfern Community Regeneration Group (Rathfern Social Activity Centre)

Groups who have expressed an interest in using a Council Community Centre are currently considering possible dates, times and capacities for their Summer Schemes not all specific details are available at this time. Any groups wishing to run a Summer Scheme will need to comply with emerging NI Executive Guidance. Current guidance sets a maximum capacity of groups of 30 people outdoors and 6 people indoors. It should be noted that both Dunanney Centre and Neillsbrook Community Centre have multiple outdoor spaces. There are early indications that the regulations could be relaxed from 29 July but this is not yet confirmed.

With Community Centre staff currently furloughed, officers are exploring options to expand the keyholding option for groups wishing to deliver Summer Schemes at Dunanney Centre and Neillsbrook Community Centre, as previously approved by Council for childcare providers.

Dunanney Centre currently has a cleaner working daily Mon-Fri. These hours could be increased to service the needs of the Summer Scheme at a cost of £87.20/wk and would be offset by an income of around £334.00/wk.

The staff member at Neillsbrook Community Centre would need to return from furlough (part-time) to facilitate cleaning each day. This would incur a one off cost of £47.75 and a weekly cost of £95.50 which would be offset by an income of £484.00/wk.

Rathfern Community Regeneration Group operate Rathfern Social Activity Centre under a Service Management Agreement. As such, the group will be responsible for ensuring current guidance from NI Executive and Risk Assessments are in place for their Summer Scheme.

Proposed by Councillor Lynch
Seconded by Councillor Finlay and

RESOLVED - that

- i. the 6 applications totalling £8,907.10 outlined above be approved;**
- ii. Members approve the re-opening of Neillsbrook Community Centre for Neillsbrook Community Development Group's Summer Scheme and Dunanney Centre for Abbey All Sorts' Summer Scheme;**
- iii. the previously approved temporary key holding arrangement is approved for the Summer Schemes;**
- iv. the Community Centre staff member return from furlough to facilitate the operation of a Summer Scheme at Neillsbrook Community Centre.**

ACTION BY: Jonathan Henderson, Community Services Coordinator & Paul Townsend, Community Facilities Coordinator

Councillors Dunlop, Kelly and McClelland returned to the Chamber/meeting.

6.13 CP/CC/011 REOPENING OF COMMUNITY CENTRES

Following the recent announcements by the Northern Ireland Executive in relation to further easing of lockdown measures, a plan had been developed for the initial opening of Community Centres.

Ballyduff, Dunanney & Greystone Community Centres had been used during the pandemic to facilitate emergency response and respective tenant operations. In line with the NI Executive's recovery plan, Members approved Stiles Community Centre to reopen from 1 July 2020 for childcare provision.

Members were reminded that prior to the Coronavirus outbreak, there was over 320 hrs of weekly bookings across our Council managed Community Centres during term time. Many of the Community Centres facilitate essential community services such as playschools, counselling services, advice services and recreational activities.

As part of the emergency financial planning process, officers had undertaken the circulated financial analysis of the Council's stock of Community Centres.

Under the COVID-19 restrictions imposed by the NI Executive, Community Centres must remain closed for 'normal activities' but may currently open on a limited basis for childcare and essential community services. An announcement is expected on 23 July that would allow more general activities to begin from 29 July whilst observing social distancing. The proposals set out below are conditional on this relaxation.

Community Centres

It was proposed that the Council run Community Centre re-open from Monday 3 August, subject to demand levels.

Rathfern Social Activity Centre and Monkstown Jubilee Centre operate under a Service Management Agreement. Council Officers would offer advice and work with both centres to help them comply with the emerging guidance.

Outdoor Facilities

Outdoor space restrictions had eased and it was possible for grass and 3G pitches to reopen within current social distancing guidance. These facilities exist at Neillsbrook Community Centre and Muckamore Community Centre. It was proposed to open these facilities in line with Community Centre re-opening to maximise efficiency of the facility and associated staffing costs.

Bookings

Block & casual bookings would be considered on a case-by-case basis in line with emerging guidance and social distancing advice from NI Executive. Community Planning Officers would work with Leisure to ensure a consistent approach to relaunching birthday parties and gymnastics classes, however

these, along with youth clubs would remain closed at this stage and would be kept under review. Bookings would be staggered to allow for additional cleaning.

Playschools

Playschools and nursery groups were currently working with statutory authorities to determine their reopening compliance requirements. Playschools had enquired about using a main hall should their existing smaller space with the Community Centre be insufficient to accommodate their planned intake in September (primarily at Muckamore and Neillsbrook Community Centres). This would have a knock-on implication for other bookings in the venue.

Members considered permitting (review in December 2020), if required by the emerging guidance. All returning Playschools would be required to liaise with Environmental Health to ensure compliance before returning.

Staffing

Reopening the Community Centres as outlined above would require an additional 5 FTE staff from furlough to enable the identified Centres to reopen. Staffing would be brought back from furlough as bookings require. All staff would be required to attend for a half-day training before reopening.

The cost of returning 5 FTE from staff from furlough would be around £1,750 per week. It was anticipated reopening would generate income in the region of £2,100 per week. If booking levels and changing guidance require additional staff to return from furlough, further permission would be sought.

Councillor Dunlop expressed his thanks to community centre staff who had assisted with the emergency food bank.

Proposed by Alderman Kinahan
Seconded by Councillor Dunlop and

RESOLVED - that

- **Council-run community centres and associated outdoor spaces/pitches are reopened in line with current NI Executive guidance and subject to demand;**
- **up to 5 FTE staff return from furlough to accommodate bookings on a needs basis from Monday 3 August 2020;**
- **playschools are permitted to use the main halls at no additional cost on a short-term basis, for review in December 2020;**
- **birthday party & gymnastics bookings as well as youth clubs are deferred until further notice;**
- **Officers bring back a report on how best to facilitate groups requiring increased time/space to accommodate the size of membership.**

ACTION BY: Ronan McKenna, Community Planning Manager

6.14 AC/ACG/12 RECOVERY OF VISITOR SERVICE AT ANTRIM CASTLE GARDENS

Members were aware that on Tuesday 12 May 2020 the Northern Ireland Executive published its Approach to Decision Making, which is a staged approach to relaxing current Covid19 restrictions. Since this time there has been a gradual relaxation of restrictions around a variety of issues and corresponding recovery of non-essential services.

The majority of Antrim Castle Gardens outdoor spaces remained open for permitted daily exercise throughout lockdown albeit the car park was closed but has had a number of restrictions lifted gradually in recent months since relaxations commenced including:

- Opening of the main Car Park but not the overflow parking area
- Resumption of outdoor weddings for groups of 10, more recently increased to 30
- Opening of Clotworthy Courtyard Toilets
- Opening of Garden Coffee Shop
- Opening of Conservatory Gallery
- Opening of Clotworthy Courtyard exterior area

In relation to reopening of toilets, coffee shop and courtyard, a one-way system was put in place to ensure social distancing and support visitor confidence.

A staff presence on site has been maintained in the form of the 5 FTE Gardening Team however this team has also been providing ongoing support to the Parks Service delivering of a grounds maintenance service in the Antrim area.

Members were reminded that Antrim Castle Gardens had an annual footfall of 220,000 visitors when the Council formed in 2015 and this has grown annually to 450,000 in 2019. In 2019 the Gardens won the prestigious Tourism Northern Ireland Best Authentic Site Experience and in 2019 and 2020 achieved a four-star quality grading or excellent status in Tourism NI's Quality Visitor Grading scheme. As restrictions have been relaxed visitor numbers have grown significantly in particular during better weather. The site benefits from ample high quality open space which permits outdoor physical activity whilst maintaining social distancing. The natural and built heritage and interpretation of this throughout the Gardens provides a visitor experience unlike other Borough Parks.

Currently the Oriel Gallery, Garden Heritage Interpretation Space, Parterre Formal Gardens and overflow car park remain closed as does Clotworthy Gift Shop and Clotworthy Meeting Rooms. The majority of the staff team are on furlough with the exception of the gardeners and 2-part time receptionists (1 FTE) who couldn't be furloughed and who provide 10am to 2pm cover over 5 days per week. Opening up, lock up and cleaning of the toilets is being outsourced to contractors at a cost of around £230 per week.

Executive guidance permits reopening of non-essential shops from 12 June, museums and galleries from 3 July and weddings from 10 July. The limits on numbers in indoor spaces such as meeting rooms remain low currently at no more than 6 people.

As visitor numbers have grown and the promotion of holidays at home encourages visitors to think about staying local, Antrim Castle Gardens is likely to be a very popular destination for the months ahead both with residents and visitors to the Borough who in turn will support local economic activity. The high levels of footfall bring with them visitor management issues from litter, dog fouling, toilet maintenance, visitor enquiries, car park management, communications, site animation and general visitor information and support services.

It is proposed to gradually reopen the Oriel Gallery, Garden Heritage Interpretation Space, Clotworthy Shop, Parterre Gardens and overflow car park from Saturday 1 August where available staff resources allow. Since restrictions began to relax and the car park opened increased use of the Gardens has led to significant car park management issues. Reopening of the overflow car park will alleviate this to a certain extent but does require an onsite duty staff presence to manage. Safety signs installed along the driveway have been effective at addressing some parking problems on site by preventing double car parking along the driveway but have also led to some irresponsible parking in residential areas. A managed overflow car park creates an additional 50 spaces and enables staff to redirect visitors to the town centre.

It is also proposed to accept bookings of Clotworthy Meeting Rooms for activities involving no more than 6 people, with appropriate social distancing, which are within current guidelines and have no additional resource implications. This will generate income while incurring no costs.

Delivery of all of the above and management of ever increasing visitor numbers and needs requires additional staff support and it is proposed to achieve this in the main with redeployment from the Community Planning Team. However, the current available receptionists not on furlough due to their commencement with the Council late March have not received any training in operating systems. This is because of the late start date and the furlough of other staff which limits the range of duties they can perform. It is proposed to bring the Head Receptionist, their line manager, back from furlough for two weeks to train both staff in all systems as well as operation of the shop. This will cost £1,269.90 which includes 34% employer's costs. Having the training of these staff completed will enable them to generate income as follows:

- Opening of the Clotworthy Shop which generates an average of £3,750 (net of VAT) per month
- Promotion and booking of weddings generating £500 per month
- Booking rooms for small meetings which generates an average of £1,000 per month.
- Commission from the sale of art work on exhibit

Recovery of visitor services as proposed will require seven-day week staff cover on the site to manage operations to the standard required to support large number of visitors including reopening of the overflow car park which will in turn alleviate some of the car parking issues experienced by residents in the last few months. The reopening of the shop will generate additional income without incurring any expenditure on stock as there is a full inventory available for months ahead.

Proposed by Councillor McWilliam
Seconded by Councillor Lynch and

RESOLVED - that

- (a) the proposed general recovery of additional visitor services at Antrim Castle Gardens from 1 August 2020, using redeployed community planning staff, be approved;**
- (b) the return from furlough of the Head Receptionist at a cost of £1,269.90 for two weeks be approved.**

ACTION BY: Ursula Fay, Head of Arts and Culture

6.15 AC/EV/13 VJ DAY 75

Members were reminded that the Council had approved a VE Day 75 programme at the Community Planning Committee in September 2019. This programme had an approved budget of £50,000 and included a variety of arts and cultural activities, street party events and an exhibition. The programme was cancelled in its entirety as part of the COVID-19 suspension of non-essential services. A virtual VE Day 75 programme was delivered online on Friday 8 May with both the Mayor and Her Majesty's Lord Lieutenant of the County of Antrim making video messages for the Council's social media platforms as part of this day long digital programme.

Members were advised that Saturday 15 August 2020 marks VJ Day 75. Whilst VE Day marked the end of the war in Europe in May 1945, many thousands of Armed Forces personnel were still engaged in bitter fighting in the Far East. Victory over Japan Day (VJ Day) marks the day Japan surrendered on the 15 August 1945, which in effect ended the Second World War. In the coming weeks the UK Government will announce plans to mark the 75th anniversary of VJ Day with veterans of the Far East campaign at the heart of the commemorations.

Given the Council's ongoing suspension of some non-essential services, restrictions of numbers allowed to gather both indoors and outdoors and the emergency financial plan it is proposed to mark VJ Day 75 similarly to VE Day 75 with both the Mayor and Lord Lieutenant once again leading tributes in the Borough with recorded messages which can be made jointly on this occasion given current levels of relaxations. Further online activity will also be developed similar to VE Day 75. In addition, a World War II exhibition had

been provisionally booked for VE Day 75 and is still available and relevant with a hire cost of £1,250 plus transport costs to and from Scotland of approximately £1,500. Work is ongoing with the tourism team to explore whether or not this exhibition can be funded as part of the DfC town centre animation programme and delivered throughout August in The Old Courthouse and Ballyclare Town Hall.

In addition, Members considered two wreath laying events at a War Memorial in each side of the Borough on the afternoon of Saturday 15 August, potentially Lilian Bland Community Park and Antrim Town, which would ensure numbers remained less than 30 socially distanced to mark the occasion. Previous similar anniversaries have also been marked by Beacon lighting and Members considered the lighting of beacons at dusk on Friday 14 August 2020 at both the Motte Antrim Castle Gardens and Macedon Point Hazelbank Park Newtownabbey.

Proposed by Alderman Kinahan
Seconded by Councillor Bennington and

RESOLVED - that the following proposals to mark VJ Day 75 during August 2020 be approved

- **recording and broadcast of a joint video message by the Mayor and Lord Lieutenant of County Antrim;**
- **delivery of a Virtual VJ Day 75 online programme throughout Saturday 15 August;**
- **laying of wreaths on the afternoon of Saturday 15 August at Antrim Town War Memorial and Lilian Bland Community Park by the Mayor and Lord Lieutenant accompanied by elected Members;**
- **ceremonial lighting of beacons at the Motte Antrim Castle Gardens and Macedon Point Hazelbank Park at dusk on Friday 14 August by the Mayor and Lord Lieutenant accompanied by elected Members;**
- **delivery of a World War II exhibition 'For Our Freedom and Yours' from 1 August to 20 September at a cost of £1250 plus approximately £1500 in transport at a suitable venue in the Borough;**
- **stories regarding VE and VJ day be collated and published.**

ACTION BY: Ursula Fay, Head of Arts and Culture

7. ITEMS FOR INFORMATION

7.1 CP/CP/007 COMMUNITY PLANNING UPDATE

Community Planning was introduced in Northern Ireland in April 2015, when local Councils were tasked with leading the development of Community Plans for their area. This was done by the formation of Community Planning Partnerships.

The Antrim and Newtownabbey Community Planning Partnership consists of 16 Statutory and Support Partners working together to deliver the "Love Living Here" Community Plan.

In 2019 the Antrim and Newtownabbey Community Planning Partnership Structure underwent a review and the resulting structure was approved by the Partnership on 10 December 2019.

Members were reminded that the Community Planning Committee approved the structure on 11 November 2019 and since then the structure was further developed at a Community Planning Partner workshop in March 2020 where the new structure was discussed in detail. Further details were circulated for Members' information.

As with all non-essential services, COVID-19 impacted on Community Planning. One to one partner meetings were planned for April and May with the purpose of discussing individual partner input to the Community Plan and the new structure. These meetings were deferred and will resume in August 2020. The scheduled Partnership meeting on 17 June 2020 was postponed and the date of 15 September 2020, previously reserved in partner's diaries for a workshop, will be used for this meeting.

All Community Plans were due for a review within four years of their publication date with the review of the Antrim and Newtownabbey Community Plan due in June 2021. In addition, the second Statement of Progress for each Community Plan was due in November 2021. Once again the COVID-19 pandemic had a negative impact on these plans. The Department for Communities was currently reconsidering these requirements and Members would be advised of any emerging information.

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the update on the Community Planning Partnership be noted.

NO ACTION

7.2 CE/GEN/001 CORRESPONDENCE FROM THE MODERATOR OF THE GENERAL ASSEMBLY

Members were advised that correspondence had been received from The Moderator of the General Assembly, on behalf of the Presbyterian Church in Ireland, to thank Members and Officers for the efforts taken to respond to the challenges presented by the global pandemic (copy circulated).

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

7.3 CE/GEN/038 CORRESPONDENCE FROM NORTHERN IRELAND AMBULANCE SERVICE - NIAS STRATEGY TO TRANSFORM 2020-2026

Members were advised that correspondence had been received from the Northern Ireland Ambulance Service (circulated) relating to the publication of the NIAS Strategy to Transform 2020 – 2026 – 'Caring today, Planning for Tomorrow'.

A copy of the Strategy was circulated for Members' information.

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

7.4 G-LEG-321-3 NEILLSBROOK ROAD, RANDALSTOWN, G-LEG-321-4 MILL ROAD, CRUMLIN – DFI ROADS – PROPOSED NO WAITING AT ANY TIME (LOADING AND UNLOADING PERMITTED)

Correspondence had been received from the Department for Infrastructure in relation to the implementation of a No Waiting at Any Time (Loading and Unloading Permitted) restriction at Neillsbrook Road, Randalstown and at Mill Road, Crumlin. (Copies of the correspondence and maps were circulated).

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

7.5 G-LEG-321-5 BELFAST ROAD, ANTRIM & MONEYNICK ROAD, TOOMEBRIDGE G-LEG-321-6 BIRCHHILL ROAD, ANTRIM - DFI ROADS - SPEED LIMIT REDUCTION

Correspondence had been received from the Department for Infrastructure in relation to the implementation of speed limit reductions at Belfast Road, Antrim and Moneynick Road, Toomebridge and at Birchhill Road, Antrim. (Copies of the correspondence and maps were circulated).

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

7.6 CE/OA/1 DEPARTMENT FOR INFRASTRUCTURE – THE PRIVATE STREETS (NORTHERN IRELAND) ORDER 1980

Correspondence had been received (circulated) from the Department for Infrastructure (DfI) advising that the streets at the developments listed below have now been adopted.

- Creeve Court, Randalstown
- Ferrard Meadow, Antrim

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

7.7 FI/FIN/4 BUDGET REPORT AND FUNDING UPDATE – JUNE 2020 (Period 3)

The purpose of this report is to update Members on the current financial position. It is presented in two sections:

- Budget Report for Period 3 (June 2020)
- COVID-19 Funding Support

Budget Report for Period 3 (June 2020)

A budget report for June 2020 – Period 3 was circulated for Members' information.

The Council's net cost of services at the end of June 2020 shows an adverse variance of £607k before exceptional costs.

Including the exceptional costs related to COVID-19 of £579k, government Covid support grant income of £1.74m and the pro-rated credit balance application for the period of £175k, the Council's position was £1.01m adverse.

Variances within the report include:

- **Chief Executives Dept** - reduced rental income
- **Community Planning** - Underspends in staff costs and income reduced due to closure of community centres.
- **Capital Development** - Underspend in project consultancy due to reduced number of projects going forward.
- **Property and Building Services** - Reduction in Building Control income of £121k for the period; underspends in staff costs and supplies and services.
- **Arts and Culture** - Reduction in income of £271k, employee costs of £79k, supplies and services £163k due to facility closures, underspends to date on premises costs.

- **Finance and Governance** - Underspends in staff costs and meetings hospitality.
- **Human Resources** – Underspend re. vacant posts and training.
- **Leisure** - Loss of income to date of £1.26m, underspends in staff and premises costs due to facility closure.
- **Waste Management** - Tonnages for the period are approx. £100k ahead of budget. Projected loss of Trade Waste income of £190k.
- **Environmental Health** – underspend re. staff vacancies
- **Parks** - Loss of caravan parks and car parks income of £102k; underspends on seasonal staff costs.
- **Planning** - Income from Applications fees is £116k compared to budget of £231k.
- **Economic Development** - Underspends to date on programme costs.

A provision for the non-collection of District Rates and De-rating Grant income had been included of £1.39m. The final outworking of this would not be known until November 2021 when Council receive the APP from LPS, but it is prudent to include a provision for this in the absence of further intervention from government. This equates to £5.55m for the financial year. Taking this provision into account, the overall position of the Council was a General Fund decrease of £1.01m.

COVID-19 Funding Support

The government Covid support grant income of £1.74m included within the Budget Report comprises £874k from Department for Communities (DfC) for income losses for the April to June period, £20k from DfC in relation to Community Support and £848k from HMRC under the Staff Retention (Furlough) Scheme.

In order to obtain the funding of £1.95m (£874k Apr – June, £1,075k July – Sept) from DfC, Council officers worked with the Department, SOLACE NI and ALGFO to identify expected income losses, direct costs and operational savings during the period March 2020 to June 2020 arising as a consequence of COVID-19.

The main assumptions contained within this model were:

- service expenditure would continue as normal albeit deferred to later in the financial year;
- service income significantly reduced especially in Leisure and Arts and Culture
- Council would incur additional expenditure in supporting the community;
- no sources of government funding would be available.

This situation had developed over time as more information and funding became available. Modelling for Quarter 2 had been updated to reflect the current situation e.g. reopened facilities and income levels currently experienced.

Updated assumptions include for example:

- Savings materialised from buildings being closed e.g. the swimming pools were drained leading to lower energy costs £150K (March–June)
- Staffing - agency/temporary posts not filled – acting-up arrangements were stopped £470K (March–June)
- The Council was able to avail of the HMRC Staff Retention Scheme £845K (March–June)
- Building Control and Planning income of £227k exceeded expectation.
- Golf reopening - income of £91k was received for the Q1 rather than the assumption of zero.
- Further facility reopening projections e.g. caravan parks and fitness suites.

Following the review of quarter 1 and using the assumptions for quarter 2, the amount paid by the Department of £1.95m will cover the Council's lost income, net of expenditure savings and other sources of government income, for the period to the end of September.

HMRC Furlough claims would continue for July to October and would reflect both the reduced funding as a result of scheme changes and the lower number of officers being claimed for as staff requirements for reopened facilities increase.

Other less significant claims were also being prepared for additional waste management costs to The Department for Agriculture, Environment and Rural Affairs (DAERA) and to the Department for Communities for expenditures relating to invoking Council's emergency response (SEFA).

Intervention funding with respect to the non-collection of District Rates and De-rating Grant income continued to be explored.

Whilst the current financial position had stabilised with the funding received to date, the future position remained highly uncertain both for the remainder of this financial year and especially as Council start to plan for the 2021/22 financial year.

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

7.8 G/MSMO/14 MOTION – DERRY CITY AND STRABANE DISTRICT COUNCIL

Members were advised that correspondence had been received from Derry City and Strabane District Council regarding two Motions adopted by that Council and requesting Antrim and Newtownabbey Borough Council's consideration of these Motions.

A copy of the letter was circulated for Members' information.

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the correspondence from Derry City and Strabane District Council be noted.

NO ACTION

7.9 CP/GEN/038 MENTAL HEALTH & WELLBEING PROGRAMME DELIVERY

Due to the impact of COVID-19 there was increasing concern mental health and wellbeing in our local communities. As a measure to address this and support individuals across the Borough, Officers had been working with a number of Community Planning partners to identify support programmes and opportunities for community and voluntary leaders to upskill in mental health & wellbeing.

The online wellbeing hub www.mindingyourhead.info draws together information, self-help guides and ways to find support on a range of mental health and wellbeing issues.

The Public Health Agency had also recently launched a new investment programme providing support to communities responding to the impact of the COVID-19 pandemic with awards up to £5,000 available. The closing date for applications for these grants is Thursday 6 August 2020 at 12 noon. <https://www.publichealth.hscni.net/news/pha-announces-covid-19-community-funding>

Officers had also secured an offer from NHSCT to run a Mental Health and Wellbeing Programme including dedicated Council courses in Safe Talk & Mental Health First Aid for community and voluntary groups across the Borough. All initial courses would have room for around 40 participants and would be delivered during the Autumn at no cost to the Council.

These courses would help participants to recognise the symptoms of some of the main mental health problems, how to provide initial help to someone with a developing mental health problem or in a mental health crisis, and how to guide a person towards appropriate professional help.

Recruitment would be focused across the Borough and coordinated through the Community Planning Team. Community & Voluntary Groups including community groups, sports clubs, churches and special interest groups will be invited to apply for places based on course maximums. Courses would be actively promoted via Council promotional and social media platforms.

Proposed by Alderman Brett
Seconded by Councillor Webb and

RESOLVED - that the report be noted.

NO ACTION

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Councillor Michael
Seconded by Alderman Smyth and

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

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

8. ITEMS IN COMMITTEE

8.1 IN CONFIDENCE L/LEI/AC/004/VOL2 EVERY BODY ACTIVE 2020 – PROGRAMMES UPDATE

Members were reminded that in November 2019, Council agreed to proceed with delivery of the final year of the Every Body Active (EBA) 2020 programme - 2020/2021 with a grant from Sport Northern Ireland (Sport N.I.) of £87,703 and a Council contribution of £24,676.

The EBA 2020 programme is a 4-year sport and physical activity participation programme, funded by Sport NI and delivered by district councils. The programme was extended for one further year and is due to finish in March 2021. The model of delivery approved by Council comprised the direct employment of five coaches; soccer, dance, disability, two exercise referral coaches, and financial support for four National Governing Bodies (NGBs); Athletics NI, Netball NI, Ulster Hockey and Ulster Rugby in the amount of £4,000 each to assist in achieving their EBA participation targets.

Programme delivery has been via coaches in community/school settings in addition to leisure centre based programme (either Council or NGB coaches).

The breakdown of funding for the final year of the programme as approved would have been as follows:

Approved budget - EBA 2020 Year 5 (2020/2021)	
Salary Costs of Council Employed EBA Coaches	£96,379
Contribution to 4x National Governing Bodies at £4,000 each	£16,000
Total	£112,379
Made up of:	
Sport NI contribution	£87,703
Council Contribution	£24,676

Following the Council's decision, an Action Plan was due to be submitted to Sport NI setting out Council's proposals for the final year of the programme. Due to the emerging COVID-19 situation at the start of March it seemed prudent not to submit the Action Plan which would have triggered the funding for the programme to continue. At that point, at the start of March, there were five people in EBA funded posts which were a mix of full and part time positions. None of the EBA activities were possible due to lockdown and this continues to be the case. As there is no prospect of normal activities resuming, a review of the Programme has been carried out for the 8 months remaining of the Programme. All posts are due to terminate at programme end on 31 March 2021 Sport NI has made it clear that the EBA programme will not be extended beyond 31 March 2021.

The following is the current position relating to posts funded through the programme;

- 2 part-time posts - filled through secondment from substantive Council roles
- 1 part-time fixed term contract post - filled just prior to pandemic
- 1 full-time and 1 part-time fixed term posts – filled through contracts

Those employees seconded from Council posts have reverted back to their substantive positions. For the remaining 3 post holders, suitable redeployment opportunities will be explored.

After consultation with Sport N.I. and the four NGBs; Athletics NI, Netball NI, Ulster Hockey and Ulster Rugby, it is proposed to submit an Action Plan for the £87,703 Sport N.I. grant only (no match funding by Council) as follows:

- Increase the funding from £4,000 to £17,540 for each of the four NGBs
- Provide the remaining £17,540 to Disability Sport Northern Ireland (DSNI)

All offers of funding to be made for delivering programmes in the Borough with appropriate targets set. Some limited Officer time will be required in the management of Service Level Agreements with 5 organisations.

Every Body Active Small Grants

Correspondence (circulated) was received from Sport NI indicating that all EBA Small Grants funding (previously administered by Councils) would be withdrawn in favour of a hardship fund. The letter indicates that Sport NI will reallocate £495,000 of EBA funding to the Sports Hardship Fund to enable many local clubs to survive.

Proposed by Councillor Logue
Seconded by Councillor Lynch that

- (i) due to the inability to effectively deliver the Every Body Active Programme 2020/2021 as originally planned, Council approves the distribution of EBA grant funding from Sport N.I., in the amount of £87,703 to be distributed evenly to the four governing bodies, Gaelic Athletic Association and Disability Sport Northern Ireland;
- (ii) Council notes the withdrawal of the Every Body Active Small Grants Programme by Sport Northern Ireland in favour of a Sports Hardship Fund. The Director clarified that the four governing bodies proposed as recipients for funding are the four governing bodies that the Council normally works with.

AMENDMENT

Proposed by Councillor Foster
Seconded by Councillor Ross that

- (i) due to the inability to effectively deliver the Every Body Active Programme 2020/2021 as originally planned, Council approves the distribution of EBA grant funding from Sport N.I., in the amount of £87,703 to be distributed evenly to the four governing bodies and Disability Sport Northern Ireland;
- (ii) Council notes the withdrawal of the Every Body Active Small Grants Programme by Sport Northern Ireland in favour of a Sports Hardship Fund.

On the amendment being put to the meeting 28 Members voted in favour, 8 against and 1 abstention and the amendment was declared carried.

The amendment was then put to the meeting as the substantive motion and it was

RESOLVED - that

- (i) due to the inability to effectively deliver the Every Body Active Programme 2020/2021 as originally planned, Council approves the distribution of EBA grant funding from Sport N.I., in the amount of £87,703 to be distributed evenly to the four governing bodies and Disability Sport Northern Ireland;**
- (ii) Council notes the withdrawal of the Every Body Active Small Grants Programme by Sport Northern Ireland in favour of a Sports Hardship Fund.**

ACTION BY: Matt McDowell, Head of Leisure

8.2 **IN CONFIDENCE** WM/CON/005 RESIDUAL WASTE TREATMENT CONTRACT PROCUREMENT

Members were reminded that the new arc21 Municipal Waste Disposal contract was approved by Council in June. Tendered in 2 Lots, Biffa Waste Services was awarded the contract for Council's Lot and as a result, Council's residual or black bin waste would be disposed of at Cottonmount landfill site in Mallusk at a rate of £[REDACTED] per tonne (previously £[REDACTED] per tonne). The contract is for a period of 18 months with optional extensions of up to a further 18 months.

The rate approved is greater than that budgeted for in the 2020-21 estimates, resulting in a shortfall of approximately £[REDACTED] in the current financial year. As the new arc21 contract does not require any individual Council to guarantee tonnages, it can be used by the Council as required for landfilling black bin waste however, approval was given in June to initiate the procurement of a residual waste treatment (as opposed to disposal) contract either alone or as part of a wider group of arc21 member Councils.

Treatment of residual waste, as opposed to disposal, would be through a combination of treatments including the removal of recyclables where possible, the recovery of energy through thermal processes and the landfilling of any subsequent remaining waste. This type of treatment contract is compliant with UK legislation and would be deemed to be more environmentally advantageous than straight landfill disposal.

The procurement process will take approximately six months to complete therefore, the new Municipal Waste Disposal Contract will need to be used in the interim period for the disposal of the black bin waste.

As a number of other Councils in the arc21 group are interested in a treatment contract, it is recommended that a joint procurement exercise is undertaken. It is anticipated that in order to secure the optimum price, that this contract would need to last for a minimum of 3 years with possible extensions.

Proposed by Councillor Foster
Seconded by Councillor Webb and

RESOLVED - that Council proceeds to participate in a joint procurement exercise for a Residual Waste Treatment Contract, coordinated by arc21, in an effort to reduce the cost of residual waste disposal.

ACTION BY: Michael Laverty, Head of Waste Management

8.3 **IN CONFIDENCE** G/LEG-27 RENTAL OF 6B ORCHARD WAY

Members recalled, in January 2019, approving the rental of the remaining vacant portion of 6 Orchard Way to Natural World Products Ltd for a waste transfer station on the following terms:

- 10 year lease (with an option to extend for a further 10 years).



Natural World Products Ltd (NWP) already occupy the adjacent space at this site via a lease agreement between the Council and arc21 for a period of 15 Years from June 2015 which is then subleased to NWP for the same lease period.

Negotiations between solicitors and Council's estate agent have been ongoing since January 2019. During these negotiations the poor state of repair of the access road was highlighted as an issue with an estimated £[redacted] investment required. To bring negotiations to a conclusion, it is proposed NWP take responsibility for the resurfacing of the access road, subject to approval of the specification and works by the Council's Head of Capital Development. In return they have suggested they receive two additional months' rent free ie 8 months' rent free in total. The cost of resurfacing the access road far outweighs the loss of income to Council (ie £[redacted]) and is deemed a positive outcome.

Council's agent also endorses this approach on the basis that it is a sensible market deal and that the resurfacing would have a longer lifespan than the term of the lease.

Proposed by Alderman Smyth
Seconded by Councillor Magill and

RESOLVED - that, subject to all legal matters being resolved, Members approve the amendment of the terms of the lease with NWP to include an additional two month rent free period (8 months in total) in compensation for the resurfacing of the access road based on the specification and works approved by the Council's Head of Capital Development.

ACTION BY: Liz Johnston, Head of Governance

8.4 IN CONFIDENCE FI/PRO/TEN/308 & CD/PM/136 PLAYGROUND IMPROVED ACCESS AND INCLUSIVE PLAY WORKS

BACKGROUND

Members approved in December 2019 the works tender from Hawthorn Heights in the sum of £[redacted] giving a total predicted outturn cost for works, fees and other costs of £[redacted].

PROJECT SCOPE

The contract involves the following scale and scope of works at 25 play parks throughout the Borough.

The works include:-

- supply and installation of new play equipment over multiple sites
- supply and installation of accessible wheelchair swings at 4 play parks (Burns Memorial, Sixmilewater, John Street, Jordanstown)
- repair/replacement of wetpour at a number of sites
- new fencing/gates at a number of sites
- provision of dropped kerbs, resurfacing works
- provision of accessible parking bays at a number of sites
- removal/relocation of existing play equipment, & extensions to existing play parks at a number of sites

PROGRAMME

The original plan was for works to be completed by May 2020, and that play parks would have to be closed for varying periods during these works. Due to the COVID-19 pandemic the start date for the works was deferred.

Over recent weeks Council Officers have been liaising with the contractor to agree a revised programme.

Taking into consideration that play parks were reopened from 10 July, it is now planned for the works to start mid-September 2020.

An indicative programme was circulated, detailing the proposed dates of works and associated period of closure for each play park. The final programme has to be agreed with the contractor and may be subject to minor changes to meet operational requirements. It is planned to keep the community fully informed of any changes.

Proposed by Councillor Robinson
Seconded by Councillor Archibald and

RESOLVED - that the report be noted.

ACTION BY: Neil Luney, Project Development Officer

8.5 IN CONFIDENCE AC/GEN/38 BIG OCCASIONS CATERING CONTRACT

Members were advised that there are a number of contracts for provision of catering services in place across the Arts and Culture services including a contract for provision of catering at Clotworthy House Antrim Castle Gardens with Big Occasions Catering. This contract has been in place since 1 April 2016 for an initial three-year term to end March 2019 which has been extended for 2 twelve month periods to end of March 2021, which is permissible within original contract terms.

The franchisee has made a request as a result of the detrimental impact the COVID-19 pandemic has had upon his business which closed on 18 March 2020 in line with all other non-essential service closures across the Council. As with other business in Council facilities, during the pandemic he has not paid any rent during closure. The company resumed trading on a restricted basis

on 3 July as a result of the Executives ongoing relaxations in relation to COVID-19 restrictions. The normal annual rental income is approximately £[REDACTED].

Big Occasions has requested consideration of a rent reduction from their date of reopening based on the fact that even once open his business turnover will continue to be compromised by social distancing limits, lack of large scale summer events at Antrim Castle Gardens and likely significant reduction in room bookings due to social distancing and the ongoing encouragement for remote working where possible.

The business has also asked that Council consider an 18-month extension to the present period, which would extend the current contract to 30 September 2022.

The franchisee proposed that such an extension would bring some degree of certainty both for Big Occasions and the Council thereby providing an opportunity for sound financial planning and restoration of franchise payments.

[REDACTED]

Proposed by Councillor McClelland
Seconded by Councillor Webb and

RESOLVED - that Big Occasions be offered a 3 month rent free period at Clotworthy House, and the situation be reviewed again after 3 months.

ACTION BY: Ursula Fay, Head of Arts and Culture

8.6 IN CONFIDENCE L/LEI/VLC/011, L/LEI/AF/001 FRANCHISES AT VALLEY LEISURE CENTRE AND ANTRIM FORUM

Currently the catering franchises at the Valley Leisure Centre and Antrim Forum are operated by Sinnamon Coffee. Correspondence, circulated, has been received from the owners, requesting a 6 month 'no fee' period at each site.

The franchise at Antrim Forum was advertised following a 5-year agreement having expired. The new contract, from May 2020 was for a period of 1 year with an option to extend for a further 2 years at a fee of £[REDACTED] per annum. The contract at the Valley Leisure Centre was awarded in June 2019 for a period of 3 years with an option to extend for a further two years at a fee of £[REDACTED] per annum.

Both franchises have been successful with no concerns about quality or service and as they are totally linked to footfall in the centres it seems reasonable to consider the request favourably.

The owners have also requested permission to have tables and chairs outside as weather and location permits.

Proposed by Councillor Wilson
Seconded by Councillor Bennington and

RESOLVED - that Sinnamon Coffee be offered a 3 month rent free period at Antrim Forum and Valley Leisure Centre, and the situation be reviewed again after 3 months.

ACTION BY: Matt McDowell, Head of Leisure

Councillor Logue left the meeting during the next item.

8.7 IN CONFIDENCE WM/arc21/008 RESIDUAL WASTE TREATMENT PROJECT – CORRESPONDENCE

In February, correspondence (circulated) was sent to the Ministers for Infrastructure and Agriculture, Environment and Rural Affairs regarding the planning application for the arc21 Residual Waste Treatment Facility at Hightown Quarry, Boghill Road, Mallusk.

The correspondence set out that some Members had reservations about the need for the facility and the scale and technology proposed and indicated that a detailed report would be provided.

A Report, circulated, set out both the background to the proposed project and some issues which could impact on need as well as current and potential capacity to deal with the residual waste in the arc21 region.

It was proposed that the report be sent to both Ministers, the arc21 Chairman and Chief Executive and the Chief Executives of the other 5 arc21 member councils.

Proposed by Alderman Cosgrove
Seconded by Councillor Goodman and

RESOLVED - that the proposed Residual Waste Treatment Project Report be approved, the correspondence be sent to those listed and circulated to media outlets.

ACTION BY: Jacqui Dixon, Chief Executive

MOTION TO PROCEED 'OUT OF COMMITTEE'

Moved by Councillor McWilliam
Seconded by Councillor Foster and

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

Members were advised that the audio recording would restart at this point.

The Mayor thanked everyone for attending and the meeting concluded at 9.09 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.