



25 May 2022

**To: Each Member of the Council**

Dear Member

**MEETING OF ANTRIM AND NEWTOWNABBIEY BOROUGH COUNCIL**

A meeting of Antrim and Newtownabbey Borough Council will be held on **Monday 30 May 2022 at 6.30 pm.**

You are requested to attend.

Yours sincerely

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

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

**For any queries please contact Member Services:**

Tel: 028 9034 0048/028 9448 1301 [memberservices@antrimandnewtownabbey.gov.uk](mailto: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 25 April 2022, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operations Committee Meeting of Tuesday 3 May 2022, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Wednesday 4 May 2022, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting held on Monday 9 May 2022, 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 16 May 2022, 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 16 May 2022, a copy of which is **enclosed**.
- 9 ITEMS FOR DECISION
  - 9.1 Ballyclare DEA Member Engagement Group Minutes
  - 9.2 NILGA Correspondence – Partnership Panel
  - 9.3 Dog Control Legislation
  - 9.4 Request to use Jordanstown Lough Shore Park – Circus
  - 9.5 UK Active Awards 2022 – Valley Leisure Centre
  - 9.6 Northern Ireland Commonwealth Games Council Request for Support
  - 9.7 Bye-Laws for Consumption of Alcohol in Designated Places
  - 9.8 Appointment of Policing and Community Safety Partnership Chairperson

- 9.9 Northern Ireland Food and Craft Festival 2022
  - 9.10 Community Development Grant Aid Programme Recommendations 2022/2023
  - 9.11 Community Festivals Fund Grant Aid Recommendations 2022/2023
  - 9.12 Antrim Forum and Allen Park Restaurant Franchises
- 10 ITEMS FOR NOTING
- 10.1 Northern Ireland Housing Council
  - 10.2 Motion – Fermanagh & Omagh District Council – Recruiting Staff within the Hospitality and Tourism Sectors
  - 10.3 Correspondence – Fermanagh & Omagh District Council - Public Holiday – St Brigid's Day
  - 10.4 Correspondence - Ards and North Down Borough Council – Lighting up Buildings Resolution
  - 10.5 Correspondence – Fermanagh & Omagh District Council
- 11 ITEMS IN COMMITTEE
- 11.1 arc21
  - 11.2 Request for Support for Funding Applications
  - 11.3 Tender Report for Contractor to Deliver the Muckamore Community Centre, Playgroup Alterations
  - 11.4 Minutes of the Governance Meeting of The Levelling Up Fund Project Board held on 22 February, 21 March and 26 April 2022
  - 11.5 Community Planning Capital Grants
  - 11.6 Draft Dual Language Street Sign Policy Consultation Feedback

## 9 ITEMS FOR DECISION

### 9.1 CP/CP/170 & CP/CP/178 BALLYCLARE DEA MEMBER ENGAGEMENT GROUP MINUTES

Members are reminded that the DEA Member Engagement Groups are now a central part of the Community Planning engagement framework.

Draft minutes for the Ballyclare DEA Member Engagement Group meeting held on 11 May 2022 are **enclosed** for Members' information; these will be formally adopted at the next meeting of the group.

**RECOMMENDATION: that the draft minutes be approved.**

Prepared by: Denise Lynn, PA to Deputy Chief Executive of Finance and Governance

Approved by: Liz Johnston, Deputy Director of Performance and Governance

## 9.2 CE/OA/012 NILGA CORRESPONDENCE – PARTNERSHIP PANEL

Members are advised that correspondence in relation to the Partnership Panel has been received from NILGA.

The next Partnership Panel meeting is provisionally scheduled for 30 June 2022, subject to confirmation given the uncertainty at the NI Assembly.

As the first meeting of the local government side to agree the agenda items is on 1 June 2022, NILGA have requested that any feedback/suggestions from Council be forwarded in advance of that.

A copy of the correspondence is **enclosed** for Members' consideration.

**RECOMMENDATION: that the Council endorses the issues proposed by NILGA and requests that the transfer of regeneration powers to Councils is also included in future agenda items for the Partnership Panel.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

### 9.3 EH/EHS/LR/007 DOG CONTROL LEGISLATION

Members are reminded that a number of Dog Control Orders (DCOs) are currently effective in the Borough, mainly in Council owned parks, where dogs may be exercised off-lead, must be kept on a lead or are excluded. Currently dogs are excluded from the play area and sports pitches within the V36 site. Following the development of the recently opened skate park, it is proposed to exclude dogs from this area through amending The Dogs Exclusion (Newtownabbey Borough Council, Children's Play Parks and Recreation Grounds) Order 2012.

Dogs will be able to be exercised off-lead in the remainder of the park. A map showing the proposed change is **enclosed**, together with a map showing the existing exclusions within the V36 site.

**RECOMMENDATION: that approval is given for an amendment to The Dogs Exclusion (Newtownabbey Borough Council, Children's Play Parks and Recreation Grounds) Order 2012, as set out above, to reflect the change of use.**

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

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations

#### **9.4 PK/GEN/032 REQUEST TO USE JORDANSTOWN LOUGH SHORE PARK – CIRCUS**

A request has been received from Duffy's Circus to hold a circus at Jordanstown Lough Shore Park with access to the site requested from midnight on 13 June 2022 through to midnight on 19 June 2022. This includes set up and recovery. The Circus owners have confirmed that there will be no animals included.

As in previous years, a bond of £1,000 per site will be payable by the Circus owners in lieu of any damage to the site, in addition to normal booking charges.

**RECOMMENDATION: that permission is granted to Tom Duffy's Circus to hold a circus in Jordanstown Lough Shore Park, between 13 June and 19 June 2022.**

Prepared by: Glenda James, Parks Administration Supervisor

Agreed by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations

## 9.5 L/LEI/VLC/001/VOL 2 UK ACTIVE AWARDS 2022 – VALLEY LEISURE CENTRE

Members are advised that the Valley Leisure Centre has been shortlisted as a finalist for the UK Active Awards 2022 in the category of Regional & National Club/Centre of the Year.

UK Active is a leisure industry body with over 4,000 members ranging from public, private and third sectors. The UK Active Annual Awards are the largest and most prestigious accolades of their kind, and are designed to recognise and celebrate excellence and innovation across health, wellbeing and fitness in the UK. To become finalists, the Valley Leisure Centre had to pass a two stage assessment process with the third stage of a mystery shop deciding the winner.

The award ceremony is scheduled to take place on 30 June 2022 at the International Conference Centre in Birmingham.

**RECOMMENDATION: that Council approves the attendance of the Mayor, Deputy Mayor, Chair, Vice-Chair of the Operations Committee or their nominees, and relevant Council Officers at the UK Active Awards Ceremony at the International Conference Centre, Birmingham on 30 June 2022.**

Prepared by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations



## 9.6 L/LEI/336 NORTHERN IRELAND COMMONWEALTH GAMES COUNCIL REQUEST FOR SUPPORT

Members are advised that correspondence has been received from the Northern Ireland Commonwealth Games Council (NICGC), **enclosed**, offering the opportunity to provide a message of support in the team handbook for the forthcoming Commonwealth Games in Birmingham, and for Council representatives to attend a pre-Games dinner at Belfast City Hall on Monday 27 June. There is no cost to include a good luck message and on this basis it is proposed that the following message is submitted for inclusion:

*Good luck to all Commonwealth Games athletes, and particularly those from the Borough as well as to volunteers, officials and sponsors  
From Antrim and Newtownabbey Borough Council  
May these 'Games for Everyone' be successful, positive and inspirational*

In addition, following up on reference, in the correspondence, to a financial contribution from the Council to assist local athletes selected for TeamNI, contact was made with the Business and Operations Manager, Conal Heatley. Mr Heatley confirmed that there are currently 13 athletes from the Borough selected for the Games with several more expected to be included prior to selection concluding in June.

It is proposed that a contribution of £3000 be made to support TeamNI athletes from the Borough.

### **RECOMMENDATION: that approval be given**

- i. to provide a message of support in the team handbook for the forthcoming Commonwealth Games in Birmingham as set out above**
- ii. for the Mayor and Chair of Operations or their nominees to attend the pre-Games dinner at Belfast City Hall on Monday 27 June and,**
- iii. that a total contribution of £3,000 be made to TeamNI athletes from the Borough competing in Commonwealth Games 2022 in Birmingham.**

Prepared by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations

## 9.7 CP/CD/441 BYE-LAWS FOR CONSUMPTION OF ALCOHOL IN DESIGNATED PLACES

Members are reminded of the bye-laws that prohibit the consumption of alcohol in designated places throughout the Borough, including Council Parks. A request from Newtownabbey Arts and Culture Network (NACN), that the bye-law prohibiting the consumption of alcohol was set aside at V36 at The Valley on 25 June 2022 for the proposed V-Fest, was approved at the Council in March 2022.

Officers have been advised by NACN that the V-Fest event has been postponed, and therefore the bye-law prohibiting the consumption of alcohol is no longer required to be suspended at V36 at The Valley on 25 June 2022.

Members are advised that an additional request from a group wishing to host an event, which will include alcohol, in a Council facility covered by such bye-laws has been received as follows:

- Rathcoole Protestant Boys Flute Band - Family Fun Day at Sir James Craig Park on 25 June 2022 from 1pm – 10 pm.

The Band will not be selling alcohol as part of their event, but will be serving alcohol free of charge to event guests. They are requesting Council permission to set aside the bye-law prohibiting consumption of alcohol at the venue on the date of the event.

Pending Members approval, Officers will inform local PSNI to make them aware of both bye-law decisions.

### **RECOMMENDATION: that**

- (a) the bye-law prohibiting the consumption of alcohol will no longer be suspended at V36 at The Valley on 25 June 2022;**
- (b) the bye-law prohibiting the consumption of alcohol is set aside at Sir James Craig Play Park on 25 June 2022.**

Prepared by: Ronan McKenna, Head of Community Planning

Agreed by: Ursula Fay, Director of Community Planning

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations

## 9.8 CP/PCSP/070 APPOINTMENT OF POLICING AND COMMUNITY SAFETY PARTNERSHIP CHAIRPERSON

Members are advised that the Justice Act 2011 states that the position of Chairperson of the Policing and Community Safety Partnership (PCSP) is held by an Elected Member for a period of 12 months, or for a period ending with the reconstitution date. The Act also states that the position is held in turn by each of the 4 largest parties represented on the Council immediately after the last local election. The position of Vice-Chairperson is held by an Independent Member, appointed by the Independent Members.

Members are reminded that Councillor Julie Gilmour, Alliance Party, was appointed to the position of PCSP Chairperson at the Council Meeting in June 2021.

Members are therefore requested to appoint a Chairperson for the incoming year of the PCSP from the fourth largest party represented on the Council. Sinn Féin are the fourth largest party, there is currently one representative of the Sinn Féin Party serving on the PCSP, Councillor Michael Goodman.

Sinn Féin nominating officer has nominated Councillor Goodman for the position of Chairperson of Antrim and Newtownabbey PCSP for the 2022/2023 year, commencing on 29 June at the next Full Partnership meeting of the PCSP and running until the reconstitution of the PCSP takes place in 2023.

**RECOMMENDATION: that Councillor Michael Goodman be appointed to the position of Chairperson of the PCSP from 29 June 2022 until the PCSP's reconstitution in 2023.**

Prepared by: Lynda Kennedy, Peace IV & PCSP Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 9.9 ED/REG/062 NORTHERN IRELAND FOOD AND CRAFT FESTIVAL 2022

Members are reminded that at the Council meeting in May 2021 the use of Antrim Castle Gardens and Antrim Loughshore Park to host elements of the first Northern Ireland Food and Craft Festival from 16 to 18 July 2021 was approved along with financial assistance of approximately £12,500 and in kind support to Castle Mall and The Junction, the event organisers.

A proposal to deliver the event in 2022 has been received from event organisers and is **enclosed** for Members' information. In terms of the 2021 event the following key performance indicators have been provided:

- 35,000 visitors over the three days
- 250 exhibitors
- 6,500 website visitors
- 92,478 social media reach
- 292,434 social media impressions
- 15.4 million online media reach
- £523,300 direct visitor spend at Festival Venues

It is proposed to run the event in 2022 from Friday 1 July to Sunday 3 July at The Junction, Market Square, Antrim Castle Gardens and Antrim Lough Shore Park. Organisers also plan for the restaurants, bars and retail stores across Antrim and the surrounding area to join in with the Festival with festival offers and their own special events.

A full programme of events, delivery requirements and budget is enclosed in the Northern Ireland Food and Craft Festival 2022 proposal. Organisers are requesting permission once again to hold events in both Antrim Castle Gardens and Antrim Lough Shore Park and for increased financial support of £17,400. In addition, in kind support as supplied in 2021 is also requested.

At the Antrim DEA Engagement Meeting on 18 May 2022 the proposal was considered and all Elected Members were in favour of supporting this event, which delivers against the three corporate strands of people, place and prosperity.

### **RECOMMENDATION: that**

- (a) the use of Antrim Castle Gardens and Antrim Lough Shore Park to host elements of the Northern Ireland Food and Craft Festival from 1 to 3 July 2022 be approved;**
- (b) financial assistance of approximately £17,400 to Castle Mall and The Junction towards the Festival 2022 along with support in kind in the form of gazebos, waste collection, undertaking visitor surveys and provision of staff support be approved.**

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

## 9.10 CP/CD/436 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME RECOMMENDATIONS 2022/2023

Members are reminded that a second call for applications to the Community Development Grant Aid Programme was approved by the Community Planning Committee in April.

The second call for applications opened on Tuesday 3 May 2022 with a closing date of Friday 20 May 2022. To support applications to this grant aid programme, Officers offered one-to-one support to all groups.

Members are reminded that a pass threshold of 50% applies to applications to the Community Development Grant Aid Programme and that groups are not required to demonstrate match funding however where a group evidences match funding this is reflected in the scoring. Members should also note that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

Members are also reminded that following a Council decision in October 2021 the award threshold for Summer Scheme Grants was increased from £1,500 to £2,000 and Technical Assistance Grants from £3,000 to £10,000, effective from 1 April 2022.

In total 22 applications were received and assessed by a panel of Officers, a full list of all the applications received and the scores awarded are enclosed for Members' information.

Following assessment 18 applications successfully achieved the required 50% pass threshold requesting £53,709.97. Officers will provide feedback and assistance to the unsuccessful groups that are eligible for future grant calls.

**RECOMMENDATION: that the 18 Community Development Grant Aid Programme Applications be approved at a total cost of £53,709.97.**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

## 9.11 CP/CP/204 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2022/2023

Members are reminded that a second call for applications to the Community Festivals Grant Aid Programme was approved by the Community Planning Committee in April.

The second call for applications opened on Tuesday 3 May 2022 with a closing date of Friday 20 May 2022. To support applications to this grant aid programme, Officers offered one-to-one support to all groups.

Members are reminded that a pass threshold of 50% applies to applications to the Community Festivals Fund and that groups are not required to demonstrate match funding however where a group evidences match funding this is reflected in the scoring. Members should also note that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

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

In total 8 applications were received and assessed by a panel of Officers, a full list of all the applications received and the scores awarded are enclosed for Members' information.

Following assessment 7 applications successfully achieved the required 50% pass threshold requesting £35,048.00. Officers will provide feedback and assistance to the unsuccessful group for future grant calls.

**RECOMMENDATION: that the 7 Community Festivals Fund Applications be approved at a total cost of £35,048.00**

Prepared by: Jonathan Henderson, Community Services Co-ordinator

Agreed by: Ronan McKenna, Head of Community Planning

Approved by: Ursula Fay, Director of Community Planning

**9.12 L/LEI/AF/001, L/LEI/AP/005 ANTRIM FORUM AND ALLEN PARK RESTAURANT FRANCHISES**

Members are advised that the franchisee appointed for both Antrim Forum and Allen Park had been operating at the Forum but was delayed in opening at Allen Park.

The Franchisee has advised the Council that he no longer wishes to proceed with the contracts at Antrim Forum and Allen Park

It is proposed that both franchise opportunities be advertised.

**RECOMMENDATION: that the catering franchise opportunities at Antrim Forum and Allen Park be advertised.**

Prepared by: Matt McDowell, Deputy Director of Operations (Parks and Leisure)

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations

## 10 ITEMS FOR NOTING

### 10.1 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL

As agreed at the August 2019 meeting of the Council, the Northern Ireland Housing Council's May 2022 monthly bulletin is **enclosed** for Members' information. A copy of the minutes of the Housing Council meeting on March 2022 is also **enclosed**.

**RECOMMENDATION: that the report be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive



**10.2 G/MSMO/14 MOTION - FERMANAGH & OMAGH DISTRICT COUNCIL –  
RECRUITING STAFF WITHIN THE HOSPITALITY AND TOURISM SECTORS**

Members are advised that correspondence has been received from Fermanagh & Omagh District Council regarding a Motion adopted by that Council calling for support for recruiting staff within the hospitality and tourism sectors and requesting support for this.

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

**RECOMMENDATION: that the correspondence from Fermanagh & Omagh District Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

**10.3 G/MSMO/107 CORRESPONDENCE - FERMANAGH & OMAGH DISTRICT COUNCIL  
– PUBLIC HOLIDAY – ST BRIGID’S DAY**

Members are advised that correspondence has been received from Fermanagh & Omagh District Council. They are writing to the Prime Minister requesting that from 2023, in line with a recent decision by the Irish Government the first Monday in February be designated a Public Holiday – St Brigid’s Day in Northern Ireland and requesting support to secure this additional Public Holiday.

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

**RECOMMENDATION: that the correspondence from Fermanagh & Omagh District Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

#### **10.4 G/MSMO/107 CORRESPONDENCE – ARDS AND NORTH DOWN BOROUGH COUNCIL – LIGHTING UP BUILDINGS RESOLUTION**

Members are advised that correspondence has been received from Ards and North Down Borough Council. They have advised that they will continue to light up its buildings in support of and in solidarity with the people of Ukraine, where there are no other scheduled lighting up commitments and call upon other Councils to do the same.

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

**RECOMMENDATION: that the correspondence from Ards and North Down Borough Council be noted.**

**10.5 G/MSMO/107 CORRESPONDENCE - FERMANAGH & OMAGH DISTRICT COUNCIL  
– ADDITIONAL ROLES FOR LOCAL COUNCILS**

Members are advised that correspondence has been received from Fermanagh & Omagh District Council. They wish to formally highlight their concerns that local Councils are being required to take on roles from central government agencies, without budget and request that appropriate budget is provided to Councils and encourage us to make similar representations.

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

**RECOMMENDATION: that the correspondence from Fermanagh & Omagh District Council be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive