



20 April 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 25 April 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 28 March 2022, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operations Committee Meeting of Monday 4 April 2022, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 5 April 2022, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting held on Monday 11 April 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 Wednesday 20 April 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 Wednesday 20 April 2022, a copy of which is **enclosed**.
- 9 ITEMS FOR DECISION
  - 9.1 Application for Provisional Grant of an Entertainment Licence (Annual Licence) Hill Tavern Bar, 279-281 Carnmoney Road
  - 9.2 Consultation by Department for Infrastructure on Planning Application Reference LA03/2020/0881/RM
  - 9.3 Enchanted Winter Garden 2022
  - 9.4 Levelling Up Fund Glengormley & Antrim Office/Workspace Hub – Concept Designs
  - 9.5 Antrim and Newtownabbey Labour Market Partnership Minutes

10 ITEMS FOR NOTING

- 10.1 Motion – Newry, Mourne and Down District Council – Increased Energy Costs
- 10.2 Motion – Newry, Mourne and Down District Council – Opposed to Planned Changes to Red Diesel
- 10.3 Grow South Antrim Local Action Group Minutes

11 ITEMS IN COMMITTEE

- 11.1 Crematorium Management Software
- 11.2 Our Prosperity Outcome Delivery Group Minutes
- 11.3 Tender Report for Contractor to Deliver the Crumlin and Rathcoole Allotments
- 11.4 Arc21 Residual Waste Treatment Project

12 NOTICE OF MOTION

Proposed by Councillor J Montgomery  
Seconded by Councillor R Foster

This Council congratulates Neil Duff on winning the WDF World Darts Championship and will recognise the success of one of our local sports people.

## 9 ITEMS FOR DECISION

### 9.1 EL/198 APPLICATION FOR PROVISIONAL GRANT OF AN ENTERTAINMENT LICENCE (ANNUAL LICENCE) HILL TAVERN BAR, 279-281 CARNMONEY ROAD

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

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal
Lawrence Scott	Hill Tavern 279-281 Carnmoney Road, Newtownabbey	Singing, Music, dancing or entertainment of a like kind  Monday to Sunday 11:30am to 1am  Number of persons less than 100	EL198	New

In line with the Council Protocol for the hearing of Entertainment Licence applications, approved in December 2016, the application must be considered at a full meeting of Council.

The Council can decide the following:

- i. Grant the licence
- ii. Grant the licence with specific additional terms, conditions and restrictions
- iii. Refuse the licence
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against an Officer's recommendation, then Members must state their reasons for doing so. In such circumstances a recorded vote will be taken.

The premises are currently in the process of obtaining all relevant fire safety certificates and will be inspected by Northern Ireland Fire Service prior to the issuing of an Entertainment Licence. The Local Government (Miscellaneous Provisions) (NI) Order 1985 permits the granting of an Entertainment Licence subject to the condition that works are completed in line with all relevant licensing requirements and agreed with the Council.

**RECOMMENDATION: that**

**an Entertainment Licence (Annual licence) is granted to the applicant, Lawrence Scott, 279-281 Carnmoney Road, Glengormley with the following conditions:**

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

**OPERATING HOURS**

**Monday to Sunday 11:30am to 1am**

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

Approved by: Geraldine Girvan, Deputy Chief Executive of Operations

## 9.2 P/PLAN/065 CONSULTATION BY DEPARTMENT FOR INFRASTRUCTURE ON PLANNING APPLICATION REFERENCE LA03/2020/0881/RM

Members are advised that the Department for Infrastructure (DFI) is due to consult the Council on a Reserved Matters application for the development of a major urban extension in Ballyclare including the northern section of the Ballyclare Relief Road.

**Proposal:** Reserved matters application for major urban extension to include residential (699 no. units amounting to 8no. apartments, 92no. terrace, 440no. semi-detached and 159no. detached), northern section of Ballyclare Relief Road, public open spaces and associated development. following outline permission granted under U/2009/0405/O

**Location:** Lands adjacent to the North-West of Ballyclare extending from Rashee Road close to its junction with Cogry Road continuing across to the North of Ross Avenue/Clare Heights and North and West of Ballyclare Rugby Club to the North of Doagh Road.

**Applicant:** Ballyclare Developments Ltd

**Further Information on this application is available to view at the Planning Portal [www.planningni.gov.uk](http://www.planningni.gov.uk)**

Officers would advise that the Council is not the decision maker in respect of this application; rather the Council is one of a number of bodies which has been consulted by DFI on the application. Any comments made by the Council will be considered by DFI as part of the processing of the application together with all other consultation replies and other representations received. In addition, while the Council has been consulted on the proposed development, there is no obligation on the Council to provide a corporate view.

It was anticipated that the Notice of Opinion from DFI would issue in advance of the April Council meeting, however due to concerns regarding the Purdah period, DFI Officials have not been able to do so but have indicated that it will be issued as soon as possible following the election.

Normally, once received this NOP would be reported to the Council at which point, members would have the following options:

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

Members are reminded that a previous NOP relating to the same development was presented to the Council in January and it was agreed that a corporate view in support of the application be provided.

In order to expedite this process and avoid unnecessary delay, it is proposed that the matter be delegated to Officers to progress, on the basis that the Council would wish to provide a corporate view in support of the development.

**RECOMMENDATION: that the matter be delegated to Officers to progress and that the Council provides a corporate view in support of the development.**

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

### 9.3 AC/EV/17 ENCHANTED WINTER GARDEN 2022

Members are reminded that the Council has agreed a budget of £46,000 for the Enchanted Winter Garden event. At the Council meeting in September 2021 it was agreed to apply admission fees of £6 per adult and £4 per child, with a family of four ticket £18 and Under 2's free.

The 2021 event was delivered over a total of 18 nights spanning four weeks from late November to just before Christmas, with two inclusive event evenings as part of this. The event opened on Saturday 27 November and finished on Tuesday 21 December, operating from 4pm to 9.30pm on each scheduled date with a capacity of 7500 visitors on each evening. A detailed review of the events performance in 2021 is enclosed for Members' information. Key performance indicators are as follows:

- Expenditure - £552,654.00
- Net Income - £684,999.18
- Net Cost - £143,000 (surplus)
- No of Attendances – 118,748
- % Occupancy – 94%
- % of Visitors From Outside the Borough - 86.8%
- Marketing Reach – just over 1M, with 100k social media engagements and 3.5% average click rate

While the 2021 event achieved a surplus the Enchanted Winter Garden financial model and delivery of the event within budget faces a high risk from inclement weather. In 2021 two significant storms hit Northern Ireland during the event – Storm Arwen on Friday 26 November and Storm Barra on 5/6 December 2021.

Fortunately, the event was not scheduled to operate on these dates, however if the storms had hit when the event was scheduled to take place the ferocity of both storms would have required event cancellation and loss of approximately £50,000 in income on each occasion with limited corresponding cost saving. In planning this event it is essential that the financial model can withstand the inevitable impact of future inclement weather, which is extremely high at this time of the year and has been a factor in event delivery on an annual basis having led to previous event cancellations on a few occasions.

Whilst feedback from the event was largely positive there was significant commentary in the post event survey and on social media about the event being too crowded and queue times too long. In planning for the event consideration has been given to a number of options to address this for 2022 as follows:

1. Reduce the overall capacity of the event on each evening and run for the same number of evenings – this will reduce the income generated by the event. If the capacity was reduced from 7500 as in 2021 to 6000 this would achieve a reduction in income from ticket sales at 2021 rates of £135,000.
2. Reduce the overall capacity on each evening of the event but increase to number of evenings the event is delivered to reach the same overall capacity (this would require an additional 5 evenings to be added to the



18) – this will mitigate against some of the income loss estimated above, however it would also create a corresponding increase in the running costs of the event likely to cancel out the additional income.

3. Expand the event area into the event field space and include additional content in the form of lighting installations and attractions so there is no need to reduce the capacity on each evening of the event from the current 7500 level however this will increase the costs of delivering the event by approximately £100,000.

Officers would propose Option 3 for 2022 with the event running over 18 nights, including two inclusive sessions as in 2021, from 26 November through to 20 December 2022 at a cost of £46,000. However, in order to generate the additional income required to cover the additional expenditure whilst still having protection from the financial impact of weather related cancellation it is proposed to increase admission charges to the level originally proposed for the 2021 event as follows:

- Adult £7.50
- Child £5.00
- Family of Four £22.00
- Under 2's Free

If the overall numbers attending the event were the same as 2021 this can achieve an increase in ticketing income of £120,000 net.

Members have previously expressed concerns about the impact upon residents of a price increase. In order to protect residents from any increase officers are considering a number of ways to ensure residents can avail of a ticket price freeze and book at the 2021 rate such as:

- Provision of a resident only QR code in Borough Life
- Creation of an advance Booking Window exclusively for Residents
- A combination of both the above.
- Some other method utilising digital technology still to be explored.

With an anticipated 15% of visitors coming from the Borough this would reduce the additional income projected above to approximately £90,000 net.

In addition, there is an opportunity to deliver a 'soft opening' of the event, ahead of the first official opening night, with selected residents invited and/or nominated to attend the event free of charge. A process to make this opportunity available to those communities facing greatest challenge from current ongoing cost of living crisis could be delivered with the assistance of Members and the Borough's Community and Voluntary Sector.

It is also proposed that the Council's Economic Development Section creates a new animated route into the event via the Town Centre to ensure that local traders can benefit more from the additional visitors to Antrim during this period.

**RECOMMENDATION: that**

- (a) delivery of the Enchanted Winter Garden event in 2022 as outlined at a cost of £46,000 be approved;**
- (b) admission fees of £7.50 per adult, £5 per child, £22 per family of four and Under 2's free for Enchanted Winter Garden 2022 be approved;**
- (c) exploration of methods to enable Borough residents to avail of a 'ticket price freeze' be explored further with proposals brought back to a future meeting;**
- (d) delivery of a 'soft opening' of the event free of charge to selected residents in partnership with the Community and Voluntary sector be explored with proposals brought back to a future meeting;**
- (e) the Council's Economic Development Section creates a new animated route into the event via the Town Centre to ensure that local traders can benefit more from the additional visitors to Antrim during this period.**

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

#### **9.4 ED/ED/214 & ED/ED/213 LEVELLING UP FUND GLENGORMLEY & ANTRIM OFFICE/WORKSPACE HUB – CONCEPT DESIGNS**

Members are reminded that in June 2021, the Council approved two bids to the Levelling Up Fund for the Glengormley and Antrim Integrated Development Projects which were subsequently successful in securing £5.1M funding.

##### **GLENGORMLEY**

Work has progressed on the former Police Station site with the demolition and the Meanwhile Use works complete. Designs for the office/workspace have been progressed and are set out in Appendix 1 (enclosed). The next stage is to submit a Planning application for the scheme.

##### **ANTRIM**

Designs have been progressed for the development of office/workspace at 55-59 High Street, Antrim and are set out in Appendix 2 (enclosed). The next stage is to submit a Planning application for the scheme.

**RECOMMENDATION: that the concept designs for the Glengormley and Antrim schemes be approved and planning applications submitted.**

Prepared by: Claire Minnis, Capital Projects Development Manager

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

**9.5 ED/ED/140 ANTRIM AND NEWTOWNABBEY LABOUR MARKET PARTNERSHIP MINUTES**

A meeting of the Antrim and Newtownabbey Labour Market Partnership was held on Wednesday, 13 April and the minutes recorded at the meeting are enclosed.

**RECOMMENDATION: the minutes of the Antrim and Newtownabbey Labour Market Partnership Meeting be approved.**

Agreed by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth

## 10 ITEMS FOR NOTING

### 10.1 G/MSMO/14 MOTION – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL – INCREASED ENERGY COSTS

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

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

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

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

**10.2 G/MSMO/14 MOTION – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL –  
OPPOSED TO PLANNED CHANGES TO RED DIESEL**

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

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

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

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

### 10.3 ED/ED/140 GROW SOUTH ANTRIM LOCAL ACTION GROUP MINUTES

A meeting of the GROW South Antrim Local Action Group was held on Friday 3 December 2021 and the minutes recorded at the meeting are enclosed. Members should note that some commercial business details have been redacted in line with operational requirements.

**RECOMMENDATION: that the minutes of the GROW South Antrim Local Action Group Meeting be noted.**

Agreed by: Colin McCabrey, Head of Economic Development

Approved by: Majella McAlister, Deputy Chief Executive of Economic Growth