



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD  
AT MOSSLEY MILL ON TUESDAY 30 AUGUST 2022 AT 6.30 PM**

- In the Chair** : Mayor (Alderman S Ross)
- Members Present (In Person)** : Aldermen – T Campbell, L Clarke, M Girvan, J McGrath, P Michael and J Smyth
- Councillors – J Archibald-Brown, M Brady, M Cooper, P Dunlop, S Flanagan, R Foster, J Gilmour, N Kelly, A McAuley, N McClelland, V McWilliam, M Magill, B Mallon, N Ramsay, V Robinson, L Smyth, R Swann, B Webb and R Wilson
- Members Present (Remote)** : Aldermen T Burns and M Cosgrove
- Councillors – A Bennington, P Bradley, H Cushinan, M Goodman, R Kinnear, R Lynch, T McGrann, J Montgomery and M Stewart
- In Attendance** : Jennifer Hawthorne - Interim Director of Housing Services, NIHE  
Frank O'Connor – Regional Manager, North, NIHE  
Breige Mullaghan – Area Manager, NIHE
- Officers Present** : Chief Executive - J Dixon  
Deputy Chief Executive of Economic Growth and Planning – M McAlister  
Director of Operations – G Girvan  
Director of Finance and Governance – S Cole  
Director of Community Planning - U Fay  
Director of Organisation Development – D Rogers  
Director of Waste Operations - Michael Laverty  
Director of Parks and Leisure - Matt McDowell  
Deputy Director of Performance and Governance (Interim) – Liz Johnston  
Head of Human Resources - Jennifer Close  
Head of Regeneration and Infrastructure (Interim) – S Norris  
Head of Investment and Business Development, Economic Development – Michael McKenna

Head of Communications and Customers – N McCullough  
Borough Lawyer and Head of Legal Services – P Casey  
ICT Systems Support Officer – C Bell  
ICT Helpdesk Officer – J Wilson  
Member Services Officer– A Duffy  
Mayor and Member Services Officer – S Fisher

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

## **1 BIBLE READING, PRAYER AND WELCOME**

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

The meeting opened with a Bible reading and prayer by Reverend Robert Ginn.

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

## **MAYOR'S REMARKS**

The Mayor expressed his condolences Pastor Wolf Reinacker who sadly passed away, and offered thoughts and prayers to his children Johannes, Katrine and Christina and the wider family circle at this difficult time. He then invited Members to stand and observe one-minute silence in tribute.

## **2 APOLOGIES**

Councillor J Burbank,

## **3 DECLARATIONS OF INTEREST**

Item 7.1 – Councillor McClelland

Item 7.12 – Councillor Dunlop

Item 7.13 – Alderman Girvan, Councillors Ramsay and McWilliam

Item 9.5 – Alderman Smyth

Item 9.9 – Alderman McGrath and Councillors Bradley and Wilson

Item 9.10 – Alderman McGrath

## **4 MINUTES OF THE ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL MEETING**

Moved by Alderman Smyth

Seconded by Councillor Robinson

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 25 July 2022 be taken as read and signed as correct.**

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

Moved by Councillor Archibald-Brown  
Seconded by Councillor Webb

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 15 August 2022 Part 1 be taken as read and signed as correct.**

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

Moved by Councillor Archibald-Brown  
Seconded by Councillor Webb

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 15 August 2022 Part 2 be approved and adopted.**

## **6 PRESENTATIONS**

*Alderman Campbell left the meeting during the next item.*

### **6.1 PRESENTATION BY NORTHERN IRELAND HOUSING EXECUTIVE**

Representatives from the NI Housing Executive were in attendance to update Members on the Housing Investment Plan, a copy of which was circulated.

The Mayor welcomed Jennifer Hawthorne, Interim Director of Housing Services, Frank O'Connor Regional Manager, North and Breige Mullaghan Area Manager to the meeting. They updated Members on the Housing Investment Plan, responded to Members' queries and agreed to respond to individual Members in relation to specific requests including the scheme to switch from oil to natural gas, planned maintenance contracts and maintenance repairs on homes allocated to new tenants.

The Mayor and Members thanked Ms Hawthorn, Mr O'Connor and Ms Mullaghan for their presentation and they left the meeting.

### **6.2 TOWN TWINNING AND SISTER CITIES PRESENTATION – ACHIEVEMENTS TO DATE AND FUTURE OPPORTUNITIES**

The Deputy Chief Executive of Economic Growth and Planning, provided a presentation to Members outlining the Council's Town Twinning and Sister Cities relationships and key opportunities for future collaboration were highlighted.

The Deputy Chief Executive of Economic Growth and Planning responded to Members' queries and agreed to update Members at a future meeting.

The Mayor and Members thanked the Deputy Chief Executive of Economic Growth and Planning for her presentation and commended the Economic Development team for their achievements in implementing outputs from our

town twinning and sister cities relationships and their ongoing work to continue to grow the Boroughs' economy.

## **7 ITEMS FOR DECISION**

### **7.1 G/MSMO/017 VOL 3 PRESENTATION REQUESTS**

Correspondence circulated had been received from Professor Paul Bartholomew, Vice-Chancellor & President of Ulster University requesting a meeting with Council to update on the following:

- 1 UU plans for Jordanstown Sports Village
- 2 UU plans for finalising our approach to the disposal of the Jordanstown campus

Further requests to make presentations to a future Community Planning Committee meeting have also been received from Women's Aid, Youth Service and Firmus Energy.

Moved by Alderman Smyth  
Seconded by Councillor Robinson and

**RESOLVED - that Ulster University be invited to attend a future Council meeting and Women's Aid, Youth Service and Firmus Energy be invited to present to the Community Planning Committee.**

*ACTION BY: Member Services*

### **7.2 ED/REG/059 LABOUR MARKET PARTNERSHIP MINUTES**

Meetings of the Antrim and Newtownabbey Labour Market Partnership were held on Wednesday 25<sup>th</sup> May and Thursday 28<sup>th</sup> July 2022 and the minutes recorded at the meetings were circulated.

Moved by Councillor Webb  
Seconded by Councillor Goodman and

**RESOLVED – that the minutes of the Antrim and Newtownabbey Labour Market Partnership Meeting be approved.**

*ACTION BY: Emma Stubbs, Business Development Manager*

### **7.3 ED/ED/186 DIGITAL TRANSFORMATION FLEXIBLE FUND REVENUE FUNDING REQUEST**

As Members were aware, supporting digital innovation was a key priority theme emerging through City and Growth Deals across Northern Ireland.

To date £6m of funding for this project had been ring-fenced through the NI City & Growth Deal Complementary Fund. The Department for Agriculture, Environment and Rural Affairs (DAERA) has committed a further £1.1m. Due to its ineligibility for the Complementary Fund, the Derry City & Strabane Growth

Deal is currently also in the process of securing an additional £450k to create a total capital grant fund of £7.5m.

Over the past six months Councils had participated in a robust process to develop the outline business case required to release this government funding. The business case has been informed by detailed and continuous engagement with a range of stakeholders including more than 40 businesses and organisations such as Digital Catapult Catalyst, such as the Leeds City Region Digital Enterprise and the Scottish Digital Boost initiatives have been used to supplement this work.

Following a robust business case process the preferred option for the delivery and management of the DTFF project is as summarised below.

- **Business Eligibility:** micro and small businesses and social enterprises (up to 50 employees) across all sectors, with the exception of primary agriculture and fisheries. Eligible businesses must be able to demonstrate at least one year's trading history;
- **Grant funding levels:** will range from £5,000 - £20,000 with a grant subvention rate of 70% of total project costs;
- **Eligible expenditure:** will be limited to the purchase of capital equipment and/or resources for software or bespoke system development. It will be aligned to advanced digital technologies
- **Application Process:** Up to nine funding calls will be opened across the three year delivery period of this Fund. Pre application workshops will be held in local council areas in advance of calls to help stimulate demand. Businesses will be required to submit a digital transformation plan to demonstrate the strategic fit and economic return of their proposed investment projects through a competitive application process. There is an imperative to progress the business case process at pace to ensure alignment with the Councils' Digital Surge programme which is likely to lead to business plans that will require financial investment to which the DTFF is directly aligned to support. This current programme is due to end in March 2023 and it will be important to ensure that the DTFF is operational prior to the conclusion of this programme.
- **Management of the Fund:** the project will be managed on a cross council basis through existing governance structures created through the existing Full Fibre NI Consortium, led by Newry, Mourne & Down District Council. Whilst the centralised management structure will deliver economies of scale for managing the overall fund, its operation will be managed through cross council governance structures. Local Council Economic Development Teams will play a key supporting role to animate and promote the Fund, assess funding applications etc.

Based upon an average grant rate, it is estimated that approximately 600 businesses will be supported over the three-year delivery timeframe of the project, delivering significant investment in local businesses across Northern Ireland, with an expected return of investment of £1: £2.24, with benefits expected to be principally focused upon increased employment levels and/or turnover levels for participating businesses.

As with wider city and growth deal funding, both the Complementary Fund and DAERA funding are limited to capital expenditure creating the need for additional revenue funding to manage delivery of the Fund.

The estimated total revenue cost for the 11 Council partners for the preferred delivery option is approximately £870k over the three year period. Members would be aware that in identifying the preferred delivery mechanism a range of options were explored including Council led and procured delivery providers. The proposed Council-led delivery model was identified to be the most cost effective, quickest to implement and benefited from a model of delivery where economies of scale could be achieved whilst retaining the ability to maintain localised engagement. The proportionate cost allocation for each Council has been informed by business population levels across Council areas. This is detailed within Appendix 1. The total revenue contribution for Antrim and Newtownabbey Borough Council over the three year period will be £52,204.

Given the time pressures outlined above, Councils were asked to commit revenue funding at risk, whilst the final stages of the business case approval process continue simultaneously in Autumn of this year. Revenue funding would be required to support the project team required to deliver the project, enabling vital pre-development work to be undertaken and ensuring the project can be mobilised in the January to March 2023 period, subject to a successful approval process.

The approval process for the business case requires Invest NI approval initially prior to progressing through departmental approval mechanisms. In the development of the business case, ongoing engagement has taken place with government departments and Invest NI. Equally the staged approval process will mean that in advance of the November timeframe when revenue costs are expected to be incurred by Councils 'at risk' there is expected to be reasonable progress made through the business case approval journey.

Moved by Councillor Goodman  
Seconded by Councillor Webb and

**RESOLVED - that a budget of £52,204 over 3 years is approved to support the revenue costs associated with the Digital Transformation Flexible Fund.**

*ACTION BY: Steven Norris, Head of Regeneration and Infrastructure*

#### **7.4 ED/ED/195 VOL2 COUNCIL LETTERS OF SUPPORT FOR LEVELLING UP FUND APPLICATIONS**

Members were advised that submission of applications for Round 2 of the Levelling Up Fund had now closed and that bidders were asked to evidence support from their local Council when submitting an application. The following organisations asked that the Council provide this support by completing the required template confirming that the Council is aware of and supportive of their respective project.

1. Department for Infrastructure - Belfast Rapid Transit Phase 2 – Enabling Works  
*Please note that the Council supported this application under the caveat that this support is subject to this bid being for enabling works with no specific route identified at this stage and that any decision regarding a route will be discussed with the Council in advance.*
2. Lough Neagh Partnership Ltd - Lough Neagh Enhancing Access for Economic Development
3. Ulster Rugby – Club Capital Improvement Scheme

Moved by Alderman Smyth  
Seconded by Councillor Goodman and

**RESOLVED - that the letters of support for these organisations be retrospectively approved and that the report be noted.**

*ACTION BY: Majella McAlister, Deputy Chief Executive of Economic Growth and Planning/Geraldine Girvan, Director of Operations*

## **7.5 PK/GEN/030 BRITAIN IN BLOOM AWARDS**

Members were reminded that following Randalstown's success in Ulster in Bloom in 2021, that a request from NILGA to support their nomination to the 'Small Town' category of the 2022 Royal Horticultural Society, Britain in Bloom Competition was approved.

With judging recently completed, an invitation had been received for the Britain in Bloom Awards at RHS Lindley Hall in Westminster, London, on Monday 10th October 2022. Tickets are free and strictly limited to 5 per nomination. Council had traditionally met the cost of travel and accommodation to the ceremony.

Should Council approval be given it is estimated that it will cost £300 per person, for travel and accommodation. It was proposed that the Mayor, Chair of Operations (or their nominee) a Council Officer and 2 community representatives – in this case Tidy Randalstown – attend.

Moved by Councillor Robinson  
Seconded by Councillor Wilson and

**RESOLVED - that attendance at the Britain in Bloom Awards at RHS Lindley Hall in Westminster, London on 10<sup>th</sup> October 2022, be approved as set out above at a total estimated cost of £1,500.**

*ACTION BY: Matt McDowell, Director of Parks & Leisure*

## **7.6 PBS/BC/003/VOL 2 STREET NAMING - TEMPLEPATRICK ROAD, BALLYCLARE**

Members were reminded that a development naming application had been received in December 2021 from Lotus Homes regarding the naming of a new road constructed to link the Templepatrick Road and Doagh Road. The road, currently accesses three new developments, Ollar Valley, Rushfield and Hansons Hall. The initial naming proposal was rejected by Council in January 2022.

Correspondence was sent to the developer on 8<sup>th</sup> April 2022 indicating that, as set out in the Guidance on Street Naming, there was an opportunity to present further options for consideration. In the absence of any further proposals from the developer within the four-week period set out in the guidance, Council can approve the name of the road.

Ballyclare DEA Members were proposing that the road was named Jubilee Road to reflect the Council's recognition of Her Majesty the Queen's Platinum Jubilee year, 2022.

The location map and site plan were circulated.

Moved by Alderman Girvan  
Seconded by Councillor Ramsay and

**RESOLVED - that Council approves the proposed name, Jubilee Road, for the new road linking Templepatrick and Doagh Roads.**

*ACTION BY: Stephen Hipkins, Head of Property and Building Services*

## **7.7 G-LEG-319/10 LAND ABANDONED BY THE DEPARTMENT – CASTLE LODGE, RANDALSTOWN**

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) concerning the proposed abandonment of roadway at Castle Lodge, Randalstown under the Castle Lodge, Randalstown (Abandonment) Order (Northern Ireland) 2022.

The Council had no interest in the lands.

Members were asked to recall that previous correspondence from DfI in relation to the abandonment of this roadway was considered at the Council Meeting in December 2020. The abandonment process requires DfI to notify parties at the initial stage and also when the draft order is complete which is the stage this process is currently at.

Copies of the correspondence, draft legislation and map were circulated for Members' information.

Objections to this proposal must be addressed to the Department within the period 16 August to 23 September 2022.

Moved by Alderman Smyth



Seconded by Councillor Wilson and

**RESOLVED – that the Council declares it has no interest in the lands.**

*ACTION BY: Deirdre Nelson, Paralegal*

## **7.8 CP/P4/047 PEACE PLUS PARTNERSHIP**

Members were reminded that it was agreed at the February 2022 Community Planning Committee that the Membership of the PEACE PLUS Partnership was as follows:

- 12 Elected Members nominated by D'Hondt and representative of each DEA;
- 4 Statutory Partners from Education Authority, Northern Ireland Housing Executive, Police Service of Northern Ireland and Northern Health and Social Care Trust to be nominated by the Statutory Partners;
- 7 Social Partners with one from each DEA appointed by public advertisement and selection process.

A timetable for the recruitment of Social Partners was then approved by the Community Planning Committee in April 2022.

The PEACE PLUS Partnership will oversee the design and implementation of a co-designed process in the Borough which will be used to inform the development of an over-arching PEACE PLUS Action Plan.

Members were advised that the nomination of Elected Members and Statutory Partners has been completed with the following outcome:

### **Elected Members**

#### **Democratic Unionist Party (5)**

Alderman Linda Clarke  
Councillor Alison Bennington  
Councillor Mark Cooper BEM  
Councillor Paul Dunlop BEM  
Councillor Ben Mallon

#### **Ulster Unionist Party (3)**

Councillor Vera McWilliam  
Deputy Mayor, Councillor Leah Smyth  
Councillor Roderick Swann

#### **Alliance Party (2)**

Councillor Julie Gilmour  
Councillor Andrew McAuley

#### **Social Democratic and Labour Party (1)**

Councillor Noreen McClelland

#### **Sinn Fein (1)**

Councillor Michael Goodman

### **Statutory Partners**

Education Authority – Ms Eimhear McGarry

Northern Ireland Housing Executive – Ms Louise Clarke

Police Service of Northern Ireland – Chief Inspector Moore

Northern Health and Social Care Trust – Mr Hugh Nelson

Members were advised that following a public advertisement for Social Partners nine applications were received and assessed by a Panel made up of The Mayor, the Deputy Mayor, the Chair of Community Planning Committee and Council Officers. The process was observed by the SEUPB nominated Consultant. The following applicants are proposed for appointment to the PEACE PLUS Partnership:-

Pamela Minford

Chris Flynn

Ken Nelson

Wendy Kerr

Michael Maguire

Kathy Wolff

Claire Patterson

Members were advised that correspondence has been received from SEUPB in relation to the Council's financial allocation for the Co-designed Local Community Action Plan, and were circulated for Member's information.

The Council had been allocated €5,103,757 which is approximately £4.3 million.

The key stages in the Co-designed Local Community Action Plan, with indicative timescales are as follows:

- Establishment of PEACE Plus Partnership Summer 2022 with first meeting to be held in September 2022;
- Call for Applications open by SEUPB late Summer 2022;
- Agree co-design process including projects selection for the development of Action Plan September to November 2022;
- Submission of Action Plan to SEUPB late Winter 2022 / early Spring 2023;
- Delivery of first projects (following assessment by SEUPB) mid to late 2023.

Moved by Councillor Dunlop

Seconded by Councillor Gilmour and

### **RESOLVED - that**

- (a) the nomination of Elected Members and Statutory Partners be noted and the appointment of the seven Social Partners to the PEACE PLUS Partnership be approved.**
- (b) The allocation of €5,103,757.00 to the Council for the Co-designed Local Community Action Plan be accepted.**

*ACTION BY: Ronan McKenna, Head of Community Planning*

**7.9 CP/CP/178 DEA MEMBER ENGAGEMENT GROUP MEETING BALLYCLARE**

Members were advised that a meeting of Ballyclare DEA Members took place on 23 June 2022 in Ballyclare Town Hall to discuss matters arising from the Ballyclare DEA meeting that took place on 11 May 2022.

The minutes were circulated for Member's information.

Moved by Alderman Girvan  
Seconded by Councillor Ramsay and

**RESOLVED - that the draft minutes of Ballyclare DEA Member meeting of 23 June 2022 be approved.**

*ACTION BY: Sandra Cole, Director of Finance and Governance and Ursula Fay, Director of Community Planning*

**7.10 CP/CP/182 HER MAJESTY QUEEN ELIZABETH II PLATINUM JUBILEE WORKING GROUP**

Members were reminded that Her Majesty the Queen's Platinum Jubilee Working Group had been meeting monthly since Tuesday 21 September 2021, with the minutes of the meeting of 27 April 2022 approved at the May 2022 Council meeting.

A further meeting of the Working Group was held on Monday 23 May 2022 and the minutes were circulated for Members' information.

The Mayor and Members expressed their thanks to the Officers involved in organising the different events across the Council during Her Majesty Queen Elizabeth II Platinum Jubilee celebrations.

Moved by Councillor Dunlop  
Seconded by Councillor Cooper and

**RESOLVED - that the minutes of Her Majesty the Queen's Platinum Jubilee Working Group meeting of 23 May 2022 be approved.**

*ACTION BY: Ursula Fay, Director of Community Planning*

**7.11 AC/EV/025 BALLYCLARE MAY FAIR**

Members were advised that meetings of the Ballyclare May Fair Working Group resumed in December 2021 and there have been eight meetings of the Group to date. Minutes of the meeting held on 30 June were circulated for Members' information.

Members expressed their thanks to the Officers and the Mayor for their support in organising the Ballyclare May Fair.

Moved by Alderman Girvan  
Seconded by Councillor McWilliam and

**RESOLVED - that the minutes of the May Fair Working Group meeting of 30 June 2022, be approved.**

*ACTION BY: Ursula Fay, Director of Community Planning*

*Councillor Dunlop declared an interest in the next item but remained in the Chamber.*

## **7.12 CP/CD/445 QUEEN'S AWARD FOR VOLUNTARY SERVICE 2023**

Members were reminded that the Queen's Award for Voluntary Service operates on a UK wide basis. The Award is the highest accolade given to local volunteer groups to recognise the outstanding work done in their communities. It was created in 2002 to celebrate the anniversary of the Queen's Coronation.

Any organisation that is doing voluntary work in the local community, whether social, economic or environmental, can be nominated for an award. Assessment is based on the benefit that it brings to the local community and its standing within that community. Organisations must have been running for three years or more to be nominated.

Nominations for the 2023 Awards must be submitted by Thursday 15 September 2022 with results published annually on 2 June 2023. Winners will receive a certificate signed by the Queen and a domed glass crystal presented at a ceremony organised by the recipient organisation. Representatives from the group may also be invited to attend a Royal Garden Party.

Over the past four years the following groups have been successful in receiving the award:

- River Bann and Lough Neagh Association Company (2022)
- Whiteabbey Community Group (2022)
- Monkstown Community Association (2022)
- A Safe Space To Be Me (2021)
- Rathfern Community Regeneration Group (2021)
- Friends of Antrim Castle Gardens (2021)
- Girls Brigade NI (2019)
- Monkstown Boxing Club (2019)
- Tidy Randalstown (2019)
- Antrim Festival Group (2018)

Previously nominated groups, who were unsuccessful, cannot be re submitted for a period of three years, but can be considered for future years which applies to the following groups: -

- Lough Neagh Rescue (2021)
- Newtownabbey Arts and Cultural Network (2022)
- Good Morning Antrim (2021)
- Community Advice Antrim & Newtownabbey (2020)
- Antrim Rovers Football Club (2018)

These groups will be kept under consideration for future nominations.

The following organisations have been proposed by Officers for nomination to the 2023 Awards based on the extent of volunteering that takes place within their respective organisations.

- Mayfield Community Association
- Muckamore Parish Development Association

Should Members wish to nominate alternative and/or additional groups within their respective DEA's these should be reported to the Director of Community Planning no later than Friday 2<sup>nd</sup> September 2022.

Moved by Councillor McWilliam  
Seconded by Councillor Webb and

**RESOLVED - that**

- a) the two organisations proposed be nominated for the Queen's Award for Voluntary Service in 2023 and the rationale for these to be circulated to all Members.**
- b) should Members wish to nominate additional groups within their respective DEA's they should advise the Director of Community Planning by Friday 2<sup>nd</sup> September 2022 and that all Members receive details of these nomination and the rationale for these.**
- c) In future Members will receive notification and rationale in advance of groups being considered for nomination.**

*ACTION BY: Jonathan Henderson, Community Services Co-ordinator*

*Alderman Girvan, Councillors Ramsay and McWilliam declared an interest in the following item and remained in the Chamber.*

**7.13 CP/CD/440 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME  
SMALL GRANTS FUNDING RECOMMENDATIONS 2022/2023**

Members were reminded of the Small Grants Programme, which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme was to provide financial assistance to groups within the Borough of up to a maximum of £1,000 (revised and approved by Council in October 2021) towards seeding costs

and/or insurance or a small activity and/or insurance. Members were advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2022/23 financial year.

In December 2019 Members agreed that from 1 April 2020 all Small Grant requests of £500 (now £1,000) or less be assessed on the basis of Pass/Fail against eligibility criteria and not subjected to a scored assessment process. All proposed awards are subject to the receipt of a Group Constitution, List of Committee Members, Bank Statement, Annual Accounts and a signed disclosure from the group confirming that all other appropriate supporting documentation is in place and can be provided on request or the offer of funding will be withdrawn.

During the month of August, 1 application totalling £1,000 was received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Pass/Fail	Amount Requested	Amount Awarded
Straid Village Community Group	Small Activity/Insurance Grant  Community Fun Day (Saturday 10 September 2022)	Pass	£1,000	<b>£1,000</b>
<b>Total</b>			£1,000	<b>£1,000</b>

Moved by Councillor Robinson  
Seconded by Councillor Foster and

**RESOLVED - that the Small Grant application outlined above be approved at a total cost of £1,000.**

*ACTION BY: Jonathan Henderson, Community Services Co-ordinator*

#### **7.14 CP/GR/055 EQUALITY AND DIVERSITY WORKING GROUP MINUTES**

A copy of the minutes of the Equality and Diversity Working Group meeting held on 8 June 2022 were circulated for Members consideration.

Moved by Councillor McClelland  
Seconded by Councillor Goodman and

**RESOLVED - that the minutes of the Equality and Diversity Working Group on 8 June 2022 be approved.**

*ACTION BY: Ronan McKenna, Head of Community Planning*

**7.15 PK/GEN/021 ULSTER IN BLOOM COMMUNITY CHAMPION & NORTHERN IRELAND AMENITY COUNCIL COMMUNITY ACHIEVER AWARDS**

Members were reminded that Council participate annually in Ulster in Bloom and Northern Ireland Amenity Council Best Kept Awards. Correspondence has been received from both competitions, and was circulated, seeking nominations for Ulster in Bloom Community Champion and Northern Ireland Amenity Council Community Achiever Award.

A maximum of three individual nominations can be made per Council and it is therefore proposed that the following nominations are made for both competitions:

- Richard Wallace from Ballynure Friendship Group
- Derek Kernohan from Whiteabbey Village Business Association
- Sarah Beatty, Friends of Antrim Castle Gardens

Moved by Councillor Foster  
Seconded by Alderman Smyth and

**RESOLVED - that nominations are made to the Translink Ulster in Bloom and Northern Ireland Amenity Council Best kept Awards competitions 2022 as set out above.**

*ACTION BY: Angela Ross, Parks Development Officer*

**7.16 PK/CEM/CR/006 INVITATION FROM MID AND EAST ANTRIM AGEWELL PARTNERSHIP**

Members were advised that correspondence had been received from the Mid and East Antrim Agewell Partnership inviting Council to take a stand providing information on the Crematorium at a Bereavement Services Event at Leighinmohr House Hotel, Ballymena on Tuesday 11<sup>th</sup> October 2022. The Agewell Partnership is a local inter-agency-based partnership with the goal of improving the lives of older people.

This event would feature a variety of exhibitors from across Northern Ireland who will showcase information and services ranging from solicitors and funeral directors, and florists to bereavement support.

There is no fee for exhibitor space.

Moved by Councillor Robinson  
Seconded by Councillor Wilson and

**RESOLVED - that Council participates in the Mid and East Antrim Agewell Partnership on Tuesday 11<sup>th</sup> October 2022, promoting the Crematorium.**

*ACTION BY: Jim Parker, Crematorium Manager*

## 7.17 ED/LNP/009 BUSINESS ENGAGEMENT

In order to support our town centres and villages to recover from the pandemic it is essential that appropriate engagement takes place between the Council and local businesses. Pre pandemic, Chambers of Commerce or similar models were in place across the Borough's towns and villages however these have been severely impacted by the pressures brought about by COVID 19 and they are encountering capacity difficulties in taking forward a programme of activities.

In addition, much has changed over the last 2-3 years in terms of the businesses now trading within our towns and villages and it is vital that data is collated and maintained in an appropriate manner to facilitate ongoing contact. This is particularly important as the Council initiates the public consultation on its new Masterplans and seeks feedback from those invested in the future of the town centres. As a first step, casual staff will be used to visit each business as soon as possible to collect their contact details and establish rapid lines of instant communication via e.g. Whatsapp

It was recognised that not every town and village will require the same type of support or aspire to the same model of engagement with the Council therefore it is proposed in the first instance that a consultant be appointed to engage with the businesses to determine their needs and expectations. Their task will be to identify the immediate assistance required and to propose an appropriate model of engagement with the Council going forward. Given the pressures that existing Chambers face they will also be required to provide interim support to reinvigorate their activities post pandemic.

Officers would propose to trial this support for up to 12 months, procuring the support as required in order to undertake the baseline engagement with the businesses across the Borough and to provide a support function to reinvigorate Chambers of Commerce. This would be covered from within existing budgets.

Moved by Councillor Kelly  
Seconded by Councillor Webb and

**RESOLVED - that members approve the appointment of a consultant to engage with the businesses in the town centres and villages to establish an appropriate model of engagement with the Council going forward, determine their immediate needs and provide interim support to existing business structures such as Chambers of Commerce to reinvigorate their activities post pandemic.**

*ACTION BY: Steven Norris, Head of Regeneration and Infrastructure (Interim)*



## 7.18 G-LEG-321/19 PROPOSED LOADING BAY, CHURCH STREET, ANTRIM

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) regarding a proposed loading bay on Church Street, Antrim. A copy of the correspondence and map was circulated for Members' information.

The operating hours will be Monday to Saturday 9am to 5pm and the proposed loading bay will be located outside Nos. 60-62 Church Street, Antrim.

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

Moved by Alderman Smyth  
Seconded by Councillor Dunlop and

**RESOLVED – that Council does not approve the proposal due to the loss of parking spaces on Church Street, Antrim and clarification be sought from the Department for Infrastructure regarding other alternative proposals.**

*ACTION BY: Deirdre Nelson, Paralegal*

## 8 ITEMS FOR NOTING

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

As agreed at the August 2019 meeting of the Council, the Northern Ireland Housing Council's August 2022 monthly bulletin was circulated for Members' information. A copy of the minutes of the Housing Council meeting in June 2022 was also circulated.

Moved by Councillor Magill  
Seconded by Councillor Flanagan and

**RESOLVED - the report be noted.**

*NO ACTION*

### 8.2 G/MSMO/2 CHANGES IN COMMITTEE MEMBERSHIP BY THE ALLIANCE PARTY

Following the appointment of Councillor Burbank to fill the casual vacancy in the Dunsilly DEA for the Alliance Party, the Nominating Officer had advised Councillor Burbank would replace Councillor Kelly on the Community Planning Committee.

Moved by Councillor Magill  
Seconded by Councillor Flanagan and

**RESOLVED - that the report be noted.**

*NO ACTION*

**8.3 PK/PLAN/084 CONSULTATION BY THE DEPARTMENT FOR INFRASTRUCTURE (DFI) UNDER REGULATION 10 (1) OF THE PLANNING (ENVIRONMENTAL IMPACT ASSESSMENT) REGULATIONS (NI) 2017 ('EIA REGULATIONS')**

The Department for Infrastructure previously notified the Council of the requirement for the submission of an Environmental Impact Statement for the following application:-

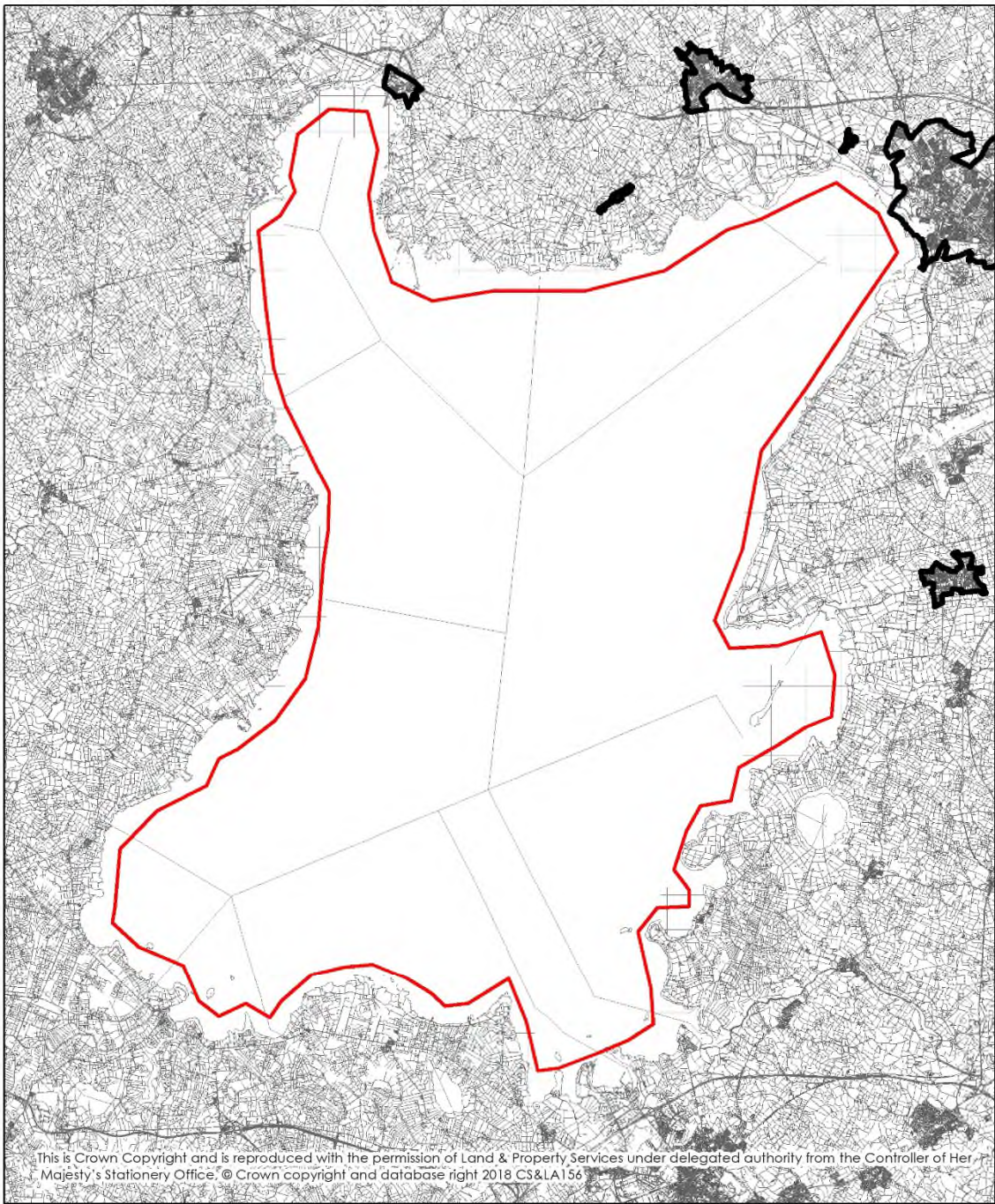
The Department has now notified the Council (letter circulated) under Regulation 10(1) of the Regulations to advise that the Council has a duty to make available to the applicant (Quarry Plan Limited) any information in their possession which the applicant or the Council consider relevant to the preparation of the Environmental Statement. Officers considered that the Council holds no relevant information.

**Application Reference:** LA03/2021/0940/F  
**Proposal:** Section 54 Planning Application of the Planning Act (Northern Ireland) 2011, seeking permission to develop land without compliance with planning conditions No.7 (seeking removal of daylight only operating hours restriction) and No.12 (seeking variation to barge sizes) previously attached to planning permission LA03/2017/0310/F.  
**Location:** Lough Neagh within the Mid Ulster District Council, Antrim & Newtownabbey Borough Council, Armagh Banbridge & Craigavon Borough Council and Lisburn & Castlereagh City Council areas.  
**Applicant:** Lough Neagh Sand Traders Ltd

Moved by Councillor Magill  
Seconded by Councillor Flanagan and

**RESOLVED - that the report be noted and a nil response is issued.**


*ACTION BY: Sharon Mossman, Deputy Director of Planning*



### Site Location Plan

Application Reference: LA03/2021/0940/F  
 Location: Lough Neagh

Proposal: seeking permission to develop land without compliance with planning conditions no.7 and no. 12 of permission LA03/2017/0310/F

 Site boundary



#### **8.4 CP/CP/207 COST OF LIVING CRISIS – SUPPORT INITIATIVES**

Members were reminded that Council was committed to supporting the most vulnerable in local communities and were currently engaged in a number support programmes and initiatives including;

- Oil Stamp Saving Scheme
- Keep Warm Packs
- Muddy Boots Experience
- Concessionary Leisure Membership
- School Uniform Re Use Scheme
- Development of a Social Supermarket
- Slow Cooker Programmes
- Period Poverty Initiative

The Mayor had asked Officers to develop additional initiatives to complement existing programmes. These initiatives were aimed at increasing public access to community programmes during the autumn and winter, in locally accessible Council facilities including community centres, arts and cultural venues and leisure centres. This would provide opportunities for residents to access warmth and engage socially for the benefit of their health and wellbeing.

A further report detailing the programmes and initiatives under development would be brought to a meeting of the Community Planning Committee.

Moved by Councillor Magill  
Seconded by Councillor Flanagan and

**RESOLVED - that the report be noted.**

*NO ACTION*

**MOTION TO PROCEED 'IN COMMITTEE'**

Moved by Councillor Robinson  
Seconded by Councillor Ramsay

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

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

### **9 ITEMS IN COMMITTEE**

#### **9.1 IN CONFIDENCE ED/ED/214 GLENGORMLEY LEVELLING UP FUND PROJECT**

Members would be aware of the extensive regeneration plans for Glengormley which commenced in November 2021. Implementation of the plan would physically and visually transform the centre making it more

attractive and welcoming, better connected and an improved place to do business. The key elements of the scheme which are funded by the UK Levelling Up Fund, Department for Communities and the Council include:

- Office/Workspace Hub (including demolition of the former Police Station)
- Meanwhile Use on this site until construction commences
- New shopfront facades on the block from Creative Tiles to the Movie House
- New Right Hand Turning Lane into Glenwell Road
- Farmley Car Park and private road redesign and improvements (to include one way system through Farmley Road, exiting at the Glenwell Road
- Major Public Realm Scheme from Glenwell Road, extending beyond the carwash site at the junction of the Antrim road and Ballyclare road.

The Council took the opportunity to apply for and was successful in securing Levelling Up Funding towards the scheme. Bids have also been made to the Department for Communities (ongoing) for specific elements of the overall programme.

The table below summaries the anticipated funding breakdown when the bid was made to LUF in June 2021:

<b>Overview of the Glengormley Integrated Development Project – Costs and Funding*</b>				
<b>Nature of cost</b>	<b>Cost over the project life</b>	<b>Funder</b>		
		<b>DfC</b>	<b>ANBC</b>	<b>LUF</b>
<b>Project Element 1: Development of workspace on the Former Police Station site</b>				
Land Costs**	██████		██████	
Demolition Works	██████		██████	
Meanwhile Use	██████	██████	██████	
Office/Workspace (CapEx)	██████		██████	██████
Net Revenue Costs	██████		██████	
Lifecycle Costs	██████		██████	
Professional and Statutory Costs	██████		██████	
<b>Sub-total</b>	██████	██████	██████	██████
<b>Project Element 2: Works to Adjacent Building Facades and Town Accessibility Works</b>				
Town accessibility / connectivity works	██████		██████	██████
Façade Works	██████	██████	██████	
Lifecycle costs	██████		██████	
Professional and Statutory Costs	██████		██████	
<b>Sub-total</b>	██████	██████	██████	██████



<b>Project Element 3: Public Realm Scheme</b>				
Public realm scheme	████████	████████	████████	
Professional and Statutory fees	████████		████████	
Sub-total	████████	████████	████████	
<b>Total</b>	████████	████████	████████	████████
<b>% of total</b>		<b>14%</b>	<b>64%</b>	<b>22%</b>

\*Costs are inclusive of the costs of finance and inflation.

\*\*The site was acquired by Council during 2015/16 and reflects an in-kind contribution in the project's funding package

Since the successful outcome of the LUF bid which secured £3,871,661 towards the scheme, a number of changes had occurred which had led to a revision of the funders profiles as shown below.

Nature of cost	Cost over the project life	Funder		
		DfC	ANBC	LUF
<b>Project Element 1: Development of workspace on the Former Police Station site</b>				
Land Costs**	████████	████████	████████	████████
Demolition Works	████████	████████	████████	████████
Meanwhile Use	████████	████████	████████	████████
Office/Workspace (CapEx)	████████	████████	████████	████████
Net Revenue Costs	████████	████████	████████	████████
Life cycle costs	████████	████████	████████	████████
Professional and Statutory Costs	████████	████████	████████	████████
<b>Sub-total Est.</b>	████████	████████	████████	████████
<b>Project Element 2: Works to Adjacent Building Facades and Town Accessibility Works</b>				
Town accessibility / connectivity works	████████	████████	████████	████████
Façade Works	████████	████████	████████	████████
Life cycle costs	████████	████████	████████	████████
Professional and Statutory Costs	████████	████████	████████	████████
<b>Sub-total Est.</b>	████████	████████	████████	████████
<b>Project Element 3: Public Realm Scheme</b>				
Public realm scheme	████████	████████	████████	████████
Professional and Statutory fees	████████	████████	████████	████████
<b>Sub-total</b>	████████	████████	████████	████████
DfC reallocated funding (additional funding may also be provided for a green wall)	████████	████████		
<b>Total</b>	████████	████████	████████	████████
<b>% of total</b>	<b>100</b>	<b>13%</b>	<b>66%</b>	<b>21%</b>

Members noted that due to current price increases and changes to the scope of the scheme, the projected capital cost for the Office/Workspace had increased by £ [REDACTED].

[REDACTED]

[REDACTED]

The LUF funding whilst initially focussed on the office/workspace hub had now been allocated across a number of elements in order to demonstrate spend at an early stage of the project, in order to meet the deadline of 31 March 2024.

The business case for the overall scheme was being completed and would be presented to the Council in Sept/October.

### **Office / Workspace Hub**

#### **Design**

A copy of the final designs for the office/workspace hub were circulated. These include the layouts for the ground floor, first floor and second floor showing the split between shared workspaces and own-door offices. The proposed internal layout had been designed to create a flexible, attractive and operationally viable workplace and had been informed by industry feedback. Members noted that the ground floor would house a reception area leading to an open plan collaborative workspace, a tiered seated forum venue and a kitchenette; 6no. 4-person offices, 2no. 2-person offices, private work pods and booths and a small meeting room. There is a lift, WCs with a showering facility and general IT and Services areas.

The first floor would provide open plan dedicated seating, hot desking and a breakout space with a small kitchenette; 4no. 2 person offices and a 6-person office which can be fully opened up to 1 large office space. 8no. 2-person offices, 2no. 4-person offices and 2no. 6-person offices. There is a lift, WCs with a showering facility and general IT and Services areas.

Prior to going to tender a decision would be required in relation to the second floor, either to fit out as per the other two floors or to leave as a shell finish on the basis that a Civil Service Hub or alternative use, would be located there in the near future.

The direction from a recent workshop with Glengormley members was that this floor should be designed in full and costed with a final decision to be made at a later stage. This reflects the Council's vision to create an entrepreneurial hub with modern, accessible and affordable space on offer to new start-up businesses and entrepreneurs.

### **Boundary**

The external boundary treatment of the site also had implications for the scheme and budget. Unfortunately, it would not be possible to retain the existing fencing as there was a significant rise across the site from the front boundary line and the ground had to be cut into to allow for disability level access requirements into and within the building. This excavation would leave the existing rear and side boundary footings exposed and unsupported.

In order to provide the necessary car parking spaces whilst also securing the site, the boundaries to the rear and side would require a landscaped retaining structure. The opportunity had also been presented for a living green wall which DfC may wish to fund.

An additional option which had arisen is the potential to create a green wall on the outer boundaries which would enhance the 'sustainability' credentials of the development and provide a visual feature to the local community. The Department for Communities had indicated that it may be willing to fund this aspect of the scheme. A copy of the proposed boundary treatments and a visual of the green wall was attached.

### **Branding**

Work was ongoing in relation to how the two new hubs and Foundry House in Ballyclare should be branded. Consultants have been appointed to develop and produce an initial branding strategy with a view to a co-ordinated approach to Branding and service delivery across the three locations. A further update report would be provided in due course.

### **Public Realm Scheme Scope**

Consideration had been given to the scope of the Glengormley Public Realm Scheme given the linear nature of the town and the importance of the commercial areas on the Antrim and Ballyclare roads.

Following a recent workshop with the Glengormley DEA members it had been proposed that the scope shown on the attached sketch plan should be progressed. This shows the scheme commencing at the new Office/Workspace Hub and extending through the town and up the Ballyclare and Antrim Roads, incorporating the main commercial areas and lining to Lilian Bland Park. The public realm would also continue through the Tramways Centre to provide a quality link through to the improved Farmley Car Park, which would be critical to the connectivity of the scheme.

As previously mentioned, the budget for the Public Realm Scheme was estimated at £ [REDACTED], with £ [REDACTED] (under review) to be funded by DfC.



Approval by the Minister at this level would be required and sign off by the Department of Finance therefore it is unlikely that his budget would be secured until February 2023. As previously noted DfC had indicated that it may be able to provide funding towards the public realm scheme and Officers would continue to work on this.

Due to the timing of the above approvals and the need to progress the Right Hand Turning Lane in advance of the Car Park / New Road to facilitate the one-way system, this work, the Council element of which is estimated at £[REDACTED] would be delivered under the Car Park Improvement Contract and completed by December 2022. DfI would cover the cost of the traffic lights, related infrastructure and will resurface the road, whilst the Council would cover the Public Realm and Utility works which form part of the overall scheme. The scheme is likely to take approximately 6 weeks to deliver however may be affected by a diversion of traffic from the M2 due to forthcoming road works. An update would be provided in due course.

Moved by Councillor Bennington  
Seconded by Councillor Goodman and

**RESOLVED - that**

- (a) The design proposals as presented be approved for the Office/Workspace Hub.**
- (b) The scope of the public realm scheme be approved.**
- (c) The Council proceeds 'at risk' given that the DfC funding has not confirmed which elements of the scheme it will be supporting.**

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

**9.2 IN CONFIDENCE ED/ED/217 FLY ATLANTIC / BIA LEVELLING UP FUND:- TECHNICAL ASSISTANCE**

[REDACTED]

[REDACTED]

[REDACTED]

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

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[Redacted text block]

Moved by Councillor Webb

Seconded by Councillor Magill and

**RESOLVED - that**

[REDACTED]

**(b) the senior team from BIA be invited to attend a forthcoming meeting of the Outcome Prosperity Group to discuss future strategy and opportunities**

**(c) a multi stakeholder group be established to support the strategic development of the airport.**

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

**9.3 IN CONFIDENCE PK/CEM/CR/006 CREMATORIUM UPDATE**

Members were reminded that the Final Business Case for the development of a Crematorium at the Doagh Road was approved in July 2021, with works commencing onsite the following September. It was expected that the site would be handed over to Council in mid-March 2023. There would then be a period of weeks for installation of furniture, IT, commissioning of equipment, staff training, etc. to be completed which is likely to take 4-6 weeks. It was therefore anticipated that the Crematorium would open on the first Monday in June 2023.

Some operational aspects of the project, requiring consideration are set out below followed by staffing proposals:

- i. Pricing – Residents and non-Residents
- ii. Statutory requirement to commission the Services of a Medical Referee
- iii. Proposal to provide a Webcasting Service

Similar to the sale of cemetery plots, Council approved a two tier pricing structure for cremations in March 2020. The Resident rate of £475 and non-Resident rate of £800 were approved. As pricing schedules and policies are normally reviewed annually, a review had been carried out in order to have an up to date set of prices for the Crematorium opening in 2023.

Taking into account significant increases in the cost of utilities in particular, it was proposed to retain the Resident price of £475 and to increase the non-Resident rate to £950.

Operating at 80% capacity, this was estimated to result in income of £ [REDACTED] in year 1, (at 6 cremations per day the maximum number possible is 1,560 per annum, 80% being 1,248). The proportion of Resident/non-Resident cremations was assumed to be 40/60. The estimated operating costs for the facility in 2023/2024 are £ [REDACTED] including MRP, although there was great

uncertainty surrounding the volatility of projected energy costs and inflationary increases.

In line with current arrangements for cemeteries, proof of residency would need to be provided to claim the Resident fee, and this price could also be claimed upon proof of residency in the Borough in the preceding 7 years of any transaction. For former residents who had no choice but to relocate outside the Borough for reasons beyond their control, related to their care, following receipt of confirmation from a suitable Care Supplier or Social Worker (for example) that this was the case, the Resident fee could be claimed.

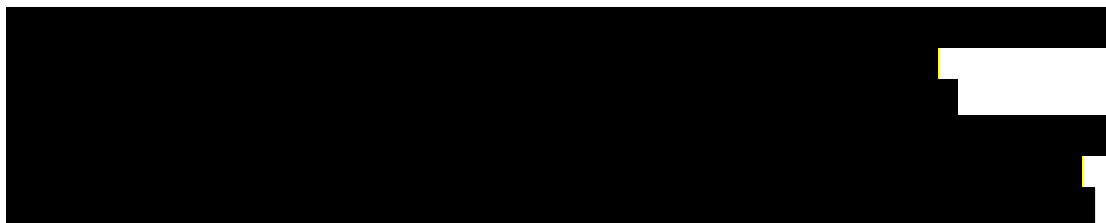
The operating hours for cremations would be 10am to 3pm with services at hourly intervals. Each cremation booking would have a 1 hour slot – 15 minutes for people to arrive/depart and 45 minutes for the service. This would be a high quality experience when compared to Roselawn which has 30 minute slots. The Crematorium office would open from 9am – 4pm daily, Monday to Friday and opening times for the Memorial Garden and the grounds would be aligned to that of Council's cemeteries.

Members were advised that under the provisions of the Cremation Regulations, Council had a statutory obligation to appoint a suitably qualified Medical Referee who would authorise all cremations. The estimated cost, for the provision of a Medical Referee service is £[REDACTED] per annum - to be procured in the normal way. As the Department for Communities had indicated that new draft Cremation Regulations were due to be consulted on in autumn 2022, it was deemed prudent to tender the contract for a period of one year initially, with the option to extend for a further year, to allow for any changes in the Regulations that may impact on the Medical Referee service.

High standard modern day cremation services, offer a webcasting service. For this reason, Members may wish to consider approving the purchase and installation of a high quality music database, visual tribute capability and webcast recording service. The initial estimated costs for supply and installation of this type of system is £[REDACTED] plus annual recurring costs of approximately £[REDACTED] for licensing, remote support and service fee. A further cost of £[REDACTED] per live webcast would be incurred by Council, with the recommended retail price being £30 to customers. This would cover the actual cost of each webcast plus a contribution to the revenue costs. It was anticipated that should this proceed, that the contract would be for an initial period of three years, with the option to extend for a further year. The webcasting service is booked by Funeral Directors through an app with music and images chosen/uploaded too resulting in no additional administration by Crematorium staff.

In relation to staffing, statutory guidance requires that in operating a Crematorium, all staff who conduct cremations must undergo a period of theoretical and practical training in order to obtain the necessary professional qualification -demonstrating competency to oversee the cremation process. The Crematorium Technicians Training Scheme (CTTS) was provided as part of the Institute of Cemetery and Crematorium Management (ICCM) portfolio of

accredited courses; this course conforms with the requirements of Process Guidance Note PG 5/2 (12); Statutory Guidance for Crematoria; 5.49.



The proposals outlined below and circulated allow for the development of a staffing model which offers initial service flexibility whilst ensuring service efficiency and necessary operating standards for the future.

The rationale for the levels of staffing required were as follows:

#### Crematorium Operations Structure

- The Crematorium Manager commenced in June 2022.
- The Assistant Crematorium Manager position was proposed to support the Crematorium Manager and to ensure backfill and continuity of service in the absence of the Crematorium Manager.
- It was proposed to recruit and train four Crematorium Technicians. This would be a multi-skilled role that would cover operations, front of house, and administration where required.
- Two Parks posts would ensure the grounds and gardens are presented to maximum effect.
- The Crematorium Administration Officer post would be responsible on site for the registration and management of ashes and general administration requirements.
- The Bereavement Service Manager's post would be responsible for the combined delivery of Registration, Cemeteries and Crematorium Administration and the introduction of the new integrated Crematorium/Cemeteries software.
- The proposed Bereavement Services Administration team requires two additional full-time administrators to provide a professional and supportive customer experience for the Crematorium, in addition to registration/cemeteries administration.

Following successful implementation of the structure, the administration team would be skilled to provide services across Cemeteries and the Crematorium and each team member would be trained to act as a casual Deputy Registrar if required.

Moved by Councillor Cooper  
Seconded by Councillor Foster and

**RESOLVED - that approval be granted for:-**

- i. A two tier pricing structure for cremations with £475 for Residents and £950 for non-Residents**
- ii. the procurement of the required Medical Referee Service at an estimated cost of £[REDACTED]**
- iii. the procurement of a Webcast Service at an estimated initial cost of £[REDACTED], annual recurring costs of £[REDACTED] and £[REDACTED] cost per live webcast and that this be charged at £30 to customers as an optional service**
- iv. the proposed structures for Crematorium Operations and Bereavement Services subject to consultation with staff and Trade Unions**

[REDACTED]

*ACTION BY: Jim Parker, Crematorium Manager*

**9.4 IN CONFIDENCE WM/ARC21/008 RESIDUAL WASTE TREATMENT PROJECT**

Members were reminded that arc21 representatives, the Chair, Alderman David Drysdale, Acting Chief Executive, Tim Walker and John Green, Project Director attended the July meeting of Council and provided responses to Members' questions.

Members were aware of the recent exchanges of correspondence between the Council and arc21 regarding the Residual Waste Treatment Project.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Moved by Councillor Foster  
Seconded by Councillor Webb and

**RESOLVED - that**

[REDACTED]

[REDACTED]

*ACTION BY: Michael Laverty, Director of Waste Operations*

*Having declared an interest in the next item Alderman Smyth left the Chamber.*

**9.5 IN CONFIDENCE PBS/PS/012 & CD/GEN/003 STRATEGIC ASSET MANAGEMENT LAND AT STILES WAY AND LAND AT ALLEN PARK ANTRIM**

Members would recall the work undertaken to review the land assets held by the Council and the subsequent decisions regarding disposal. Actions in relation to two specific land parcels had been progressed as outlined below:

i. Land at Stiles Way, Antrim

The Council owns two areas of land at Stiles Way as shown on the circulated map (Sites 1&2). In September 2020 the Council agreed to:

- (i) Council declares Site 1 adjacent to the Steeple Play Park, surplus to requirements, notifies the NIHE and proceeds to dispose of the site through the D1 Public Sector Trawl process;
- (ii) in tandem with (i), the Council seeks the removal of the restrictive covenants regarding this land, with a further report to be provided;
- (iii) the Council agrees to the lease of Site 2 to Steeple Community Association, on a peppercorn rent, for the purpose of community open space and a wildflower garden.

Subsequently, Robert Logan was appointed and had been progressing the Outline Planning application for Site 1. As this application would involve the loss of open space, the Council would include within its' rationale the 'gifting' of Site 2 to a local community group as a community garden. This community garden would then be maintained by the local community.

When outline planning permission was secured, the Council would progress the D1 disposal process and seek to sell the land at Site 1 to the NIHE for a social housing development.

Prior to doing so the Council was required to remove the restrictive covenant placed on the land by the Department of Environment, which granted the Council a 999 year lease in 1987.

Correspondence from LPS in 2021 indicates that the cost to remove the restrictive covenant would be £[REDACTED] for Site 1 (1.86 acres). It was noted that there would be no difference between the valuation for removing the restrictive covenant and disposing of the freehold. It was therefore proposed that removal of the freehold be sought at a cost of £[REDACTED]

The estimated valuation in 2019 for the site based on residential development was approximately £[REDACTED]

As Site 2 would operate as a community garden, there was no requirement to remove the restrictive covenant.

ii. Land at Allen Park, Antrim

The Council leased 171 acres of land at Allen Park from the Department of Environment in 1978. A restrictive covenant was included which restricted the erection of buildings on the land and also the use was restricted for recreational purposes only.



Members are reminded of the decision in October 2019 to declare surplus and submit outline planning application for 1 or 2 dwellings and sell for development.

Further engagement with LPS regarding the removal of the restrictive covenant had indicated that the cost to do so would be £[REDACTED], for the 1.76 acres of land, shown in red, which front onto the Randalstown Road.

The cost to remove the covenant from the entire 171 acres would be £[REDACTED] however there was no requirement to do so at this time as the Council's disposal decision relates to the 1.76 acres only.

LPS had advised that there would be no difference in value between removing the restrictive covenant and disposing of the freehold.

It was therefore proposed that the removal of the freehold be sought on the 1.76 acres at a cost of £[REDACTED].

The estimated valuation in 2019 for the site based on residential development was approximately £[REDACTED].

The Chief Executive responded to Members' questions and agreed to follow up on the horse track on Council lands in Antrim, and the fence at Steeple.

Moved by Councillor Dunlop  
Seconded by Alderman Clarke and

**RESOLVED - that the removal of the freehold be sought for the lands outlined at Stiles Way and Allen Park, at a cost of £[REDACTED] and £[REDACTED] respectively, and that Officers include the costs to achieve leasehold in the price of the land.**

*ACTION BY: Liz Johnston, Deputy Director of Performance and Governance (Interim)*

*Alderman Smyth returned to the Chamber.*

## **9.6 IN CONFIDENCE CP/CD/446 BALLYDUFF COMMUNITY REDEVELOPMENT GROUP – COMMUNITY GARDEN**

Members were advised that a request had been received from Ballyduff Community Redevelopment Group - a tenant at the Northern Ireland Centenary Community Centre Ballyduff, for the development of a community garden project on land owned by Council next to the Centre.

The aim of the project was to increase community engagement and volunteering whilst promoting education and health and wellbeing through intergenerational activities.

The proposed project includes the installation of raised flower beds, a poly-tunnel pathways and sheds for storage. The group have secured £■■■■ of funding from The Bryson Group and Live Here Love Here to fund the project.

It was proposed the group would be responsible for ensuring the ongoing maintenance of the community garden and that a licence was granted by the Council to Ballyduff Community Redevelopment Group to permit this development and manage maintenance of the site.

Moved by Councillor Cooper  
Seconded by Councillor Robinson and

**RESOLVED - that the proposed development of a community garden by Ballyduff Community Redevelopment Group at the NI Centenary Community Centre Ballyduff be approved.**

*ACTION BY: Paul Townsend, Community Facilities Coordinator/Paul Casey, Borough Lawyer and Head of Legal Services.*

#### **9.7 IN CONFIDENCE P/PLAN/016 NORTHERN IRELAND PLANNING PORTAL UPDATE**

Members were advised that work was ongoing on the delivery and implementation of the new Northern Ireland Planning Portal which would replace the current Northern Ireland Public Access for 10 of the 11 councils and the Department for Infrastructure (DfI). This was the largest joint IT project between central and local government to date in Northern Ireland and would see benefits for all users in this rapidly evolving digital age. These include the submission of applications online, improved efficiency and validation, an improved Consultee interface, and a better user experience making it easier for users to engage with the planning process. To date the Department had been advising that the anticipated go live date of the new system was October 2022. However, following recent discussions and feedback to the Department, a recent update (circulated) had been issued to the Heads of Planning.

In summary the project was now at a critical stage whereby the exact timetable was dependent on a number of issues being clarified and agreed, primarily in relation to data migration. It was also planned that there would be a period of transition as the new system becomes operational and the old system closes, which may have an impact on service delivery. The Council's Planning Section was bringing forward a transition plan for this period but there was expected, as indicated by the Department, to be an impact on service. The Council would also bring forward its own communication strategy for this period.

Further updates would be issued to Elected Members when available. It was also recommended by Officers that Council consider writing to the Chief Planner to request a formal update and also for clarification on how Councils' statutory performance would be assessed during this period and what contingency/transition measures the Department was putting in place.

Moved by Councillor Magill

Seconded by Councillor Flanagan and

**RESOLVED - that the report be noted and a letter issued to the Chief Planner seeking an update and clarification.**

*ACTION BY: Sharon Mossman, Deputy Director of Planning*

**9.8 IN CONFIDENCE FI/PRO/TEN/324DT CAR PARK IMPROVEMENT PROGRAMME**

The purpose of this report was to update Members on the budget and programme for the above capital works.

Following deferral of the car park improvement programme as part of the Emergency Financial Plan, a framework of three contractors was appointed in May 2021 to progress car park improvements as part of the town centre regeneration programme along with other operational improvements. Works had already completed or were ongoing at the following locations:

Reference	Scheme	Completed/Est Completion
Works package 1	Antrim Forum Antrim Central (Phase 1)	Dec-21 Nov-21
Subsidiary package 1	Carnmoney Cemetery (Phase 1)	Apr-22
Works Package 2	Harrier Way Portglenone Road Bridge street	Aug-22 Sept-22 Oct-22
Subsidiary package 2	Antrim Central (Phase 2)	Nov-22

A table of estimated future framework costs for the remaining packages of work is shown below;

Reference	Scheme	Est Completion	Est Cost
Works package 3	A2 Shore Road, Whiteabbey, Shore Road, Whiteabbey, Farmley Road/Glenwell Road	May-23	████████
Works package 4	Railway Street, Antrim John Street, Randalstown Castle Street, Antrim	Dec-23	████████
<b>Total</b>			████████

The improvement works include resurfacing and drainage improvements, increased disabled /family parking provision, upgraded lighting, improved 'stall' widths, and redesign to improve traffic flow or address anti-social behaviour issues.

The refurbishment of Bridge Street Car Park in Antrim commenced on 15 August 2022 and would last for a period of 6-8 weeks. The works require that the car park be partially closed while sections were resurfaced.

The partial closure had been communicated to traders and signage detailing alternative parking had been installed. Charges for the car park in nearby Railway Street had been waived until the work was complete and the car park was fully reopened.

Traffic calming measures to be included in the design of Farmley car park and charging points for electric vehicles to be included in all car parks.

Moved by Councillor Robinson  
Seconded by Alderman Smyth and

**RESOLVED - that the estimated project budget of £[REDACTED] be approved for the remaining carpark refurbishment works packages and that Bridge Street Car parking resurfacing report be noted.**

*ACTION BY: John Balmer, Deputy Director of Finance/ Majella McAllister, Deputy Chief Executive of Economic Growth and Planning*

*Having declared an interest in the following item Alderman McGrath, Councillors Bradley and Wilson left the Chamber.*

#### **9.9 IN CONFIDENCE HR/HR/10 PAY DISPUTE OFFER**

Members were advised that since April 2022 negotiations had progressed to reach an agreement with our Joint Trade Unions in settlement of the ongoing dispute with Unite the Union and associated strike action. These negotiations had conveyed Council's request to ensure front line employees receive improved pay in light of rising cost of living issues.

Members were reminded that in April 2022 the Council approved that the Real Living Wage be paid to all staff via a supplement and that engagement take place to resolve associated pay point issues. It was estimated that this will cost c.£[REDACTED].

As part of the dispute with Unite, the Trade Union side had requested improvements both to the proposed incremental point and also a one off payment for staff to mitigate against the cost of living crisis.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Moved by Councillor Cooper  
Seconded by Councillor Foster and

**RESOLVED -** [REDACTED]

**Following the ballot, a further update report will be provided to the Council.**

*ACTION BY: Jennifer Close, Head of Human Resources*

*Councillors Bradley and Wilson returned to the Chamber.  
Alderman Clarke left the meeting.*

**9.10 IN CONFIDENCE HR/HR/10 NJC PAY AWARD**

Members were reminded that the Local Government Pay negotiations for 2022 remain ongoing.

As outlined in the enclosed correspondence at Appendix 2 circulated, the National Employers agreed unanimously to make the following one-year (1 April 2022 – 31 March 2023), final offer to the unions representing the main local government NJC workforce:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Following this full and final offer made by the National Employers to the three NJC trade unions on 25 July 2022, NILGA had outlined in the circulated correspondence at Appendix 2, the current position of each Union which is as follows:

- **UNISON's** consultation would run from 15 August to 19 September and it would be neutral on whether the offer should be accepted or rejected.

- **GMB** would remain neutral on whether the offer should be accepted or rejected and its consultation would start on 22 August and run to 21 October.
- **Unite** would be consulting its members with a recommendation that the offer should be rejected and its consultation would run from the end of August to 14 October.

Confirmation of the final position was not expected until late October / early November 2022. Members were advised that in order for the pay offer to progress the constitution of the NJC requires a majority on the Trade Union Side for a formal collective agreement to be reached with the National Employers. This in reality means that one of the unions must be UNISON

Moved by Councillor Robinson  
Seconded by Councillor Cooper and

**RESOLVED - that the report be noted.**

*NO ACTION: Debbie Rogers, Director of Organisation Development*

*Alderman McGrath returned to the Chamber.*

#### **9.11 IN CONFIDENCE CE/STC/88 ORGANISATION STRUCTURE – PARKS/LEISURE ADDITIONAL OPERATIONAL RESOURCES**

Members were reminded that at the Council meeting in July 2022 the revised structures were approved in principle, subject to consultation with staff and Trade Unions.

Members were advised that consultation has been undertaken with no reported feedback from Trade Unions side and feedback from staff would require no significant changes to the structures.

Moved by Councillor Kelly  
Seconded by Councillor Cooper and

**RESOLVED - that the structures be approved.**

*ACTION BY: Jennifer Close, Head of Human Resources*

**MOTION TO PROCEED 'OUT OF COMMITTEE'**

Moved by Councillor Kelly  
Seconded by Councillor Dunlop

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

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

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**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.***