



21 October 2020

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A remote meeting of Antrim and Newtownabbey Borough Council will be held on **Monday 26 October 2020 at 6.30 pm.**

All Members are asked to attend the meeting via "Zoom".

To ensure social distancing it is only possible to facilitate 11 Members in the Council Chamber. The calculation for this is done by d'Hondt plus the Independent Member (4 DUP, 2 UUP, 2 Alliance, 1 SDLP, 1 Sinn Fein, 1 Independent). The Members present in the Chamber will also access the meeting via Zoom. This does not affect the voting rights of all Members.

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

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 the Antrim and Newtownabbey Borough Council held remotely on Monday, 28 September 2020, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operations Committee Meeting of Monday, 5 October 2020, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday, 6 October 2020, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting held on Monday, 12 October 2020, a copy of which is **enclosed**.
- 8(a) To take as read and confirm Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday, 19 October 2020, 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, 19 October 2020, a copy of which is **enclosed**.
9. PRESENTATION
10. ITEMS FOR DECISION
 - 10.1 Items for Signing and Sealing
 - 10.2 Review of the Schedule to the Rural Needs Act (NI) 2016
 - 10.3 Chartered Institution of Waste Management (NI) Conference
 - 10.4 Corporate Nomination from NILGA Executive Members to Attend NILGA Weekly Meetings
 - 10.5 Delegated Authority – Town Centre Revitalisation Awnings Programme
 - 10.6 Northern Ireland Economic Conference 2020
 - 10.7 Working Group Minutes

10.8 Disposal of Asset at Norfolk Court Hostel, Antrim

10.9 Town Centre Revitalisation Programme – £1,000 Grant Funding

11. ITEMS FOR NOTING

11.1 Northern Ireland Housing Council

11.2 Correspondence from Belfast City Council

12. ITEMS IN COMMITTEE

12.1 Residual Waste Treatment Project – Correspondence

12.2 Rural TRPSI Funding Awards

12.3 Tender for Design, Supply and Installation of Interpretative Displays at The Gateway, Antrim Lough Shore

12.4 Sale of Lands Adjacent to CSD

**REPORT ON BUSINESS TO BE CONSIDERED
AT THE COUNCIL MEETING ON MONDAY 26 OCTOBER 2020**

9. PRESENTATION

Members are advised that the Northern Ireland Housing Executive will be providing a presentation in relation to the Housing Investment Plan for the area (enclosed).

Mr Colm McQuillan, Director of Housing Services, Mr Frank O'Connor, Regional Manager for North Division, Ms Breige Mullaghan, Area Manager South, Ms Alice McAteer, Place Shaper South and Ms Louise Clarke, Head of North Place Shaping will be joining the meeting via Zoom.

10. ITEMS FOR DECISION

10.1 TO APPROVE THE SEALING OF DOCUMENTS

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

- Memorandum to record an increase in rent – John Street Playground.
- Lease with Sentry Hill Community Garden Group (SHCGG) for the lease of a portion of lands at Sentry Hill, Newtownabbey
- Lease with Rath Community Group for the lease of an office at the Dunanney Centre.

RECOMMENDATION: that the documents be signed and sealed.

Prepared by: Paul Casey, Borough Lawyer and Head of Legal Services

10.2 G/MSMO/008 Vol 2 REVIEW OF THE SCHEDULE TO THE RURAL NEEDS ACT (NI) 2016

Members are advised that correspondence has been received from the Department for Communities to advise that the Department of Agriculture, Environment and Rural Affairs (DAERA) is undertaking a review of the list of bodies and persons set out in the Schedule to the Rural Needs Act (NI) 2016 (the Act) as required under Section 1(3) of the Act. The list of bodies and persons set out in the Schedule includes public authorities for which other departments are the sponsoring department and can be viewed at the following link: <https://www.legislation.gov.uk/nia/2016/19/schedule>.

As part of the review the Department is undertaking a public consultation using Citizen Space for the purpose of seeking views from stakeholders. The survey will run for 6 weeks commencing on 5 October 2020 and can be accessed at the following link

<https://consultations.nidirect.gov.uk/daera-sustainable-rural-communities-branch/review-of-the-schedule-of-the-rural-needs-act-ni-2/>

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

Following the completion of the public consultation DAERA will consider the outcome of the consultation with a view to determining whether any body or person should be added to the Schedule, whether any body or person should be removed from the Schedule or whether any entry in the Schedule should be modified.

Members may wish to respond on a corporate, individual or party political basis.

The Council's instructions are requested.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.3 WM/WM/32 CHARTERED INSTITUTION OF WASTE MANAGEMENT (NI) CONFERENCE

The Northern Ireland Environment Forum 2020 is the major annual conference on environmental policy and management in the region. The virtual conference will be held on Wednesday 25 November 2020.

The Conference has a range of environmental professionals speaking during the day, with a Ministerial address from Edwin Poots MLA in the morning.

There is a wide range of topics being discussed on the day including the following:

- Policy priorities for Northern Ireland's environment;
- Meeting the challenge of climate change;
- Biodiversity, air quality and other strategic issues;
- Resource management and the circular economy;
- Water quality and waste water treatment;
- Environment and planning;
- Clean and inclusive growth and a Green New Deal.

A copy of the full agenda is available on the following link (<https://www.nienvironment.agendani.com/>).

The conference rate is £175.00 per delegate and as the range of topics includes climate change, it may be of interest to a number of Members, including those on the Climate Change Working Group.

RECOMMENDATION: that approval is given for attendance at the Virtual Chartered Institution of Waste Management (NI) Conference on 25 November 2020 by one officer and the Chair and Vice Chair of Operations or their nominees.

Prepared by: Michael Laverty, Head of Waste Management

Approved by: Geraldine Girvan, Director of Operations

10.4 G/MSMO/2 CORPORATE NOMINATION FROM NILGA EXECUTIVE MEMBERS TO ATTEND NILGA WEEKLY MEETINGS

Members will recall at the Annual Meeting the following 8 nominations were agreed as Council Members of NILGA for the year 2020/2021:

PARTY	NOMINATION
Alliance	Councillor Gilmour
DUP	Alderman Smyth
UUP	Alderman Agnew
DUP	Councillor Bennington
Sinn Féin	Councillor Goodman
Alliance	Councillor Webb
DUP	Councillor Hamill
UUP	Councillor Swann

From this list the following Councillors were made Executive Members of NILGA by their Party:

PARTY	NOMINATION
UUP	Alderman Agnew
Sinn Féin	Councillor Goodman
Alliance	Councillor Webb
DUP	Councillor Hamill

During lockdown NILGA have decided to meet on a weekly basis driven by Emergency Communications and want to have an all 11 Council meeting. Previously Danny Kinahan, as a NILGA Party Office Bearer, nominated separately by his party and not by Council, attended these meetings and doubled up as Antrim and Newtownabbey Borough Council's representative.

However, following his resignation, the Council is now no longer represented. NILGA have suggested a corporate nomination be made from the 4 Executive Members, for a Member who is able to attend the Tuesday morning sessions. NILGA has advised this is not a formal or long term appointment, but is rather emergency driven and will ensure we as a Council are kept up to date and informed on matters.

RECOMMENDATION: that Members agree a Corporate nomination and a substitute from the 4 NILGA Executive Members for 2020/2021 to attend the weekly Tuesday morning NILGA meetings.

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

10.5 ED/ED/184 DELEGATED AUTHORITY – TOWN CENTRE REVITALISATION AWNINGS PROGRAMME

Members will be aware of the funding provided by DfC and DAERA to aid Town Centre and Village recovery. The Council through the Town Centre & Retail Forum has produced an Action Plan detailing the range of measures to be supported, including an Awnings Programme.

This programme in the first instance is designed to facilitate social distancing, extend the floor space on offer through outdoor provision and provide shelter from the elements for customers queuing and will primarily target traditional retail premises in town centres. In order to make the process as straightforward as possible for businesses, the Council has designed the specification for the scheme and undertaken the procurement process. Initial Expressions of Interest indicate that 89 businesses are interested in installing an awning and may be eligible. Similar to the Revitalise £1,000 Grant Scheme, this support targets traditional retail businesses in the defined town centres.

The closing date for tender returns is 6 November 2020, however there is an urgency to expedite the programme delivery therefore approval is sought to delegate the appointment of the preferred contractor to the Chief Executive with a report to be provided retrospectively to the November Council meeting.

Should there be no response to the tender or the Council is unable to appoint, it is proposed that awards be made to individual businesses to enable them to purchase an awning directly. The awards will be proportionate to the size of the awning requested and dependent on cost may need to be capped to remain within the available budget.

RECOMMENDATION: that

- (i) delegated authority be granted to the Chief Executive to appoint the contractor to deliver the awnings programme.**
- (II) Should no appointment be made, individual awards to businesses be progressed as outlined.**

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

10.6 ED/ED/014 NORTHERN IRELAND ECONOMIC CONFERENCE 2020

The annual Northern Ireland Economic Conference 2020 is being held on Thursday 3 December 2020 and will be an online conference. A copy of the programme is **enclosed** for information.

Speakers include Mrs Diane Dodds, Minister for the Economy, Mr Chris Giles, Economic Editor for the Financial Times and Mrs Marie Ward, Chief Executive of Newry, Mourne and Down District Council.

The delegation fee is £175 + VAT= £210 per delegate.

RECOMMENDATION: that the Chair and Vice Chair of the Strategic Economic Working Group or their nominees attend the conference together with the relevant Officers.

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

10.7 ED/GEN/015 & ED/GEN/016 WORKING GROUP MINUTES

Members are advised that Antrim and Newtownabbey Borough Council has established two forums to strengthen two of the sectors most heavily impacted by COVID-19. The forums are informing joint recovery plans aimed at building consumer confidence, driving footfall and delivering best practice in accordance with Central Government guidance. Representation on each Team consists of Party Group Leaders, business, shopping centres, central government and stakeholder organisations. The Teams are supported by Council Officials from Economic Development, Environmental Health and Health and Safety.

A copy of the minutes Tourism COVID-19 Recovery Team held on 8 October 2020 are **enclosed** for Members' consideration.

A copy of the minutes of the Retail and Town Centre Re-Opening Mobilisation Group held on 13 October 2020 are **enclosed** for Members' consideration.

RECOMMENDATION: that

- (i) the minutes of the Tourism COVID-19 Recovery team dated on 8 October 2020 be approved.**

- (ii) the minutes of the Retail and Town Centre Re-Opening Mobilisation Group dated 13 October 2020 be approved.**

Prepared by: Colin McCabrey, Head of Economic Development

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

10.8 CE/GEN/017 DISPOSAL OF ASSET AT NORFOLK COURT HOSTEL, ANTRIM

Members are advised that a D1 form and maps (enclosed) has been received from Land and Property Services regarding an asset declared surplus by the Department of Health at Norfolk Court Hostel, Antrim

Officers have reviewed the information provided and have not identified a need for this asset.

RECOMMENDATION: that the Council does not express an interest in this asset.

Prepared by: Member Services

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

10.9 ED/REG/055 TOWN CENTRE REVITALISATION PROGRAMME – £1,000 GRANT FUNDING

In June 2020 the Council approved the establishment of the Retail and Town Centre COVID-19 Recovery Mobilisation Team. The draft action plan associated with the Team was approved by Council in July 2020 and included budget allocations across the themes of Communications, Minor Capital Works, Infrastructure and Animation supported by The Department for Communities (DfC), Department of Agriculture, Environment and Rural Affairs (DAERA) and The Department for Infrastructure (DFI). The collective budget across these sources is £899,000 and Council approved match funding of £35,000 towards the retail schemes detailed in the first tranche. A Letter of Offer for the second and final tranche of funding is anticipated at the end of October. The anticipated value of this Letter of Offer is £684,000. The funding is primarily for capital expenditure on schemes that can be implemented by the end of March 21 where possible.

The Council recently closed for applications for town centre retail businesses to apply for a £1,000 revitalisation grant. It is intended to roll-out the Revitalise Grant Scheme in the future to rural and semi-urban businesses, subject to budget availability.

Town Centre Revitalisation Programme - £1,000 Grant Funding

This grant was available to traditional retail businesses within the defined town centres of Antrim, Ballyclare, Crumlin, Glengormley and Randalstown. It closed on 2 October 2020. Following review of 102 applications 98 are deemed eligible for funding. The breakdown of applications from businesses was broadly as expected based on the geographic spread of expressions of interest. The number of successful applications by town are: Antrim 29, Ballyclare 25, Crumlin 4, Glengormley 19 and Randalstown 21 and a breakdown is enclosed at Appendix 1.

Officers are continuing to work with businesses to ensure compliant quotations etc are received. Letters of Offer are being prepared for issue following the Council meeting. An estimated spend of £98,000 is expected to be drawn down against a budget of £100,000.

Retail and Town Centre Recovery Action Plan

An updated Action Plan reflecting the Budget commitment to the £1,000 Revitalise Grant Funding Scheme and for the Awnings Scheme is enclosed as Appendix 2. The Action Plan also reflects updated actions and allocations including the intent to extend the Revitalise £1,000 Grant Fund and Awnings Scheme to rural and semi-urban areas.

Other updates to note on the Action Plan are the inclusion of regeneration schemes in town centres and rural villages and project proposals which are being considered by DfI.

RECOMMENDATION: that

- i) the Revitalise £1,000 Grant Award Letters of Offer be issued to the 98 eligible applicants at a maximum value of £98,000 funded by DfC;**
- ii) the updated Action Plan for the Retail and Town Centre Re-opening Mobilisation Team and the actions detailed therein be approved, a total cost of £25,000 to the Council which has been agreed previously.**

Prepared by: Craig Mullan, Strategic Business Investment & Engagement Officer

Agreed by: Colin McCabrey, Head of Economic Development

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

11. ITEMS FOR NOTING

11.1 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL

As agreed at the August 2019 meeting of the Council, the Northern Ireland Housing Council's October 2020 monthly bulletin is **enclosed** for Members' information. A copy of the minutes of the Housing Council meeting on 10 September 2020 is also **enclosed**.

RECOMMENDATION: that the report be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

11.2 P/FP/LDP/52 BELFAST CITY COUNCIL – CORRESPONDENCE

Members are advised that correspondence has been received from Belfast City Council in relation to the Belfast City Council Local Development Plan.

A copy of the correspondence is enclosed for Members' information.

RECOMMENDATION: that the report be noted.

Prepared by: Member Services

Agreed by: Sharon Mossman, Principal Planning Officer

Approved by: Jacqui Dixon, Chief Executive