



21 February 2024

**To: Each Member of the Council**

Dear Member

**MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL**

A meeting of Antrim and Newtownabbey Borough Council will be held in the **Council Chamber, Mossley Mill** on **Monday 26 February 2024** at **6.30 pm**.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Baker".

Richard Baker, GM MSc  
**Chief Executive, Antrim & Newtownabbey Borough Council**

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

Tel: 028 9448 1301/028 9034 0107 [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 29 January 2024, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operation Committee Meeting of Monday 5 February 2024, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance of Tuesday 6 February 2024, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning Committee Meeting of Monday 12 February 2024, a copy of which is **enclosed**.
- 8 To take as read and confirm the minutes of the proceedings of the Special Council Meeting of Antrim and Newtownabbey Borough Council held on Wednesday 14 February 2024, a copy of which is **enclosed**.
- 9(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 19 February 2024, a copy of which is **enclosed**.
- 9(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 19 February 2024, a copy of which is **enclosed**.
- 10 PRESENTATION
  - 10.1 NI Water Update
- 11 NOTICE OF MOTION

Proposed by Councillor McWilliam  
Seconded by Councillor Wilson

“That this Council recognises and congratulates the players and officers of Ballyclare Rugby Football Club on the tremendous occasion of winning The All Ireland Junior Rugby Cup.

Subject to the agreement of Council and the Mayor, I would ask officers to organise a Mayor's reception to recognise this outstanding achievement”.

12 ITEMS FOR DECISION

- 12.1 Dual Language Street Sign Application Update
- 12.2 Street Naming Resubmission – Ballycraigy Road Antrim
- 12.3 Corporate Plan 2024-2030 (Draft for Consultation)

13 ITEMS FOR NOTING

- 13.1 Motion – Derry City and Strabane District Council
- 13.2 Corporate Planning Workshop 2023

14 ITEMS IN COMMITTEE

- 14.1 Supply and Delivery of Corporate Gifts and Promotional Items
- 14.2 Minutes of the Governance Meetings of the Levelling Up Fund Project Board held on 11 January 2024
- 14.3 Town Accessibility/Connectivity Works Through Farmley Road Car Park and Glenwell Shop Units
- 14.4 Environmental Improvement Schemes in Templepatrick, Doagh and Burnside Contractor Tender Report
- 14.5 Steeple Parkland Capital Project
- 14.6 Appointment of Contractor for Randalstown Viaduct Pathway Lighting

## **10 PRESENTATION**

### **10.1 NI WATER UPDATE**

Following a request from NI Water, it was agreed at the October 2023 Council Meeting that representatives be invited to make a presentation to provide Members with an update.

Dr Stephen Blockwell, Head of Investment Management, Engineering & Sustainability Directorate and Mr David McCullough, Head of Wastewater Production Line, Customer & Operations Directorate will be in attendance.

A copy of the presentation is **enclosed** for Members information.

Prepared by: Member Services

Approved by: Richard Baker, Chief Executive

## **11 NOTICE OF MOTION**

Proposed by Councillor McWilliam  
Seconded by Councillor Wilson

"That this Council recognises and congratulates the players and officers of Ballyclare Rugby Football Club on the tremendous occasion of winning The All Ireland Junior Rugby Cup.

Subject to the agreement of Council and the Mayor, I would ask officers to organise a Mayor's reception to recognise this outstanding achievement".

## 12 ITEMS FOR DECISION

### 12.1 CCS/EDP/025 DUAL LANGUAGE STREET SIGN APPLICATION UPDATE

#### 1. Purpose

**The purpose of this report is to provide an update on the current status of dual language street sign applications.**

Members are reminded that in accordance with the Dual Language Street Sign Policy, adopted by Council on 30 May 2022 (**enclosed**), the following update outlines the current status of applications received.

#### 2. Application Status

##### **A. STAGE 1: PETITION VERIFICATION**

One application has been received at Stage 1, requesting signage to be erected in Irish for the following area:

1. MILL ROAD, NEWTOWNABBEY, BT36 7BA

The occupiers signing the petition have been evidenced by their listing on the current Electoral Register and meet the one third threshold as required within the approved Policy.

##### **B. STAGE 2: RESIDENTS CANVASS**

Two applications have progressed to Stage 2:

1. BAWNMORE PARK, NEWTOWNABBEY, BT36 7BN

Canvass letters are being issued to residents' week commencing 12 February 2024.

2. FINLAY PARK, NEWTOWNABBEY, BT36 7DB

Canvass letters have been issued to residents for response by 15 February 2024, the outcome of which will be reported to Council in March 2024.

##### **C. STAGE 3: STREET SIGN INSTALLATION**

Three applications have progressed to Stage 3:

1. GLENVILLE MEWS, NEWTOWNABBEY, BT37 0ZU
2. BAWNMORE TERRACE, NEWTOWNABBEY, BT36 7BY
3. MOUNT STREET, NEWTOWNABBEY, BT36 7BZ

The occupiers of the above streets have been canvassed and the threshold of two thirds or more in favour of the erection of a second language street sign has been met as required within the approved Policy. The cost for

fabrication and installation of these three signs will be approx. £1,500 (£500 per sign).

### **3. Recommendation**

**It is recommended that:**

- a) the updates in relation to Stages 1 and 2 be noted.**
- b) the Stage 3 applications be approved.**

Prepared by: Ellen Boyd, Accessibility and Inclusion Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by Helen Hall, Director of Corporate Strategy

## 12.2 PBS/BC/003 VOL 2 STREET NAMING RESUBMISSION – BALLYCRAIGY ROAD ANTRIM

### 1. Purpose

**The purpose of this report is to present options to Members regarding a new street name for a development at Ballycraigy Road, Antrim.**

### 2. Introduction/Background

A development naming application was received from Brian Reid on behalf of Clady Properties regarding the naming of a residential development off Ballycraigy Road, Antrim. The development consists of 13No dwellings, these being a mixture of detached and semi – detached. The development names and developer's rationale have been submitted as outlined below, with the developer's application, location map and site plan **enclosed**.

Please note that the previous names submitted were rejected at 29 January 2024 Council meeting with a decision that the developer submits further options to include 'Manor' within their propose name and those outlined below are alternative proposals provided by the developer.

- 1) Chaine Manor – In respect of a family name connected historically with Antrim
- 2) Carlisle Manor - In respect of a family name connected historically with Antrim
- 3) Maryville Manor – Local name

Should the Council not wish to select one of the above names; the matter will be referred back to the developer via the Building Control section for further consideration.

### 3. Recommendation

**It is recommended that Council approves a name for the above development.**

Prepared by: Liam McFadden, Principal Building Control Surveyor

Approved by: Sharon Mossman, Deputy Director of Planning and Building Control



## 12.3 CE/CS/019 CORPORATE PLAN 2024-2030 (DRAFT FOR CONSULTATION)

### 1. Purpose

**The purpose of this report is to recommend to Members approval of the updated Corporate Plan 2024-2030 and progress a 12-week consultation period.**

### 2. Introduction / Background

Members are reminded that the Council's Corporate Plan was originally developed for the period 2015-2030 and provides the vision and direction for the Council. It was updated in 2019 following the election of a new Council. Following that process and as part of the continuous improvement practice, Members were invited at the Corporate Workshop in December 2023 to review the vision, mission, values and corporate themes to ensure they are still relevant an appropriate.

### 3. Previous Decision of Council

Members agreed in January 2023 that the Corporate Plan would be refreshed following the election of the new Council in May 2023.

### 4. Consultation and Feedback

A summary of the feedback from the Corporate Workshop is outlined below and options for consideration are proposed.

### 5. Vision

Members generally concluded that the vision statement was forward looking and robust, but could be more memorable and concise. Discussions were held about the word 'smart' which was included to reflect the global concept of Smart Cities. Feedback from Members reflected that the Pandemic and indeed the Cost of Living Crisis has halted the 'smart city' revolution. Other feedback regarding the vision statement reflected the importance of it demonstrating the Councils aspiration that we continue to strive for an inclusive and sustainable Borough.

<b>Current</b>	<b>Proposal for consideration</b>
A progressive, smart and prosperous Borough. Inspired by our People. Driven by Ambition.	Our Ambitious Council:  Working towards a prosperous, inclusive, and sustainable Borough.

### 6. Mission

Generally, there was positive feedback that the mission statement provided a concise explanation of the Council's purpose, intention and overall objectives

and was robust. A small number of tweaks were proposed to further illustrate the Council's ambitious, vibrant and competitive operating environment, recognition of delivering services for all our people and being renowned for dynamic or exceptional leadership both locally and internationally.

<p><b>Current</b></p> <p>To meet and exceed the needs and aspirations of our people and be recognised for leadership and excellence both locally and beyond.</p>	<p><b>Proposal for consideration</b></p> <p>To meet and exceed the needs and aspirations of all our people and to recognised for dynamic leadership and excellence, locally, nationally and internationally.</p>
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## 7. Our Values

Our Values are a set of internal standards that guide the way we do business. The current corporate values have been in place since 2015 and Members feedback reflected on the fact that at that point we were a newly merged Council and the culture of the organisation was in its infancy.

A set of values was discussed (Threads) which were developed from internal feedback and was a 'nod' to the textile history and the heritage of Antrim and Newtownabbey. There was overall consensus from Members that the Corporate Values of the organisation should be updated.

<p><b>Current</b></p> <p><b>Excellence:</b> Proactive, Modern, Responsive and Professional</p> <p><b>Responsibility:</b> Transparent, Accountable, Economic, Social and Environmental Sustainability</p> <p><b>Integrity:</b> Respect, Honesty, Fairness and Consistency</p> <p><b>Commitment:</b> Citizen centred, High Quality Services, Positive Leadership and Value for Money</p>	<p><b>Proposal for consideration</b></p> <p>To create set of values which are meaningful and memorable.</p> <p><b>THREADS</b></p> <p>We <b>Trust</b> one another</p> <p>We are <b>Healthy</b></p> <p>We <b>Respect</b> each other</p> <p>We are <b>Engaged</b></p> <p>We are <b>Ambitious</b></p> <p>We are <b>Diverse</b></p> <p>We are <b>Sustainable</b></p>
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## 8. Themes

Members were invited to review the Strategic Performance Management Model, which illustrated the pillars of People, Place and Prosperity, underpinned by Performance.

Members' feedback reflected on the need to move away from the concept of 'pillars' in favour of themes and formally introducing 'planet' into a new model. Feedback from Members reflected the importance of promoting and proactively raising the Borough's profile and brand.

## 9. Consultation

A copy of the Corporate Plan 2024-2030 (draft for consultation) is enclosed for Members' approval. It is proposed that a 12-week consultation is conducted. The consultation will open on 4 March 2024 and close on Friday 24 May. Feedback will be reported to Committee and Council in June 2024.

## 10. Financial Position/Implication

The design and printing of the Corporate Plan is covered within existing budgets.

## 11. Governance

The Plan has been screened for equality and there are no implications to the equality of opportunity or good relations of the Section 75 equality categories. A Rural Needs Impact Assessment of the Plan has been carried out to ensure Rural Proofing. A copy of the screenings is enclosed at Appendix 1 for information.

## 12. Recommendation

**It is recommended that:**

- a) The Council's vision statement is updated to become: "Our Ambitious Council: Working towards a Prosperous, Inclusive, and Sustainable Borough."**
- b) The Council's mission statement is updated to become: "To meet and exceed the needs and aspirations of all our people and to recognised for dynamic leadership and excellence, locally, nationally and internationally."**
- c) The Council's Values are updated to become: THREADS: Trust, Healthy, Respect, Engaged, Ambitious, Diverse and Sustainable.**
- d) The Council's strategic performance model is updated to incorporate the themes, Place, People, Prosperity and Planet underpinned by Performance and Profile.**
- e) The Corporate Plan 2024-2030 (draft for consultation) is approved and a twelve-week consultation completed. Feedback will be reported to Committee and Council in June 2024.**

Prepared and Approved by: Helen Hall, Director of Corporate Strategy

## **13 ITEMS FOR NOTING**

### **13.1 G/MSMO/14 MOTION – DERRY CITY AND STRABANE DISTRICT COUNCIL**

#### **1. Purpose**

**The purpose of this report is that Members note the correspondence received by Derry City and Strabane District Council.**

Members are advised that correspondence has been received from Derry City and Strabane District Council regarding a Motion adopted by that Council.

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

#### **2. Recommendation**

**It is recommended that the correspondence from Derry City and Strabane District Council be noted.**

Prepared by: Member Services

Approved by: Richard Baker, Chief Executive

## **13.2 PT/CI/057 CORPORATE PLANNING WORKSHOP 2023**

### **1. Purpose**

**The purpose of this report is to provide a summary of the Corporate Planning Workshop for Members to note.**

Members are reminded that the Corporate Planning Workshop was held on Friday 15 December 2023, Mossley Mill.

A copy of the minutes and presentation slides are **enclosed** and any actions arising from the minutes will be brought back through the relevant Committee.

### **2. Recommendation**

**It is recommended that the report be noted.**

Prepared by: Laura Campbell, Personal Assistant

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Helen Hall, Director of Corporate Strategy