



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
ANTRIM CIVIC CENTRE ON MONDAY 25 MARCH 2019 AT 6.30 PM**

- In the Chair** : The Mayor (Councillor P Michael)
- Members Present** : Aldermen – F Agnew, A Ball, P Barr, T Burns, T Campbell,
M Cosgrove, W DeCourcy, M Girvan, J Smyth and R Swann
Councillors – D Arthurs, P Brett, L Clarke,
H Cushinan, P Dunlop, S Flanagan, R Foster, T Girvan,
M Goodman, J Greer, P Hamill, D Hollis, N Kelly,
A Logue, R Lynch, M Magill, M Maguire, S McCarthy,
N McClelland, J McGrath, V McWilliam, J Montgomery,
M Rea, D Ritchie, S Ross, B Webb and R Wilson
- Officers Present** : Chief Executive – J Dixon
Deputy Chief Executive – M McAlister
Director of Organisation Development – A McCooke
Director of Operations – G Girvan
Director of Finance and Governance – S Cole
Director of Community Planning – N Harkness
Borough Lawyer and Head of Legal Services – P Casey
ICT Officer – J Higginson
Media and Marketing Manager – N McCullough
Member Services Officer – S Fisher
Member Services Manager – V Lisk

1 BIBLE READING, PRAYER AND WELCOME

The Mayor welcomed everyone to the meeting and advised Members of the audio recording procedures.

The meeting opened with a Bible reading and prayer by The Venerable Dr Stephen McBride, Archdeacon of Connor.

Councillors Kelly, Cushinan, Logue and Goodman joined the meeting at this point.

MAYOR'S REMARKS

The Mayor expressed his sympathies on behalf of the Council to the families of Hamza Can, Ricky Swann and Diarmuid McFall who had passed away in the Borough as a result of incidents on the road and to the families of those who had died following the tragic incident at the Greenvale Hotel, Cookstown on St Patrick's Day. The Mayor called for a minute's silence as a mark of respect.

The Mayor congratulated Team Ireland on their achievements at the Special Olympics 2019 in Abu Dhabi and agreed to host an event.

2 APOLOGIES

Councillor Bingham

3 DECLARATIONS OF INTEREST

Item 13 – Councillor Kelly
Item 10.12 – Alderman Burns

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Smyth
Seconded by Councillor Hamill and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 25 February 2019 be taken as read and signed as correct.

NO ACTION

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Ritchie
Seconded by Councillor Greer and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 4 March 2019 be approved and adopted.

NO ACTION

6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING

Moved by Alderman Barr
Seconded by Councillor McClelland and

RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 5 March 2019 be approved and adopted.

NO ACTION

7 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE MEETING

Moved by Councillor Ross
Seconded by Councillor Maguire and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting of Monday 11 March 2019 be approved and adopted.

NO ACTION

8(a) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 1

Moved by Councillor Cushinan
Seconded by Alderman Agnew and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Tuesday 19 March 2019, Part 1 be taken as read and signed as correct.

Councillor Cushinan commended Officers and Members on the duration of this meeting.

NO ACTION

8(b) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 2

Moved by Councillor Cushinan
Seconded by Alderman Agnew and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Tuesday 19 March 2019, Part 2 be approved and adopted.

NO ACTION

9. MINUTES OF THE AUDIT COMMITTEE MEETING

Moved by Councillor McCarthy
Seconded by Councillor Girvan and

RESOLVED - that the Minutes of the proceedings of the Audit Committee Meeting of Wednesday 19 March 2019 be approved and adopted.

NO ACTION

REPORT ON BUSINESS TO BE CONSIDERED AT THE COUNCIL MEETING ON MONDAY 25 MARCH 2019

10. ITEMS FOR DECISION

10.1 TO APPROVE THE SEALING OF DOCUMENTS

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

- Form of Agreement for Rathcoole Play Park Refurbishment Works
- Deed of Conveyance – 9 Glenville Road, Newtownabbey
- Full Fibre Northern Ireland – Consortium Agreement (subject to approval of Item 12.4)

Moved by Alderman Smyth
Seconded by Councillor Montgomery and

RESOLVED – that the documents be signed and sealed.

ACTION BY: Deirdre Nelson, Paralegal

10.2 CP/CD/281 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2019/20 – SMALL GRANTS FUNDING RECOMMENDATIONS

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 is to provide financial assistance to groups within the Borough of up to a maximum of £500 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 2019/20 financial year.

Groups must score a minimum of 50% in their application assessment and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the month of February, one application totalling £500 was received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded	Notes
Antrim Festival Group	Small Activity Grant towards Insurance	60%	£500	£500	–

The total budget available for Small Grants for the 2019/20 financial year is £14,812.34. The total amount of financial assistance awarded to date, including the above application, is £1,000 leaving a balance of £13,812.34 to fund future applications that may be submitted to the Council during the remainder of the year.

Moved by Councillor Montgomery
Seconded by Councillor McClelland and

RESOLVED - that the Small Grant award recommendation be approved.

ACTION BY: Kerry Brady, Community Support & Governance Officer

10.3 ED/ED/137 GILBERT STUDENT EXCHANGE PROGRAMME

Members were reminded that the 2019 Sister Cities Student Exchange Programme was approved by the Council in October 2018. The Sister Cities Student Exchange Programme is a cross-community programme that provides four students, two from Antrim and Newtownabbey Borough Council and two from Gilbert, Arizona with an opportunity to develop an understanding of a different country, its culture and its people through a family living experience. The programme lasts approximately six weeks during the summer with half the time spent in Gilbert and half in Antrim and Newtownabbey.

Members were advised that the application process is now complete and consisted of a written application form, nomination from school teacher or youth leader, and an interview with students and parents/guardians.

Eleven applications were received in total, with two applications being ineligible due to one living outside the Borough and one not meeting the minimum age requirements of the programme. Another candidate withdrew their application prior to interview resulting in eight interviews taking place.

The interview panel consisted of the Mayor's nominated representative, Councillor Stephen McCarthy, Deputy Mayor, Alderman John Smyth and Seonaid Rooney, Economic Development Officer. The two top scoring candidates selected to represent Antrim and Newtownabbey Borough Council during the 2019 Student Exchange Programme are Kelsie Skelly, who attends Abbey Community College, and Cathal Morgan, who attends St. Malachy's College.

Members, the Mayor and past participants will be invited to meet the American students and their host families at a reception during the summer. In order to appraise Members of the experience which young people have as a result of their participation in the Student Exchange, a briefing will be arranged in due course which all Members will be invited to attend. In addition last year's participants will be invited to brief Members on their experience in the near future.

In response to a query from Councillor Maguire, the Chief Executive clarified that provision for the costs involved had been made in the estimates.

Alderman Smyth commended the students and their families who had taken part.

Moved by Councillor Hamill
Seconded by Councillor McCarthy and

RESOLVED - that the Council approves the two highest scoring candidates, Kelsie Skelly and Cathal Morgan, to participate in the 2019 Student Exchange Programme.

ACTION BY: Carly Long, Economic Development Project Officer

10.4 ED/MI/250; ED/REG/003; ED/REG/006; ED/TOU/43 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES

Members were advised that the Partnership and Working Group Minutes as listed below could be viewed in the electronic folder called "**Partnership Minutes for Members Information**" on Members' iPads.

Economic Development		
File Ref	Date of Meeting	Name of Partnership
ED/MI/250	08/02/2019	GROW Local Action Group Meeting

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/REG/003	10/01/2019	Glengormley Town Team
ED/REG/006	23/01/2019	Randalstown Town Team

Economic Development		
File Ref	Date of Meeting	Name of Working Group
ED/TOU/43	31/01/2019	Ballyclare May Fair

Moved by Alderman Girvan
Seconded by Councillor Hamill and

RESOLVED - that

- a) the GROW Local Action Group Minutes be noted.**
- b) the Town Team Meeting Minutes as listed be approved.**
- c) the Ballyclare May Fair Minutes as listed be approved.**

ACTION BY: Kim Murray, Business Support

10.5 ED/GEN/006 ECONOMIC DEVELOPMENT PROGRAMMES 2019-20

Members were reminded that the Economic Development Section provides a range of business support programmes to encourage entrepreneurship, new start ups and to support existing local firms to develop and grow. It was proposed to continue the delivery of 2 existing programmes (LEAN Business Network and ASK Mentoring service) from 1 April 2019, and to bring proposals for new programmes to a future Council meeting. Externally funded programmes, 'Go for It', which supports new start ups to develop a business plan and 'OPTIMAL', which provides one-to-one mentoring for businesses planning to grow and create jobs in the Borough will operate alongside Council funded programmes.

LEAN Business Network

It was proposed to continue delivery of this successful business network, engaging keynote speakers and specialist consultants to deliver topics of interest and relevance to the local business community. In 2018-2019, 9 events took place with over 290 attendees from local businesses. Feedback on the network has been excellent. LEAN members have already submitted topic requests for the next network series and it is proposed to run up to 10 events in 2019-20 at a total cost of £7,000.

ASK Programme

The programme provides up to 10 hours of free one to one mentoring support with a specialist adviser to improve business performance, such as online marketing, business planning or financial management. A further 10 hours support are available, with a 25% contribution paid by the business. Within the 2018-2019 financial year this programme has assisted 65 local businesses and feedback from customers has been excellent.

It was proposed to continue offering the ASK Programme in 2019-20 to provide support to businesses in the Borough that are not eligible for mentoring support through the OPTIMAL programme – for example if they are not indicating early job creation potential. This is typically the case for many of the businesses supported through ASK, which tend to be seeking support to sustain existing jobs, or to increase turnover, but not necessarily to increase employee numbers. ASK and Optimal will complement each other, ensuring mentoring support is available for all small to medium sized businesses in the Borough. The estimated cost for delivery of the ASK Programme in 2019-20 is £18,000.

Provision for the delivery of both programmes have been made within the 2019-20 Economic Development budget.

Moved by Councillor Arthurs
Seconded by Councillor Lynch and

RESOLVED - that

- a) the Council approves delivery of the LEAN Business Network and Ask Programme during the 2019-20 financial year at a total cost of £25,000, provision for which exists within the Economic Development budget.
- b) Officers report to the Council with new business support programmes for delivery in 2019-20.

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

10.6 ED/ED/080 VOL 3 CORPORATE EVENTS SPONSORSHIP

Members were reminded that the Council agreed in November 2018 to publish a call for applications for the Corporate Events Sponsorship Programme. A maximum award of sponsorship in the sum of £10,000 per event is available. The sponsorship fund is operating on a rolling basis to reflect the timetabling demands of key events.

The three most recent applications received were from Shane's Castle Vintage Steam Group, Country Lifestyle Exhibitions Ltd and Booya Ltd, a summary of the assessment process carried out by Officers is outlined in the table below.

APPLICANT	EVENT NAME	LOCATION/DATE	SCORE (PASS RATE = 50%)	AMOUNT REQUESTED	AWARD RECOMMENDED
Shane's Castle Vintage Steam Group	Shane's Castle May Day Steam Rally 2019	Shane's Castle 5-6 May	77.5%	£10,000	£10,000
Country Lifestyle Exhibitions Ltd	Irish Game Fair and Fine Food Festival 2019	Shane's Castle 29-30 June	87.5%	£10,000	£10,000
Boya Ltd	On the Pull FarmFlix Tractor Event	Niblock Road, Antrim 29 June	35%	£10,000	£NIL: Did not meet the threshold for funding

Moved by Councillor Montgomery
Seconded by Councillor Lynch and

RESOLVED- that

1. the Council awards Corporate Events Sponsorship in the sum of
 - i. £10,000 to Shane's Castle Vintage Steam Group for Shane's Castle May Day Steam Rally;
 - ii. £10,000 to Country Lifestyle Exhibitions Ltd for the Irish Game Fair and Fine Food Festival.

2. the application from Boya Ltd be declined, as it did not meet the 50% threshold for sponsorship.

ACTION BY: Karen Steele – Tourism, Town Centre & Regeneration Manager

10.7 CP/CD/284 DISPOSAL OF LAND AT SHORE ROAD, NEWTOWNABBEY

A parcel of land at 131 Shore Road, Newtownabbey has been declared surplus by the Northern Ireland Housing Executive and a D1 disposal form, a copy of which was circulated had been issued to relevant public bodies.

Members were aware that this land lies alongside the water treatment works and may therefore prove difficult to develop. The Council had previously supported the Bawnmore Residents Group to submit a planning application to develop a 3G pitch on this site, which was unsuccessful. Members are advised that the Bawnmore Community Group has expressed an interest in the site and has requested a meeting with Officers to discuss Council support. An update will be provided to Members in due course.

Members were advised that the adjacent carwash operator has expressed an interest in this land to extend his operation and create a lorry wash.

Officers have not identified any use for this land.

Moved by Councillor Webb
Seconded by Councillor Hollis and

RESOLVED - that the Council does not express an interest in this land and that Council work with Bawnmore Community Group to progress their Expression of Interest.

ACTION BY: Majella McAlister, Director of Economic Development and Planning/Nick Harkness, Director of Community Planning

10.8 ED/ED/100 MAKER/START UP SPACE, MOSSLEY MILL

Members were aware that during the outward visit to Gilbert, Arizona in 2018, a number of innovation hubs/accelerators and co-working projects were visited by the delegation.

These innovative spaces seek to provide flexibility to entrepreneurs starting up in business, those seeking to grow their enterprises and those who wish to share a working location whilst collaborating on common ideas and objectives.

The exemplar projects visited in the Gilbert/Phoenix areas can be viewed via the following links:

Thrive AZ - <https://www.thriveaz.com/>

Seed Spot - <https://seedspot.org/>

Galvanize - <https://www.galvanize.com/>

Barnone - <http://barnoneaz.com/>

Since returning from the visit, Officers met with Officials from both Mallusk Enterprise Park & Antrim Enterprise Agency to identify how we could collectively support our entrepreneurs to identify suitable work space and how the Council can enable local SME's to upscale to larger facilities, including those in the Borough's Enterprise Parks.

Officers had also researched how such a facility might be piloted utilising existing Council space and have identified an area within the Museum at Mossley Mill for this purpose. It is proposed that an area to the rear of the Museum and closest to the Theatre entrance (as shown on the circulated plan) will be used for the co-working area.

This space will be an open plan co-working office encompassing 4-6 desks that offer a casual work environment, all the facilities of a traditional office, plus tailored social activities to build a sense of business community and business-to-business collaboration.

The area will be designed to offer a mix of workspaces and the products on offer may include membership to allow casual use of the facilities, dedicated desks for permanent use over an agreed period of time or private office / space hire. Breakout areas with writable whiteboards, shared equipment, printers and a kitchen with tea and coffee making facilities will be provided.

Officers are currently investigating appropriate entry criteria and terms and conditions for occupation of the space. Graduation conditions will also be developed to ensure a consistent throughput of users over time. In the first instance it is suggested that innovative business start ups and social enterprises under two years in existence should be given priority. A branded sense of community, a programme of relevant events and topics and assigned mentor or pro bono support will be essential to help the businesses grow within the space. Officers are also considering how best the space can be managed, the time-period of the pilot and budgetary considerations.

A further detailed report and business case will be brought to the Council in due course.

The Deputy Chief Executive provided an outline for Members on this initiative and the Chief Executive agreed that the use of Building C in the future should be considered.

Moved by Alderman Cosgrove
Seconded by Councillor Webb and

RESOLVED - that the Council agrees in principle to convert an area of the Museum at the Mill into an open plan co-working office area for entrepreneurs, start ups etc.

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

10.9 ED/TOU/19 VOL 2 SHORELINE FESTIVAL 2019

Members were reminded that the Shoreline Festival usually takes place over the August bank holiday weekend at Jordanstown Loughshore Park. Members were requested to approve the dates for this year's Shoreline Festival as Saturday 24 and Sunday 25 August 2019.

The programme will feature music concerts on Saturday and Sunday evenings, amusements, inflatables, family fun activities. A budget of £31,000 has been provided in the estimates.

In accordance with the relevant byelaw, the consumption of alcohol is prohibited in the park. It is therefore proposed to suspend the byelaw from 7-10pm for the duration of the evening concerts.

Members recalled at the Operations Committee in February it was agreed to hold the Council's annual triathlon on Sunday 25 August to coincide with the Shoreline Festival. It was also agreed to rename the triathlon 'The Shoreline Triathlon' to be held at Hazelbank Park which will allow for an open water swim in Belfast Lough, cycling along the Shore Road and running along Hazelbank and Jordanstown Shoreline. The Leisure Section has confirmed there will be no road closures with only the cycle section of the triathlon taking place on "open" roads. Officers and race organiser Triathlon Ireland are currently working in partnership with the PSNI and DfI Roads on a Traffic Management Plan.

Moved by Councillor McCarthy
Seconded by Alderman Campbell and

RESOLVED - that

- i. the Shoreline Festival takes place on 24 and 25 August 2019 at a cost of £31,000, provision for which exists in the Economic Development budget for 2019-20;**
- ii. a notice advising of the suspension of the byelaw on 24 and 25 August 2019 from 7-10pm be placed in the local press.**

ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration Manager

10.10 EH/EHS/003 CONSULTATION ON AMENDING ALLERGEN INFORMATION PROVISIONS CONTAINED WITHIN DOMESTIC FOOD INFORMATION LEGISLATION FOR FOOD PREPACKED FOR DIRECT SALE

Following a number of recent fatalities and concerns raised by the Coroner in relation to the tragic death of Ms Natasha Ednan-Laperouse, the Department for Environment, Food and Rural Affairs (DEFRA) and the Food Standards Agency (FSA) have launched a consultation on food allergen labelling (circulated). The consultation focuses on food that is prepacked for direct sale (PPDS). These foods include sandwiches, which are made on the premises and then displayed for sale on the same premises.

Under the Food Information Regulations (FIR) 2014 and Regulation (EU) No 1169/2011, Food Business Operators are currently required to label prepacked food such as supermarket ready meals, with a full list of ingredients and allergens. However, for PPDS foods it is acceptable for such information to be provided to customers by any means, including orally, initiated by signage such as *'please speak to our staff about the ingredients in your meal before placing your order'* to prompt customers to request the relevant information.

This consultation focuses on: -

- Strengthening the current legislative regime relating to the provision of allergen information for PPDS foods;
- Addressing concerns that have been raised regarding the different rules applicable to prepacked and PPDS foods; and
- The potential difficulty for consumers to distinguish between the two.

A consumer may not be aware that a prepacked sandwich in a supermarket is subject to a different set of rules than a PPDS sandwich in a shop, with an on-site kitchen, particularly where they are both similarly presented in packaging in a refrigerated cabinet.

The consultation does not affect the position regarding non-prepacked food, such as sandwiches packed on the sale premises **after** customer orders, which is currently subject to the same rules as PPDS food.

The consultation proposes four options for reform of the current regime relating to PPDS foods: -

1. Promoting best practice (i.e. no legislative change) but businesses would be encouraged to renew their knowledge and actions to ensure safer food.
2. Mandating for *"ask the staff"* labels on all PPDS packaging. When asked the staff would have to provide supporting information for consumers provided in writing before the food is purchased.
3. Mandating that a label on the food packaging would be required detailing the name of food and which of the 14 allergenic ingredients specified in law the product intentionally contains.

4. Mandating that a label on the food packaging would be required detailing the name of food and full ingredient list labelling, with allergens emphasised, as is currently required for prepacked foods.

The possibility of combining options or applying different options to different size business in a two-tiered approach has also been proposed.

A draft response to the consultation was circulated and recommends Option 3 as the preferred approach. It is felt that this will provide more transparency for the consumer and make it easier to access the information on any allergens present, both at the point of sale and afterwards off premises. It is less difficult for businesses to implement than full ingredient labelling. It will however require staff training.

The Consultation closes on 29 March 2019.

Moved by Councillor Logue
Seconded by Alderman Smyth and

RESOLVED - that the draft response to the Consultation on Amending Allergen Information Provisions Contained within Domestic Food Information Legislation for Food Prepacked for Direct Sale be approved.

ACTION BY: Colin Kelly, Environmental Health Manager (Commercial)

10.11 L/LEI/004 EVERYBODY ACTIVE LEISURE GRANT AID

Members were reminded that £31,426 has been provided by Sport NI, through the Every Body Active programme (EBA) to support the development of new physical activity projects up to March 2019 within the Borough.

Applicants can apply for funding for activities that meet outcomes of the Community Plan. Priority is given to projects that aim to increase participation among traditionally underrepresented groups that include: women and girls, people with a disability; and, those living in areas of greatest social need (specifically people living within the top 25% of wards designated by NI Multiple Deprivation Measure Index 2010).

A total of 5 EBA grant applications were received for this call. All have been scored and the recommendations were enclosed. The EBA grants continue to be publicised through Council and Sport Northern Ireland staff and websites, and social media channels.

Every Body Active 2020 Small grants	Annual budget	Applications Approved (July 18 – January 2019)		Applications this call		
		Total No.of apps approved	Approved Spend to date	No. of apps	Requests (£)	Funding balance after approvals

	£31,426	17	£18,050	5	£5,070	£8,306
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Number of participants benefitting from funding, including this call.

Women and Girls	689
People with a Disability	164
People from areas of High social Need	691

Programme enhancement:

Members noted that Sport NI recommended that Council explored the potential for the remaining grant to be used to enhance projects focussed on the Disability Sports Hubs funded by Disability Sport NI (DSNI) in 2018, (detail of which was reported to Council in September 2017) and Macmillan projects.

In summary, the following proposals had been worked up for delivery across the Borough:

- Disability Golf programme
- Wheelie Active (wheelchair based activity programme)
- Inclusive Play programme
- Macmillan Golf programme
- Macmillan Swimming programme

If approved, these projects would contribute towards Council's commitment to improving accessibility, encouraging and supporting people with a disability and life changing illnesses to take part (and remain involved) in sport and physical recreation.

Members paid tribute to the Officers involved in this programme, particularly the Macmillan projects, and welcomed the diversity of activities provided.

Moved by Councillor Logue
Seconded by Councillor Lynch and

RESOLVED - that the 5 grant awards as detailed be approved as well as the proposed projects as set out to be funded through the remaining balance of grant aid.

ACTION BY: Janine Beazley, Grants and Special Projects Officer

Alderman Burns left the Chamber, having declared an interest in the next item.

10.12 L/LEI/2 LEISURE GRANT AID

A total of 116 leisure grant applications had been received to date for the 2018/2019 financial year, of which 27 applications have been

received in this call. Applications received this call have been scored and recommendations were circulated

Members recalled a reallocation of funding between categories in August 2018 in order to meet the demand of applications at that time.

It was proposed that there is a further reallocation of £13,025 from 'Capital Grant' and 'Events Grant Local' categories to other categories in order to meet the current need in this call.

Grant	Approved to date 18/19			Applications this call		Proposed reallocated budget (2)
	No.of apps.	Approved reallocated budget (August 2018)	Approved spend to date 18/19	No.of apps.	Reqsts (£)	
Capital Grants for Sports Clubs	1	£20,000	£10,000	1	£8,500 See note (1)	£19,500
Club Minor Works Grants	4	£46,747	£40,050	2	£18,000	£58,050
Grants to Individuals and Clubs	63	£49,257	£43,555	16	£6,708	£50,263
Events Grant (Exceptional/ Regional)	7	£33,996	£27,329	2	£9,000	£36,329
Events Grant (Local)	2	£15,000	£1,875	1	£600	£2,475
Defibrillator Grant	2	Nil	£2,083	1	£1,000	£3,083
Totals	79	£170,000	£124,892	23	£43,808	£170,000
Elite Athlete Training Bursary	10			4		
Total spend to date including this call, if approved: £168,700						

Note (1) as part of the Leisure Grants review process which was reported to January Operations committee, a number of software changes have been required to the Grant Manager system. These changes will come in to effect on April 1 2019.

2018/19 had seen the largest number of applications received for leisure grants which demonstrated the increasing level of awareness of the scheme amongst groups and individuals throughout the Borough.

Moved by Alderman Smyth
Seconded by Councillor Ritchie and

RESOLVED - that the grant awards as detailed be approved.

ACTION BY: Janine Beazley, Grants and Special Projects Officer

Alderman Burns returned to the Chamber.

10.13 EH/EHS/009 HOUSES IN MULTIPLE OCCUPATION

The Houses in Multiple Occupation Act (Northern Ireland) 2016 (the Act) is due to commence on 1 April 2019. This legislation transfers the responsibility for the Houses in Multiple Occupation (HMO) registration scheme from the Northern Ireland Housing Executive to local Councils. It also introduces a new licensing

system that requires landlords of such properties to demonstrate that they are a 'fit and proper' person to be a landlord and that a range of acceptable living standards are provided and maintained.

The purpose of this report was to outline the responsibilities of Council in this transferring function and in the decision-making process regarding the licensing of Houses in Multiple Occupation.

An HMO is defined as a building or part of a building if: -

- It is living accommodation; and
- It occupied by three or more persons as their only or main residence; and
- Those persons form more than two households; and
- Rents are payable.

The Act also lists types of buildings that are not HMOs, and these include: -

- Buildings controlled or managed by public sector bodies;
- Buildings occupied by students and managed by educational establishment;
- Buildings occupied by religious communities;
- Buildings occupied by members of the armed forces.

The Act is to be administered by three Lead/Cluster Councils, namely Belfast City Council, Causeway Coast and Glens Borough Council and Derry City and Strabane District Council. These Councils will be responsible for the delivery of the new HMO regime across all eleven Councils in Northern Ireland.

To facilitate the transfer of the function to Councils, an HMO Project Management Board comprising of representatives from the Northern Ireland Housing Executive and Lead/Cluster Councils had developed a number of management documents designed to ensure the effective delivery of the function both regionally and individually for each Council. The documents had been subject to consultation with Council staff and review by SOLACE.

Service Level Agreements

Service level agreements (circulated) had been prepared with respect to: -

1. Legal Services specifically for HMO Licensing matters and to include training of elected members and the provision of legal advice and attendance where necessary at council meetings;
2. The provision of ICT hardware, software and ICT support to ensure the effective delivery of the HMO service; and
3. The roles, responsibilities and obligations of Regional Lead, Sub Regional Leads and cluster Councils in the delivery of the HMO Licensing scheme.

Guidance Documents

In support of this new regime, a number of guidance documents had been prepared. The Standard Licence Conditions for Houses in Multiple Occupation in Northern Ireland (circulated) sets out the living standards to be achieved within HMO properties. Tackling Anti-Social Behaviour in HMO Properties (circulated) provides a guide for owners and agents on tackling anti-social behaviour in HMO properties.

Memorandum of Understanding

A Memorandum of Understanding (MOU) had been developed between the Lead/Cluster Councils and the Department for Communities (Housing Division) (circulated). This MOU is designed to provide clarity and accountability on the respective roles of Councils, a number of performance indicators on effectiveness of service delivery and a reporting template to provide regular statistics on how the regime is being progressed.

Staff Authorisation

The staff currently involved in providing this service on behalf of the Northern Ireland Housing Executive will transfer directly to the Lead Delivery Council (Belfast City Council) and will deliver the function regionally. These staff will be authorised under the provisions of the Council's Scheme of Delegation.

The Role of Antrim and Newtownabbey Borough Council in the Decision-Making Process

Members were aware that Council determines applications in relation to a variety of matters, such as Entertainment Licences and Amusement Permits, where objections have been received.

It was proposed that:

- i. Routine applications for HMO Licences will be dealt with under the Council's Scheme of Delegation.
- ii. Applications will be brought before full Council in the following circumstances: -
 - Where an application is to be refused;
 - Where adverse representations are received (grant, renewal or transfer);
 - Where variation of a licence is required;
 - Where a licence is to be revoked
 - In the determination of a fit and proper person.
- iii. The following matters will also be brought before Council: -
 - The approval of guidance documents;
 - The setting of licence fees; and

- iv. Where in the public interest, the Head of Environmental Health, in consultation with the Director of Operations and Borough Lawyer, considers that there are particular circumstances, which make it necessary to suspend a licence immediately, this matter will be dealt with under the Council's Scheme of Delegation.

The Act imposes a legislative requirement to process a licence application within a reasonable time. It has been agreed that councils should aim to determine applications before the end of the period of 3 months beginning with the date on which the Council receives a valid application. In certain circumstances, such as where physical changes to the living accommodation are to be made, an additional time period might be required. A Magistrates' Court is the only means to extend the period in the case of a particular application.

A draft working protocol has been developed in respect of the determination of HMO licence applications (circulated). This protocol will be reviewed to reflect the training given to Members.

Training for Elected Members

It is recognised by the HMO Project Management Board that there will be a need for specific training for Elected Members in relation to this new role. Whilst the function is set to transfer on 6 April 2019, it is not envisaged that the Council will be required to adjudicate on any licence applications prior to the local Council elections on 2 May 2019. With this in mind, the Lead Delivery Council Legal Services team, in conjunction with the HMO team, will deliver a training/awareness programme after the local government election. Details of the training exercise will be conveyed to Members once details are available.

Fees and Fixed Penalties

The transfer of the HMO function is designed to be at a neutral cost to councils. The three Lead/Cluster Councils with the aim of setting the necessary licence fee have developed a fee calculator. The Fees and Fixed Penalty Notices document (circulated) outlines the agreed fees and charges calculated to deliver this new regime on a cost-neutral basis.

Members noted that this policy had originated from the NI Housing Executive and therefore Officers did not foresee any equality or rural proofing issues.

Moved by Councillor Webb
Seconded by Alderman Campbell and

RESOLVED - that the following documents be approved:-

- 1. The Service Level Agreement for Legal Services for District Council's Houses in Multiple Occupation Service via the Cluster Lead Councils (Belfast City Council, Causeway Coast and Glens Borough Council and Derry City and Strabane District Council).**

2. **The Service Level Agreement regarding the provision of ICT Support to Implement, Administer, and Fulfil the HMO Licensing Requirements set out in the Houses in Multiple Occupation Act (Northern Ireland) 2016**
3. **The Service Level Agreement regarding the Roles, Responsibilities and Obligations of the Signatory Councils to Implement, Administer, and Fulfil the HMO Licensing Requirements set out in the Houses in Multiple Occupation Act (Northern Ireland) 2016**
4. **HMO Fees and Fixed Penalty Notices.**
5. **Draft Working Protocol for Hearing HMO Licence Applications.**

The following documents be noted: -

1. **Standard Licence Conditions for Houses in Multiple Occupation (HMOs) in Northern Ireland.**
2. **Tackling Anti-Social Behaviour in HMO Properties - A Guide for Owners and Managing Agents.**
3. **Memorandum of Understanding between Department for Communities and Belfast City Council, Causeway Coast and Glens Borough Council and Derry City and Strabane District Council.**

ACTION BY: *Clifford Todd, Head of Environmental Health*

10.14 G/MSMO/007 IRISH CONGRESS OF TRADE UNIONS – REQUEST TO PRESENT TO COUNCIL

Members were advised that correspondence had been received from the Irish Congress of Trade Unions (ICTU) (copy circulated) advising of their campaign “**Better Work Better Lives** – *the trade union campaign for a fair share for all*” and requesting an opportunity to make a presentation to Council in order to seek the support/endorsement of the Council.

Moved by Councillor Hollis
Seconded by Alderman Smyth and

RESOLVED – that the ICTU be invited to present to an appropriate Committee.

ACTION BY: *Member Services*

10.15 CE/GEN/015 CORRESPONDENCE FROM SECRETARY OF STATE

Members recalled that the undernoted Motion was declared unanimously carried at the Council Meeting in January 2019.

“This Council supports calls, from all education sectors, for urgent measures from the UK Government (in the absence of a Northern Ireland Executive) to tackle the funding crisis facing our schools in 2019. Children and young people in our Borough, and across Northern Ireland, are being negatively affected by the unsustainable and severe budgetary pressures on our schools.”

The Chief Executive wrote to the Secretary of State and had now received a response (copy circulated) which suggested that contact be made with the Department for Education.

Moved by Alderman Smyth
Seconded by Councillor Dunlop and

RESOLVED - that the report be noted and a letter be sent to the Department for Education.

ACTION BY: Jacqui Dixon, Chief Executive

10.16 G/MSMO/023 WW1 FLANDERS AND THE SOMME PILGRIMAGE 2019

Members were aware that an update on The Somme Association was provided to this month's Policy and Governance Committee and that this update informed Members that the Association is no longer organising trips to The Somme.

Members were advised that correspondence had now been received from Councillor Terry Andrews, Newry, Mourne and Down District Council, (copy circulated) providing details of a pilgrimage to Flanders and the Somme that he is organising.

The trip, through GTI-Ireland in Dublin, would run from 30 June – 4 July 2019, (5 days/4 nights) flying from Dublin to Brussels and staying in the Novotel Leper Centrum Hotel in Ypres, which would be the base for the duration of the stay.

The cost per person is €769 including taxes and the trip can be booked directly through the website www.gti-ireland.com or by contacting GTI Ireland.

Moved by Councillor Brett
Seconded by Councillor Arthurs and

RESOLVED - that the report be noted.

NO ACTION

10.17 ASSIMILATION TO REVISED NATIONAL JOINT COUNCIL (NJC) PAYSCALES

Upon the introduction of the Government's National Living Wage of £7.20 per hour for all workers aged 25 and over on 1 April 2016, it was apparent that a review of the NJC payscales was necessary in order to meet the further requirement that all workers would receive a minimum hourly rate of £9 by 1 April 2019.

In 2017 a two-year deal was agreed between the National Employers and the NJC Trade Union Side on rates of pay applicable from 1 April 2017 and 1 April 2018. This allowed time for a complete review of the payscales to ensure that the bottom points would meet the Government's National Minimum Wage

requirements by 2019 and that the differentials, going up the scales, were not lost. This work was completed and correspondence was received from the NJC attaching revised pay scales and new rates for allowances effective from 1 April 2018 and 1 April 2019 (see attached).

Further NJC correspondence was received providing additional information about the revised pay scales, giving guidance about their application. Where NJC rates are incorporated into employee contracts then the changes should take effect automatically and employees should be assimilated across onto the new payscales at 1 April 2019.

The NJC has suggested two approaches for applying incremental uplifts at 1 April 2019. Employers were required to consider the options and present formal proposals to the recognised trade unions for negotiations with a view to reaching agreement. The two approaches to assimilation onto the new payscales are:

Approach A: Assimilate over to new scales and then increment if due, or
Approach B: Increment on old scales if due and then assimilate over to new scale

There is minimal cost difference between the two approaches (Approach B is £7K higher) and within this Council approach A poses some technical difficulties.

Following consultation and negotiations with the recognised trade unions it is recommended to Adopt Approach B.

An equal pay audit was completed and there are no gender equality issues arising.

During the negotiations, the trade union side requested that consideration be given to removing the first scale point within scale 1B (i.e. SCP 1) in the new pay scales. There are currently no employees at this scale point and the difference in hourly rate between SCP 1 and SCP 2 is 0.18p.

If this scale point was to be removed Scale 1B would have a single pay point and it would most likely be used for a small range of positions within the Council e.g. Summer Scheme Leaders, Student Placements/Apprenticeships.

Moved by Councillor Wilson
Seconded by Councillor Hamill and

RESOLVED - that Approach B is adopted in assimilating employees onto the new pay scales with effect from 1 April 2019, and that SCP 1 be removed from the pay scales with effect from 1 April 2019.

ACTION BY: Joan Cowan, Head of Human Resources

10.18 BELFAST HIGH SCHOOL – REQUEST FOR FUNDING

Members were advised that a request for funding (copy circulated) had been received from Belfast High School.

The School's first Lego League team represented Northern Ireland at the UK finals in Bristol in February and as a result had now been invited to the World Festival in Detroit USA in April.

First Lego League, the ultimate Science and Technology challenge, is a global robotics based life competition for young people.

Cost for the trip is approximately £1500 per person and the school are requesting assistance for travel and accommodation. The event represents an excellent opportunity for the Borough to be represented in the USA as four of the seven pupils in the team live in the Antrim and Newtownabbey area.

Members were reminded that Council agreed to sponsor 3 students from Ballyclare High School to take part in the 'Big Bang' Fair 2016 in Birmingham following their success in the Northern Ireland Young Engineers Award. The Council supported this venture to tune of £566.60.

Moved by Councillor McCarthy
Seconded by Councillor Flanagan and

RESOLVED - that Council contributes £750.00 towards the cost of travel and accommodation for the 4 pupils to attend the World Festival in Detroit.

ACTION BY: Denise Lynn, PA to Director of Finance and Governance

ITEMS FOR INFORMATION

11.1 ED/REG/018/VOL 3 BELFAST REGION CITY DEAL – HEADS OF TERMS

In November 2018 the Council delegated authority to the Mayor and Chief Executive to sign up to the Heads of Terms as required to progress the agreed City Deal proposition.

Members were advised that the 'Heads of Terms' for the Belfast Region City Deal (BRCD) have now been agreed by officials in the UK Government and the Northern Ireland Civil Service, who will now seek the necessary approvals.

The Heads of Terms is a tripartite agreement between the UK Government, the NI Government and the BRCD Partners, that outlines both the broad financial commitments being made by all the partners to the BRCD and the collective commitment to work in partnership to ensure delivery of the BRCD programme. A copy of the document was circulated for Members' information.

This document sets out the commitments of the UK Government and BRCD partners to invest up to £500 million in the BRCD. The projects outlined in this document cut across the responsibilities of local, NI and UK Governments and unlocking their full potential will also require a funding commitment of £350m

from the Northern Ireland Government. Relevant extracts from the document are summarised below:

- The Belfast Region is the home of Northern Ireland's capital city and accommodates a population of over 1 million people. The region is comprised of six local authorities: Antrim and Newtownabbey Borough Council; Ards and North Down Borough Council; Belfast City Council; Lisburn and Castlereagh City Council; Mid and East Antrim Borough Council; and Newry, Mourne and Down District Council. It is a young, ambitious and growing region, with more than 550,000 people under the age of 40 and two excellent universities supporting the education of 45,000 students within the Region as well as four Regional Colleges with a combined enrolment of more than 110,000 students.
- Recognising both the opportunities and challenges within the region, the UK Government is committed to working with the BRCD partners and Northern Ireland Government Departments to realise a vision of inclusive economic growth for the Belfast Region "That delivers more and better jobs, a positive impact on the most deprived communities and a balanced spread of benefits across the region".
- The BRCD partners have agreed an investment plan consisting of projects across four key Investment Pillars: Infrastructure, Tourism and Regeneration, Innovation and Digital and Employability and Skills. The Investment Plan will channel investment to support the Belfast Region's priority growth sectors and help to deliver a vision for inclusive growth. It is an integrated programme of investment that cuts across the responsibilities of local, NI and UK Governments with each pillar building on and supporting the others. The delivery of this deal requires the UK Government and partners from the Belfast Region to invest up to £500m in the BRCD and in due course, the Northern Ireland Executive match funding the UK Government contribution of £350m.
- The Belfast Region City Deal has the potential if implemented in full, to play a key role in delivering high growth ambitions for the Region that could deliver 20,000 jobs, with an annual GVA impact of £470m and create a Belfast Region that is not just self-sufficient but a driver for a rejuvenated NI economy.

Programme Governance

The BRCD partners will work with the UK Government and the NI administration to develop a final BRCD Document, a financial plan, a detailed implementation plan incorporating monitoring and evaluation frameworks and business cases for all projects receiving funding from the UK and/or NI Governments. The BRCD partners will also work with both governments to develop a communication strategy and operating protocol. These documents will set out how communications about the BRCD and its

associated activities are taken forward in a way that meets the needs of BRCD partners as well as the UK and NI Governments.

A draft governance structure is being developed, incorporating a Joint Council Forum, an Executive Board and Advisory Boards for each of the Pillars of Investment. The Advisory Boards will play a key role in driving and guiding the development of Outline Business Cases (OBCs) for each of the BRCD Projects. OBCs must be completed to enable the development of a financial plan for the BRCD. The financial plan and approved business cases are essential requirements in releasing the funding committed to the BRCD. The programme office aim to have agreed templates and guidance for the development of OBCs by early March. The establishment of the Advisory Boards and the provision of such guidance will allow partners to commence the development of OBCs for all the City Deal projects. When these boards are established a new SharePoint site will be created.

Plans are also being progressed to put in the place core programme management staffing and resources necessary to support the delivery phase of the BRCD. Two programme manager positions have been advertised and a City Deal Lead Officer will be advertised in the near future. University partners have developed plans for a programme team to support the integrated development of projects in the innovation pillar and proposals are under development to secure specialist support that will enable the development of the Employability and Skills and Digital programmes.

Moved by Councillor Brett

Seconded by Councillor Hamill and

RESOLVED - that the report be noted.

NO ACTION

11.2 EH/EHS/003 FOOD ALLERGENS SEMINAR

Members were reminded that the Environmental Health Service has been participating in the Northern Ireland Regional Strategy to improve compliance in food businesses with the requirements on allergens.

As part of this ongoing commitment to support local businesses, a seminar has been organised to raise awareness and help meet their legal requirements.

This free event will use case studies on allergens and a video that has been produced by Environmental Health staff to highlight, in a very practical way, the need for adequate controls. Over 300 businesses from across the Borough have been invited to attend the event at Mossley Mill on Tuesday 2 April 2019 between 2pm and 4pm.

Recent coverage in both local and national media has highlighted the devastating effect of a severe allergic reaction to a food ingredient. This seminar will assist local businesses to ensure that they have robust procedures in place to provide allergen-free foods and comprehensive and accurate

information to their customers. Members are welcome to attend.

Moved by Councillor Hamill
Seconded by Councillor Kelly and

RESOLVED - that the report be noted.

NO ACTION

11.3 FI/FIN/4 BUDGET REPORT – FEBRUARY 2019

A budget report for February 2019 was circulated for Members' information.

The Council's variance on Net Cost of Services for the period to the end of February is £237k favourable, with income from District Rates and the De-Rating grant being on budget for the period, resulting in an increase to the Council's General Fund of £237k.

This includes a contribution of £684k to the Council's Strategic Projects and Rates Appeal Reserves.

Moved by Councillor Magill
Seconded by Councillor McCarthy and

RESOLVED - that the report be noted.

NO ACTION

11.4 CE/OA/005 NORTHERN IRELAND LOCAL GOVERNMENT ASSOCIATION (NILGA) – MARCH 2019 BULLETIN

Members were advised that NILGA had circulated the March 2019 Bulletin and a copy was circulated for Members' information.

Moved by Councillor Webb
Seconded by Alderman Smyth and

RESOLVED - that the NILGA March 2019 Bulletin be noted.

NO ACTION

11.5 G/MSMO/14 MOTION – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Members were advised that correspondence has been received from Newry, Mourne and Down District Council regarding a Motion adopted by that Council. The correspondence states that the Council strongly opposes the granting of consent for a Geological Disposal Facility to be located within the District, or indeed within any part of Northern Ireland or the island of Ireland, and urges Councils to support their position on the issue and make representation to the Minister.

A copy of the correspondence and the letter to the Minister was circulated for Members' information.

Moved by Alderman Girvan
Seconded by Councillor Arthurs and

RESOLVED - that the correspondence from Newry, Mourne and Down District Council be noted.

NO ACTION

11.6 G/MSMO/14 MOTION – MID AND EAST ANTRIM BOROUGH COUNCIL

Members were advised that correspondence has been received from Mid & East Antrim Borough Council regarding a Motion adopted by that Council.

The wording of the Motion is "That this Council declares that it will not tolerate summer hunger again and resolves to work with the statutory sector including other Northern Ireland councils, agencies and voluntary sectors to bring forth a solution before the school summer holiday of 2019; we further commit to sending this resolution to each of the Northern Ireland councils."

The correspondence also asks for confirmation on whether the Council plans to adopt this motion. A copy of the correspondence was circulated for Members' information.

Moved by Councillor Hamill
Seconded by Alderman Smyth and

RESOLVED - that the correspondence from Mid and East Antrim Borough Council be noted.

NO ACTION

The Mayor advised Members that the Motion would be taken at this point of the meeting.

Councillor Kelly left the Chamber, having declared an interest in the next item.

13. MOTION

Moved by Councillor Magill,
Seconded by Alderman Campbell that

"The Council acknowledges the great work that healthcare professionals do for the community, often within extremely difficult and pressured environments; particularly within the Borough, at Antrim Area, Whiteabbey, Holywell and Muckamore Abbey Hospitals.

The Council, however, notes the current investigations being carried out into

the inadequate care received by some patients at Muckamore Abbey Hospital and the impact this has had on those patients and relatives involved.

Mindful of the need for answers and for lessons to be learnt, this Council calls on the Secretary of State for Northern Ireland to hold a public enquiry into the Muckamore Abbey abuse cases."

A number of Members spoke in support of the Motion.

The Motion was declared unanimously carried.

RESOLVED – that the Chief Executive write to the Secretary of State.

ACTION BY: Jacqui Dixon, Chief Executive

Councillor Kelly returned to the Chamber.

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Councillor Arthurs
Seconded by Councillor McCarthy and

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

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

ITEMS IN COMMITTEE

- 12.1 IN CONFIDENCE FI/PRO/TEN/261 TENDER FOR THE PROVISION OF DOG POUND FACILITIES AND RELATED SERVICES 2019**
Contract Period 1 April 2019 to 31 March 2020 (With an option by the Council, to extend for a further period of up to 12 Months, subject to review and performance)

Two tenders for the provision of dog pound facilities and related services were opened via the eTendersNI Portal on 26 March 2019 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, previous relevant experience, management systems and practices, General Data Protection Regulation (GDPR), and declarations and form of tender. Both tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

The tenders were evaluated on a pass/fail basis for confirmation that the proposed offer met the requirements of the Specification of Services in full. Both tenders met the requirements of this stage and proceeded to the next stage of evaluation.

Stage 2 – Quality/Commercial Assessment (40%/60%)

The tenders were evaluated on the basis of quality (40%) and cost (60%) and the recommendation is as follows:

Supplier	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Estimated Annual Cost for 20 Kennels (excl. VAT)
Animal Ark	█%	█%	96%	£█

Moved by Councillor Girvan
 Seconded by Alderman Smyth and

RESOLVED - that having achieved the higher score of 96%, Animal Ark be appointed for the provision of dog pound facilities and related services at an estimated annual cost for 20 kennels of £█ (excl. VAT), for the period 1 April 2019 to 31 March 2020 (with an option, by the Council, to extend for a further period of up to 12 months, subject to review and performance).

ACTION BY: Julia Clarke, Procurement Officer and Helen Harper, Environmental Health Manager (Environment)

12.2 **IN CONFIDENCE** ED/ED/127 STEEPLE SITE, ANTRIM

Members were advised that following the Council decision in January 2019 to remove Lot A from the development proposition, the interested parties were asked to submit fresh proposals for Lots B and C only. The promoters of the █ development proposal have subsequently written to the Council to indicate that following the withdrawal of Lot A they no longer have an interest in the lands. They have indicated that this decision relates to the cost of redeveloping the Steeple House, the brownfield site with dilapidated outbuildings and the Tree Preservation Orders which will restrict development on the site. A copy of their correspondence was circulated.

With respect to the other interested party █ a new proposal circulated and layout circulated for Lots B and C only have been submitted. Members are asked to note that the developers have retained the main elements of the scheme but reduced the space requirements in line with the removal of Lot A. Officers have reviewed the revised proposal and assessed it against key criteria as shown circulated.

Moved by Councillor Dunlop
 Seconded by Councillor Montgomery and

RESOLVED: that this item be deferred until more is known on the timetable for the development.

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

12.3 IN CONFIDENCE P/PLAN/016 NI PLANNING PORTAL

Members were aware that extensive work had been undertaken over the last 18-24 months to identify how best to replace the Northern Ireland Planning Portal with a new Planning IT System. Council officials from Planning teams across Northern Ireland have worked with colleagues from the Department for Infrastructure alongside independent expert consultants, PA Consulting, who have developed the Business Case for the new system. The Outline Business Case identified the preferred solution as a single regional IT System shared between the 11 Councils and the Department. The Business Case was circulated to the 11 Councils and amendments made following feedback.

John Irvine, Deputy Secretary of DfI has now written to each Council, copies of which were circulated, outlining how it is intended to support the existing Portal until the new IT System is in place. The risk identified is that the new system may not be fully operational by December 2020 and therefore the Department is exploring how this can be mitigated to ensure there is no break in service. To achieve this it is necessary to reach agreement on the way forward by the end of March.

The estimated cost of the new IT System is £[REDACTED] over the 11 years of the project i.e. from 2019/20. The cost is made up of £[REDACTED] capital and £[REDACTED] resource. These costs and timescales are estimates at this point and actuals costs and timeframes will be determined through a competitive procurement process. This will enable a Final Business Case to be produced, which will require sign off by the Councils and the Department.

The Department in light of its historic contribution and its demands going forward is prepared to contribute £[REDACTED].

- £[REDACTED] (resource) per year for 8 years (2022 to 2030) in line with historic day to day costs
- £[REDACTED] over the period toward the capital cost of the new system
- £[REDACTED] over the period to cover the cost of the Department's project team

The cost therefore to local government will be £[REDACTED], which if apportioned on an equal basis will equate to £[REDACTED] per Council over 11 years (or £[REDACTED] per annum on average). Provision has been made within the Council's financial plan to meet this commitment and it is anticipated at this stage that the majority of the expenditure can be capitalised.

Since April 2018 when the original Business Case was produced, the project cost has reduced from £[REDACTED] to £[REDACTED] primarily because the costs of maintaining the current system are being covered by the Department.

Mr Irvine has also asked that Council and the Department sign up to a Memorandum of Understanding (circulated) based on the following principles:

- To promote and support the preferred option agreed in the OBC
- To support the agreed governance arrangements for the delivery of the project
- To provide staff, finance and other resources to the project on an equitable basis
- To share the benefits from the project on an equitable basis
- To co-operate with each other in the progression of the project.

It was noted that should there not be unanimous agreement for the Department's proposition it will not be possible to proceed with a single regional IT System as outlined and urgent consideration of alternative proposals would be required.

Members are advised that Belfast City Council explored the option of a standalone system but has decided to commit to the regional solution. The main considerations in this regard were as follows:

- The regional approach would be a new fit for purpose NI wide IT solution
- A standalone system alongside a regional solution would be detrimental to customer service as there would be two different public website interfaces which would be frustrating and confusing
- The standalone and regional costs are likely to be broadly similar if the cost to local government is split evenly. However if a council goes alone its upfront capital costs are likely to be significantly greater than the regional approach.
- The Department will not provide any funding to a council, which decides to go alone.
- The risks and costs associated with data migration are considered too great for any council that decides to procure their own system
- Staff resources are likely to be significantly higher than those required for a regional system
- Procurement of a standalone system will be shorter (possibly by 12 months) however it is not considered that the time advantage outweighs other factors
- The risk of reputational damage in not supporting a regional solution and the increased cost that would as a result be attributed to other councils.

In a scenario where one council decided not to progress with the regional solution as outlined then the cost per council would rise from £ [REDACTED] to £ [REDACTED] or from £ [REDACTED] per annum to £ [REDACTED] per annum.

Moved by Councillor Hamill
Seconded by Councillor Lynch and

RESOLVED - that

- a) the Council agrees to support the preferred option in the Outline Business Case and contribute approximately £ [REDACTED] over 11 years towards the new IT System
- b) the Council agrees to sign up to the Memorandum of Understanding which includes a commitment to share the costs of the project (Department and 11 Councils) at least until the Final Business Case stage following a public procurement exercise.

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

12.4 IN CONFIDENCE ED/ED/130 LOCAL FULL FIBRE NETWORK/FULL FIBRE NI UPDATE

[REDACTED]

[REDACTED]

- ! [REDACTED]
- ! [REDACTED]
- ! [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Officers will continue to keep Members informed as the scheme progresses.

Moved by Councillor Foster
Seconded by Councillor Lynch and

RESOLVED - that the Council

[REDACTED]

[REDACTED]

[REDACTED]

ACTION BY: Alastair Law, Innovation and Funding Officer

12.5 IN CONFIDENCE P/FP/LDP/001 LOCAL DEVELOPMENT PLAN – DRAFT PLAN STRATEGY HOUSING GROWTH AND ALLOCATION OPTIONS

The Local Development Plan Preferred Options Paper (POP) was published in January 2017 for public consultation. The Preferred Option indicated in the POP for housing, proposed growth of 13,000 units over the period 2015 to 2030 and an allocation of this figure favouring the growth of local towns and selected villages.

In response to the POP consultation comments were subsequently received from the Department for Infrastructure (DfI) and this has raised 3 main points of concern in relation to Council's preferred option for housing. These are:

- (a) the deviation of this option from the Housing Growth Indicator (HGI) evidence base in identifying the level of housing growth;
- (b) the inclusion of an additional 5 years housing supply within the overall housing growth figure; and
- (c) concerns relating to the growth allocation which favoured the local towns of Crumlin and Randalstown and selected villages.

Officers have considered the DfI comments and are content that the preferred option which deviates from the HGI evidence base has been based on a reasonable methodology. It provides for a realistic, flexible and appropriate response to housing growth to 2030 and allows for an improving economic climate and housing market. This view is backed up by evidence of a steadily rising recent build rate in the Borough, which is now beyond that proposed by the HGI rate, as well as the views of local estate agents, pointing to improving levels of confidence in the housing market.

In reassessing the evidence base, Officers do however accept the DfI criticism regarding the inclusion of an additional 5 year housing supply within the growth figures. Furthermore, it is noted this approach has not been followed by other Councils in bringing forward their draft Plan Strategies and POPs. As a consequence Officers now consider that this is an approach which it is unlikely the Council would be able to sustain at Independent Examination. Accordingly Officers are recommending that the 5 year additional housing supply be removed, resulting in a reduction of the housing growth figure from 13,000 to 9,750 units over the period 2015-2030, i.e. a 25% reduction overall.

Based on this recommended reduction in the overall housing growth figures over the Plan period and furthermore taking account of the views of Dfl, Officers have also reconsidered the proposed allocation of growth to the various settlements in the Borough contained in the POP published in January 2017.

Officers have identified 3 new housing allocation options for consideration by Members, which distribute the proposed revised 9,750 growth figure among the Borough's settlements in varying proportions.

It should however be noted by Members, that irrespective of whichever option is agreed, the actual level of housing supply within the Borough, as a consequence of existing housing commitments, is very significantly in excess of the 9,750 housing growth figure. This situation mirrors that of many other Council areas.

Option 1: Proportionate Reduction of the Preferred POP option.

Under this option, the growth attributed to the settlements under the preferred POP option is reduced proportionately for each settlement to take account of the reduced overall growth figure. The level of growth in the countryside is maintained at 750 units. In effect this results in a reduction of approximately 25% for each settlement.

Option 2: Retain the level of growth allocated in the Preferred POP option for Metropolitan Newtownabbey and Antrim as the major settlements of the Borough, resulting in a higher proportionate reduction in the allocation to other towns, villages and smaller settlements

Under this option, the level of growth allocated to the 2 largest settlements in the POP preferred option is maintained. Lower order settlements therefore have a significantly limited proportion of growth allocated to them than that identified in the preferred POP allocation. The level of growth in the countryside is maintained at 750 units.

Option 3: Reduce the proportion of growth to all settlements whilst allocating a higher proportion to Metropolitan Newtownabbey and Antrim as the major settlements with the remaining allocation reflecting the current size and role of the other towns, villages and smaller settlements

Under this option, a higher proportion of growth is allocated to the 2 largest settlements in the Borough than that allocated in the POP preferred option. Lower order settlements therefore have a reduced proportion of growth allocated, than that identified in the preferred POP allocation. The level of growth in the countryside is maintained at 750 units.

All 3 options take account of the overall reduction of housing growth to 9,750 units and allocate 750 units to the countryside. Option 1 maintains the proportionate allocation to each settlement as per the preferred POP option, however it should be noted that this does not respond to the comments put forward by Dfl, as it does not reflect the role, function and advantages of

growth directed towards the Borough's largest settlements. Option 2 responds to the DfI comments, by maintaining the same absolute level of growth for Metropolitan Newtownabbey and Antrim as put forward in the POP and consequently increases the proportion of overall growth to the largest settlements. This option does however have implications for the lower tier settlements, whereby the level of growth is significantly constrained. Option 3 seeks to provide a balance between Options 1 and 2, as it increases the proportion of growth to the largest settlements, whilst maintaining some level of growth for the smaller settlements.

The three Options outlined above as well as the original preferred POP option for the allocation of growth are shown on the Tables circulated.

Members are advised that following recent engagement with the political parties, feedback has been received from the Democratic Unionist Party, the Ulster Unionist Party, the Social Democratic Labour Party, the Alliance Party and Traditional Unionist Voice indicating their preference for Option 3 in line with a reduced housing growth figure of 9,750.

Sinn Fein has indicated a preference for Option 1, which would see a proportionate reduction across all settlements.

Moved by Councillor Brett
Seconded by Councillor Webb and

RESOLVED - that the Council agrees to an amended housing growth figure for the Borough of 9,750 units up to 2030 and that this growth should be distributed in line with Option 3.

ACTION BY: Michael Logan, Planning Officer

12.6 IN CONFIDENCE P/FP/LDP/001 LOCAL DEVELOPMENT PLAN – POLICY DEVELOPMENT

Officers from the Forward Plan Team have held extensive discussions with Members at workshops to discuss emerging planning policy which will be published in the Council's forthcoming draft Plan Strategy document.

Whilst these workshops provided a very useful platform for debate, it is acknowledged the majority of issues raised about the emerging policies were made by individual Members and a corporate view is now required. Following the workshops a draft version of the then emerging policies was circulated to all Members to allow any further comment in November 2018. This paper was accompanied by a paper on affordable housing and the draft retail study for the Borough. Whilst comments were received on the latter documents no further written comments were received at that time in relation to the emerging policies.

The majority of comments received at the workshops were generally considered to be minor in nature and will be addressed by the Forward Plan

Team in bringing forward finalised text for the draft Plan Strategy document which will be presented to Members for consideration in April.

A number of more substantial comments were however raised by Members and these have been considered by the Forward Plan Team who would now seek Members views on the Council's corporate policy position before finalising text in the draft Plan Strategy document. These are set out below and a copy of the policies as presented at the workshops was circulated.

(a) Crumlin Lignite Extraction

The draft policy states that there should be no extraction of the lignite reserve at Crumlin until there is sufficient and robust evidence regarding all environmental impacts. It had been suggested at the workshop that this be changed to no extraction during the lifetime of the plan up to 2030.

The policy as drafted is the current position of the Department of Economy and therefore any change is likely to be challenged at Independent Examination. It should also be noted that any application made for lignite extraction is likely to be determined by the Department of Infrastructure as a Regionally Significant application, therefore the current draft policy position is regarded by Officers as the most sound approach.

(b) Unconventional hydrocarbon extraction (fracking)

The draft policy states that the Council will not support proposals for unconventional hydrocarbon extraction until there is sufficient and robust evidence regarding all environmental impacts. It was suggested at the workshop that this be changed to there will be no extraction during the lifetime of the plan up to 2030.

The policy as drafted is the current position set out in the Strategic Planning Policy Statement by the Department of Infrastructure and therefore any change may be subject to challenge at Independent Examination. Once again it should be noted that any application made for unconventional hydrocarbon extraction is likely to be determined by the Department of Infrastructure as a Regionally Significant application. The current draft policy position is regarded by Officers as the most sound approach.

(c) Waste

The draft policy takes forward the issue of waste through the application of planning policy as set out in the Strategic Planning Policy Statement and current Planning Policy Statement 11. It was suggested at the workshop that the Forward Plan Team consider options for controlling waste facilities in areas where there are already a number of current facilities.

The policy as drafted is the current position as set out in existing Departmental planning policy. There is no official evidence base to identify and justify an area as having reached a threshold in terms of waste facilities. Under the planning policy, each application will therefore be assessed on its own merits and this will include an assessment of cumulative impact. Officers regard the existing policy position as the most sound approach.

(d) Town Centres

At the workshops Members were presented with the proposed retail hierarchy for the Borough to be included in the draft Plan Strategy. A number of issues were raised and subsequently discussed with the retail consultant in relation to the final draft retail evidence base. It was suggested at the workshop and through follow up written comments that Glengormley should be classified as a large town centre as opposed to a town centre.

Centres are classified in the retail hierarchy using a sound methodology, which examines the role and function of each centre, its range of uses and its catchment. It is proposed that the Abbey Centre and Antrim Town Centre are classified as large town centres as they have a larger range of uses and catchment areas than any other centre.

It is proposed that Glengormley's status be raised to a town centre in the new retail hierarchy, as opposed to its status as a local centre in BMAP.

Importantly, Members may wish to note that the town centre first policy will apply equally to a large town centre and a town centre. Therefore, Glengormley will be given the same level of opportunity as a large town centre regardless of its position in the hierarchy. The plan will be reviewed every five years and if the commercial centre at Glengormley expands further, its position in the retail hierarchy can be re-examined. However at present, the evidence base and consultants study supports Glengormley as a town centre on the retail hierarchy and as such, this is regarded by Officers as the most sound approach.

(e) Belfast International Airport Car Parking

The draft policy presented in relation to car parking takes forward the current Departmental policy requiring applicants to demonstrate a need for a car park. This policy is considered sound. It was suggested at the workshop that there should be policy to specifically deal with car parking at Belfast International Airport.

The draft policy is based upon current Departmental planning policy and as a consequence Officers regard this to be the most sound approach. Any change to the policy is also likely to result in a challenge from Belfast International Airport.

(f) Farm dwellings

The proposed policy presented at the workshop would allow for a new farm dwelling in principle once every 20 years. At the workshop, discussion took place regarding the proposed amendment to provide a 20 year threshold given that the current Departmental policy threshold is 10 years.

The recommended increase in the threshold arose following initial discussion with Members around the period within which a farmer could seek a new farm dwelling which concluded that a farmer could seek 4 additional dwellings on their farm over their working life (circa 40 years) which some felt was excessive relative to their actual needs. At the latter workshop some

Members considered the change would be overly restrictive on the rural community.

A number of options are set out below for Members' consideration:-

Option 1 – retain the 10 year threshold as set out in Departmental Policy

Option 2 – agree the 20 year threshold recommended at the workshops

Option 3 – a compromise arrangement moving to a 15 year threshold

Officers' views are that a 15 year threshold is reasonable and will this will support the excess supply of housing in settlements that the draft Plan Strategy will seek to retain in excess of the Department's Housing Growth Indicators.

Members are advised that following recent engagement with the political parties, feedback has been received from the Democratic Unionist Party, the Ulster Unionist Party, the Social Democratic Labour Party, the Alliance Party and Traditional Unionist Voice indicating that they are supportive of the Officers recommendations made regarding issues a – e. Sinn Fein have indicated support for the Officers recommendations with the exception of the Waste policy and raise particular concerns with the concentration of facilities within one geographic area within the Borough.

With respect to the issue of Farm Dwellings, the Democratic Unionist Party, the Ulster Unionist Party, the Social Democratic Labour Party and Sinn Fein support a 10 year threshold whilst the Alliance Party and Traditional Unionist Voice would prefer a higher threshold of 20 years.

Moved by Councillor Brett

Seconded by Councillor Clarke and

RESOLVED - that

- (a) the Council agrees to the inclusion of the draft policy on lignite extraction at Crumlin as previously circulated by Officers in the draft Plan Strategy**
- (b) the Council agrees to the inclusion of the draft policy on unconventional hydrocarbon extraction (fracking) as previously circulated by Officers in the draft Plan Strategy**
- (c) the Council agrees to the inclusion of the draft policy on waste as previously circulated by Officers in the draft Plan Strategy**
- (d) the Council agrees to the inclusion of the proposed new retail hierarchy for the Borough as previously circulated by Officers in the draft Plan Strategy**
- (e) the Council agrees to the inclusion of the draft policy on car parking at Belfast International Airport as previously circulated by Officers in the draft Plan Strategy**
- (f) the status quo be maintained regarding the policy for a farm dwelling**

Councillor Goodman requested that an objection be recorded in respect of (a) and (b) on lignite extraction and fracking.

ACTION BY: Sharon Mossman, Principal Planning Officer

12.7 IN CONFIDENCE P/FP/LDP/1 LOCAL DEVELOPMENT PLAN – DRAFT PLAN STRATEGY AFFORDABLE HOUSING POLICY THRESHOLDS

Members recalled that a range of options for the delivery of affordable housing through the Council's new Local Development Plan were presented to the January 2019 Council meeting. Members agreed that a development management policy should be brought forward in the Local Development Plan Strategy and that the position on zoning of land for affordable housing at the Local Policies Plan stage should be kept under review.

It was also agreed that Officers would bring forward options in relation to the threshold for social housing requirement to be applied in the development management policy. These are set out below for Members consideration.

Option 1 - A single threshold to apply to a scheme for 10 units or more, that requires a 10% affordable housing yield.

All housing developments of 10 units or more shall provide 1 in every 10 units as an affordable housing unit. For example, a housing scheme for 60 units under this option, would yield 6 affordable housing units (10% of 60 = 6 units).

Option 2 - A dual threshold to apply to a scheme for 10 units or more, which requires a 10% affordable housing yield up to 50 units and 20% affordable housing yield for that proportion of the scheme that exceeds 50 units.

All housing developments of 10 to 50 units shall provide 1 in every 10 units, as an affordable housing unit and the proportion of the scheme which exceeds 50 units shall provide 1 in every 5 units. For example a housing scheme for 60 units under this option, would yield 7 affordable housing units, (10% of 50 = 5 plus 20% of 10 = 2. Total = 7 units).

Option 3 – A dual threshold to apply to a scheme for 10 units or more, which requires a 10% affordable housing yield up to 30 units and 20% affordable housing yield for that proportion of the scheme that exceeds 30 units.

All housing developments of 10 to 30 units shall provide 1 in every 10 units, as an affordable housing unit and the proportion of the scheme which exceeds 30 units shall provide 1 in every 5 units. For example a housing scheme for 60 units under this option, would yield 9 affordable housing units, (10% of 30 = 3 plus 20% of 30 = 6. Total = 9 units).

Other Council areas

To assist Member consideration, Officers have reviewed the emerging position in other Council areas, although it should be noted each has been prepared in line with local housing needs prevailing in their areas. To date, three Councils have published their draft Plan Strategies. Belfast City Council, Fermanagh and Omagh District Council and Mid Ulster District Council.

Belfast City Council has included a development management policy which seeks 20% affordable housing on sites greater than 0.1 hectares and/or containing 5 or more dwelling units, as well as indicating the future zoning of land with Key Site Requirements at Local Policies Plan stage as required. Fermanagh and Omagh District Council has included a policy to apply in cases where a need for affordable housing has been established by the local Housing Needs Assessment. This indicates that proposals for residential developments of 10 housing units or more, or on a site of 0.5 hectares or more, will only be permitted where at least 10% of the units are delivered as affordable housing. The Mid Ulster District Council Plan Strategy has included a policy that social housing should be provided at a rate not less than 25% of the total housing units in residential developments of 50 units or more or over 2 hectares in cases where a social housing need has been identified and in advance of the Local Policies Plan where zonings can be brought forward to address social housing needs.

Six other Councils have published Preferred Options Papers. Within Armagh Banbridge and Craigavon Borough Council, Causeway Coast and Glens Borough Council and Lisburn and Castlereagh City Council, the preferred option indicated is for a Key Site Requirement approach to apply to general housing zonings at Local Policies Plan stage. In Derry City and Strabane District Council no preferred option was identified however the POP indicated that it would further consider policy and mechanisms to deliver balanced communities and meet local housing need. Within the Mid and East Antrim area the preferred option is to both apply Key Site Requirements to zoned housing land and bring forward a development management policy which seeks 1 in 10 affordable housing units within all applications for 10 or more houses. Likewise in Newry, Mourne and Down the preferred option is applying a Key Site Requirement on zoned housing land, and a development management policy with varying thresholds suggested depending on the level of social need identified.

Affordable Housing Need in the Borough

The Northern Ireland Housing Executive has estimated the total affordable housing need in the Borough to be 1272 units. On the basis of the 3 options set out above Officers have estimated the potential affordable housing yield from uncommitted zoned land and windfall sources for the 5 largest settlements in the Borough and this is set out in the table below.

Estimated Affordable Housing Yield by Settlement (Units)			
	Option 1	Option 2	Option 3
Metropolitan Newtownabbey	145	212	238
Antrim	30	45	51
Ballyclare	76	125	133
Crumlin	9	14	15
Randalstown	10	13	16
Total	270	409	453

It should be noted that whichever option is agreed by Members, there will be a need to prepare supplementary planning guidance to accompany any

future Plan Strategy policy to outline in detail how the Council expects the policy to be implemented in practice.

While it is clearly simpler to calculate Option 1 than the other 2 options and is also likely to be simpler to administrate, it should however be noted that it would yield the least number of affordable housing units of the three options. While it is estimated that Option 2 would yield more affordable units than option 1, the 50 unit threshold gaining 20% yield excludes a significant amount of potential sites in the Borough. Officers consider that on balance, Option 3 provides the best solution for meeting housing need in the Borough, as it is estimated that it would gain the most amount of affordable housing, while the 30 unit higher threshold is considered to be pitched appropriately in terms of potential impact upon the housing market.

Members were advised that following recent engagement with the political parties, feedback had been received from the Democratic Unionist Party and the Ulster Unionist Party proposing that a further option, referred to below as Option 4, be considered, namely that all developments over 40 units would provide 10% social and affordable properties. If this option was applied the following result would be achieved:

Estimated Affordable Housing Yield by Settlement (Units)	Option 4
Metropolitan Newtownabbey	110
Antrim	19
Ballyclare	64
Crumlin	0
Randalstown	6
Total	199

The Social Democratic Labour Party, Sinn Fein and Traditional Unionist Voice indicated that they were supportive of Option 3.

Moved by Councillor Brett
 Seconded by Alderman Cosgrove that

Option 4 be approved.

On a recorded vote being requested by Councillor Goodman, Members voted as follows:

In favour of the Motion 26 Members viz	Against the Motion 11 Members viz	Abstention 1 Member viz
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<p>Aldermen – Smyth, Girvan, Ball, DeCourcy, Swann, Cosgrove, Agnew, Barr and Campbell.</p> <p>Councillors – Michael, Flanagan, Girvan, Dunlop, Brett, Ross, Magill, Clarke, Greer, Hamill, Montgomery, Ritchie, Foster, McWilliam, Rea, Maguire and McCarthy.</p>	<p>Alderman Burns</p> <p>Councillors Arthurs, Kelly, Webb, McGrath, Wilson, McClelland, Lynch, Goodman, Cushinan and Logue</p>	<p>Councillor Hollis</p>
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The Motion was accordingly declared carried and it was

RESOLVED – that Option 4 be approved.

ACTION BY: Michael Logan, Planning Officer

12.8 IN CONFIDENCE ED/ED/040 Vol 2 LOUGH NEAGH GATEWAY – APPOINTMENT OF RESTAURANT OPERATOR

A central component of The Gateway Centre at Antrim Loughshore is the new first floor restaurant which has been designed to take advantage of the exceptional views over the Lough. This element of the scheme will also assist the Council to meet the target visitor numbers which have been agreed with the key funder, whilst also being the main income generator for the facility.

In order to promote this opportunity to the private sector, Fraser Kidd was appointed in December 2018 to produce appropriate materials and market the new restaurant. This process generated 4 proposals with those responding indicating their concept for the restaurant, their financial offer and their preferred terms for the lease. All those who expressed an interest preferred the option of a shell finish whereby they would undertake the 'fit out' of the restaurant. Following consideration of the submissions, Officers with the Council's agent met with 3 of the potential operators to discuss in further detail their proposals. As a result of this exercise the following points were clarified:

- The appointed operator will have exclusive rights to provide catering within the Antrim Loughshore Park (should the operator not have the capacity to meet the needs of large events etc. the Council may bring in other providers)
- The provider may from time to time wish to provide a mobile coffee cart or similar within the confines of the Park area to meet the needs of customers

- An outdoor area has been identified which the operator will have exclusive access to so that they can provide tables and chairs externally to serve food and beverages to customers
- The Council and the appointed operator will jointly seek an alcohol licence for the restaurant

One bidder withdrew before this stage of the process due to ill health.

Following consideration of the proposals it is now proposed that Mr Greig McAfee be appointed as the operator of the restaurant at The Gateway Centre based on an initial term of 5 years and an annual payment to the Council of [REDACTED], subject to the appropriate legal agreements being finalised to govern the relationship between the Council and the operator. Mr Greig McAfee as the appointed operator will now 'fit out' the restaurant at his own cost with a view to this work being completed by the end of August in line with The Gateway Centre itself. It is, however, noted that this will be close to the end of the summer season and therefore the operator wishes to consider the most appropriate timescale for opening.

Finally, due to the timing of court sittings over the summer months it may not be possible to secure an alcohol licence by the end of August. Officers will provide a further report to Members on this issue in due course.

Moved by Councillor Dunlop
Seconded by Councillor Webb and

RESOLVED - that

- (a) Mr Greig McAfee be appointed as the operator of the restaurant at The Gateway based on an initial term of 5 years and an annual payment to the Council of £[REDACTED]**
- (b) the appropriate legal agreements be finalised to govern the relationship between the Council and the operator**
- (c) the Operator be approved to commence the 'fit out' of the restaurant**
- (d) a further report be provided in relation to the timescale for the alcohol licence and the opening of the facility**

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

12.9 IN CONFIDENCE CP/CP/088 CROÍ ÉANNA: APPLICATION FOR CAPITAL FUNDING

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Moved by Alderman Campbell
Seconded by Councillor Brett and

RESOLVED - that this item be deferred.

Councillors McClelland and McGrath left at this point of the meeting.

Councillor Logue left the meeting during the next item.

12.10 IN CONFIDENCE ORGANISATIONAL STRUCTURE REPORT

A report relating to organisational structures and severance was tabled at the meeting.

Members were reminded that at the Council meeting on 28 January 2019 structures were approved, in principle, subject to consultation with staff and trade unions. Following consultation it was recommended that the final structures (Appendix 1a) be approved and that a pilot Recognition and Reward Scheme be introduced for leisure centres (Appendix 1b).

Moved by Councillor Montgomery
Seconded by Alderman Cosgrove and

RESOLVED – that the final Leisure Services Structures (Appendix 1a) be approved and that the Council approves, in principle, the adoption of a pilot staff Recognition and Reward Scheme for Leisure Centres (Appendix 1b), subject to consultation with staff and Trade Unions.

Members were reminded that at the Council meeting on 25 February 2019 a structure was approved, in principle, subject to consultation with staff and trade unions. Following consultation it was recommended that the final structure be approved.

Moved by Councillor Webb
Seconded by Alderman Cosgrove and

RESOLVED – that the final Property and Building Services Structure (Appendix 2) be approved.

Members were reminded that the Council previously approved a structure for the Communications Team in September 2015. Following the review of two vacant posts and to support the delivery of the Communications and Marketing Strategy, it was recommended that the revised structure (Appendix 3) be approved.

Moved by Councillor Montgomery
Seconded by Councillor Lynch and

RESOLVED – that the revised structure for the Communications Team (Appendix 3) be approved.

Members were provided with a confidential report on severance applications.

Moved by Alderman Cosgrove

Seconded by Councillor Brett and

RESOLVED – that the severance applications detailed be approved.

ACTION BY: Joan Cowan, Head of Human Resources

MOTION TO PROCEED ‘OUT OF COMMITTEE’

Moved by Councillor Arthurs

Seconded by Councillor Foster and

RESOLVED - that the Council proceeds to conduct any remaining business ‘In Public’.

Members were advised that the audio recording would restart at this point.

The Mayor thanked everyone for attending and the meeting concluded at 8.07 pm.

MAYOR