



23 May 2018

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A meeting of the Antrim and Newtownabbey Borough Council will be held in the **Round Tower, Antrim Civic Centre on Tuesday 29 May 2018** directly following the Special Council meeting.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink that reads "Jacqui Dixon".

Jacqui Dixon, BSc MBA

Chief Executive, Antrim & Newtownabbey Borough Council

PLEASE NOTE:

Hot fork buffet will be available in the Pre-Meeting Rooms from 5.30 pm.

For any queries please contact Member Services:

Tel: 028 9034 0098 / 028 9448 1301

memberservices@antrimandnewtownabbey.gov.uk

A G E N D A

- 1 Bible Reading and Prayer (In accordance with Standing Orders, Members are not required to attend for this part of the meeting and, following this part of the meeting, Members outside the Chamber will be called to the meeting).
- 2 Apologies.
- 3 Declarations of Interest.
- 4 To take as read and confirm the minutes of the proceedings of the Special Council Meeting of the Antrim and Newtownabbey Borough Council held on Monday 30 April 2018, a copy of which is **enclosed**.
- 5 To take as read and confirm the minutes of the proceedings of the Council Meeting of the Antrim and Newtownabbey Borough Council held on Monday 30 April 2018, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 8 May 2018, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Operations Committee Meeting of Wednesday 9 May 2018, a copy of which is **enclosed**.
- 8 To approve the minutes of the proceedings of the Community Planning and Regeneration Committee Meeting held on Monday 14 May 2018, a copy of which is **enclosed**.
- 9(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 21 May 2018, a copy of which is **enclosed**.
- (b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 21 May 2018, a copy of which is **enclosed**.
- 10 Report on business to be considered:

LEGAL

- 10.1 To approve the Sealing of Documents

ITEMS FOR DECISION

- 10.2 The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010: Prohibition or Restriction of Use of Public Roads for Special Events
- 10.3 Hazelbank Pavillion: Newtownabbey Men's Shed

- 10.4 Request to use Jordanstown Lough Shore Park – Circus
- 10.5 Corporate Planning Workshop 2018
- 10.6 Children's Funeral Fund
- 10.7 Local Government Training Group – Budget for the Financial Year 2018/19
- 10.8 NILGA Annual Conference and Awards Dinner
- 10.9 Prince's Trust – Fairbridge Programme
- 10.10 Enchanted Winter Garden Event Proposals and Glengormley Christmas Market Attractions
- 10.11 Ultra Fast Broadband in Ballyclare: Request From Virgin Media For Wayleave Consent
- 10.12 Emergency Planning: Proposal To Develop A New Local Government Resilience Resourcing Model

ITEMS FOR INFORMATION

- 10.13 MJ Achievement Awards 2018
- 10.14 Budget Report – April 2018
- 10.15 Royal Air Force Centenary Civic Event
- 10.16 Corporate Improvement Plan (Draft for Consultation) 2018-19

ITEMS IN COMMITTEE

- 10.17 Tender for the Provision of a Corporate Website
- 10.18 Tender for Supply, Delivery, Installation and Maintenance of GPS and Tracking for a Range of Vehicles and Mobile Plant
- 10.19 Former Glengormley Police Station – Expression of Interest
- 10.20 Procurement of a Performance Management System
- 10.21 Independent Audit Committee Member
- 10.22 Provision of a Ferris Wheel and Additional Attractions For The Enchanted Winter Garden Event 2018

10.23 Carnmoney Cemetery Subterranean System

10.24 Organisation Structures and Severance

11. Motion

11.1 Proposed by Alderman Burns
Seconded by Councillor Maguire

Members request that a representative from Land and Property Services (LPS) attend at a Council meeting in the near future, to brief all Members on two main aspects of rates valuation.

1. Actual and potential controls currently in place at LPS, to avoid significant adverse financial consequences to Councils, such as the £959,000 provision that Antrim and Newtownabbey Borough Council had to make in 2016/17 Financial Accounts, following the successful appeal by one business (Belfast International Airport) against the LPS rateable value for the period 2010/11 to 2014/15.

2. The outcome and potential effect to Antrim and Newtownabbey Borough Council of the proposed next rating revaluation of all non-domestic (business) properties in Northern Ireland (Reval 2020), as described in LPS letter to Chief Executive dated 20 April 2018.

Members note that Mr Alan Bronte, Commissioner of Valuation in Northern Ireland, will already have briefed representatives for District Council Finance Officers at the Penny Product Working Group on 3 May 2018, and Members request an urgent meeting with a representative from LPS before commencing the February 2019 rates estimates process.

**REPORT ON BUSINESS TO BE CONSIDERED AT THE COUNCIL MEETING ON
TUESDAY 29 MAY 2018**

LEGAL

10.1 TO APPROVE THE SEALING OF DOCUMENTS

Members are advised that there are no items for signing and sealing this month.

ITEMS FOR DECISION

10.2 EH/GEN/007 THE ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010: PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS FOR SPECIAL EVENTS

Members are reminded that the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 came into force in September 2017. This new legislation introduced powers to prohibit or restrict the use of public roads for the purpose of holding special events on them. Special events are defined as:

- Any sporting event, social event or entertainment which is held on a public road; or
- The making of a film on a public road - including the making of TV programmes, films or advertisements.

At the November 2017 meeting of the Council it was resolved that, a draft working policy on the Prohibition or Restriction of Use of Public Roads for Special Events be approved and a review carried out following 6 months of its implementation.

The policy sets out what the legislation covers, the consultations and advertising required by the legislation, the timeframe for the application process and associated costs.

It was agreed by Council that small events as defined in Appendix 1 of the policy would not attract any administrative or advertising charges, whilst all other events would be charged at £165 for administration and would incur the cost of advertising the proposed Closure Order in one local newspaper, as required by the legislation.

The Director of Operations and the Head of Environmental Health have delegated authority to grant applications where these have been made without objection. Where written representations have been received, the application will be referred to Council for decision.

Since November 2017, Council has received applications for six Closure Orders from three organisations. Of these, only two met the criteria of a small event with the cost of advertising totalling £200 being borne by the Council.

Whilst the financial cost to the Council has been minimal, the impact in terms of Officer time in processing the applications has been more significant, although it is anticipated that this will reduce as the application process beds in with event organisers and the consultees.

Applicants must also leave sufficient time for the necessary advertising and consultation periods to be carried out. The draft working policy states that this should be a minimum of twelve weeks to allow potential objections to be taken before a meeting of the full Council. Event organisers should consider

this when planning an event and not commit resources to the event until approval for the Closure Order has been obtained.

A communications plan has been developed targeting potential applicants to reiterate the need to leave sufficient time for approval to be granted. Social media along with the Council's website and Borough Life magazine will be used to raise awareness around this issue. Currently officers are working closely with PSNI and event organisers to ensure that in this period of transition, that as much help is given as possible.

A working group set up by SOLACE to ensure that these new powers are implemented in a consistent manner across all eleven councils, will continue to raise concerns regarding the costs to community groups associated with this legislation. These include the cost of Traffic Management Plans, associated signage and in some cases, the cost of policing the event.

A copy of the amended working policy is **enclosed** for consideration. Amendments, annotated in red, are minor in nature.

RECOMMENDATION: that the revised working policy for the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010: Prohibition or Restriction of Use of Public Roads for Special Events be approved.

Prepared by: Clifford Todd, Head of Environmental Health

Approved by: Geraldine Girvan, Director of Operations

10.3 L/LEI/006 HAZELBANK PAVILION: NEWTOWABBAY MEN'S SHED

Members are reminded that following a Council decision in October 2016 that the potential for storage facilities for Mossley Men's shed be investigated at Hazelbank Pavilion, the matter was deferred due to estimated costs.

It was subsequently agreed in May 2017 that the Group be supported to complete a business plan to assist both the Group and Council to consider the best way forward whilst they were temporarily relocated to a unit in the Valley Business Park. The plan was also to "Consider suitable options for the future location of the project including the proposed Hazelbank option".

The Group has been progressing the development of this plan and is currently focusing on opportunities for external funding. They are promoting two particular funding streams, both of them through Big Lottery:

- i) Awards for All Northern Ireland (grants of £300 to £10,000)
- ii) People and Places: Large Grants (grants of £100,001 to £500,000)

The first application will seek to support the Men's Shed in their operational funding gap this year. The second application will seek funding to develop premises.

To submit an application to People and Places: Large Grants the Groups require security of land tenure. In this regard, the Group have sought a letter from Council to identify that suitable tenure arrangements would be accommodated at the Hazelbank Pavilion site if funding was confirmed.

RECOMMENDATION: that Council approves provision of a letter of support to the Newtownabbey Men's Shed indicating that, subject to a successful application for funding to the People and Places: Large Grants scheme for a workshop and ancillary provisions, that Council would make sufficient land available at Hazelbank Pavilion.

Prepared by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

10.4 PK/GEN/032 REQUEST TO USE JORDANSTOWN LOUGH SHORE PARK - CIRCUS

An application has been received from Tom Duffy's Circus to hold a circus event at Jordanstown Lough Shore Park, on the green area.

The Circus has indicated that they would like access to the site from midnight on Wednesday 6th June 2018, through to midnight on Sunday 10th June 2018. This time includes set up and recovery of the site for installation of a 'Big Top' and associated circus vehicles.

If approved, the Circus will open to the public from 2.00pm on Thursday 7th June through to 10.00pm on Sunday 10th June 2018.

As normal, a bond of £1,000 is payable by the circus owners in lieu of any damage to the site – in addition to normal booking charges.

RECOMMENDATION: that Council approves the booking application from Tom Duffy's Circus for Jordanstown Lough Shore Park between midnight on Wednesday 6th June and Sunday 10th June 2018.

Prepared by: Ivor McMullan, Head of Parks, Operations Department

Approved by: Geraldine Girvan, Director of Operations

10.5 PT/CI/015 CORPORATE PLANNING WORKSHOP 2018

Members are reminded that a performance management timetable was approved by the Audit Committee in March 2018 as part of the governance arrangements to support the corporate improvement process. The timetable is **enclosed** for Members' information.

In line with the agreed timetable, it is proposed that the Corporate Planning Workshop is held on Friday, 19 October 2018, from 9.00 am – 5.00 pm in the Council Chamber, Mossley Mill.

RECOMMENDATION: that the Corporate Planning Workshop be held on Friday 19 October 2018, 9.00 am – 5.00 pm, in the Council Chamber, Mossley Mill.

Prepared by: Helen Hall, Head of Performance and Transformation

Approved by: Jacqui Dixon, Chief Executive

10.6 PK/CEM/013 CHILDREN'S FUNERAL FUND

Members are advised that a Children's Funeral Fund has been established in England

This development brings England in line with Wales and followed a cross-party campaign to remove burial fees for those under the age of 18. Under the scheme, parents will no longer have to meet the costs of burials or cremations as fees will be waived by all local authorities and met instead by Government funding.

In Northern Ireland each Council still decides its own fees. Currently this Council applies the following fees for children up to the age of 12 months;

- resident child burials - no charge
- non-resident child burials - charged 50% of burial fees

It is proposed that the Council do not charge the costs of burials or cremations and accordingly that all costs related to those services be waived for residents up to the age of 18 years.

Belfast City Council, Armagh City, Banbridge and Craigavon Council, Mid and East Antrim Borough Council and Newry, Mourne and Down District Council have all recently reviewed child burial fees.

RECOMMENDATION: that the Council do not charge for the costs of burial or cremations and all costs related to those services be waived for residents up to the age of 18 years.

Prepared by: Laura Campbell, PA to Director of Organisation Development

Approved by: Andrea McCooke, Director of Organisation Development

10.7 OA/G/136 LOCAL GOVERNMENT TRAINING GROUP – BUDGET FOR THE FINANCIAL YEAR 2018/19

Members are reminded that the functions of the Local Government Training Group (LGTG) will be managed by the Board of the LGTG and administered by Lisburn and Castlereagh City Council up to 31 March 2019.

A full review of the needs for learning and development within Local Government will be undertaken this year on behalf of and involving all 11 Councils. The review will give direction for future needs, structures and contributions from 2019 forward.

A Service Level Agreement for the period 2018/19 is in place and the membership fees for 2018/19 for Antrim and Newtownabbey Borough Council shall remain at £16,122, as calculated by the LGTG Board. This is based on the Council's percentage rateable value in relation to all ratepayers across Northern Ireland and applied to the total amount agreed to run the LGTG up to March 2019. There is budgetary provision for the LGTG services.

RECOMMENDATION: that, on receipt of an invoice, payment of £16,122 be made to Lisburn & Castlereagh City Council in respect of the fees for the Local Government Training Group for 2018/19.

Prepared by: Laura Campbell, PA to the Director of Organisation Development

Approved by: Andrea McCooke, Director of Organisation Development

10.8 G/MSMO/18 NILGA ANNUAL CONFERENCE AND AWARDS DINNER – BUILDING SUSTAINABLE COMMUNITIES. DELIVERING A BETTER NORTHERN IRELAND FOR EVERYONE

Members are advised that information has been received on the NILGA Annual Conference being held on 11 October 2018 in the Armagh City Hotel.

The Conference runs from 8.30am to 5.00pm followed by the Gala Awards Dinner. The cost of the full event is £125.00 + VAT and the cost of a day delegate is £75 + VAT. A copy of the draft programme is **enclosed**.

RECOMMENDATION: that Members who are NILGA Representatives attend the Conference and Gala Awards Dinner as an approved duty.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.9 HR/LD/019 PRINCE'S TRUST – FAIRBRIDGE PROGRAMME

The Prince's Trust is a youth charity that helps young people to access jobs, education and training, and it participates on the Council's Community Plan Outcome Delivery Group (Achieving Full Potential).

Members are reminded that the Council has supported, and continues to support, the Prince's Trust Development Awards Programme which offers small grants to cover costs such as course fees, new equipment for a qualification or job and short term childcare; practical issues that support a young person to succeed in securing a job.

Following a recent review of its Fairbridge Programme, the Prince's Trust has submitted a proposal outlining an opportunity to pilot the Programme, in partnership with the Council in the Antrim Area. The proposal seeks to pilot a regional delivery model which would deliver two cohorts of up to 13 young people; one cohort in July 2018 and one in November 2018.

The Prince's Trust Fairbridge Programme specifically seeks to empower disengaged and marginalised young people aged 16-24, through a combination of one-to-one support and group activities, to help them gain the personal, social and life skills needed to stabilise their life circumstances, and eventually move into education, employment, training or volunteering.

Typically, many young people involved in Fairbridge have previously struggled with more structured programmes. They may have little to no educational achievements, experience challenging lifestyles, including poor mental health, have an offending history or addiction challenges and because they are either not aware of, or unable to overcome these problems in their lives, they are far away from achieving their potential.

Currently, the programme is delivered by the Princes' Trust in the Belfast Centre with young people travelling from the Borough to attend, and the majority would travel from the Newtownabbey area.

The proposal to pilot Fairbridge delivery to Antrim would be based on a tailored approach with the following delivery model for the area:

Outreach and Induction

Up to 13 young people would be recruited to participate on the Programme. The Prince's Trust has a wide network of referral partners in the Antrim and Newtownabbey Borough Council area and our staff will work closely with them to refer young people to the programme. Induction will primarily focus of the development of soft skills to include communication, working with others, setting and achieving goals, managing feelings, and confidence.

Access course

Participants will complete a 5 day Access Course. This comprises of challenging activities providing opportunities to build relationships, increase confidence and develop personal and social skills.

One-to-one support

Throughout the whole tailored programme, all of the young people will have support from a dedicated member of staff, providing a holistic, innovative approach to develop particular skills/goals including improved self-esteem, drug and alcohol awareness, and motivational skills.

Follow-on sessions

These sessions will cover a period of 3-4 weeks and facilitate personal and social development through adventurous activities, sport, arts, technology or music, and they help to impart relevant life skills such as cooking and independent living. The sessions also present opportunities for the young people to start to develop literacy, numeracy and digital skills. Young people will also be able to work towards a qualification in Personal Development and Employability at entry level 3.

Progression

The timing of the programme would mean that on completion participants would have the option of progressing to The Prince's Trust Team Programme with start dates of October 2018 and February 2019.

Team is a full-time 12-week programme offering work experience, qualifications, practical skills, community projects and a residential week. The programme aims to increase young peoples' confidence, motivation and skills through stabilising their lives through development of social skills and achievement of personal goals whilst on the Fairbridge programme. This process supports young people to progress into employment, education, training, volunteering or apprenticeships.

Delivery of the programme over the Summer months would also support school-leavers and other unemployed/ economically inactive young people, including those at risk of disengaging with further education/ training, ensuring they remain focused and engaged in the period up to their course commencement from September.

If approved, this pilot will support the delivery of a key priority within the Council's Community Plan since it will offer our most marginalised young people further support, in an area of the Borough with the lowest rates of academic achievement at school leaving age, so that they can access opportunities which will help them to fulfil their potential.

Members are advised that, if approved, the Council would provide a suitable venue for programme delivery. The remaining programme costs are approximately £22,326 and the Prince's Trust is proposing to fund £8,206 of this and it is seeking a contribution from Council of £14,120.

An evaluation report would be made to Members in the New Year regarding the outcome of the pilot Fairbridge Programme.

RECOMMENDATION: that

- (a) the Council supports a pilot of the Fairbridge Programme, in partnership with the Prince's Trust, and provides a suitable venue for programme delivery and contributes £14,120 towards costs.**
- (b) an evaluation report be made to Members in the New Year in relation to the Fairbridge Programme.**

Prepared and Approved by: Andrea McCooke, Director of Organisation Development

10.10 AC/EV/7 ENCHANTED WINTER GARDEN EVENT PROPOSALS AND GLENGORMLEY CHRISTMAS MARKET ATTRACTIONS

Members are reminded that it was agreed in February that following the success of the 2017 Enchanted Winter Garden event, that an event of similar size, scale and net cost to the Council (£46,000) was approved in principle for 2018.

Pre-market questionnaires were issued in order to establish availability and to get an idea of projected costs to inform proposals for Committee's consideration. These have now been obtained and are set out below.

Event Format

Having reviewed arrangements for 2017, it is proposed to operate this year's event on a similar basis and the estimated cost and income projections, which follow, are based on the following proposed arrangements:

- Dates and Times – The event to run from Friday 7 December 2018 to Tuesday 18 December 2018, 4pm until 9pm daily with an 'inclusive' Enchanted Winter Garden experience held on the last evening Tuesday 18 December
- Event Layout – a similar layout as 2017 to be used with the Barbican Gate used as the entrance to the event and town centre parking available for free as well as a Park n Ride service from The Junction
- Ticketing – An admission charge of £2 per adult and £1 per child to apply with advance booking promoted.
- Activity Charges – The attractions will again have individual admission charges set with proposed rates for individual attractions included with the financial projections.

Estimated Event Cost

Based on the review of 2017, pre- market questionnaires, additional market research and an event format and duration of 12 evenings as above the following budget for the event is proposed:

Event Element		Estimated Cost
Attractions	Ferris Wheel, Wave Swinger, Carousel, Helter Skelter, Smaller Children's Rides	£100,000
Lighting Installation	Enhanced Wonderland Wood area, improved entrance at Barbican Gate and lighting projection features	£60,000
Security/Stewarding	Event Support, Car Parking and Overnight Security	£20,000
Infrastructure	Barriers, Perimeter, Portable Toilets, Ticket Kiosks and Signs	£20,000

Entertainment	Face Painting, Children's Characters, Balloon Modelling, Arts and Crafts	£20,000
Street Theatre	Fire Performers and other characters to animate the event experience	£30,000
General Expenses	First Aid, Consumables, Fire Burners, Props, Tokens.	£15,000
Total estimated cost		£265,000

This represents an increase of £59,000 on last year's event, principally invested in lighting and street theatre and the increase is offset against additional income projections as outlined below. These projections are based on actual experience of the 2017 event and project additional income as there are three additional large scale attractions as well as the Ferris Wheel when compared with the 2017 event when there was only the addition of the Christmas Boat.

Income Projections

A tender exercise (see separate report) has now been completed for the large attractions and a cost of £87,000 obtained for a Ferris Wheel, Helter Skelter, Wave Swinger and Carousel (images enclosed) leaving £13,000 to fund smaller attractions for the younger visitors such as Sparkling Swings and a Santa Train.

The following income projections are based on a 50% uptake of all the attractions throughout the event:

Possible Attractions	Projected Capacity and Charge	Income
Ferris Wheel	Estimated that 300 people each hour at £3 per person	£54,000
Wave Swinger	Estimated that 225 people per at £2 per person	£27,000
Carousel	Estimated that 250 people per hour at £2 per person	£30,000
Helter Skelter	Estimated that 100 people each hour at £2 per person	£12,000
Smaller rides including Santa Train and Sparkling Swings, Santa's Grotto	Estimated income based on 2017 charging £1 and £2 per child depending on ride	£20,000
Total		£143,000

Income- Admission Charge

For the purposes of budgeting the cost of admissions, £2 and £1 is retained and the income from admissions is estimated at the same level as 2017, namely, £85,500

Weather Risk

As was the experience in 2017, an outdoor event in December carries a significant weather risk. Extremely low temperatures, snow and ice at Christmas resulted in the opening evening having to be postponed and 5

successive evenings of yellow weather warnings due to the very cold and icy conditions. In spite of this ticket income was sustained with most tickets purchased in advance. However, financial analysis showed that the additional income generated by the attractions was adversely affected by the extreme weather as visitor numbers tailed off early in the evening due to the temperatures falling below zero.

Sponsorship

An application for event sponsorship was submitted to Tourism Northern Ireland and an offer of £4,000 has been made. In addition, The Junction has once again indicated that it will offer £2,500 in respect of the inclusive evening.

2018 Event Estimated Budget Summary

Expenditure	Amount
Estimated Total Expenditure	£265,000
Less Agreed Budget	£46,000
Costs	£219,000
Estimated Income	
Admission	£85,500
Attractions	£143,000
Tourism NI Funding	£4,000
The Junction Sponsorship	£2,500
Estimated Total Income	£235,000
Projected surplus	£16,000

Glengormley Christmas Festivities

The tender exercise carried out to obtain costs for the Ferris Wheel and other attractions for the Enchanted Winter Garden event also sought costs for the same large scale attractions for inclusion within the Glengormley Christmas Market, taking into account the event space with a view to securing suitable attractions for the available space having also taken access to the area into account. The market is scheduled for Lillian Bland Community Park on Saturday 17 November 2018, which coincides with the Christmas Lights switch on. It is proposed to hire the Wave Swinger and Carousel, which will be included in the Enchanted Winter Garden event, at a cost of £5,000 for the Glengormley Christmas Market and operate them on a pay per play basis at a cost of £2 per person, which based on the numbers attending the market in 2017 should return 50% of the cost in income.

Officers in both Arts and Culture and Tourism, Town Centre and Regeneration teams worked together in relation to arrangements.

The tender report follows as item 10.21 reference FI/PRO/TEN/193.

RECOMMENDATION: that

(a) the Enchanted Winter Garden event 2018 proceeds as set out above;

(b) the hire of the Wave Swinger and Carousel for the Glengormley Christmas Market in Lilian Bland Community Park on Saturday 17 November, to be operated on a pay per play basis at £2 each, be approved.

Prepared by: Ursula Fay, Head of Arts and Culture, Operations Department

Agreed by: Geraldine Girvan, Director of Operations

10.11 ED/ED/126 ULTRA FAST BROADBAND IN BALLYCLARE: REQUEST FROM VIRGIN MEDIA FOR WAYLEAVE CONSENT

As part of Virgin Media's expansion plans in the Borough, the company has approached the Council seeking permission for wayleaves across Council owned lands to enable the necessary infrastructure to be installed that will connect Ballyclare town to its 'ultrafast' broadband network. The company is keen to progress this work at the earliest opportunity.

It is proposed that the main cable feed for the town will follow the Templepatrick Road from Bridge End Road to Mill Road. In order to serve the north side of the Sixmilewater River, the company requires a crossing point to take the main cable to this side of the town. Rather than disrupt the town centre public realm scheme, the company has sought out alternative options. Pursuing an alternative solution via a private wayleave across Avondale Drive has proven unsuccessful to date. To ensure that the roll out of the new network is not delayed, an alternative option has been identified utilising the car park and grass area of the Sixmilewater Park, requiring wayleave consent across Council owned lands. Virgin Media would be keen to commence works at the earliest opportunity following satisfactory resolution through a wayleave agreement.

Virgin Media is proposing to cross the Sixmilewater Park through the car park and footbridge adjacent to 135 Mill Road. The company would intend to use an open cut approach across the grassed area shown on the **enclosed** photos and leave the park on the north side of the river. The option of less invasive directional drilling, using 'mole' technology has been explored but is not considered viable in this location. The method of construction will require a single 96mm polyurethane duct to be laid at a depth of 250mm below the surface and 450mm through the carpark. The company will be responsible for the full and satisfactory reinstatement of any footpath, car park and grassed areas impacted during the completion of works. Further details of the proposed works including the proposed route through the park are **enclosed**.

If approved, all works would be conducted in line with the Code of Practice set out by the Northern Ireland Roads Authority and Utilities Committee (NIRAUC) and enforced by Transport NI. A full risk assessment will also be conducted by Virgin Media prior to any work commencing and all necessary measures required to mitigate any risks if identified will be put in place for both wildlife and pedestrians/users. Virgin Media will also be responsible for notifying any affected properties in advance of works commencing.

For a period of 2-3 days approximately, 14 parking spaces will need to be temporarily closed off while the proposed work takes place, with all necessary signing, lighting and guarding to be in place for the duration of works. A safe zone for pedestrians will be provided surrounding the site in accordance with the New Roads and Street Works Act 1995. In addition, a company representative will be on site for the duration of works, and it is expected that the works will last no longer than 5 working days.

Mechanical operated machinery will be used to complete the works to ensure timely completion and to re-open the car park at the earliest opportunity. Any works on both sides of the river bank will be hand dug to ensure no contaminants or lubricants enter the ecosystem.

Benefits to ratepayers

- *As part of a UK wide £3 billion pound investment programme, Virgin Media has identified Ballyclare as a priority area for roll out of their FTTP broadband, TV and telephone service.*
- This investment will extend residential and small business broadband speeds to up to 350Mbps.
- Whilst immediate term plans are for Ballyclare only, the company will work to identify further surrounding areas where the network can be extended.
- This investment will boost the local economy and provide for improved supplier choice for broadband through an independent network, and will provide TV service not affected by inclement weather.

Fibre to the Premise (FTTP) technology will help to futureproof the network, allowing for future speeds of up to 1Gbps to be accommodated as new technologies and faster speeds emerge and become available.

Land & Property Services has been asked to provide a valuation for the Council to facilitate this wayleave, and it is anticipated that this will be available within a week.

RECOMMENDATION: that the Council agrees 'in principle' to issue Virgin Media with a wayleave agreement relating to Council owned lands identified in this report, to facilitate the roll out of an ultrafast broadband network in Ballyclare town subject to an agreed cost, to be delegated to the Chief Executive and Mayor.

Prepared by: Alastair Law, Innovation & Funding Officer

Agreed by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Community Planning & Regeneration

10.12 G/BCEP/1 EMERGENCY PLANNING: PROPOSAL TO DEVELOP A NEW LOCAL GOVERNMENT RESILIENCE RESOURCING MODEL

Background

In light of local government reform in April 2015, the Business Consultancy Service of the Department of Finance and Personnel undertook an independent review of the local government civil contingencies arrangements in Northern Ireland. The recommendations from this report aimed to provide direction for local government to ensure fit for purpose, collaborative multi-agency working arrangements could be implemented for the good of the people and communities of Northern Ireland. All councils endorsed the recommendations emanating from this review.

In 2016, PSNI advised that the model of five Emergency Preparedness Group areas (EPGs) did not fit well with how PSNI co-ordinate their response. A disconnect existed between the planning areas and the police area co-ordination tiers and consequently the PSNI response model. Furthermore, there was significant resource required to support the five EPGs with some duplication of effort, therefore the reduction in the number of EPG to 3 areas was proposed. (endorsed by P&G Committee, April 2017)

In August 2017, a Regional Officer was appointed to co-ordinate and oversee the delivery of local government's civil contingencies work programme following the priorities set by SOLACE.

One of the first priorities was to ensure a seamless transition to this new model, which came into effect in January 2018. The new EPG structures are jointly chaired by the PSNI and local government, with representation from all the emergency services, health sector, Department for Infrastructure, NI Water, NI Housing Executive, Met Office, Utilities, Voluntary sector and other relevant organisations essential to ensure an integrated approach to emergency planning, e.g. airports, ports.

The introduction of these new structures requires a new local government-resourcing model to provide adequate programme management of these new areas and sufficient resources to enable an effective response to emergencies. The desired outcomes of this new model are to:

- Provide confidence and assurance for Councils and their CEOs that multi-agency plans are in place which complement arrangements existing within councils;
- Include sufficient resilience to provide adequate cover, particularly during response to emergencies;
- Embed adequate governance arrangements to ensure consistency and performance management across all EPG areas;
- Align as best as possible with other organisations planning and response structures to allow for effective planning and response

Key Issues

To enable these outcomes to be achieved, it is recommended that any proposed model be based on a regional service hosted by a single council, where all officers would be employed through and DfC funding drawn down. This would prevent the current duplication of financial and HR resources across the five legacy employer councils and enhance accountability and governance arrangements. This concept has been successfully employed for other shared service functions, e.g. Animal Welfare and potentially the Houses of Multiple Occupation (HMO) function.

Consultation with the councils and other key partners has been undertaken in tandem with a risk to resource assessment. This considered the risk categories as detailed within the 2013 NI Risk Assessment and cross-referenced these with the geography and demography of the new EPG areas.

To summarise, this model establishes a regional team, employed through a single council and reporting to the Regional Officer, whilst working across the three EPG areas. The Regional Officer will report to a relevant Director within the employer council and an executive steering group consisting of CEOs from the three EPG areas and the SOLACE lead for this function. Each EPG will have a Resilience Manager, who will be responsible for the programme management of the EPG and co-ordinate planning, response and recovery activities across this area. A Resilience Officer who will be responsible for taking forward specific work streams, including training, exercising and task and finish functions will support them. Each EPG will require one Resilience Officer, with the Southern EPG requiring an additional officer, as evidenced by the risk to resource assessment.

The report to Develop a New Local Government Resilience Resourcing Model (dated 11 May 2018) is **enclosed**.

Resource Implications

Financial: A business plan was agreed in 2016 to fully fund this function until 2021. Liaison is ongoing with DfC and The Executive Office (TEO) to secure sustainable funding on a longer term. The Regional Officer has confirmed that there are no foreseen additional costs to Antrim and Newtownabbey Borough Council to enable the implementation of this new model.

Human resources: The implementation of this model will be conducted as a TUPE transfer. There are no anticipated HR implications for Antrim and Newtownabbey Borough Council regarding the implementation of this new model.

RECOMMENDATION: that Council note the attached report and agree the proposed way forward, subject to funding. These include the agreement of a single employing authority and the need for the development of a service level agreement between the employer council and the other 10 councils.

Prepared by: Liz Johnston, Head of Governance

Approved by: Andrea McCooke, Director of Organisation Development

ITEMS FOR INFORMATION

10.13 PT/GEN/013 MJ ACHIEVEMENT AWARDS 2018

Members are advised that the Council entered into the MJ Achievement Awards 2018 in the category of "Senior Leadership Team".

The MJ is an information intelligence and news resource for the UK's local authorities.

The Council has received notification that it has been commended for its entry to this year's awards.

RECOMMENDATION: that the report be noted.

Prepared by: Caroline Douglas, Transformation Manager

Agreed by: Helen Hall, Head of Performance and Transformation

Approved by: Jacqui Dixon, Chief Executive

10.14 FI/FIN/4 BUDGET REPORT – APRIL 2018

A budget report for April 2018 is **enclosed** for Members' information.

When setting the estimates for the 2018/19 financial year, the Council budgeted to make a contribution to reserves of £747k in respect of Rates Issues and for Strategic Projects. This report includes the monthly contribution to this earmarked reserve of £62,215 for the month of April.

The Council's variance on Net Cost of Services was £49k 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 £49k.

RECOMMENDATION: that the report be noted.

Prepared by: Richard Murray, Management Accountant

Agreed By: John Balmer, Head of Finance

10.15 CCS/CIV/007 ROYAL AIR FORCE CENTENARY CIVIC EVENT

Members are reminded that the Council agreed to host a civic reception for the Royal Air Force (RAF) Centenary, which was originally scheduled for 11 May 2018.

After further discussions with the RAF it is now planned to include as part of the event a concert by the RAF Saloon Orchestra. To facilitate this arrangement, the event will now be held on 3 July 2018 at the Old Courthouse, Antrim.

An allocation of free tickets will be available to the general public and these will be available online in due course.

In addition to this event, commemorative community flowerbeds are being designed which will be located at the Dublin Road, Barbican Gate, Antrim.

RECOMMENDATION: that the report be noted.

Prepared by: Tracey White, Head of Communication and Customer Services

Approved by: Andrea McCooke, Director of Organisation Development

10.16 PT/CI/013 CORPORATE IMPROVEMENT PLAN (DRAFT FOR CONSULTATION) 2018-19

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a new framework to support the continuous improvement of Council services, in the context of strategic objectives and issues.

Section 85 of the Act requires a Council, for each financial year, to set itself improvement objectives for improving the exercise of its functions and to have in place arrangements to achieve those objectives. These objectives must be framed so that each improvement objective bring about improvement in at least one of the specified aspects of improvement as defined in Section 86:

Strategic Effectiveness; Service Quality; Service Availability; Fairness; Sustainability; Efficiency; Innovation.

Guidance from the Department of the Environment, indicates that Councils should *'develop an on-going dialogue with our communities and areas that it serves, so that the setting of improvement objectives is a jointly owned process centred on a balanced assessment of the needs of the community as a whole, rather than any particular organisation or interest group within it.'*

A Corporate Improvement Plan (Draft for Consultation) 2018-19 was brought for Members' consideration in February 2018 and it was agreed to conduct a twelve-week consultation exercise to encourage feedback from our stakeholders.

On 1 March 2018 officers initiated a 12-week public consultation to derive feedback from Elected Members; Residents and Stakeholders; Local Businesses; Statutory and other community planning partners; and other bodies with which collaborative working is taking place or is being planned.

An online questionnaire on the Council's corporate website / consultation hub enabled the Council to seek opinions on the range of corporate improvements as set out in the draft Plan. An article was included in the Council's magazine 'Borough Life', and was advertised on social media (Facebook and Twitter) and the Council's employee app 'iConnect'. In addition, officers emailed a copy of the Plan to all their key stakeholders for their comment and feedback.

The public consultation closed on 24 May 2018 and 52 responses were received. A summary of the consultation responses is **enclosed** for Members' information.

The Corporate Improvement Plan 2018-19 will be amended accordingly and a revised draft Plan will be brought to the June Council meeting for approval. Other comments and feedback will be incorporated into the implementation plans derived out of the final Corporate Improvement Plan 2018-19.

RECOMMENDATION: that the report be noted.

Prepared by: James Porter, Performance Improvement Officer

Agreed by: Helen Hall, Head of Performance and Transformation

Approved by: Jacqui Dixon, Chief Executive