



20 June 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 **Chamber, Mossley Mill** on **Monday 25 June 2018 at 6.30 pm.**

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, Tuesday, 29 May 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 Tuesday 29 May 2018, a copy of which is **enclosed**.
- 6 To take as read and confirm the minutes of the proceedings of the Annual Meeting of the Antrim and Newtownabbey Borough Council held on Monday, 4 June 2018, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 5 June 2018, a copy of which is **enclosed**.
- 8 To approve the minutes of the proceedings of the Operations Committee Meeting of Wednesday 6 June 2018, a copy of which is **enclosed**.
- 9 To approve the minutes of the proceedings of the Community Planning and Regeneration Committee Meeting held on Monday 11 June 2018, a copy of which is **enclosed**.
- 10 (a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 18 June 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 18 June 2018, a copy of which is **enclosed**.
- 11 To approve the minutes of the proceedings of the Audit Committee Meeting of Tuesday 19 June 2018, a copy of which is **enclosed**.
- 12 Report on business to be considered:

PRESENTATION

- 12.1 Attendance by Department for Infrastructure Roads Service

LEGAL

12.2 To approve the Sealing of Documents

ITEMS FOR DECISION

- 12.3 Annual Business Plan – Quarter Four Update
- 12.4 Corporate Improvement Plan (Final Draft) 2018-19
- 12.5 Community Development Grant Aid Programme 2018/19 – Small Grants Funding Recommendations
- 12.6 Corporate Improvement Plan 2017-18 – Quarter Four Progress Report
- 12.7 Request from Italian Caravan and Camping Club to use Jordanstown Loughshore Caravan Park
- 12.8 Good Relations Letter of Offer 2018/19
- 12.9 60th European International Farm Exchange Scheme – Greenmount College 21–28 July 2018
- 12.10 Review of the Effectiveness of the Audit Committee Audit and Audit Committee Annual Report 2016/17
- 12.11 Strategic Economic Development Projects
- 12.12 Creative Shops Project
- 12.13 Arts Challenge Fund Update
- 12.14 Arts and Culture Grant Aid
- 12.15 World War 1 – End of War Centenary Programme
- 12.16 Whiteabbey Garden Development Project
- 12.17 Allen Park Restaurant Franchise
- 12.18 Grass Management Sub Group
- 12.19 Community Relations Forum
- 12.20 Rathcoole Neighbourhood Renewal – Action Plan 2018/19
- 12.21 Equality and Diversity Working Group – Minutes

- 12.22 CLASP Development Plan
- 12.23 Somme Association Annual Subscription
- 12.24 Lough Neagh Partnership Service Level Agreement

ITEMS FOR INFORMATION

- 12.25 Carnmoney Cemetery Provision (Subterranean System) – Status Report on Emergency Works
- 12.26 Randalstown Post Office
- 12.27 Antrim and Newtownabbey Pensioners' Parliament
- 12.28 Peace IV Partnership Member Change
- 12.29 Change of District Commander Antrim and Newtownabbey
- 12.30 Member Development Working Group

ITEMS IN COMMITTEE

- 12.31 Peace IV Recreation Engagement Programme
- 12.32 Peace IV Church Dialogue Programme
- 12.33 Peace IV Virtual Shared Space Project
- 12.34 Tender for the Development and Delivery of a Citizen App
- 12.35 Tender for Weighbridge Software, Hardware, Calibration and Maintenance
- 12.36 Tender for Supply, Servicing and Maintenance of Vending Machines at Leisure Centres
- 12.37 Rathcoole Play Park Development
- 12.38 Lilian Bland Play Park Development
- 12.39 Offer of Ferris Wheel at Jordanstown Loughshore Park
- 12.40 Supply, Delivery and Maintenance of a Range of Mobile Plant and Machinery
- 12.41 Review of Capital Projects Workshop
- 12.42 Chief Executive Pay Agreement 2018-19

12.43 Organisation Structures and Severance

13. Motion

*Proposed by Councillor Michael Goodman
Seconded by Councillor Billy Webb*

"That this Council support the 'Ireland – Northern Ireland' section of the agreed Joint Report of December 2017 which is an approach that will ensure no hard borders across these islands and wants to see the 'backstop' option included in the legally binding Withdrawal Agreement and resolves to write to the European Commission and the UK Government to reflect this view. In addition, this Council wants the full EU rights of citizens protected as proposed in the current draft Withdrawal Agreement."

**REPORT ON BUSINESS TO BE CONSIDERED AT THE COUNCIL MEETING ON
MONDAY 25 JUNE 2018**

PRESENTATION

12.1 ATTENDANCE BY DEPARTMENT FOR INFRASTRUCTURE ROADS SERVICE

Members are reminded that it was agreed at the Council Meeting on 30 April 2018 that Roads Service be invited to attend a meeting of the Council to provide an overview of their work undertaken during the financial year 2017/18 and to outline the proposed work for the financial year 2018/19.

David Porter, Divisional Manager, and Stephen Gardiner, Section Engineer will be in attendance to make a verbal presentation to the Council.

A copy of the Annual Report is enclosed.

LEGAL

12.2 TO APPROVE THE SEALING OF DOCUMENTS

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

To approve the Sealing of Documents:

- Form of Agreement for the Design & Build Consultants for the Valley Leisure Centre Spa Refurbishment
- Lease regarding Substation Site at Ballyearl between Council and Northern Ireland Electricity Networks Ltd.

ITEMS FOR DECISION

12.3 CE/GEN/74 ANNUAL BUSINESS PLAN – QUARTER FOUR UPDATE

Members will recall that at the meeting of Full Council on 30 May 2017, Members agreed a new approach to business planning.

The consolidated Annual Business Plan replaced the separate Service business plans that were produced in previous years. The Plan contains all key projects to be undertaken in the 2017/18 financial year and therefore includes, inter alia, the seven projects identified as Corporate Improvement projects.

In summary, the revised Annual Business Plan approach has proved a more streamlined method of tracking and analysing performance, providing enhanced visibility.

The approved Annual Business Plan 2017-18 contains 216 actions to be delivered and a detailed progress report in terms of the achievement of these actions is **enclosed** for Members' attention.

Using a traffic light scale, a high-level summary of the progress to date as at quarter four is as follows:

Actions	Number
Fully, Substantially or Partially Achieved	195
Achievement Outside Council Control	10
Awaiting Results/Funding Decision	11

Where results are as yet not available, these may be reported to individual Committees and/or included in the Annual Report of Performance which will be reported to Council in September 2018.

The Annual Business Plan 2017-18 was presented to and reviewed by the Audit Committee on 19 June 2018.

RECOMMENDATION: that the Annual Business Plan Quarter Four update be approved.

Prepared by: James Porter, Performance Improvement Officer

Agreed by: Helen Hall, Head of Performance and Transformation

Approved by: Jacqui Dixon, Chief Executive

12.4 PT/CI/013 CORPORATE IMPROVEMENT PLAN (FINAL DRAFT) 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 24th May 2018 and 52 responses were received. A summary of the consultation responses was reported to the Council meeting in May 2018.

The final draft of the Corporate Improvement Plan 2018-19, which is **enclosed** for approval was amended to update final year-end figures, and to reflect comments made in relation to objective three about the provision of digital services. The objective has been updated to reassure residents that we will operate using a wide range of platforms and continue to provide accessible and inclusive services that meet the needs of our residents.

In addition, objective five has been amended to reflect comments in relation helping existing businesses in the Borough. The objective has been updated to reflect further information on the business mentoring programme which supports business to grow and develop through specialist one-to-one business mentoring support. The programme aims to attract 200 businesses and create 165 jobs over the next 2.5 years.

Other comments and feedback will be incorporated into the implementation plans derived out of the final Corporate Improvement Plan 2018-19.

A Rural Needs Impact Assessment has been carried and it concludes that an in depth rural proofing process is not required as any potential detrimental impact in rural areas is mitigated by each individual service taking into account the statistical evidence derived from the Community Plan and the information gained from surveys/consultations. This information will inform how individual services are shaped and delivered across the Borough. A copy of the Screening Form, is **enclosed** for Members' consideration.

The Corporate Improvement Plan 2018-19 was presented to and reviewed by the Audit Committee on 19 June 2018.

RECOMMENDATION: that the Corporate Improvement Plan 2018-19 (Final Draft), and Rural Needs Impact Assessment be approved.

Prepared by: Helen Hall, Head of Performance and Transformation

Approved by: Jacqui Dixon, Chief Executive

12.5 CP/CD/214 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2018/19 – SMALL GRANTS FUNDING RECOMMENDATIONS

Members are 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 are 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 2018/19 financial year.

To be successful in securing a small grant groups applying 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 May, one application totalling £500 was received and was assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
Burnside Village Committee	Small Activity Grant for insurance, hall rental & stationery.	73%	£500.00	£500.00

The total budget available for Small Grants for the 2018/19 financial year is £8,129.50. The total amount of financial assistance awarded to date is £ 3,320.00 leaving a balance of £ 4,809.50 to fund future applications that may be submitted to the Council during the remainder of the year.

RECOMMENDATION: that the Small Grant award recommendation be approved.

Prepared by: Kerry Brady, Community Support Officer

Agreed by: Louise Moore, Head of Community Planning

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

12.6 PT/CI/012 CORPORATE IMPROVEMENT PLAN 2017-18 – QUARTER FOUR PROGRESS REPORT

Members are reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services. The Council's Corporate Improvement Plan 2017-18 was approved in June 2017 with seven identified improvement objectives.

A fourth quarter progress report is **enclosed** for Members' attention. This was presented to and reviewed by the Audit Committee on 19 June 2018.

RECOMMENDATION: that the Corporate Improvement Plan 2017-18 progress report be approved.

Prepared by: James Porter, Performance Improvement Officer

Agreed by: Helen Hall, Head of Performance and Transformation

Approved by: Jacqui Dixon, Chief Executive

12.7 ED/TOU/214 REQUEST FROM ITALIAN CARAVAN AND CAMPING CLUB TO USE JORDANSTOWN LOUGHSHORE CARAVAN PARK

Members are reminded that Jordanstown Loughshore Caravan Park has a total of 14 caravan pitches and 4 camping pitches.

A caravan and camping club from Italy has requested permission to book 2 tent pitches and 14 caravan pitches to accommodate their group of approximately 35 adults. The club want to use Jordanstown Loughshore Caravan Park as a base to tour the wider area and will be on site for just one night, Thursday 16 August 2018. The expected income from this booking will be £380 which will be paid in advance of arrival at the site.

Although August is a busy time at the caravan park this booking is the second consecutive year that this Italian Caravan and Camping Club has used the Jordanstown site. Being able to accommodate such a large party from mainland Europe helps to promote the Borough to out of state visitors.

RECOMMENDATION: that the booking be approved.

Prepared by: Colin Meneely, Business Support Manager

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

12.8 CP/GR/074 GOOD RELATIONS LETTER OF OFFER 2018/19

Members are reminded that a submission is made to The Executive Office (TEO), on an annual basis, detailing the actions to be delivered within the Good Relations Action Plan. Following Council approval in February, a full action plan was submitted requesting financial assistance.

A Letter of Offer has been received from TEO **enclosed** advising that an award has been made of £144,896.32 (75%) contingent upon an agreed match fund of £48,298.77 (25%) by the Council for the programme in 2018/19, of which provision has been made in the 2018/19 estimates.

Members may wish to note that the 2018/19 TEO allocation is a decrease of £333.98 from 2017/18.

RECOMMENDATION: that the proposed funding award from The Executive Office be accepted.

Prepared by: Andrew Irwin, Community Safety and Good Relations Manager

Agreed by: Louise Moore, Head of Community Planning

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

12.9 60TH EUROPEAN INTERNATIONAL FARM EXCHANGE SCHEME – GREENMOUNT COLLEGE 21–28 JULY 2018

Members are advised that the 60th Anniversary IFYE Conference is scheduled for Greenmount College on 21 to 28 July. The IFYE exchange programme began in 1948 to promote international understanding and participants come from a wide variety farming/rural backgrounds. Since 1958 European IFYE alumnis have been coming together to exchange stories and adventures and to learn from each other. The Diamond Anniversary Year is an important milestone and the week long event will attract 225 delegates from across the world including Australia, America, Switzerland and Europe.

The week long programme is packed with sightseeing, food, culture and sporting experiences, visits to various farms across Northern Ireland and the exchange of Best Practice from rural traditions. The itinerary includes key opportunities for the Council to develop links and explore opportunities particularly through the Rural Development Programme and agri food products as well as ideas generation for key events such as the Balmoral Show. The official opening ceremony is to be held on Sunday 22 July and the organisers would be delighted if the Mayor could participate. It is also suggested that the Chairperson of GROW, Councillor Vera McWilliam should attend in light of the potential opportunity for future co-operation.

The Council has been asked to consider supporting the event and based on the overall cost of the week long programme, officers would suggest a contribution of £3,000. This will help to cover the cost of the official opening, venue hire and programme activities.

A follow up report will be presented to the Community Planning & Regeneration Committee.

RECOMMENDATION: that

- (a) a contribution of £3,000 be made towards the cost of the event;**
- (b) the Mayor, Chairperson of GROW and relevant Officers attend;**
- (c) an invite be issued to all Members who may wish to attend at some stage during the week.**

12.10 FI/AUD/2 REVIEW OF THE EFFECTIVENESS OF THE AUDIT COMMITTEE AUDIT AND AUDIT COMMITTEE ANNUAL REPORT 2016/17

Members are advised that the Chartered Institute of Public Finance and Accountancy's (CIPFA) Audit Committee – Practical Guidance for Local Authorities and Police 2013, places a requirement on the Audit Committee to “report regularly on their work, and at least annually report an assessment of their performance” to Those Charged with Governance.

On the 22 May 2018, the Audit Committee undertook a review of its effectiveness using a self-assessment checklist provided by the guidance mentioned above. The results of this review (a copy of which is enclosed) were approved by the Audit Committee at their meeting on 19 June 2018.

The Audit Committee has also prepared an Annual Report (a copy of which is enclosed) which was also agreed at their meeting on 19 June 2018. This report outlines the Audit Committee's activities during 2017/18 and how the Committee has discharged its roles and responsibilities as set out in the Audit Committee Terms of Reference.

RECOMMENDATION: that Council approves the Review of Effectiveness of the Audit Committee and the Audit Committee Annual reports.

Prepared by: Paul Caulcutt, Head of Internal Audit

Agreed by: Jacqui Dixon, Chief Executive

12.11 ED/REG/018/Vo 1 STRATEGIC ECONOMIC DEVELOPMENT PROJECTS AND DRAFT ECONOMIC DEVELOPMENT STRATEGY UPDATE.

1. Draft Economic Development Strategy and Employment Land Evaluation Report

Members are reminded that a draft Economic Development Strategy including an Employment Land Evaluation Report has recently been submitted by the appointed consultants. A briefing was held with members on 30th May to discuss the economic development aspects and a future briefing with members regarding the Employment Land Evaluation Report is scheduled for early July. Further work is required on the proposed actions and the resources required to deliver these, which will now take place over the summer months with a final document being presented to the Council in September.

2. Think Tanks

Linked to the production of the draft Economic Development Strategy a series of Think Tanks was delivered. In February, it was reported that a number of actions had emerged which officers were proceeding to implement. These included:

- a. Teleconferencing facilities at Mossley Mill accessible to local businesses

Update:

Order placed for white, interactive screens for Mossley Mill and Civic Centre. Promotion to businesses to follow

- b. Jobs Fair – May and October 2018

Update:

The Council delivered a very successful Jobs Fair on 6th June 2018 at the Valley Leisure Centre in conjunction with the Department for Communities and other key agencies. 1,704 people attended, with 62 employers and 23 support organisations. Of those that attended, 59% were unemployed and 30% employed. 76% were between 18-49 years of age and 51% were qualified to A-Level (or equivalent) or above. 72% attended for the purpose of talking directly to employers and 69% to apply for a job. An infographic is enclosed summarising the key statistics. The next Jobs Fair will be held in the autumn with a specific focus on alternative routes to employment.

- c. Antrim and Newtownabbey Jobs search page

Update:

Development underway – target date for completion October. In the interim local Jobs Facebook page launched

- d. Awareness of Council Procurement exercises, via Borough Life and Social Media

Update:

Article regarding eportal featured in Borough Life on a regular basis. Go Tender workshops being arranged in conjunction with Inter Trade Ireland.

The final Think Tank will take place in September and will focus on the Economic Development Strategy and its implementation. Consideration will also be given to the type of forum that is required going forward to act as the interface between the Council and the business community as well as key stakeholder organisations.

3. Gilbert Trade Visit - November 2018

The Council has agreed to organise a trade mission to Gilbert/Phoenix in November 2018 to give businesses from Antrim and Newtownabbey an opportunity to gain first-hand experience of the US market with a view to developing new networks and building new trading relationships. This trade visit aims to identify and select local businesses that have the potential to develop and capitalise on trading links with US organisations. It is proposed that circa 6-8 businesses be selected to take part in the visit, in November 2018. It is envisaged that a range of stakeholders including Invest NI, Ulster University, NI Chamber of Commerce, NI Bureau, Mallusk and Antrim Enterprise, Arizona Commerce Authority, Phoenix Chamber of Commerce and the Town of Gilbert will also participate. The visit will take place from 13-20 November.

Actions to date:

- 'Doing Business in the USA' workshop provided by Invest NI on 22 March 2018
- Further preparatory workshops including Sales Prospecting and Pitch Optimisation will be delivered in advance of the visit to ensure that businesses are equipped and ready to engage with their counterparts in Arizona.
- An investment portfolio for the Borough has been produced as a promotional tool for this event

Local market research has also been complete to draw comparisons with the Phoenix area which has identified a number of synergies within key sectors and large employers. The wider Phoenix area has a diverse and successful business community and the opportunities exist for companies in Antrim and Newtownabbey to develop and capitalise on trading links.

The sectors of focus which are also prevalent in the Phoenix business community include Healthcare, Business & Professional Services, Advanced Manufacturing, Construction and Transport & Distribution.

Antrim and Newtownabbey Borough Council has contacted local businesses to receive expressions of interest in visiting Gilbert in November 2018. To date we have received a number of applications from companies in key sectors such as Construction, Healthcare, Advanced Manufacturing and Engineering & Creative Industries.

The best practice approach adopted by Invest NI, Lisburn & Castlereagh and other Councils involved in global engagement of this nature has been to appoint a specialist company operating in this field to match companies and

set up appropriate business meetings. This approach seeks to maximise the time invested by the businesses and produces the best results for all parties.

RECOMMENDATION: that to ensure maximum results and benefits the Council appoints a specialist company to identify business matches for the businesses during the trade visit.

4. China International Import Expo

In September 2017 the then mayor Councillor Hamill requested and received the support of the Council to enter into hosting a visit from a Chinese delegation with a view to doing business, or possibly developing a twinning arrangement or similar beneficial arrangement.

Madam Wang Shuying subsequently met with Cllr Paul Hamill and the Chief Executive to discuss potential opportunities to work together and highlighted the upcoming Expo event in Shanghai.

This major expo event will take place from 5-10 November 2018 at the National Exhibition and Convention Centre in Shanghai. A copy of the event information booklet is **enclosed**. The event is supported by the World Trade Organisation and the United Nations Industrial Development Organisation and recognises the firm support of the Chinese government to trade liberalisation and economic globalisation, actively opening the Chinese market to the world. The Chinese government has welcomed government officials, business communities, exhibitors and professional purchasers from across the world to take part and explore the Chinese market.

Background

China has the world's largest population, is the second largest economy, as well as being the second largest importer and consumer in the world. Consumption is therefore increasing rapidly with China expected to import products and services valuing more than 10 trillion US dollars in the next five years.

Enterprises from over 100 countries and regions are expected to participate in the Expo. Supporting activities such as supply-demand matching meetings, seminars and product releases will be held during the Expo.

Belfast City Council has already established a formal link with China and officers will liaise with the relevant City Council officers in preparation for the visit.

Planned around the Expo, a series of meetings will be arranged with the following key organisations to ensure maximum is achieved:

- **Invest NI, China office**
- **NI Bureau in China**
- **British Consulate/Embassy**
- **UU Global Engagement – Confucius Institute**
- **Belfast City Council**

The Chief Executive shared the information regarding the event with Group Leaders and Councillor Brett and Alderman Cosgrove have expressed an interest in attending.

Officers are in the process of promoting this opportunity to local Businesses.

RECOMMENDATION:

(a) Cllr Brett and Ald Cosgrove participate in the China International Import Expo along with a relevant Council officer.

(b) Pre departure preparatory work be undertaken with UU representatives and Belfast City Council officers.

5. City Deal

Members will be aware of the Council's participation in the City Deal proposition for the Belfast Region. It is intended that this ambitious proposition will generate a step change in economic growth delivering in a balanced and inclusive manner. The deal seeks to deliver:-

- More and better jobs
- Inclusive growth
- Improved skills and
- Increased domestic business and foreign direct investment

The proposition for the City Deal has advanced significantly over recent months and is set within the context of the NI Programme for Government and Draft Industrial Strategy alongside the UK Industrial Strategy. A number of other strategies have been developed which have assisted in informing how the shared challenges and opportunities across the 6 partner Council areas might be addressed. These include:

- Infrastructure Framework (copy enclosed)
- Employability & Skills Framework (copy enclosed)
- Industrial Strategic Framework (copy enclosed)
- Digital Framework (copy enclosed)
- Tourism Product Framework (draft produced - under review)

These strategies have been applied to the projects proposed for inclusion in the City Deal to produce the Proposition Paper (May 2018) a copy of which is enclosed. This document contains the emerging 'primary' projects with the caveat that they are still draft, subject to further development and prioritisation. The projects for the Antrim and Newtownabbey Council area included are as follows:

- SMART Business Innovation Hub (at Global Point or on Council owned land)
- Belfast Rapid Transit: Glider Project Phase 2
- Making Work More Accessible; Park and Ride and Railway Halt provision
- Belfast International Gateway; Access Strategy

- Digital Infrastructure (collaborative project)
- Skills and Employability (collaborative project)

Further to discussion and guidance from DCLG this document will be refined and a final proposition produced by Mid July. In advance of the Mid July deadline Strategic Outline case (SOC) must be submitted.

Northern Ireland uses the NIGEAE approach to SOCs (in compliance with Green Book) with UK Government using the 5-Case approach to Green Book (both summarised in attached file ('SOC Contents.ppt'). UK Government has provided the attached template being used on another City Deal for SOCs ('Strategic Outline Business Case Template.doc') which they believe provides a sensible reference point for the Belfast Region. They have advised that using this approach will make it easier for UK Departmental analysts to engage with our proposition.

This exercise will now be completed for the SMART Business Innovation Hub (at Global Point or on Council owned land) which will be a council led project. Webb Advisory will assist the Council with the completion of this SOC as an extension of the work completed to produce the draft Economic Development Strategy.

The other infrastructure projects within the borough such as the Phase II Belfast Rapid Transit project are likely to be led by the Department for Infrastructure in conjunction with the Council and other partners.

Belfast City Council will commission the additional external support for the economic modelling and prioritisation and the further development of the Innovation and Digital projects. It is proposed that all support costs relating to the work to underpin the City Deal bid be apportioned across the participating councils Officers will update members when these costs are finalised.

Members are also advised that the Belfast Region City Deal Forum meeting will take place at Mossley Mill on the 25th June. Gordon Matheson who was leader of Glasgow City Council from 2010 to 2015 during their City Deal process will be in attendance to share his experience.

Due to the extent of work required over the next 6-12 months to advance the proposition, Councils have been requested to consider whether they can offer an experienced officer on secondment to Belfast City Council to support the process. It is proposed that the Council's Head of Economic Development would be temporarily seconded to this role.

RECOMMENDATION: that the Head of Economic Development is seconded to Belfast City Council to advance the City Deal proposition.

6. Heathrow Hub

A delegation from Heathrow visited the Borough on 6th June and undertook site visits to Global Point and Belfast International Airport. An informal dinner

was also arranged for the 19th to enable the owners of various sites, interested companies, elected members, etc, to meet with the Heathrow team. The Heathrow Hub Delegation is led by Maya Jani, Procurement Director Expansion and Daniel Platt, Public Affairs Manager with Heathrow Airport Ltd. The purpose of the dinner was to have the leading supply chain of our largest construction and manufacturing businesses across Northern Ireland meet and hear directly from the team who are keen to engage in exploring the wider economic opportunities of the Heathrow Expansion across Northern Ireland beyond the Hubs.

Maya Jani was also the keynote speaker at the Heathrow Summit on Wednesday 20th June 2018 in Belfast City Hall. She addressed the audience of SME'S and facilitated a meet the buyer series with some 150 NI SME'S. A copy of the Summit programme is **enclosed**.

Work will now continue on the preparation of a Phase 2 submission, the cost of which will be shared by the Participating Councils. A further update report will follow.

RECOMMENDATION: that the report be noted and the recommendation be approved.

Prepared by: Majella McAllister, Director of Community Planning & Regeneration

Approved by: Jacqui Dixon, Chief Executive

12.12 AC/GEN/40 CREATIVE SHOPS PROJECT

Members are reminded that it was agreed by the Committee in February 2016 to deliver a pilot 'Creative Shops' project, in partnership with Big Telly Theatre Company, in Antrim Town. This pilot took place in February 2017 in Castle Mall in the lead up to the inaugural Antrim Live Festival. Big Telly Theatre Company have been working in partnership with Councils for many years to deliver 'Creative Shops' projects in towns and villages across Northern Ireland thanks to funding support from Esmee Fairburn Foundation. Creative Shops involve Big Telly Theatre Company providing arts facilitators to take up temporary residence in a vacant retail unit for a number of weeks from where they deliver a variety of arts and cultural activity free of charge to all sections of the community. The Antrim pilot in Castle Mall ran for four weeks and proved to be very popular attracting a lot of interest and engagement from the community.

Big Telly have recently contacted the Council to indicate that they would like to deliver a further 'Creative Shops' project in the Borough and are proposing to do this in Ballyclare in the coming months. They are already working with Ballyclare Business Improvement District (BID) to deliver one of their immersive theatre pieces in August. The Ballyclare BID Manager Heather Carr has also contacted the Council indicating that they would welcome the opportunity to work with the Council and Big Telly to deliver a 'Creative Shops' in Ballyclare.

It is proposed to identify and secure the use of a suitable vacant business unit in Ballyclare with the assistance of the Economic Development team and Ballyclare BID and operate a Creative Shop in partnership with Big Telly Theatre Company, with the dates yet to be agreed. Any associated running costs, estimated to be in the region of £1,000, will be funded from within arts and culture 2018/19 budgets. Working with Big Telly it is proposed to develop and deliver a diverse programme of arts and cultural events and activity from this space, which both animate Ballyclare Town and connect as much as possible with Ballyclare Town Hall. In developing this programme, consultation events with relevant stakeholders including traders and residents, will be held to inform the programming.

RECOMMENDATION: that the delivery of a 'Creative Shops' project in Ballyclare, in partnership with Big Telly Theatre Company at a cost of £1,000, be approved, with the dates to be confirmed.

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

Approved by: Geraldine Girvan, Director of Operations

12.13 AC/GEN/21 ARTS COUNCIL CHALLENGE FUND UPDATE

Members are reminded that The Love Living Here through the Arts project plan, which sets out the actions for arts development across the Borough is jointly funded through the Arts Challenge Fund and DEA funding plan, was approved in October 2017 and is enclosed for information.

Update

Landed in May, the event was attended by representatives of the Arts Council of Northern Ireland (ACNI) and the five lead artists successfully recruited to head up each of the project strands, were announced as follows:

Issue Based Theatre: Kate Guelke
Love Living Here: Amanda Montgomery
Village Artist in Residence: Ciara O'Malley
Older People's Arts Programme: Geraldine Gallagher
Arts Apprenticeship Scheme: Patricia Crossley

Each Lead Artist is working closely with the Community Planning Manager and the Arts Services Manager to identify suitable locations and to set up groups in line with the outcomes determined in Community Plan and in order to ensure an even spread of activity across the seven DEAs. A first quarterly update on the project is set out below with further updates to be brought to future meetings:

- Issue Based Theatre: the Lead Artist is presently identifying groups in Mossley and Monkstown, Glengormley, Antrim and Rathcoole
- Love Living Here: 25 schools across the Borough expressed an interest and the programme was re-profiled to allow the participation of all 25 schools.
- Village Artist in Residence: Contact and discussions are underway to identify the most appropriate locations for this project.
- Older People's Arts Programme: meetings are currently taking place with the Community Navigator (the hub contact for all the community groups and association), to identify groups across all seven DEAs.
- Community Arts Apprenticeship Programme – the Lead Artist has been meeting with young people to promote the opportunity, has attended the Council Jobs Fair and has also been meeting with job centres, CAMHs, (Children's and Adolescent Mental Health Services) and young people on the NEET (Not in Education, Employment, or Training) programme.

RECOMMENDATION: that the report be noted.

Prepared by: Bernard Clarkson, Arts Service Manager

Agreed by: Ursula Fay, Head of Arts & Culture

Approved by: Geraldine Girvan, Director of Operations

12.14 AC/GEN/37 ARTS AND CULTURE GRANT AID

Members are reminded that a revised Arts and Culture Grant Aid Programme was approved by the Operations Committee in March 2017. The purpose of the grant programme is to provide financial assistance to individuals and groups in the Borough for a range of arts and heritage purposes.

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

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. Six applications have been assessed by officers under the appropriate funding category and maximum award available. A summary of the applications are set out below along with the proposed awards:

Ref	Group Individual	Funding Category	Funding Purpose	Score	Amount Awarded
3825	Karl Johnson	Participation in specialist training or study	To attend Youth Music Theatre UK – Residential Theatre Course	75%	£250
3896	Rebecca Alcorn	Participation in specialist training or study	To attend residential for Ulster Youth Choir	60%	£250
3963	Johnathan Price	Participation in specialist training or study	Full – Time training at the New York Film Academy	55%	£250
3736	Cliona Griffin	The attendance at or participation in an arts event either by invitation or qualification	To attend Dance World Cup NI – Sitges Spain	65%	£500
3978	Lorcan Darragh	Participation in specialist training or study	To attend residential Irish language and Cultural	70%	£250

			Course in Donegal		
3731	Robert Robinson Ballyclare Picture House	The delivery of an event or festival, which must be held in the Borough and open to the public	To bring the joy of cinema to the area of Ballyclare and surrounding communities.	70%	£1000

The budget available for arts grants in 2018/2019 is £14,000. The total amount proposed for this award is £2500 leaving a balance of £11,500 to fund any future applications in the current financial year.

RECOMMENDATION: that the Arts and Culture Grant Award be approved.

Prepared by: Leeann Murray, Arts Development Officer and Operations Department

Agreed by: Ursula Fay, Head of Arts and Culture

Approved by: Geraldine Girvan, Director of Operations

12.15 AC/EV/13 WORLD WAR 1 – END OF WAR CENTENARY PROGRAMME

Members are reminded that initial plans to mark the End of War Centenary Programme were agreed by the Operations Committee in February 2018 as follows:

- Participation in Battles Over – A Nations Tribute by lighting two beacons at 7pm on 11 November
- Participation in Ringing Out for Peace on 11 November when churches across the UK will be ringing their bells at 7.05pm
- Delivery of a tree planting project with schools and community groups in partnership with the Royal British Legion
- Delivery of a series of events and activities such as theatre performances, talks, musical events, exhibition and poppy themed planting displays.
- Lighting Up Red – Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall on 11 November from dusk.

It was also agreed at this meeting that the final programme be brought back to a future meeting. Officers from Arts and Culture and Parks have been developing this programme and a final draft is proposed for Members' consideration (**enclosed**).

In addition to the planned programme of activity, there is an opportunity to participate in a UK wide art installation 'There But Not There'. Ghostly figures of First World War soldiers or 'Tommy's', in various forms have been produced to mark the Centenary, whilst also fundraising with the aim of raising in excess of £15 million for armed forces and mental health charities, including Walking With The Wounded. The campaign aims to commemorate all those who lost their lives with communities encouraged to purchase some of the ghostly figures for installation in their local area to commemorate those lost from their community.

It is proposed to install two of the 6FT metal 'Tommy' sculptures, at a cost of £750 each (image **enclosed**) for installation in Antrim Castle Gardens and The Replica Trench Mossley Mill from September to November in line with the duration of the proposed programme. It is also proposed to purchase an additional 12 'Tommy' bench/seat silhouettes (image **enclosed**), at a cost of £42 each, for installation in the following locations for the month of November: Randalstown War Memorial, Antrim Civic Centre, Mossley Mill, Antrim Town War Memorial, Cross of Sacrifice Carnmoney Cemetery, Belmont Cemetery, Whiteabbey War Memorial, Ballyclare War Memorial Park, Antrim Forum, Lilian Bland Community Park, The Valley Leisure Centre and Ballynure.

In order to promote the range of activities planned to mark the Centenary it is proposed to produce a commemorative booklet for distribution throughout the Borough in digital and hard copy with the programme branded as 'A Borough's Tribute'.

RECOMMENDATION: that the proposals to mark the Centenary of the end of the Great War, branded as 'A Borough's Tribute', be approved.

Prepared by: Ursula Fay, Head of Arts & Culture and Ivor McMullan, Head of Parks

Agreed by: Geraldine Girvan, Director of Operations

12.16 PK/GEN/104 WHITEABBAY GARDEN DEVELOPMENT PROJECT

Whiteabbey Community Group are based at Whiteabbey Community Centre, Glenville Road. The group have been working with DEA members to develop a garden project to the rear of the community centre on Council owned land.

The design concept (**enclosed**) has been costed at approximately £45,000 and will be designed to provide a safe and secure outdoor space for groups and local people with a particular emphasis on gardening.

The group is in the process of submitting an application to ALPHA to secure funding. If successful, this application will provide 90% of the project costs. A balance of £4,500 would need to be sourced to be able to progress with the project.

DEA Members have indicated that they have £2,500 remaining unspent which could be used to partially match find the shortfall. The remaining balance can be provided from Parks central budget.

As this property is owned by Council, this project would be taken forward by the Capital Project team. Support may be required from time to time for the group going forward.

RECOMMENDATION: that Council approves the development of a garden project on land adjacent to Whiteabbey Community Centre, subject to a successful application to the Alpha Programme, and that match funding of £4,500 is agreed as set out above.

Prepared by: Lindsay Houston, Parks Development Officer

Agreed by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

12.17 L/LEI/AP/5 ALLEN PARK RESTAURANT FRANCHISE

Members are reminded that the franchise opportunity at Allen Park was advertised and secured by Big Occasions in May 2016.

The franchisee requested a reduction in hours in July 2017, and eventually gave notice on August 2017 citing that the business was unsustainable for them. Big Occasions ceased trading at Allen Park in November 2017.

At very short notice, Mann's Catering Services, who had been runner up in the assessment of applications for the franchise, were asked to step in and provide catering on an interim basis. The team at Mann's invested significantly in working with the Golf Club members, to provide a quality value for money menu which met their needs. They have also promoted the restaurant as has Council.

Throughout the winter months, business was slow and the prolonged adverse weather presented additional difficulties. Mann's agreed to remain and anticipated a significant uplift in business with the onset of better weather. Officers have recently been informed that business remains slow and that they remain committed to offering a service but on a reduced basis. They propose to open Friday, Saturday and Sunday. Mann's have also given a commitment to cater for society events and any other special bookings.

Officers propose to advertise the opportunity on the open market – with a revised specification which will highlight that the opportunity might be more attractive to an owner/chef or to a social enterprise.

RECOMMENDATION: that Council approves the reduced hours as set out above and that the catering franchise opportunity for Allen Park is advertised immediately.

Prepared by: Matt McDowell, Head of Leisure

Approved by: Geraldine Girvan, Director of Operations

12.18 PK/GEN/035/VOL2 GRASS MANAGEMENT SUB GROUP

Membership

Members are reminded that the Grass Management Sub Group was established by the Operations Committee in 2015 to consider a range of detailed Parks matters and to make recommendation to committee.

The main agenda items include the following:

- Roundabout Improvements
- Grass Cutting Schedules
- Seasonal Planting
- Village and Town action plans
- Floral bed displays

The sub group meets every 2-3 months and is chaired by the Chairperson of the Operations Committee.

Since the 2017 Annual Meeting membership of the sub group is as follows:

Councillors Kelly, Clarke, Ritchie, McWilliam, Magill and Montgomery, and Alderman Smyth.

The next meeting of the Grass Management sub group is scheduled for Monday 5th September 2018 at 5pm in Antrim Civic Centre.

Urban Grass Cutting

Since the Department for Infrastructure Roads (DfI) budget cuts of 2015 relating to urban grass cutting, Council has agreed each year to pay for a total of 5 cuts - spaced out over the growing season at an annual cost of £50,000. The location of the areas to be cut is per the Department's specification and work is carried out by DfI contractors. With the recent good weather growing conditions have been very favourable and grass has become long in many areas across the Borough and this has prompted contact with the members of the grass management sub group to suggest that an additional one or two cuts may be worth considering.

Officers contacted the members of the grass management sub group and whilst there was broad agreement in principle, to consider additional cuts at £10,000 per cut, some issues were raised including the quality of the cuts. Officers would propose to seek assurances from DfI that the standard of grass cutting will be improved. Savings can be made in budgets in year should a decision be made to pay for extra cuts.

RECOMMENDATION: that

- (i) Membership of the Grass Management Sub Group be agreed and,**

- (ii) Up to 2 additional urban grass cuts at a cost of £10,000 each be considered in the current season.**

Prepared by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

12.19 CP/F/CD/CFF/063 COMMUNITY RELATIONS FORUM

Members are reminded that the Council agreed in February 2018 to fund the Community Relations Forum in the sum of £5,000 through Community Festivals programme for a Mid Summer Magic Event.

Previously this event had been included in the Glengormley Town Team's action plan; however this year the team decided to include a shopping event in the town centre instead of the summer event that was held in previous years at Lillian Bland park.

As the funding has been secured the Community Relations Forum has asked the Council for support to deliver the event which will now be called 'The Great Glengormley Get Together' to be held at the end of August or start of September. A copy of the letter is **enclosed**. The assistance requested includes free use of Lillian Bland Community Park and Pavilion, loan of the Council's gazebos, staff support to advise and assist with the event and potentially assistance with insurance if needed.

The Council's instructions are requested.

Prepared by: Karen Steele, Tourism Regeneration & Town Centre Manager

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

12.20 CP/CD/233 RATHCOOLE NEIGHBOURHOOD RENEWAL - ACTION PLAN 2018/19

Members are reminded that a letter of offer from the Department for Communities for an amount of £78, 518.08 to support the continuation of the Neighbourhood Renewal Programme in Rathcoole in 2018/19 was accepted by the Council in April 2018.

At that stage the Neighbourhood Renewal Action Plan 2018/19 was under review by the Neighbourhood Renewal Partnership and sub groups. The Action Plan was subsequently approved by the Neighbourhood Renewal Partnership in May 2018 a copy of which is **enclosed** for Members' consideration.

RECOMMENDATION: that the Council approves the Rathcoole Neighbourhood Renewal Action Plan 2018/19

Prepared by: Elaine Manson, Community Services & Tackling Deprivation Manager

Agreed by: Louise Moore, Head of Community Planning

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

12.21 CP/GR/055 EQUALITY & DIVERSITY WORKING GROUP - MINUTES

Members are reminded that in March 2017 it was agreed that the Councils Quarterly Good Relations Working Group be replaced by an Equality and Diversity Working Group which would take a broader look at services across the Council.

A copy of the minutes of the meeting 9 May 2018 is **enclosed** for Members' consideration.

RECOMMENDATION: that the minutes be approved.

Prepared by: Elaine Manson, Community Services and Tackling Deprivation Manager

Agreed by: Louise Moore, Head of Community Planning

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

12.22 CP/CP/080 CLASP DEVELOPMENT PLAN

Members are reminded of the development plan commissioned to consider re-establishing premises for Church Road, Longlands and Arthur Social Programme (CLASP). This initiative was funded through the DEA funding programme at a cost of £2,400.

CLASP is a Newtownabbey based community group originally established to deliver projects, programmes and activities that facilitate the social, recreational, educational and environmental needs of individuals living within the Longlands area and the surrounding estates. CLASP aims to ensure that there is sufficient community provision to fill the gaps not serviced by the Council, Housing Executive, Department for Communities or private ventures.

Prior to November 2014 CLASP was based in and operated their activities from a portacabin facility located between Longlands Road and Arthur Road. In 2014 this facility was subject to severe water damage and was deemed unusable. As a result, the group has not had premises for a considerable time and their activities in recent years have been extremely limited delivered from a range of premises.

Through the DEA Programme, the Council commissioned Deirdre Fitzpatrick to produce a report which explored the options open to CLASP moving forward with respect to community provision, including potential to re-establish premises for the group. The report, which includes an addendum regarding financial projections, is **enclosed** for Members' consideration.

Provision of £7,500 has been made in the 2018-2019 DEA programme to reconnect services to a portacabin which is currently on site.

RECOMMENDATION: that

- i) the development plan be approved.**
- ii) the agreed works to reconnect services are progressed.**
- iii) the Council's community development team work with CLASP to improve their capacity and explore other funding options.**

Prepared by: Alison Keenan, Community Planning Manager

Agreed by: Louise Moore, Head of Community Planning

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

12.23 G/MSMO/23 THE SOMME ASSOCIATION ANNUAL SUBSCRIPTION

Members are advised that an invoice has been received from the Somme Association for £650 (plus VAT) in respect of their subscription for April 2017 – March 2018. Council have two members on the Somme Association nominated annually.

RECOMMENDATION: that the Council continues to subscribe to the Somme Association at a cost of £650 (plus VAT) per annum.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

12.24 ED/CD/040/VOL 2 LOUGH NEAGH PARTNERSHIP

Members are reminded that a decision was taken at the April Council meeting to refer the request for funding by Lough Neagh Partnership back to the Community Planning and Regeneration Committee with a view to officers engaging with the Partnership to develop clear KPI's and a Service Level Agreement with the Council.

Officers have subsequently met with Gerry Darby of Lough Neagh Partnership and developed the enclosed Service Level Agreement (SLA) for Members consideration.

It is proposed that the SLA would run in line with the Heritage Lottery funding secured by the Partnership for 3 years until 31/3/21. Year 2 and Year 3 funding will be dependent upon satisfactory performance in the previous 12 months. An annual presentation will be made to the Community Planning and Regeneration Committee regarding delivery of the agreed Key Performance Indicators.

It is proposed that in line with the Service Level Agreement funding of £22,000 per annum be provided for 3 years subject to satisfactory performance and the Council's estimates process.

RECOMMENDATION: that the Service Level Agreement be approved with funding of £22,000 provided per annum for 3 years commencing 1 April 2018, subject to satisfactory performance and the Council's estimate process.

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

ITEMS FOR INFORMATION

12.25 CD/PM/96 & FI/PRO/TEN/101 CARNMONEY CEMETERY PROVISION (SUBTERRANEAN SYSTEM) - STATUS REPORT ON EMERGENCY WORKS

This report provides an update on the current status of the Carnmoney Cemetery Provision (Subterranean System) Emergency Works.

At the Council Meeting on 26 March 2018 Members approved the total revised budget (Works and Fees) of £334,106.39 (excluding VAT).

The Main Contractor commenced works on site week commencing 14 May 2018. During the site set-up a section of Japanese Knotweed was uncovered which had to be addressed as a matter of urgency due to risk of spread to surrounding areas.

Emergency Works

A quotation for the emergency works was sought via the Main Contractor from a Specialist Sub-Contractor to urgently minimise delay in the main contract works.

The Council's Consultant advised that the anticipated costs for the specialist works to eradicate the Japanese Knotweed were in the region of £35,000. It is proposed that the specialist costs incurred will be taken from the Repair and Renewals budget, provided for as part of the annual estimates programme.

The final outturn costs for the emergency works have been agreed at £29,635.82

The Specialist Sub-Contractor will provide Council with a 10-year guarantee against regrowth of the Japanese Knotweed within the treated area.

Programme for the Emergency Works

The emergency works commenced on 19 May and were completed on 9 June 2018. Whilst this will minimise delay to the main contract works it is anticipated that the completion of Section 1 will be delayed by approximately 2/3 weeks depending on weather conditions.

APPROVAL FOR THE ADVANCED EMERGENCY WORKS

Under the Council's Scheme of Delegation, the Chief Executive and Directors have the delegated powers to take measures, including expenditure, in emergency and cases of urgency as follows:

- a. Taking such measures, including incurring expenditure, as may be required in emergency situations or cases of urgency, subject to advising

the Mayor and reporting to the appropriate Committee as soon as possible.

- b. Where such measures involve the Council incurring expenditure of an amount that is likely to result in the Committee's expenditure exceeding its approved estimate, then the Chief Executive should advise the Director of Finance and Governance and submit a report to the relevant Committee as soon as possible. The Director of Finance and Governance should inform the relevant Committee accordingly as soon as possible.

In view of the risks in causing undue delay to the delivery programme and in line with the Scheme of Delegation, the Mayor was consulted and arrangements put in place to carry out the works.

RECOMMENDATION: that the report be noted.

Prepared & Agreed by: Reggie Hillen, Head of Capital Development

Approved by: Jacqui Dixon, Chief Executive

12.26 G/GEN/001 RANDALSTOWN POST OFFICE

Correspondence has been received from the Post Office (copy enclosed) advising of the decision of the Local Public Consultation and also advising that Randalstown Post Office has been relocated to the Spar, 44 New Street, Randalstown from 28 April 2018.

The correspondence states that 33 responses were received from customers during the consultation period and the information provided was taken into account before finalising the plans for the new service.

The information is also available from the Post Office Consultation Hub at www.postofficeviews.co.uk.

RECOMMENDATION: that the report be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

12.27 CP/CD/207 ANTRIM AND NEWTOWNABBEY PENSIONERS' PARLIAMENT

Correspondence has been received by the Chief Executive (**copy enclosed**) from Eamonn Donaghy, Chief Executive of Age Sector Platform thanking the Council for its support in staging the Northern Ireland Pensioners' Parliament on Friday, 20 April at Mossley Mill.

The correspondence also acknowledges the support of the Community Services and Tackling Deprivation Manager, Elaine Manson, in acting as a link with Members and council staff, and hopes that the Council's participation in the local parliament and direct engagement with older people will have assisted in capturing opinion and feedback on age friendly initiatives and Community Planning Strategy.

RECOMMENDATION: that the report be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

12.28 CP/P4/003/VOL2 PEACE IV PARTNERSHIP MEMBER CHANGE

Members are reminded that as part of the PEACE IV Local Action Planning process, the Council was required to establish a Partnership made up of elected members, relevant statutory agency representatives and appropriately skilled social partners. It was agreed that the partnership would have 21 members in total (11 elected members, 6 social partners and 4 statutory partners).

On 25 January and 17 April 2018 respectively, written resignations were received from two Social Partner members. To ensure a full complement and retain the Partnership balance, it was agreed at 13 February 2018 PEACE IV Full Partnership meeting to initiate a public recruitment exercise.

Recruitment for the position of PEACE IV Social Partner was advertised in the local press and on the Council website, promoted on Council and PEACE IV social media, and an email circulated to those on the PEACE IV Database and Consultees. A total of 5 applications were received, 5 were shortlisted for interview and 2 candidates withdrew their applications. Interviews were held on 22 May and 11 June 2018.

The PEACE IV Partnership approved the appointment of the following social partners on 12 June 2018 subject to full Council approval and has recommended that the remaining candidate be added to a reserve list:

Appointed:

- Brian Byrne
- Dorothee Wagner

Reserve List:

- David Burns

Members are advised that PSNI representation on the PEACE IV Partnership is also changing with Superintendent Emma Bond being replaced by Community Planning Sergeant Stephen Moore, as Emma has obtained a promotion to another post.

RECOMMENDATION: that Brian Byrne and Dorothee Wagner be appointed as social partners and David Burns be confirmed as a reserve.

Prepared by: Connor O'Dornan, PEACE IV Co-ordinator

Agreed by: Andrew Irwin, Community Safety and Good Relations Manager/Louise Moore, Head of Community Planning

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

12.29 CP/GEN/016 CHANGE OF DISTRICT COMMANDER ANTRIM AND NEWTOWNABBEY

Members are advised that correspondence has been received from Assistant Chief Constable, Alan Todd, advising that Superintendent Emma Bond will take up a temporary promotion on 18 June 2018.

ACC Todd has also advised that, on a temporary basis, until such time as a new Superintendent's promotion process takes place in September/October 2018, Superintendent Darrin Jones will assume Command of Antrim and Newtownabbey District Command Unit, alongside his existing responsibilities in Mid and East Antrim. This arrangement will also commence on 18 June 2018.

RECOMMENDATION: that the report be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

12.30 G/MSMO/27 MEMBER DEVELOPMENT WORKING GROUP

Members are advised that a meeting of the Member Development Working Group took place on Monday 11 June 2018.

A copy of the Minutes of the meeting are **enclosed** for Members' information.

RECOMMENDATION: that the Minutes of the Member Development Working Group Meeting held on Monday 11 June 2018 be noted.

Prepared by: Fiona Gunning, Organisation Development Officer

Approved by: Andrea McCooke, Director of Organisation Development