



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON TUESDAY 10 MAY 2016 AT 6:30 PM

- In the Chair** : Alderman J Smyth
- Members Present** : Aldermen - W Ball, M Girvan
Councillors - A Ball, J Blair, L Clarke, M Goodman, N Kelly, V McWilliam, J Montgomery, M Rea
- Non-Committee Members Present** : Councillors – D Arthurs, D Hollis, B Webb
- Officers Present** : Director of Operations - Ms G Girvan
Head of Arts and Culture - Ms U Fay
Head of Leisure – Mr I McMullan
Head of Environmental Health - Mr C Todd
Recycling Manager – Ms L Mayne
Media & Marketing Officer – Mrs J Heasley
ICT Officer – Mr J Higginson
Member Services Officer - Mrs D Hynes

CHAIRMAN'S REMARKS

The Chairman welcomed everyone to the May Operations Committee Meeting and reminded all present of recording requirements.

The Chairman took this opportunity on behalf of himself and the Vice Chair to thank all Members of Committee, Director, Heads of Service and all staff for their hard work throughout the year. A number of members thanked the Chair and Vice Chair for the manner in which business had been conducted in the meetings throughout the year.

1 APOLOGIES

Alderman M Cosgrove, Councillor D Ritchie, Councillor M Magill

2 DECLARATIONS OF INTEREST

None.

3.1 AC/MU/7 GARDENERS CORNER AT SENTRY HILL

Sentry Hill Historic House and Visitor Centre, located in Carnmoney has provided a rare insight into life in rural Ulster during the 19th and early 20th centuries and formed part of the Councils museums and heritage offer.

The house is surrounded by extensive gardens which are planted and laid out largely as they would have been in Victorian times and are in themselves a reason to visit Sentry Hill and very much part of the visitor offer.

On previous occasions Radio Ulster had recorded Gardeners Corner from Sentry Hill, which had provided excellent publicity for the venue and showcased the gardens in particular.

Radio Ulster had once again requested permission to record Gardeners Corner at Sentry Hill on Monday 5 December 2016 and it was proposed to facilitate this request. Recording has been planned for early evening with presenter Cherrie McIlwaine and the roadshow team joined by a team of experts.

Proposed by Councillor Kelly
Seconded by Alderman Ball and agreed that

the request from Radio Ulster to record Gardeners Corner at Sentry Hill on Monday 5 December 2016 be approved.

ACTION BY: Ursula Fay

3.2 PD/153 PD/153 USE OF JORDANSTOWN LOUGHSHORE PARK FOR CHURCH EVENT

Correspondence had been received from Reverend Brian McClung, on behalf of Newtownabbey Free Presbyterian Church, requesting permission to hold four open air gospel meetings at Jordanstown Loughshore Park on 5 and 12 June, 3 July and 7 August 2016 from 8.15pm to 9.20pm each evening. The church wished to use the bandstand and would have use of a public address (PA) system. The bye laws require permission to be granted for use of a PA system.

Proposed by Alderman Ball
Seconded by Councillor Clarke and agreed that

permission be granted to Newtownabbey Free Presbyterian Church to hold four meetings at Jordanstown Loughshore Park on 5 and 12 June, 3 July and 7 August 2016, including the use of a PA system.

ACTION BY: Ivor McMullan, Head of Leisure Services

3.3 L/LEI/2 MARY PETERS TRUST – REQUEST FOR ASSISTANCE BACKGROUND

The Mary Peters Trust had been supported annually by the legacy Councils and in 2015 by the new Council (£1,600). The Trust provides encouragement and financial support to young sports men and women and recipients from the Borough continue to be supported in a range of sporting disciplines including: Gymnastics, Hockey, Triathlon, Canoeing, Basketball, Boxing, Shooting, Table Tennis, Judo, Athletics, Swimming and Motor Sport. Central Government Sports funding has reduced to Sports Governing bodies and Clubs, resulting in an increase in demand being placed upon the Trust from applicants, and on this basis an increase of £400 is suggested.

Correspondence had been received requesting a contribution to the Trust (circulated).

Proposed by Alderman Ball
Seconded by Councillor Kelly and agreed that

an increased contribution of £2,000 be made to support the work of the Mary Peters Trust within the Antrim and Newtownabbey Borough.

ACTION BY: Ivor McMullan

3.4 AC/CUL/6 WEDDING PHOTOGRAPHY POLICY ANTRIM CASTLE GARDENS

Members were reminded that following consideration of a number of options in relation to a Wedding Photography Policy at Antrim Castle Gardens it was agreed at the June 2015 meeting of the Council to introduce a booking system for parties wishing to have their wedding photographs at Castle Gardens as a trial with a review brought back to Committee.

Since implementation of this policy in July 2015 there had been 150 bookings made for wedding photography, however, there continued to be large numbers of wedding parties turning up unannounced. The introduction of a booking system had improved visitor management, however, unannounced wedding parties still proved to be challenging at certain times given weather conditions, car park load and other visitor numbers at the time.

It was proposed that wedding parties would continue to be encouraged to book in advance should they wish to use Antrim Castle Gardens for their photography and uptake of this be monitored and kept under review.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

wedding parties continue to be encouraged to book in advance if they wish to use Antrim Castle Gardens for their photography and uptake of this be monitored and kept under review

Noted: Officers to look at signage and repeat correspondence with photographers in relation to the booking process.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.5 L/LEI/00/7 SUPER CUP NI

Members were advised that the Super Cup NI (previously known as the Milk Cup) would be held in Northern Ireland throughout July 2016.

Council had previously supported this event through financial assistance in hosting a pre games tournament and Members had attended the VIP hospitality event on finals evening.

An invitation to attend the VIP hospitality event on Friday 29 July 2016 had been received at a preferential discounted rate of £585 for a table of 10.

The fee includes the following:

- All day access to Super Cup NI VIP hospitality suite
- Two course meal, served with wine, tea/coffee
- Official event programme

Proposed by Councillor McWilliam

Seconded by Councillor Clarke and agreed that

the invitation be accepted to attend the event and to book a table of 10 at a cost of £585.

On the proposal being put to the meeting 6 members voted in favour, 1 against and 2 abstentions.

The Chairman declared the motion carried.

Noted: Director undertook to liaise with Members of Committee and Group leaders in relation to attendance at the event.

ACTION BY : Ivor McMullan, Head of Leisure Services/Member Services

Councillor Rea arrived at this point of the meeting.

3.6 AC/EV/12 BRIGHTER NIGHTS 2016

The Brighter Nights programme is a summer programme of arts and culture activity delivered since 2012 on Friday evenings throughout July and August in Lillian Bland Community Park Glengormley.

The programme commenced in 2012 with the award of Peace III funding to deliver it as a pilot over two years. Through the delivery of a targeted programme of culture and arts for a family audience from tots and teens through to senior citizens there has been a reduction in incidents of anti-social behaviour and a huge increase in the positive use of a community space.

The success of the funded programme in 2012 and 2013 led to its continuation by the legacy Newtownabbey Council with provision of £15,000 made in the Arts and Culture budgets to deliver Brighter Nights in 2014 and 2015. Brighter Nights has been one of a number of initiatives including 'Culture Night' and 'Ghouls and Fools', which has contributed to the Lilian Bland Community Park becoming a focal point for positive community use.

The success of initiatives such as Brighter Nights in promoting community relations and combating youth anti-social behaviour is being rolled out in various parts of the Borough and 'Pop Up Parks' were delivered recently across a number of locations including Crumlin Leisure Centre, V36, John Street Play Park Randallstown, and Greystone Community Centre with the aim of engaging youth and promoting good relations through the medium of arts and cultural activity in a local park setting. Engagement in positive use of parks and open spaces by families in effect drives out unwanted behaviour from these locations.

It was proposed to run Brighter Nights 2016 weekly in Lilian Bland Community Park from Friday 1 July until Friday 26 August at 6.30pm until 8.30pm at a total cost of £15,000, provision for which exists in the 2016/17 Arts and Culture budgets, with the following programme themes proposed:

Brighter Nights 2016 Proposed Themes

1/7/16	School's Out
8/7/16	Animal Antics
15/7/16	Sports Night
22/7/16	Dance Fever
29/7/16	Superheroes
5/8/16	Circus Capers
12/8/16	Cultural Carnival
19/8/16	Magical Mayhem
26/8/16	Final Fling -best bits back!

Recent months had seen an increase in community tensions therefore it is hoped that Brighter Nights can once again play its role, along with the various other measures been deployed, in achieving positive outcomes endorsed by community stakeholders including elected members, local community police, community representatives, teachers and youth leaders.

Proposed by Councillor Blair
 Seconded by Councillor Ball and agreed that

the delivery of Brighter Nights 2016 as themed on Fridays between 6.30pm and 8.30pm from 1 July to 26 August in the Lilian Bland Community Park, Glengormley, be approved

ACTION BY: Ursula Fay, Head of Arts and Culture

3.7 ES/G/144 FOOD STANDARDS AGENCY NORTHERN IRELAND – CONSULTATION ON THE OPERATION OF THE STATUTORY FOOD HYGIENE RATING SCHEME

Members were reminded that legislation for the introduction for a statutory Food Hygiene Rating Scheme commenced its passage through the Northern Ireland

Assembly in 2014 and received Royal Assent in January 2016. This consultation seeks views on the secondary legislation needed to implement the scheme and guidance to be provided for district councils.

Officers have worked with the other 10 councils to consider the impact on food businesses and to ensure consistency of approach in implementing the scheme.

The Statutory Food Hygiene Rating Scheme will commence in Northern Ireland in October 2016.

A copy of the consultation was circulated.

Proposed by Councillor Blair
Seconded by Councillor Kelly and agreed that

that the response to the Food Standards Agency Northern Ireland consultation on the operation of the Statutory food Hygiene Rating Scheme be approved.

ACTION BY: Clifford Todd, Head of Environmental Health

3.8 LS.E.106 APPLICATION FOR ENTERTAINMENTS LICENCE

An application had been received for the grant of Entertainments Licence for the following premises.

Licensee	Location of Premises	Type(s) and hours of Entertainment	File No.	New Application Or Renewal
Andrew Walsh	The Cottomount Arms 130 Mallusk Road Newtownabbey BT36 4QQ	Dancing, singing, music or other similar entertainment Monday – Thursday 11:30am – 12:00am Friday 11:30am – 1:00am Saturday 11:30am – 3:00am Sunday 12:30pm – 11:00pm	LS.E.1 06	New

Proposed by Councillor Blair
Seconded by Councillor Clarke and agreed that

Committee provisionally grant the above Entertainment Licence subject to obtaining a satisfactory report from the PSNI.

ACTION: Clifford Todd, Head of Environmental Health

3.9 L/P/BIO/11 SUSTAINABLE NORTHERN IRELAND FUNDING REQUEST

It was agreed in February to provide funding of £5,000 for Sustainable Northern Ireland (SNI) subject to clarification as to whether other Councils were also committing financial support.

At the time of writing, SNI had confirmed the following progress with the funding request to the Councils:

Council	Current Status
Antrim and Newtownabbey Borough Council	Funding request approved
Ards and North Down Borough Council	Funding request approved
Armagh City, Banbridge and Craigavon Borough Council	Request still under consideration
Belfast City Council	Funding request approved
Causeway Coast and Glens Borough Council	Request still under consideration
Derry City and Strabane District Council	Funding request approved
Fermanagh and Omagh District Council	Funding request approved
Lisburn and Castlereagh City Council	Funding request approved
Mid and East Antrim Borough Council	Funding request approved
Mid Ulster District Council	Request to be considered by Council in May 2016
Newry, Mourne and Down District Council	Funding request rejected

The Northern Ireland Assembly had also committed £5,000 of funding under the same terms as offered to the Councils.

Proposed by Councillor Blair
Seconded by Alderman M Girvan and agreed that

in light of the support from other Councils and the Northern Ireland Assembly, payment of the funding to Sustainable NI is confirmed.

ACTION BY: Michael Laverty, Environment Manager

3.10 L/P/BIO/6 IMPROVEMENT PROPOSAL IN PARTNERSHIP WITH WOODLAND TRUST – NEWTOWNABBEY WAY

Members were reminded that legacy Newtownabbey Borough Council had a strong partnership with Woodland Trust for many years, working together on both Carnmoney Hill and Monkstown Wood.

The Woodland Trust had highlighted Trust owned Monkstown Wood and adjoining Council owned areas of the Newtownabbey Way for a rejuvenation project in 2016/17. Significant works were carried out on this site when the Woodland Trust first acquired in in 1999. Further works on linkages to the local community were made possible during the development of the Newtownabbey Way.

The Woodland Trust had approached Council to work in partnership with them to submit a bid to Biffa-award to improve existing paths, install new pathways, improve access, safety and develop opportunities to increase visitor numbers and engage with the local communities in the Monkstown Wood area. The project would work across the Council/Woodland Trust boundary (circulated).

Working in partnership with Woodland Trust, who would be the lead partner, would enable Council to benefit from funding available from Landfill Tax Credits. This is funding the Council cannot directly access. If approved, Councils' contribution is estimated to be £20,000 (total proposed cost £70,000).

The Woodland Trust would apply for funding and manage the project.

The project would:

- Demonstrate Council's long term commitment to the Newtownabbey Way.
- Strengthen relationship with Woodland Trust and other organisations with an interest in the Newtownabbey Way including Sustrans and local interest/community groups.
- Allow the Newtownabbey Way and adjacent sites to be fully used by local people.
- Encourage the local community to take on an element of protection/ownership of the Newtownabbey Way and Monkstown Wood

Proposed by Alderman W Ball

Seconded by Councillor McWilliam and agreed that

Council agrees to contribute £20,000 from existing budgets subject to Woodland Trust securing balance funding.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.11 L/P/BIO/12 FOREST SCHOOL AWARDS SCHEME

Members were reminded that the Northern Ireland Forest School Association (NIFSA) was active in legacy Newtownabbey since 2008. Forest Schools are an international concept where school children are taught in outdoor locations making use of natural resources and developing a different way of learning within the national curriculum. Members are further reminded that a celebration event of Forest Schools is scheduled to take place at Mossley Mill and along Newtownabbey Way on 18 May 2016.

NIFSA had developed a Forest School Award Scheme which will work closely with the Council to select 2 schools per year to develop a sustainable outdoor learning ethos at a cost of £5,000 per annum. Schools will be asked to apply to take part and two schools will be selected by a panel of nominated members and officers per year. Schools will be required to select a Council open space for their forest school 'classroom'.

The schools would take part in outdoor learning sessions for a period of 6 weeks after which the teacher will have gained a Forest Schools Leadership Award and will be confident in the concept of outdoor learning.

The benefits of Forest Schools are far reaching not only for the pupils and teachers directly involved but also for their families, school and local community. Regular, ongoing and sustained use of Council parks and open spaces will help to develop a sense of ownership and it is hoped, will lead to a reduction in anti-social behaviour.

This scheme had been developed in partnership with NI4kids and will feature Forest School Awards each month in both their printed and online magazines promoting both the borough and specific sites within the borough to families across the province.

Proposed by Councillor Kelly
Seconded by Councillor Ball and agreed that

- **Forest School Award Scheme is adopted for a 3 year period at a cost of £5,000 per annum for 2 schools from the Borough to participate in each of the 3 years.**
- **The undernoted 3 elected members be nominated to the panel to select the 2 schools for each year, Councillor Kelly (proposed by Councillor Blair, Seconded by Councillor McWilliam), Alderman Smyth (proposed by Councillor McWilliam and Seconded by Councillor Montgomery), Councillor McWilliam (Proposed by Councillor Blair, Seconded by Councillor Montgomery).**

ACTION BY: Lindsay Houston, Biodiversity Officer

3.12 L/LEI/AP/3 ALLEN PARK – UPDATE

Background

The Allen Park capital scheme is reaching completion and will reopen on a phased basis from May. The three outdoor 3G pitches, reception and the new hall and changing facilities will open initially.

The redevelopment of the existing clubhouse into staff changing rooms, locker rooms and a meeting room will be completed late August.

Marketing and Expressions of Interest

Expressions of interest from user groups to book the facilities are being progressed. A full marketing and promotional campaign for the new centre is planned for the coming months to include:

- Advertisements in Borough Life
- Posters at Council facilities
- Website and social media
- Email marketing to existing databases
- Billboard and Adshel advertisements
- Advertisements in local press
- Banners at prime locations throughout the Borough

To encourage uptake and repeat bookings it is proposed to adopt a similar approach with opening the Crumlin facility to offer 50% discount on all sports hall and pitch bookings for groups/clubs on their first visit as part of a block booking.

Official Opening

The building is expected to be fully completed and handed over in September and Officers propose that early autumn is therefore an ideal target date for the official opening. A further update will be brought to June Committee when the programme completion date can be confirmed. Report on a request for notification of the official opening by the Enkalon Foundation to follow.

Proposed Opening Hours

It is proposal that opening hours are seasonal as follows:

<i>April – September</i>	<i>October – March</i>
Mon-Fri 08.00 – 22.30	Mon-Fri 09.00 – 22.30
Sat-Sun 07.30 – 22.00	Sat-Sun 07.30 – 18.00

Pricing

Council had already approved the pricing for golf, 3G pitches and driving range and the only remaining activity which requires approval is for use of the new simulators.

As Members recalled from discussions in April, the business case for installation of the 2 simulators was based on a charge of £15 per half an hour. Research with other similar provision has indicated this represents value for money.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

approval is given for

- i. 50% discount to clubs and groups for their first booking in either the sports hall or new pitches at Allen Park with a review reported to Committee after one year.**
- ii. The Simulator charge at £15 per half hour.**

Noted: A site visit to be arranged as soon as possible for members of Operations Committee.

ACTION BY: Ivor McMullan, Head of Leisure / Marie Agnew, Recreation Manager, Allen Park/ Member Services/Reggie Hillen

3.13 L/CP/6 OFF STREET TRANSFERRED CARPARKS

Carpark Capital Improvements

As part of the ongoing process to improve the condition of transferred carparks, condition assessments had been progressed and prioritised for each carpark.

The annual capital budget agreed by Council to improve Off Street Car Parks for the next 5 years is £130,000 per annum. This budget had been programmed annually to achieve the maximum improvement / benefit across the range of sites and to aid budget setting (circulated).

The works had been prioritised to

- address areas in the poorest condition
- renew carpark space lining & improve or renew carpark surfaces
- put in place disability access recommendations (drop kerbs, tactile paving etc.)
- assign disabled parking to recommended best practice standards

Branding and Advertising

A further exercise is in progress to improve Council's identity in each of these sites. Consideration is being given to the establishment of appropriate permanent advertising locations. These locations would be made available for normal Council advertising as well as exploring opportunities for revenue generation. This opportunity would be managed initially in-house. A further report including locations, business potential etc. will be brought to Committee for future consideration, later this year.

Proposed by Councillor Kelly
Seconded by Councillor Blair and agreed that

Committee approves the prioritisation of the proposed 5 year capital budget spend for Off Street Carparks.

Noted: Further to a request bins to be removed from 2 disabled parking bays in Whiteabbey Car Park.

ACTION BY: Ivor McMullan, Head of Leisure, Operations Department

3.14 ES/G/112 THE PRIVATE TENANCIES (NI) ORDER 2006

The Department for Social Development had produced a Discussion Paper entitled "Review of the Statutory Minimum Housing Fitness Standard for all Tenures of Dwelling."

The document set out the options by the Department to enhance the Housing Fitness Standard which they believe is no longer fit for purpose.

A copy of the discussion paper (March 2016), Draft Regulatory Impact Assessment and Equality Screening was circulated.

Antrim and Newtownabbey Borough Council had been involved in the preparation of the Chief Environmental Health Officers' Group (CEHOG) response to the Discussion Paper and would endorse the comments made in the reply template (circulated) which forms this submission.

Proposed by Alderman M Girvan
Seconded by Councillor A Ball and agreed that

the response in the form of the required reply template on the Review of the Statutory Minimum Housing Fitness Standard for all Tenures of Dwelling is approved.

ACTION BY: Clifford Todd, Head of Environmental Health

3.15 AC/EV/7 THE ENCHANTED WINTER GARDEN 2016

Members were reminded that The Enchanted Winter Garden 2015 event was held in Antrim Castle Gardens from 12 to 20 December with 17,000 visitors attending, an increase of 56% on the previous year. The 2015 event included for the first time a Santa's Grotto, which proved to be a hugely popular addition to this popular family event.

The Cancer Fund for Children had submitted a Partnership proposal for the provision of a Santa's Grotto during the 2016 Enchanted Winter Garden.

The Cancer Fund for Children is a leading local charity that provides practical, emotional and financial support to children and young people, and their families, aged 0 to 24 affected by cancer. They offer free therapeutic short breaks at their new Daisy Lodge facility in Newcastle and Pine & Birch cottages in Coleraine to families from Northern Ireland and the Republic of Ireland.

In the past the Cancer Fund for Children has delivered hugely popular family events at Christmas and in doing so raised their profile, awareness of their work as well as valuable funds by delivering extra special Santa's Grotto attractions at places such as Hillmount Garden Centre Castlereagh and Hillside Garden Centre Newtownabbey, with people travelling from throughout Northern Ireland to attend. As a charity they are known for this unique approach to their charitable work within Northern Ireland and there is obviously close connectivity between their work with families and children and the target audience for Christmas events.

The charity already holds an annual Woolly Walk fundraiser at Antrim Castle Gardens and is currently one of the Mayor's designated charities. The 2016 event offers a range of support and was circulated for members' information. In the first instance a pilot charity grotto could be considered with a review and report back to Committee in due course with a view to testing the market.

It is proposed to accept the following elements of support being offered by the Cancer Fund for Children:

- Event Branding – Provision of Christmas lapel pins, cards and reindeer dust for sale in the Castle Gardens shop. Event branding will be limited to the Santa's Grotto only.
- Pre and Post Event PR and Social Media – Provision of PR and social media support and joint promotion of the event to be delivered in close partnership with the Councils Marketing and PR team.
- Staffing Support – Provision of staff support to manage the Santa's Grotto element of the event each evening will be provided by Cancer Fund volunteers and in addition they will provide 'Santa Claus' for the duration of the event.

- Post Event – Provision of a post event report back to the Council which will highlight value of PR activity and funds raised for the charity.

In particular it is proposed that the Cancer Fund for Children take on the delivery of the Grotto element of the event, introduced for the first time in 2015. Operation of this element of the event by the Council incurs charges associated with hire of 'Santa Claus' and staff to manage the queue and collect admission charges from visitors. A fee of £2 per child was charged for a visit to the Grotto last year which was applied to offset the costs incurred by this additional event element. Delivery of this element of the event by charity volunteers would release staff and other resources for other event features, whilst supporting the charity goals of raising awareness of and funds for the charity.

The support proposed by The Cancer Fund for Children adds significantly to The Enchanted Winter Garden event and given the profile of the charity, social media reach and reputation for magical Santa's Grottos is highly likely to bring visitors to the event from throughout Northern Ireland and further afield.

The proposal offered by the Cancer Fund for Children to The Enchanted Winter Garden in 2016 is also an opportunity to pilot this type of arrangement, which could have mutual benefits for both the Council and the Charity and it is proposed that it be accepted for the 2016 event as a pilot for this type of arrangement.

Proposed by Councillor Montgomery
Seconded by Councillor McWilliam and agreed that

the specific elements of support being offered by The Cancer Fund for Children, for The Enchanted Winter Garden 2016 Event, be accepted as a pilot for this type of arrangement and appropriate Officers to explore the potential for a market at Market Square, Antrim at the same time of this event.

Noted: Charges for the small number of activities for which there is a cost to remain unchanged.

*ACTION BY: Ursula Fay, Head of Arts & Culture, Operations Department,
Paul Kelly, Head of Economic Development*

3.16 AC/GEN/37 MAJOR SINCLAIR MEMORIAL PIPE BAND REQUEST FOR FINANCIAL ASSISTANCE

Members were reminded that The Major Sinclair Memorial Pipe Band were to complete a request for financial assistance form following their request for grant to attend the annual Pipe Band World Championships in Glasgow in August 2016. A group of approximately 60 which includes 30 young people to attend (application form and assessment (circulated)). This trip involves considerable expense and they are undertaking a range of fund raising activities in the coming months to support this. Given that they will be representing the Borough on an international stage they have requested that the Council consider supporting them through provision of financial assistance of £1,000.

They provide drumming and piping workshops in schools, youth clubs, visit residential care homes and support events such as Burns night and Christmas festivities.

It was proposed that Members consider provision of financial assistance of £1,000 to the Major Sinclair Memorial Pipe Band to support their attendance at the Annual World Pipe Band Championships in Glasgow in August 2016. Should financial assistance be approved, the arts and culture funding conditions would be applied to payment of the award and provide the funding from the 2016/17 arts grant budget.

Proposed by Councillor McWilliam
Seconded by Alderman W Ball and agreed that

Members approve financial assistance of £1,000, to the Major Sinclair Memorial Pipe Band, to support their attendance at the 2016 Annual World Pipe Band Championships in Glasgow in August 2016.

ACTION BY: *Ursula Fay, Head of Arts & Culture, Operations Department*

3.17 AC/ACG/6 ANTRIM CASTLE GARDENS PUMP CHAMBER RESTORATION

Members were made aware of the capital works, which have been taking place since October 2015 in Antrim Castle Gardens to restore the Pump Chamber and tunnel unearthed during landscape excavation works. This chamber lies next to the Motte in the gardens and consists of an access stairwell and entrance as well as an adjacent tunnel network providing access into the Pleasure Gardens.

The restoration works are now completed and have included the construction of a 1.2m high natural stone wall around the pumping house with a glass roof to allow viewing into the basement and pump.

It was proposed to open this new feature to the public from Saturday 28 May from 10am to 4pm daily for an initial trial period to the end of September 2016. During this time visitors numbers, feedback, bookings, etc. will be closely monitored with a report on outcomes brought to the October meeting of the committee. In addition to open access it is proposed to offer a limited number of guided tours during this trial period, which must be booked in advance, with the uptake and success of the tour element also monitored and included in the October report.

Members were advised that an opening of the Chamber is planned for the near future for publicity purposes and it is proposed to invite members of the committee to this event.

Proposed by Councillor Montgomery
Seconded by Councillor McWilliam and agreed that

the opening of the Pump Chamber in Antrim Castle Gardens from 10am to 4pm daily for a trial period commencing on Saturday 28 May to end of September 2016 be approved, access to be free of charge with guided tours by staff available on request during this trial period. Report on arrangements to be brought to Committee.

ACTION BY: Ursula Fay, Head of Arts & Culture, Operations Department

3.19 WM/WM/7 COUNTY ANTRIM CUB SCOUTS CENTENARY CAMP APPLICATION FOR SUPPORT IN KIND

The Waste Management section regularly receives applications for support in kind from various organisations or individuals. The applications generally relate to requests for waste collection and disposal activities.

Council has delegated powers to Officers to consider and approve applications up to a value of £1,000 and the majority of applications fall into this category.

Applications totalling more than £1,000 are considered by the Operations Committee. Council has received such an application from County Antrim Cub Scouts who are holding a Centenary Camp at Shanes Castle (copy circulated). The main event details are as follows:

Applicant	Co Antrim Cub Scouts
Date of event	10 – 12 June 2016 (3 days)
Support requested	8 x 1100L bins (£0 if returned) 5 x Portaloos (£1,250) 2 x black bags (£32) 20 x gloves (£20 if returned) 30 x hi-viz vests (£0 if returned) 2 x hazard tape (£14.50) 7.5 tonnes of waste disposal (£685) 1 x recycling trailers (£0 if returned)
Any comments	800 cubs, helps & leaders expected
Conditions of any support provided	Damaged or missing 1100L bins to be charged at £350/bin Damaged or missing litter pickers to be charged at £8.50 each Damaged or missing recycling trailers to be charged at £6,000 each
Value of support (approx)	Approx. £2,000 (if all items returned undamaged)

The total value of the support is approx. £2,000 and excludes staff costs to deliver and collect the bins and waste.

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed that

Members approve support in kind for the County Antrim Cub Scouts Centenary Camp at Shane's Castle for a sum of approximately £1,853 (if all items are returned

undamaged and depending on amount of waste to be landfilled). The applicant will be invoiced for any items damaged or not returned.

ACTION BY: Michael Laverty, Environment Manager

3.20 P/FP/LDP/35 DEPARTMENT OF ENVIRONMENT – ENGAGEMENT BETWEEN DISTRICT COUNCILS AND HISTORIC ENVIRONMENT DIVISION

Correspondence had been received from the Department of the Environment in relation to Engagement Between District Councils and Historic Environment Division (circulated).

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed that

the correspondence be noted.

Noted: On a query from Councillor Rea the Director to clarify Council's role.

ACTION BY: Geraldine Girvan, Director of Operations

3.21 G/HSWB/1 TRAVELWISE NI: BIKE WEEK AND SUSTAINABLE TRAVEL

Members recalled at the April meeting, a letter was received from Travelwise NI, offering support to councils in the form of match-funding (up to £3,000), in order to hold Bike Week events, which would help to promote sustainable means of travel. Bike Week 2016 (11th – 19th June) would be held in conjunction with the NI Festival of Cycling (sponsored by Tourism NI). It was recommended that Council participate in Bike Week.

- Officers have since drafted a funding application to the scheme for the following events programme, which will cost a total of £6,000 to deliver. Match funding will be met from current budgets. The deadline for applications is 27th May 2016.

Programme Details	Location	Estimated Costs
Production of local cycling guide – benefits of cycling to work / school, etc. and where you can cycle in the Borough – June 2016 . A downloadable version will also be available on the website.	• N/A	<ul style="list-style-type: none"> • £1,500 - design • £350 – printing
Cycle activities to be delivered at the Velodrome event as part of the NI Festival of Cycling, to include <i>(subject to availability)</i> – 18th & 19th June 2016 : <ul style="list-style-type: none"> • National Standard cycle training • Cycle skills obstacle course • Dr Bike maintenance sessions • 'Bling your Bike' competition • Information stall promoting local and regional cycle routes • Slow Bike Ride (part of ciclovía) 	• Six Mile Water Leisure Centre, Ballyclare	• £1,500

Provision of a cycle shelter – September 2016	<ul style="list-style-type: none"> • Mossley Mill Council Offices (there is one at Antrim Civic Centre) 	<ul style="list-style-type: none"> • £2,400
"Bee Safe" Bike Safety Awareness Event – with local schools, to include cycle safety competition – prize-giving - June 2015.	<ul style="list-style-type: none"> • Various ANBC Facilities. 	<ul style="list-style-type: none"> • £250 – prizes
TOTAL COST		£6,000

Officers would submit the funding application by the deadline.

Proposed by Councillor Kelly
 Seconded by Councillor Clarke and agreed that

that the report be noted.

ACTION BY: Elaine Upton, Countryside and Physical Activity Development Manager

3.22 L/LEI/152 ULSTER IN BLOOM AND BEST KEPT SUBMISSIONS 2016

Members were reminded that the Council entered a number of towns and villages into Ulster in Bloom and Best Kept awards.

The Ulster in Bloom competition was promoted by Northern Ireland Local Government Association and sponsored by Translink and entails no cost. The Best Kept Awards were promoted by Northern Ireland Amenity Council. The total cost for all entries is £275.

The competitions consider a range of criteria including community and business involvement, environmental responsibility, visual standard, cleanliness, use of space and provision and quality of floral displays and planting plans.

A submission pack had been developed for each town/village highlighting the community involvement and collaborative working between Parks, Economic Development, Community Services and Cleansing.

The following towns and villages had been submitted again this year to both Ulster in Bloom and Best Kept for the July 2016 judging period.

- Antrim Town
- Ballyclare
- Ballyeaston
- Ballynure
- Burnside
- Crumlin
- Doagh
- Glengormley
- Merville Garden Village

- Randalstown
- Parkgate
- Templepatrick
- Toome

Proposed by Councillor Blair
 Seconded by Alderman M Girvan and agreed that

the report be noted.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.23 L/GEN/18 WILD ABOUT FOOD

Members were reminded that a Heritage Lottery Fund application in partnership with Mid and East Antrim Borough Council was submitted in January 2016. The application was successful and £10,000 had been awarded to the partnership to deliver innovative and practical workshops to highlight the importance and abundance of local produce.

The following workshops would take place in the Borough with similar events taking place in events across Mid and East Antrim. Advertising and promotion of these events would be carried out in partnership with Mid and East Antrim Borough Council.

DATE	EVENT	VENUE
9 May 9.30 – 12:00	Launch event Boundary event between ANBC and Mid and East Antrim.	Ballynure Village
14 May 10am – 12noon	Foraging walk and wild garlic pesto workshop	Glas-na-braden and White House
Thurs 26 May 7pm & 8pm	Grow your own workshop	Town Hall, Ballyclare
Sat 4 June 2pm – 4pm	Love Dairy – make your own Frozen Dessert	Sentry Hill
Sat 2 July 2pm – 4pm	Workshop within River to Lough festival	Antrim Castle Gardens
Thurs 11 Aug	Love Veg – celebrate allotments	Sentry Hill Allotments

2pm – 5pm		
Saturday 10 Sept 10am – 12noon	Bread making workshop	Antrim Castle Gardens
Fri 21 October	Apple Orchards – Schools Event	Hazelbank Park, Newtownabbey

The workshops would provide participants the opportunity to develop traditional skills surrounding food making use of locally produced ingredients.

Proposed by Councillor Kelly
Seconded by Councillor McWilliam and agreed that

the report be noted.

ACTION BY: Lindsay Houston

3.24 AC/GEN/8 WORLD ELDER ABUSE DAY – WOMENS AID EVENT THE COURTYARD THEATRE

Members were advised that a request had been made by Woman's Aid for the Council to host their forthcoming event to raise awareness about domestic violence and abuse involving older people on World Elder Abuse Day, which is Wednesday 15 June 2016.

Woman's Aid had hoped to hold this event in The Old Courthouse Antrim; however it was already booked on this date so it was proposed to host this event in The Courtyard Theatre at no charge. This request qualifies for waiver of hire charges under recently approved policy guidance as Woman's Aid are a charity based in the Borough and their event will not have either an admission fee or fund raising purpose.

Woman's Aid anticipate between 80 and 100 attendees who will hear from a number of speakers as well as watch the performance of poetry written and read by women about their experiences of the issues to the accompaniment of a section of the Ulster Orchestra, who have set the poetry to music. Women's Aid plan to invite elected members to this event as well as representatives of other interagency partners including PSNI, Social Services, community and voluntary organisations as well as MLA's and service users.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

the report be noted

NO ACTION

3.25 AC/GEN/1 FREE USE OF FACILITIES POLICY

L/GEN/5

Members were reminded that it was agreed at the March Council meeting that in relation to considering requests for free use, of both Arts and Culture and Leisure facilities, the following policy be applied:

- (i) For an event or activity which does not have an admission fee/tickets sold or a fund raising purpose requests to be considered only from community or charitable organisations based in or operating in the Borough which can be shown to contribute to the Corporate Plan – free use can be considered
- (ii) For an event or activity which has an admission charge and/or fundraising purpose but is not for profit requests to be considered only from individuals (fundraising for a charity), community or charitable organisations based in or operating in the Borough, who can be shown to contribute to the Corporate Plan – with a maximum discount of 75% available for consideration.

Members were also reminded that it was reported to the March Operations Committee that in relation to dealing with requests for free facility use that once a policy had been agreed by the Council had been made that both the Arts and Culture and Leisure Pricing Policies would be amended to reflect this. Both policies have now been amended and were circulated for members' information.

It is proposed that both the Arts and Culture and Leisure Head of Service apply the agreed policy to any requests made for free facility use of their respective facilities with a quarterly report on any requests received brought to the Operations Committee.

Proposed by Councillor Kelly
Seconded by Councillor A Ball and agreed that

the report be noted.

ACTION BY: Ursula Fay

3.26 L/LEI/AC/4 EVERY BODY ACTIVE 2020

BACKGROUND

Members recalled that following completion of the Active Communities Programme funded by Sport Northern Ireland (Sport NI) on 31st March 2016, approval was given for participation in the Every Body Active 2020 programme. An action plan was to be developed in consultation with governing bodies and other agencies and has now been completed and was circulated.

In summary, The Every Body Active 2020 program seeks to increase quality opportunities for targeted groups to develop and sustain participation in Sport across key-life transitions. Targeted groups are as follows:

- People with a Disability
- High social need
- Women/girls

- Sustained participants

Council recently received confirmation of funding and permission to proceed from Sport NI from 1st April 2016.

Proposed by Councillor Blair
Seconded by Alderman M Girvan and agreed that

the report be noted.

ACTION BY: Anna Boyle

3.27 L/P/BIO/2 POLLINATOR PROJECT (BEE-LICIOUS) FUNDING BID

Members recalled reports to committee in February and April 2016, where Council granted approval to lead on an 8 Council Heritage Lottery Fund Application for a pollinator project (Bee-licious), through a partnership agreement. The proposal was for a three year project costing £76,800 to raise awareness of the semi-natural habitat and pollinator species in decline.

FUNDING SECURED

Heritage Lottery Fund had confirmed that the application was successful. In light of this a Biodiversity Officer steering group would be established to progress the project.

Project outcomes across the 8 council areas would include:

- The restoration of 36 semi-natural habitats to benefit pollinators.
- Development of a training programme of 54 events, in consultation with local community groups over the 3 year project.
- Involvement of at least 90 community groups and over 540 participants.
- Training and workshops to include species-rich grassland, hedgerow and woodland habitat restoration.
- Workshops to raise awareness on pollinator species, to include bumblebee identification, recording and surveying skills.
- Publicity and promotional materials to inform and inspire people on the value of pollinators and what they can do to help through the Bee-licious project.

Members would be updated periodically and an annual report will be provided to Committee.

Proposed by Councillor Kelly
Seconded by Councillor A Ball and agreed that

the report be noted.

ACTION BY: Ruth Wilson

3.28 L/P/BIO/16 IMPLEMENTATION OF REGULATION ON EU INVASIVE ALIEN SPECIES

The Department of the Environment had provided an update on the above legislation which seeks to implement the EU Regulation on invasive alien species.

This information is available at

<https://www.doeni.gov.uk/consultations/consultation-implementation-regulation-eu-11432014-northern-ireland>

The aim of the new Regulation is to prevent or manage the introduction, or spread, of invasive alien species across the European Union <http://eur-lex.europa.eu/legal-content/EN/LSU/?uri=CELEX:32014R1143&aid=1461325263144>

The Regulation detailed an open list of invasive alien species of concern (circulated), which would be regularly updated and reviewed at least every six years. There are 37 species.

In the future there will be additional species added from the Regional and National species lists.

The Regulation restrictions make it an offence for any person to intentionally: import, keep, breed, transport, sell, use or exchange, permit to reproduce, grow or cultivate or release into the environment, any species on this list.

The maximum penalties in Northern Ireland for offences in breach of the restrictions are:

- 3 months imprisonment and/or a level 5 fine on the standard scale (currently £5,000), on conviction
- A maximum 2 years imprisonment and/or a fine.

The Regulation is likely to be applied in Autumn 2016. The Biodiversity officer will liaise with key areas within Council to ensure that this Regulation is addressed within the Councils Biodiversity Implementation Plan.

Proposed by Councillor Blair

Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Ruth Wilson

3.29 WM/WM/24 FAIRTRADE ACCREDITATION FOR NORTHERN IRELAND

Correspondence had been received from the All Party Group on Fairtrade (copy circulated) congratulating Council on achieving Fairtrade status. The group aims to achieve Fairtrade status for Northern Ireland as a region and will keep Council updated on progress.

Proposed by Councillor Kelly

Seconded by Councillor Clarke and agreed that

the report be noted.

Noted: Officers to update Committee on status of the Fairtrade Committee(s).

ACTION BY: Geraldine Girvan, Director of Operations

Councillor Arthurs left at this point of the meeting.

3.30 EH/EHS/2 ANIMAL WELFARE

Members were reminded that a request for further detail on the number of animal welfare cases and the level of enforcement activity was requested at the April 2016 meeting of the Operations Committee.

Reports were circulated and outlined the activity over the last financial year for both Northern Ireland as a whole and the sub region that includes the borough of Antrim and Newtownabbey.

The Head of Environmental Health provided the detail behind these statistics.

Proposed by Councillor Blair
Seconded by Councillor Kelly and agreed that

the report be noted.

Noted: A synopsis of the report be issued to the local papers.

ACTION BY: Clifford Todd, Head of Environmental Health

3.31 DOE – RECYCLING IN NORTHERN IRELAND STUDY

Correspondence (circulated) had been received from the DOE requesting support from all Councils in the undertaking of a study into recycling practices in Northern Ireland.

The project would review current recycling practices undertaken by Council and assist with the development of a future model.

Proposed by Alderman M Girvan
Seconded by Councillor Clarke and agreed that

the report be noted.

ACTION BY: Geraldine Girvan

3.32 C/GM/86 NEWTOWNABBEY WAY GREEN FLAG – QUERIES RELATING TO GLAS-NA-BRADEN GLEN.

Members were reminded that a report in December 2015 outlined 10 parks to be submitted for Green Flag 2016/17.

A request was made for specific detail on the actions relating to Glas-na-Braden Glen within the Newtownabbey Way application.

By way of update, an orchard creation project had been implemented and engagement events will be developed over the summer period within this area.

Proposed by Councillor Clarke

Seconded by Alderman M Girvan and agreed that

the report be noted.

ACTION BY: Lindsay Houston

3.33 L/GEN/27 ENKALON FOUNDATION

As Members were aware the Enkalon Foundation was established following the closure of British Enkalon. The Trust for the Foundation was secured through the late Dr Roelof Schierbeek, Managing Director of the factory as a lasting legacy for the people of Antrim.

The Foundation had a long association with legacy Antrim Borough Council through the former Antrim Sports Advisory Association and Borough Arts and Heritage Committee. Both groups dispersed funding matched by Council on a pound for pound basis.

The Freedom of the Borough of Antrim was conferred on Dr Schierbeek in 2010. In 2009 following the sale of the former Enkalon Social Club representatives of the Foundation met with Officers and set out plans to fund a number of Council schemes:

(i) Old Courthouse restoration	£90,000 for the seating in the auditorium
(ii) Antrim Castle Gardens restoration	£100,000 for the long barn
(iii) Endowment for Annual show or Garden competition	£30,000
(iv) Allen Park development	£350,000

Foundation Trustees made announcements at a number of council meetings over the intervening years on each of the schemes as they were delivered.

In May 2014 the announcement of the £350,000 contribution to the Allen Park development was made at a council meeting subject to the new Sports Pavilion at Allen Park being named the '*Schierbeek Pavilion*'.

As the Allen Park scheme is nearing completion the Foundation has been in contact to ask if Council can give as much notice as possible regarding the official opening of the project as they would like to hand over the cheque for £350,000 at the event.

It is anticipated that the scheme will be completed by September and therefore that the official opening should be late September/early October.

It was also agreed that a 'carpet, made from the fibres produced at the factory which is mounted along the stairwell in the factory's former offices in Antrim would be relocated to Allen Park. The carpet is four storeys high and would need to be cut to be installed at Allen Park. In addition, after 40 years it has deteriorated and will have to be made fire retardant. Recent discussions with Trustees have revealed that they would be content if the carpet was photographed and if scale framed photographs were installed at Allen Park together with small framed samples of the actual carpet. The capital team are progressing this.

Proposed by Councillor Montgomery
Seconded by Councillor McWilliam and agreed that

the report be noted.

Noted: Councillor Montgomery paid tribute to the Enkalon Foundation on their contribution to the Antrim area and for making such a difference within the legacy Antrim Borough and beyond.

ACTION BY: Geraldine Girvan, Director of Operations

3.34 L/P/30 SHARED USED PATH – HAZELBANK

Members were aware that 'shared use paths', paths shared by pedestrians and cyclists can work very well but can also at times present challenges.

Balancing the needs and wants of both sets of users means that all users must be aware of the others and respectful to each other.

The path between Gideon's Green and Hazelbank, particularly at Macedon Point, requires some attention. The framework which Officers intend to use for this is the 'One Path' Initiative developed by Sustrans.

This aims to encourage ownership in a space and Officers are reviewing the components of this initiative to improve shared use along this stretch of path to include:

- Recording of incidents (for analysis)
- Modified Park Warden Patrols
- Signage enhanced on the path to remind users it is shared
- Additional signage
- Promotion and engagement

Proposed by Councillor McWilliam
Seconded by Councillor Blair and agreed that

Officers to explore the potential for separate paths and in the meantime to progress the initiatives set out in the report.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.35 L/LEI/00/6 SPORT NORTHERN IRELAND PERFORMANCE FACILITY FUND

Background

To help achieve the three Strategic Objectives within Sport Northern Ireland's (Sport NI) Corporate Plan 2015-2020 and the NI Sports Facilities Strategy, a Facility Funding Programme 2015-2022 had been developed. The purpose of the investment is to provide Elite sports facilities to support the development of performance sport in Northern Ireland and in turn provide opportunities to develop club and community participation.

The Performance Facility Fund (£8.75 million) seeks to partially address the high performance training needs of Northern Ireland athletes, whilst also increasing community participation in sport and physical recreation. High performance facilities will be designed to appropriate specifications, with the primary purpose of accommodating the training needs of Northern Ireland's high performance athletes.

The governing bodies prioritised for this Fund of £8.75 million are Irish Amateur Boxing Association, Rowing Ireland and Athletics NI. Sport NI is seeking delivery partner(s) to fulfil each of the above governing bodies of sports' briefs.

Previous Funding for Elite Sports Facilities

Legacy Antrim Borough Council had engaged in a previous Sport NI programme for elite facilities around the 2012 Olympics on a proposal for an elite indoor athletics track. This funding was re-prioritised and the scheme did not progress.

Status

Sport NI has briefed officers at an initial "potential delivery partner information session" where presentations were made by the Irish Amateur Boxing Association, Rowing Ireland and Athletics NI, detailing the expectations of their respective performance facility and delivery partner (s).

Officers have agreed to meet with Sport NI to review any aspect of the programme, which may be applicable to this Borough.

Proposed by Councillor Kelly
Seconded by Council Blair and agreed that

the report be noted.

ACTION BY: Roberta Flaherty

3.36 AC/ACG/11 ANTRIM FESTIVAL FAMILY EVENT AND MUSIC FESTIVAL

Members were reminded that approval was given to Antrim Festival Committee for use of Antrim Castle Gardens for a Family Fun Day and Music Festival - 12noon until 5pm on Sunday 12 June 2016. It was reported that the event would be similar in format to the Council's own Party in The Park event, held in the event space at the Gardens and is to include music acts as well as various forms of family entertainment.

Officers had been working with the Antrim Festival Committee on event plans and members were advised of the most up-to-date schedule provided by the Festival Committee:

- *Music acts including a Katie Perry tribute act as well as the headline act, Flash Harry.*
Given the popularity of these acts, in particular the headline performer, numbers attending are anticipated to be in the region of 5,000 to 10,000. This is on a par with the Party in the Park and the venue can accommodate this level of attendance.
Festival organisers will provide traffic control and appropriate signage in and around the site to minimise any traffic congestion issues. Approval has been given by Council for free parking in the adjacent car parks and their use will be promoted and encouraged in advance of the event.
- *Stalls selling local artisan food and craft beers and ciders.*
- *Hospitality will be available throughout the afternoon including food and drinks via a marquee*
Licensed through the Muckamore Cricket Club licensee. The sale and consumption of alcohol will be managed in the context of the family nature of the event and restricted to the event space within the Gardens.

The event is aimed at a family audience and appropriate stewarding and management would be provided by event organisers and overseen by the Gardens team to ensure maximum enjoyment in a safe environment for this audience. Normal event management and safety plans have been requested in advance of the event, which will be checked by officers.

EURO 2016 Screening

Members were reminded that the live screening of Northern Ireland's first match in the Euro 2016 Football Championships is scheduled for 5pm on the same day - Sunday 12 June in the Parterre Gardens. Again, targeted at a family audience, staff will apply the normal event safety and visitor management planning to ensure maximum enjoyment in a safe environment. Event planning will also ensure appropriate planning to ensure a smooth transition from the conclusion of the Festival event through to the commencement of the football screening.

Proposed by Councillor Kelly
Seconded by Councillor Clarke and agreed that

the report be noted

NO ACTION

3.37 EH/PHWB/7 NUTRITION – HEALTHY EATING GUIDELINES

Antrim and Newtownabbey Borough Council are unique in Northern Ireland in having a public health nutritionist within the Environmental Health Service. The post, currently occupied by Dr Janice McConnell sits within the Health and Wellbeing team and is an integral part of the structure responsible for delivering the Wellbeing Agenda both within the council and with external stakeholders such as businesses, Public Health Agency and Food Standards Agency Northern Ireland.

Dr McConnell attended the Active Lifestyle Fair last month at Crumlin Leisure Centre to promote the Eatwell Guide which encourages the public to cut their sugar intake and 'Eat a Rainbow' of fruit and vegetables instead. An article is included in the next edition of Borough Life highlighting that groups wishing to organise a healthy lifestyle fair should contact Environmental Health to discuss.

The Eatwell Guide may be accessed via the link www.food.gov.uk/northern-ireland/nutrition/eatwell-guide

Proposed by Councillor Kelly
Seconded by Councillor Clarke and agreed that

the report be noted.

NO ACTION

The undernoted supplementary items were considered at this point.

3.43 SUPPLEMENTARY REPORT AC/GEN/27 DARKNESS INTO LIGHT CHAIRITY WALK V36

Members were reminded that it was agreed at the February meeting of the committee to hold the Darkness Into Light Charity Walk at V36 on Saturday 7 May 2016 at 4.15am.

The Darkness Into Light concept encourages people to walk in memory of loved ones and in doing so raise awareness about suicide prevention services as well as funds for charities involved in this vital work. The event at V36 was one of 5 taking place in Northern Ireland and one of 80 taking place worldwide and the first ever in County Antrim. The number of participants who turned out on Saturday 7 May at V36 exceeded all expectations and was in excess of 500 with final figures to be confirmed when online registrations are totalled.

Given this It was proposed to commit to holding the event once again at V36 in 2017 and explore the potential to also include a Darkness Into Light event in Antrim Castle Gardens in 2017.

Proposed by Councillor Montgomery
Seconded by Councillor Clarke and agreed that

a commitment to hold the Darkness Into Light Charity Walk at V36 and potentially Antrim Caste Gardens in 2017 be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.44 L/SAP/8 SUPPLEMENTARY REPORT RECOGNITION AWARDS – SPORTS AWARDS EVENT 2016/2017

Members recalled that that it was agreed in February that an initial group comprising one representative from each political party was to meet to make recommendations to the Operations Committee on venue, timing and membership from local sport for the Sports Awards Event which is to be held every 2 years.

The group met on Tuesday 10th May and the following proposals were agreed:

1. Sporting representatives

An Expression of Interest (1 page) to be publicised. Information pack to interested parties to include background to awards in legacy councils, photographs of ceremonies and recipients and an indication of the time commitment required. Senior level of sporting achievement required to be set out clearly to interested parties.

Maximum number of community sporting representatives to be 6 (plus 6 elected members and support from up to 3 Officers).

Members to assess Expressions of Interest depending on numbers received.

2. Venue

It was proposed that the venue for the awards would be rotated between venues in legacy Newtownabbey and Antrim with the first event to be held at the Theatre at the Mill.

3. Timing

It was proposed that the event is held on Thursday 9th February (subject to checking bookings at the Theatre and the corporate calendar).

4. Dress Code

It was proposed that the dress code is 'Lounge suits'.

Proposed by Councillor Blair

Seconded by Councillor Kelly and agreed that

approval is given for the proposals for the 2016/2017 Sports Awards Event as set out above.

ACTION BY: Geraldine Girvan, Director of Operations

3.45 SUPPLEMENTARY REPORT AC/EV/3 GARDEN SHOW IRELAND - BEST OF NORTHERN IRELAND SHOW GARDEN

Members were reminded that it was agreed at the February meeting of the committee that the Council participate in "The Best of Northern Ireland" show

garden competition, to be included as a new feature in the 2016 Garden Show Ireland event. The Garden Show was held at Antrim Castle Gardens from Friday 6 May to Sunday 8 May.

The Antrim Castle Gardens heritage gardening team designed and created the Council show garden entry which included features such as:

- A functional water wheel, brick chimney stack, flax and spinning wheel showing the rich linen heritage of the Borough
- Hand carved wooden eel sculptures, created by one of the gardeners and closely associated with Lough Neagh and the Borough.
- A camomile lawn feature in the shape of Lough Neagh.
- Indigenous planting grown and cultivated by the Heritage Gardening and Parks team.
- A range of garden furniture made by upcycling discarded gardening items and tools retrieved from Council amenity sites with the assistance of the Recycling Team.

A selection of images of the Council show garden are enclosed for members' information.

Other entrants included the Armagh, Banbridge and Craigavon Borough Councils Apple Garden and the Belfast City Councils Titanic Garden. Judging of the show gardens was carried out by a Garden Show Ireland expert team and the Antrim and Newtownabbey Best of Borough achieved two first places – Gold Award for their design as well as the Best in Show Award.

Given this result and the fact that much of the planting will only be at its best in the weeks ahead, as plants begin to bloom, it is proposed to keep the Antrim and Newtownabbey show garden on display at Antrim Castle Gardens to ensure it can be viewed by as many as possible.

There was other success for the Borough at the Garden Show for community participants with the Men's Shed Steeple achieving Best Design and Ballycraigy Primary School, who had been assisted by the Men's Shed, winning the Schools Team Challenge competition. A full report on this year's event, including visitor numbers and media evaluation will be brought to a future meeting of the committee.

Proposed by Councillor Blair
Seconded by Councillor Kelly and agreed that

the report be noted

Noted: letter of thanks to be issued to all staff involved in this event.

ACTION BY: Ursula Fay, Head of Arts and Culture

ANY OTHER RELEVANT BUSINESS

Any other relevant business was taken at this point of the meeting.

Noted: Deputy Mayor, Councillor Blair took the opportunity to convey appreciation and thanks to both the Chair and Vice Chair for all their hard work throughout the past year.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Councillor Montgomery that

that the following Committee business be taken In Confidence.

The Chairman advised that audio-recording would cease at this point.

IN CONFIDENCE

3.18 L/P/1 IN CONFIDENCE PARKS SERVICE REVIEW

A review of the Parks service would be carried out during the current financial year to inform the development of a Parks element of a wider Leisure Strategy. This will provide the opportunity to assess areas to be aligned, staffing needs, priority areas and consider grass cutting requirements going forward. Information gathered to inform proposals for the remainder of the Parks Structure.

Members recalled that within the Leisure Structure (reporting to the Head of Service) approval was given for a Parks Manager post (permanent) and a Leisure Manager post (temporary subject to service review).

In light of the Parks Service Review, and as an interim measure, it was proposed that the Parks Manager post be established on a temporary basis, subject to review, as with the post of Leisure Manager. Report and recommendations to be brought to Committee is due course.

Proposed by Councillor Kelly
Seconded by Alderman W Ball and agreed that

that in order to facilitate completion of a review of the Parks service that the post of Parks Manager is trowled as a temporary post (18 months subject to review).

ACTION BY: Ivor McMullan, Head of Leisure

3.38 IN CONFIDENCE WM/WM/1 REFUSE AND RECYCLING CHRISTMAS COLLECTION ARRANGEMENTS 2016 IN ANTRIM

Officers had been assessing refuse bin collection options for the Public Holidays in December 2016 for the legacy Antrim service with the aim of minimising disruption to the service for residents.

The collection arrangements for legacy Antrim collections were approved by Council in January, up to 30 November 2016,

Proposals for the remaining holidays up to and including 02 January 2017 are set out below:

Public Holiday	Proposed Date of Collection
Monday 26 December 2016 <i>(Boxing Day Holiday)</i>	Saturday 24 December 2016
Tuesday 27 December 2016 <i>(Christmas Day Holiday)</i>	Friday 30 December 2016
Monday 02 January 2017 <i>(New Year's Day)</i>	Monday 02 January 2017

Note: Legacy Antrim staff work a four day week – Monday – Thursday.

The current calendars issued to residents in legacy Antrim show collections up to 30 November 2016 and households will receive further publicity materials to advise them of these collection arrangements.

The proposed arrangements relate to the bin collection service only and street cleansing operations may be reduced in order to ensure bins are collected on these dates. Any priority street cleansing requests will be actioned through a daily response process with resources allocated as and when required.

It was unanimously agreed that

Options to bring forward the alternative collection date for Tuesday 27th December be explored and reported to May council or June Operations Committee.

ACTION BY: Michael Lavery, Environment Manager

3.39 IN CONFIDENCE WM/WM/5 ARC21 JOINT COMMITTEE PAPERS

As agreed at the November meeting of Council, the papers for the arc21 Joint Committee Meeting (circulated) of:

- 7 April 2016

Members were reminded that these documents are confidential and may be legally privileged or otherwise protected from disclosure so therefore Members should not disclose this information to any third party and the information must be kept secure.

Proposed by Councillor Blair
Seconded by Councillor McWilliam and agreed that

the papers be noted.

ACTION BY: Geraldine Girvan, Director of Operations

3.40 IN CONFIDENCE L/LEI/OO3 PUBLIC HEALTH AGENCY: HEALTH MATTERS

PHYSICAL ACTIVITY REFERRAL SCHEME (PARS)

In recent years there has been progressive development in partnership working between legacy Councils and the Health Sector, primarily through the Northern Health and Social Care Trust and the Public Health Agency. The Trust in particular, has worked extensively with the legacy Councils to develop Health Referral Schemes and the various other health programmes that operate on an intervention or pilot basis.

The Trust indicated recently that it wishes to develop a new Physical Activity Referral Scheme (PARS) regional framework for Level 3 patients and is expected to become operational in 2017/18.

LEVEL 3 HEALTH CONDITIONS

referred by GP/Practice Nurse & supervised by Level 3 qualified instructors

Main target groups

- Priority Mental Health (mild or moderate)
- Anxiety/Stress/Depression
- Obesity
- **Other significant long term illness e.g.**
 - Hypertension
 - Controlled Diabetes
 - Musculo-skeletal disorders
 - Chronic Fatigue Syndrome/ME
 - Musculo-skeletal disorders
 - Mild Arthritis in hips or knees
 - Hyperlipidaemia

Officers are seeking more clarification on the detail of this new framework in order to be able to appraise members on the potential changes that will need to be considered by Council going forward. Appendix 1 (circulated) gives an overview of the current understanding of the framework and interim measures that are being proposed to prepare for the framework.

Officers would update Committee later in the year on the New Regional Physical Activity Referral Framework when fully developed by the PHA.

Proposed by Councillor McWilliam
Seconded by Councillor Clarke and agreed that

the report be noted.

ACTION BY: Roberta Flaherty, Manager, Antrim Forum

3.41 IN CONFIDENCE FI/PRO/TEN/61 TENDER FOR THE DESIGN & DEVELOPMENT OF THREE DIGITAL APPLICATIONS FOR MOSSLEY MILL MUSEUM & SITE

Members were reminded that it was agreed to accept the Heritage Lottery Fund offer of £40,000 to deliver a digital heritage project involving the development of

visitor Apps for Museum at The Mill and the wider Mill site. With a £5,000 Council contribution together the total budget is £45,000.

In line with procurement policy for this level of expenditure a tender exercise to identify a suitable company to carry out this work was carried out. Tenders for the Design and Development of Three Digital Applications for Mossley Mill Museum and Site were opened via the E-Sourcing NI Portal on 25 April 2016 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated using criteria such as tenderers' professional conduct, insurances, previous experience and references, compliance with Heritage Lottery guidelines and declarations and form of tender. All tenders met the requirements of Stage 1 of the assessment and proceeded to Stage 2.

STAGE 2 – AWARD STAGE

Technical/Commercial Assessment

The tenders were evaluated on the basis of technical assessment including, meeting the specification (Pass/Fail), proposed methodology (40%), creativity & innovation (30%) design team (20%) and cost assessment (10%). Details of the stage 2 assessment are as follows:

Service Provider	Total Cost (£) (excluding VAT)	Score Achieved %
Tepee Design	41,242.00	99.15

Proposed by Councillor Montgomery
Seconded by Councillor Blair and agreed that

that having achieved the highest score of 99.15%, at a total cost of £41,242.00 (excluding VAT), Tepee Design be appointed to design and develop three digital applications for Mossley Mill Museum and site.

ACTION BY: Julia Clarke and Ursula Fay

3.42 IN CONFIDENCE WM/WM/2 RESIDUAL WASTE TREATMENT PROJECT

Members were reminded that the Council had been considering whether or not to support the planning appeal process for the Residual Waste Treatment Project. Officers have concluded legal advice on this matter and it is proposed to hold a Special Council meeting on Thursday 2nd June 2016 to make a decision.

Correspondence which was circulated had been received from the Beacon Consortium, the remaining bidder in the procurement process for the Residual

Waste Treatment project, requesting the opportunity to make a presentation to Council. The consortium has also offered elected members the opportunity to visit the Indaver facility in Duleek, County Meath that uses the same Energy from Waste technology as that proposed for the Hightown Quarry site.

Discussion on the undernoted recommendation ensued.

- 1 It is recommended that a Special Council Meeting be held at 6.30pm on Thursday 2nd June to make a decision on the planning appeal process for the Residual Waste Treatment Project and that the request from the Becon Consortium to make a presentation be approved for the same meeting.
- 2 Committee's Instructions are requested in relation of the offer of a site visit.

Proposed by Alderman W Ball
Seconded by Councillor Blair and

On a vote of 6 in favour, 3 against and 2 abstentions the Chairman declared the proposal carried.

a Special Council meeting be held at 6.30pm on Thursday 2nd June to make a decision on the planning appeal process for the Residual Waste Treatment project and that the request from the Becon Consortium to make a presentation be approved for the same meeting.

Noted: The Director to reaffirm legal advice associated with representation on Arc 21.

ACTION BY: Geraldine Girvan, Director of Operations/Member Services

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Blair
Seconded by Councillor McWilliam that

the remainder of Committee business be taken in Open Session.

The Chairman advised that audio-recording would recommence at this point.

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 8.45pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.