



12 December 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 17 December 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 café 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 Council Meeting of the Antrim and Newtownabbey Borough Council held on Monday 26 November 2018, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operations Committee Meeting of Monday 3 December 2018, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 4 December 2018, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Planning and Regeneration Committee Meeting held on Monday 10 December 2018, a copy of which is **enclosed**.
- 8 To approve the minutes of the proceeding of the Audit Committee Meeting of Tuesday 11 December 2018, a copy of which is **to follow**.
- 9(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Wednesday 12 December 2018, a copy of which is **to follow**.
- (b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Wednesday 12 December 2018, a copy of which is **to follow**.
- 10 Report on business to be considered:

LEGAL

- 10.1 To approve the Sealing of Documents

ITEMS FOR DECISION

- 10.2 Public Consultation NI Courts and Tribunals Service Proposals to Improve Cost Recovery in Civil Courts
- 10.3 EU Jobs and Growth: Applications for Funding

- 10.4 Presentation Request – Chartered Society of Physiotherapy NIO Board
- 10.5 Naming and Signage at Lough Neagh Gateway Centre, Loughshore Park, Antrim

ITEMS FOR INFORMATION

- 10.6 Motion - Correspondence from Lisburn and Castlereagh Borough Council
- 10.7 Brexit Breakfast Workshop
- 10.8 Northern Ireland Local Government Association - December 2018 Bulletin
- 10.9 Motion – Derry City and Strabane District Council
- 10.10 Budget Report – November 2018
- 10.11 Department for the Economy Project Stratum

ITEMS IN COMMITTEE

- 10.12 CCS G Cloud Further Competition for Digital Platform
- 10.13 Game Of Thrones, Winterfell Castle, Moneyglass
- 10.14 MPLS and Internet
- 10.15 Steeple Site
- 10.16 Tender for Access Control & Changing Places for Forum, Valley & Sixmile Leisure Centres
- 10.17 Organisation Structures

**REPORT ON BUSINESS TO BE CONSIDERED AT THE COUNCIL MEETING ON
MONDAY 17 DECEMBER 2018**

LEGAL

10.1 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:-

- DAERA – Memorandum of Understanding
- Contract for the Provision of Consultancy Services for Car Parks.
- Contract for the Provision of Public Access Scheme at Crumlin Glen.
- Contract for the Provision of a Subterranean Shoring System at Carnmoney Cemetery Main – Phase 2.
- Contract for Antrim Environmental Improvement Scheme – Fountain Street.
- Contract for V36 Urban Sports Park.
- Contract for Sixmilewater Park, Ballyclare – Entrance and Signage Scheme.
- Contract for the Design and Supervision, Alternations and Refurbishment of Sixmile Leisure Centre Fitness Suite.
- Contract for the Design and Supervision of Burnside Environmental Improvements.
- Contract for Antrim Grammar and Parkhall College 3G Pitch.
- Contract for Refurbishment of Reception Including Access Control – Valley Leisure Centre and Antrim Forum.
- Contract for Enhancement Assisted Changing Facilities for Antrim Forum and Valley Leisure Centres.

Prepared by: Deirdre Nelson, Paralegal

Agreed by: Paul Casey, Borough Lawyer

ITEMS FOR DECISION

10.2 G/MSMO/8 PUBLIC CONSULTATION – NI COURTS AND TRIBUNALS SERVICE PROPOSALS TO IMPROVE COST RECOVERY IN CIVIL COURTS

Members are advised that correspondence has been received from the Department of Justice advising of a public consultation by the Northern Ireland Courts and Tribunals Service (NICTS). The consultation seeks views on proposals to improve cost recovery in the Civil Courts to enable NICTS to move towards a position of full cost recovery.

The consultation and supporting documents are available on the Department of Justice website at: www.justice-ni.gov.uk/consultations.

Responses can also be posted via NI Direct, Citizen Space at <https://consultations.nidirect.gov.uk>.

At the end of the consultation period all the responses will be collated and considered. A response report will be published on the Department of Justice website.

Members may note the correspondence, respond on an individual/party political basis or formulate a corporate response on behalf of the Council.

Council's instructions are requested.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.3 ED/ED/106 EU JOBS & GROWTH: APPLICATIONS FOR FUNDING

Members are reminded that the Council agreed in June 2018 to apply for funding through the EU Jobs & Growth Fund to deliver a Procurement Programme in partnership with Mid and East Antrim Borough Council and Lisburn and Castlereagh City Council. The application has been successful and a Letter of Offer has been received in the sum of £215,520 for up to 80% of the total programme costs across the three Council areas. The Letter of Offer has been issued to Antrim and Newtownabbey Borough Council, as the lead applicant for the Programme.

The 4 year Small Business Procurement Programme will support a minimum of 60 businesses in each of the Council areas through a package of workshops, one-to-one mentoring support services and Meet the Buyer/Supplier events. The Programme will support businesses through procurement processes, social contracts in procurement and help develop local supply chains. Procurement of the delivery contractor is expected to conclude in March 2019 and the programme will get underway from April 2019. It is anticipated that 270 jobs will be created across the three Council areas as a result of this Programme.

It is proposed to accept the Letter of Offer for 80% of Programme costs, being 60% from the European Regional Development Fund and 20% from Invest Northern Ireland. Match funding for the programme of £53,880 will be met equally by three participating Councils, so the match-funding requirement for Antrim and Newtownabbey Council is £17,960 across the 4-year programme. The match funding for the programme was agreed by Council in June 2018 and has been accounted for in the annual estimates process.

In order to successfully deliver the programme, a collaboration agreement between the three Councils to define roles and responsibilities will be put in place prior to the appointment of the contractor.

RECOMMENDATION: that the Council agrees

- a. To accept the Letter of Offer for 80% grant aid of £215,520 for the Small Business Procurement Programme from Invest Northern Ireland, subject to confirmation from Mid and East Antrim Borough Council and Lisburn and Castlereagh City Council that they agree to participate and match fund the programme;**
- b. To provide match funding in the sum of up to £17,960 over 4 years (£4,490 per annum in 2019-20 - 2022-23, subject to the annual estimates process);**
- c. To enter into a Collaboration Agreement with Mid and East Antrim Borough Council and Lisburn and Castlereagh City Council for the Programme, with Antrim and Newtownabbey Council taking the lead role.**

Prepared by: Emma Stubbs, Economic & Rural Development Manager

Agreed by: Paul Kelly, Head of Economic Development

Approved by Majella McAlister, Director of Economic Development & Planning

10.4 G/MSMO/007 Vol 3 REQUEST TO PRESENT – CHARTERED SOCIETY OF PHYSIOTHERAPY NORTHERN IRELAND BOARD

Members are advised that a request has been received from Ms Gillian Bingham, High Sheriff of County Antrim, on behalf of the Chartered Society of Physiotherapy Northern Ireland Board (CSP NIB) to present to the Council on what physiotherapy can offer the health of the Antrim and Newtownabbey population and how physiotherapists can link in with the Council and its plans for future community health. With the Assembly still out, the Board has little opportunity to engage with the NI community and feels it is now time to rectify this by doing more work through the Council.

The CSP NIB is coterminous with the national boundary for Northern Ireland. Boundaries may be crossed locally where required for a specific need, in consultation with, and working together with that area.

The CSP NIB advises and provides a key link to the Chartered Society of Physiotherapy in relation to Northern Ireland government policy and membership, to allow it to respond in a timely and effective manner to government health policy proposals, consultations, and representation of the profession.

The main objectives of the CSP NIB are:

1. To further and safeguard the interests of the Chartered Society of Physiotherapy and its members in Northern Ireland.
2. Engage and support members, helping them to seek opportunities and raise awareness of the value of Physiotherapy.
3. Raise the profile of the Chartered Society of Physiotherapy and the profile of the CSP Northern Ireland Board to the membership, emphasising the value of CSP membership & support recruitment to the Chartered Society of Physiotherapy and the CSP Northern Ireland Board.
4. Inform and influence policy formulated by CSP Council.
5. Encourage collaboration to further the interests of physiotherapy in Northern Ireland.
6. Act as a consultative & liaison forum as a Board of the Chartered Society of Physiotherapy.

RECOMMENDATION: that the Chartered Society of Physiotherapy NI Board be invited to make a presentation to the Policy and Governance Committee in January 2019.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.5 CD/PM/002 NAMING AND SIGNAGE AT LOUGH NEAGH GATEWAY CENTRE, LOUGHSHORE PARK, ANTRIM

Members are reminded that the works for delivery of the Gateway building at the Loughshore commenced on site in September 2018 and are due for completion in August 2019.

It is necessary to plan for all elements of the works well in advance and it is now a requirement to advise the Design and Build contractor on the specification and formal name of the building to facilitate programming of this element.

The following proposed specification and naming for the building is detailed below:

- Stainless steel finish
- Backlit lettering
- Raised text from the wall surface
- Proposed name: "The Gateway"

Images are **enclosed** showing the proposed signage.

RECOMMENDATION: that Council agrees to the new specification and the proposed name "The Gateway".

Prepared by: Claire Minnis, Capital Development

Agreed by: Reggie Hillen Head of Capital Development

Approved by: Nick Harkness, Director of Community

ITEMS FOR INFORMATION

10.6 G/MSMO/14 MOTION – CORRESPONDENCE FROM LISBURN AND CASTLEREAGH CITY COUNCIL

At the Council meeting in September 2018, the Motion below was presented to Members and unanimously carried.

"This Council acknowledges the joint Marie Curie and Motor Neurone Disease Association campaign highlighting deep concern about the impact of the current definition of terminal illness used for eligibility for benefits including Personal Independence Payments (PIP) in Northern Ireland.

Council notes that PIP has special rules for applicants with terminal illnesses, which allows people to access payments quicker and without a face-to-face assessment. However, this avenue is only open to those who have been given a prognosis of six months or less. This restriction is unfairly excluding many people with terminal illnesses, including those with Motor Neurone Disease (MND), chronic heart failure and COPD, as they fail to assess PIP under the special rules, meaning they have to wait much longer for their payments and undergo face-to-face assessments.

Council affirms that this is unfair and denies people the best quality of life during the time they have left and calls on the Secretary of State for NI to follow the lead of the Scottish government and implement the call from Marie Curie and the MND Association for a fairer definition of terminal illness that is based on clinical judgement and patient need, not a time-restricted estimation of life expectancy."

This Council will write to all the other Councils in N Ireland asking them to support this campaign."

As requested, the Chief Executive wrote to the Secretary of State and to N Ireland Councils. A response has now been received from Lisburn and Castlereagh City Council in relation to this Motion and a copy is **enclosed** for Members' information.

RECOMMENDATION: that the correspondence from Lisburn and Castlereagh City Council be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.7 ED/ED/135 BREXIT BREAKFAST WORKSHOP

The Council co-hosted a Brexit Breakfast workshop for businesses along with Mid & East Antrim Borough Council at Mossley Mill on 28 November.

The workshop was delivered by InterTradelreland and included a presentation from a local business, Craig Foods Ltd from Randalstown on their preparations for Brexit.

Twenty local businesses attended the workshop and feedback has been extremely positive, with most comments appreciating the initiative taken by the two Councils and InterTradelreland to provide useful information on the practical implications for companies of exiting the European Union.

A second workshop will be hosted in the Mid & East Antrim Borough Council area in the New Year, and officers will promote this event to the local business base in due course through social media and other channels.

RECOMMENDATION: that the report be noted.

Prepared by: Alastair Law, Innovation & Funding Officer

Agreed by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Economic Development & Planning

**10.8 CE/OA/005 NORTHERN IRELAND LOCAL GOVERNMENT ASSOCIATION (NILGA)
– DECEMBER 2018 BULLETIN**

Members are advised that NILGA has circulated the December 2018 Bulletin and a copy is **enclosed** for Members' information.

RECOMMENDATION: that the NILGA December 2018 Bulletin be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.9 G/MSMO/14 MOTION – DERRY CITY AND STRABANE DISTRICT COUNCIL

Members are advised that correspondence has been received from Derry City and Strabane District Council regarding a Motion in relation to the Community Pharmacy network in NI.

A copy of the letter is **enclosed**.

RECOMMENDATION: that the correspondence from Derry City and Strabane District Council be noted.

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

10.10 FI/FIN/4 BUDGET REPORT – NOVEMBER 2018

A budget report for November 2018 is enclosed for Members' information.

The Council's variance on Net Cost of Services for the period to the end of November is £165k favourable, with income from District Rates and the De-Rating grant being on budget for the period, resulting in an increase to the Council's General Fund of £165k.

This includes a contribution of £498k to the Council's Strategic Projects and Rates Appeal Reserves.

RECOMMENDATION: that the report be noted.

Prepared by: Richard Murray, Management Accountant

Agreed By: John Balmer, Head of Finance

Approved by: Sandra Cole, Director of Finance and Governance

10.11 ED/ED/127 DEPARTMENT FOR THE ECONOMY PROJECT STRATUM

The following report is intended as a draft corporate response to the DFE Project Stratum consultation exercise, which is currently running until 14 January 2019.

The Council welcomes the DFE broadband consultation exercise and the plans to further develop and enhance the fibre network across the region through the distribution of the designated Confidence and Supply monies.

Whilst the Ofcom '*Connected Nations*' reports consistently suggest that Antrim and Newtownabbey Borough is among the best connected areas within Northern Ireland, Members will be conscious that the Borough has several pockets where local residents and businesses endure poor or inconsistent levels of broadband connectivity.

The most frequent complaints reported to the Council officers are from the Ballyclare, Crumlin, Toome, Randalstown and Nutt's Corner areas. The rollout of the Virgin Media network in the last 6-12 months offers a high-speed solution to the Ballyclare area, but both Crumlin and Toome remain poorly connected. Other plans that are afoot through a range of other related initiatives – such as the Belfast Region City Deal and the Full Fibre NI scheme – offer considerable opportunities to augment and upgrade local connectivity, however the extent of these are unknown at present.

In light of those poorly connected areas mentioned, the Council is keen to use this response to the consultation exercise as an opportunity to invite the Department to focus particularly on these locations, and to ensure a more balanced and equitable distribution of broadband services across the Borough. As a result, the Council has ensured that venues to accommodate the OMR postcode lists were located in each of these areas, and beyond just the two Civic Centres as had been recommended by the Department.

The Council is committed to ensuring that, through its residents and businesses, the economic growth potential of the Borough is not hampered by poor levels of connectivity and particularly where appropriate technological solutions are available. Accordingly, the Council welcomes any feedback from the Department that can help identify poorly connected areas to enable focussed programmes of support to potentially be provided, going forward.

Those comments aside, the Council wishes to express reservations regarding the timing and duration of the consultation exercise, and the lack of advanced notice that accompanied the process. Given the importance of connectivity to residents and businesses, a 6 week consultation period over Christmas has to be questioned in relation to ensuring that the message gets out to as wide a catchment of potential respondents as possible.

The Council does however recognise the urgency to expedite the spending of the Confidence and Supply broadband monies, and endorses the Department's ongoing negotiations with HM Treasury to seek a more

pragmatic expenditure period of 3-4 years rather than the originally prescribed 2 year timeframe, in lieu of the procurement timetable that must be navigated. The timetable for the current consultation process lends itself to a contract award in summer 2019, which will see the physical rollout of network upgrades and improvements within 9 months, which is to be welcomed.

RECOMMENDATION: that Members endorse the report as a response to the public consultation exercise. In addition, Members should also seek to contact officers to highlight any specific examples that they wish to be referred to in the response.

Prepared by: Alastair Law, Innovation & Funding Officer

Agreed by: Paul Kelly, Head of Economic Development

Approved by: Majella McAlister, Director of Economic Development and Planning