



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON MONDAY 4 APRIL 2016 AT 6:30 PM

- In the Chair** : Alderman J Smyth
- Members Present** : Aldermen - W Ball, T Burns, M Girvan
Councillors - A Ball, J Blair, L Clarke, M Goodman, N Kelly, M Magill, V McWilliam, J Montgomery and M Rea
- Non-Committee Members Present** : Councillors – P Michael, 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
Media & Marketing Officer – Ms A Doherty
Senior ICT Officer – Mr P Allan
Member Services Officer - Mrs D Hynes

CHAIRMAN'S REMARKS

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

1 APOLOGIES

Councillor D Ritchie.

2 DECLARATIONS OF INTEREST

None.

3.1 G/HSWB/1 BIKE TO WORK SCHEME

Notification had been received from DRD Cycling Unit, which delivers the Travelwise NI initiative, that match funding of up to £3,000 is to be offered again for each Council, to encourage organisation of Bike Week events as part of wider efforts to promote sustainable means of travel.

Bike Week 2016 will be held in conjunction with the NI Festival of Cycling, which is being sponsored by Tourism NI. The deadline for applications is 27th May 2016.

Officers have proposed to develop a programme of events again this year which will form the basis of a funding application to Travelwise. Details will be brought to the Operations Committee in May.

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

Council participates in Bike Week 2016, with a detailed draft programme to be considered at the May meeting of the Operations Committee.

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

3.2 AC/GEN/18 LIGHT UP CHARITY REQUESTS

Members were advised that correspondence has been received from The Neuro Foundation, a copy of which was circulated for information. They support those affected by neurofibromatosis (NF)

NF is a genetic condition that causes tumours to grow on the nervous system. Approximately 1 in every 3000 people are affected by NF making it more common than muscular dystrophy and cystic fibrosis yet it is not very well known.

They are asking the Council to support World NF Awareness Day on 17 May by lighting up high profile buildings.

It is proposed to show support for this cause by lighting Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall blue and green on 17 May 2016.

This 'Light Up' will be accompanied by a photo call, where representatives from the charity will be invited to join the Mayor to show support for this awareness campaign.

Light Up requests are facilitated by both the Property Services and Arts and Culture teams by using existing lighting with appropriate coloured filters. There is a limited cost incurred by resourcing these requests, in terms of staff time, which is kept to a minimum.

Proposed by Councillor Kelly
Seconded by Councillor Clarke and agreed that

Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall be lit blue and green on 17 May to show support for World NF Awareness Day

Noted: Officers to draft a policy for light up requests.

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

3.3 AC/GEN/43 STREETWISE COMMUNITY CIRCUS – SOCIAL CIRCUS PARTNERSHIP

Streetwise Community Circus is a community arts organisation based in Belfast, which aims to make circus skills accessible to people throughout Northern Ireland, irrespective of gender, age, disability, or economic, religious or cultural background, by providing circus workshops. The workshops are run by teams of experienced tutors and involve tuition in traditional circus skills such as juggling, stilt walking and other traditional forms of circus craft.

They have been delivering "Social Circus" programmes since 1995 and have for the last 15 years established a network of circus projects making circus accessible to people living with learning disabilities. Over the last 6 years the organisation has worked in partnership with the Northern Trust on such a project and is currently planning to reshape this project.

As part of this an opportunity has presented itself to establish a centre for Social Circus Workshops in The Courtyard Theatre Newtownabbey. Streetwise have identified this location as meeting their aim of creating a corridor for the Social Circus project, in partnership with the Trust, which stretches from Larne to Newtownabbey taking in Whitehead and Carrickfergus.

Streetwise are one of a number of community arts organisations who have retained ongoing support in the form of funding from the Arts Council for Northern Ireland and would like to contribute some of this funding toward delivery of the Social Circus Centre in Newtownabbey in partnership with the Councils Arts and Culture Team and the Northern Trust.

The Centre would run throughout the year, meeting once weekly over three terms of eight weeks at Ballyearl, similar to the school calendar. Workshops can accommodate up to 30 participants at any one time and would be accessible to anyone with learning disabilities and or mental health problems. The Northern Trust will identify participants and provide transport to the Centre.

In turn Streetwise Community Circus will run approximately 30 outreach workshops in the Borough at various locations to help attract new people to the project, serving to increase membership and developing the confidence and skills of participants over a sustained period. The project would also provide opportunities for participants to perform at local arts events organised by the Council.

Streetwise Community Circus have been engaged by the Council, and previously both legacy councils to provide workshops and entertainment at programmes and events throughout the Antrim and Newtownabbey area ranging from programmes such as Summer Schemes and Brighter Nights through to large scale events such as Party in the Park and the Shoreline Festival.

The cost of running the 24 workshops in the Courtyard Theatre in a year amounts to £7,000 and Streetwise Community Circus will meet this cost from existing funds in return for provision of suitable space in The Courtyard Theatre at no charge.

This innovative partnership project has the potential to contribute to the Council's corporate vision in terms of 'People' by providing services and support to citizens, which leads to a more active, healthier and empowered community. In addition this project meets the specific Arts and Culture Business Plan objective of communities and agencies working together to plan and deliver better services, address disadvantage and improve the quality of life for everyone. The project also aims to nurture talent, develop confidence and improve the wellbeing of vulnerable citizens within the Borough.

If approved, it is proposed to establish a partnership with Streetwise Community Circus and the Northern Trust to deliver a 'Social Circus' programme in the Courtyard Theatre, at no charge, through delivery of 24 workshops over 3 terms of 8 weeks commencing in September 2016.

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed that

approval is given for the establishment of a partnership with Streetwise Community Circus and the Northern Trust to deliver the 'Social Circus' project for the delivery of 24 workshops at Ballyearl and 30 outreach workshops across the Borough, as set out above.

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

3.4 AC/EV/11 SUMMER BAND CONCERTS

Introduction

Members were advised that as part of on-going service convergence a review of the events delivered throughout the Borough has been taking place. Included within the scope of the review is the programme of summer band concerts delivered by the Arts and Culture service.

Background

Both legacy Council's delivered free summer band concerts in venues such as Loughshore Park Antrim/Antrim Castle Gardens (historically the Lough Shore Park in Antrim was used but this transferred in 2015 to Antrim Castle Gardens due to the impending capital works programme), Sentry Hill, Hazelbank Park, Lillian Bland Park and Jordanstown Loughshore Park. In 2015, 48 concerts were held from 14th June through to 13 September representing a combined programme previously delivered by both legacy councils.

There are a number of differences between the legacy council arrangements which were reflected in the 2015 programme as follows:

- The number of concerts delivered - approximately four times as many concerts were scheduled in legacy Newtownabbey area as legacy Antrim.

- A number of concert venues, 5 in total, included in the legacy Newtownabbey area with the Lough Shore Park or Antrim Castle Gardens the only Antrim venue used.
- Concerts were held on both Sundays and mid-week in the legacy Newtownabbey area, with concerts only held on Sundays in legacy Antrim.

All bands participating in the 2015 programme were paid a fee of £190 resulting in a total cost of £8,930 for the 2015 programme. Bands from throughout the region performed at these concerts including Knockagh Accordion Band, Ballyduff Silver, Major Sinclair Memorial Pipe Band and Johnston Star Flute Band. This programme provides a valuable opportunity for a variety of bands to perform for the general public and in doing so bring entertainment into the Council's visitor attractions and parks.

A review of the 2015 programme has identified both the significant differences between programmes across the two legacy council areas, as highlighted above. As well as the differing attendance levels with low attendances at the mid-week events while Sunday concerts, particularly during good weather, are by far the most popular.

In carrying out the review the arrangements for summer band concerts Belfast City Council were used to benchmark against. In the main concerts are delivered on Sundays in a number of parks with the exception of Rose Week at Sir Thomas and Lady Dixon Park when concerts run throughout the week. The City Council programme runs from May through to early September.

Proposals for Consideration

Having completed the review a number of options for the 2016 Summer Band Concert programme are presented for members' consideration:

Option 1 – Make no change to the programme delivered in 2015

Option 2 – Deliver a programme as outlined below, with no mid-week concerts and inclusion of less venues in the Newtownabbey area of the Borough but include the new events space V36:

- Antrim Castle Gardens - Concerts each Sunday afternoon from 3 July to Sunday 28 August. (9 concerts)
- Jordanstown Loughshore Park – Concerts each Sunday afternoon from 3 July to Sunday 28 August. (9 concerts)
- Lilian Bland Community Park – Concerts every other Sunday during the summer on 3, 17 and 31 July and 14 and 28 August. (5 concerts)
- V36 – Concerts every other Sunday during the summer months on 10, 24 July and 7 and 21 August, to alternate with Lilian Bland concerts given the proximity of both venues. (4 concerts)

This option represents a total of 27 concerts approximately 60% of the 48 concerts delivered in 2015.

Option 3 – Deliver a reduced programme as outlined below with concerts held in two venues, one in each legacy area of the Borough and concerts only on Sunday.

- Antrim Castle Gardens - Concerts held each Sunday afternoon from 3 July to Sunday 28 August. (9 concerts)
- Jordanstown Loughshore Park - Concerts held each Sunday afternoon from 3 July to Sunday 28 August. (9 concerts)

This option represents a total of 18 concerts approximately 40% of the 48 concerts delivered in 2015.

Option 4 – A variation of the above as proposed by members.

During the review a number of bands expressed the opinion that the fee should be increased as it has remained fixed at current levels for quite some time and their running costs and band expenses increased. Members may wish to consider an increase in the fee paid from £190 to £200 which represents the same fee paid by Belfast City Council.

In order to assist with consideration of the options the cost of each option proposed is set out both with the fee remaining unchanged and with an increased fee.

	Total Cost (£190 per concert)	Total Cost (£200 per concert)
Option 1 No change	£9,120	£9,600
Option 2 Sunday only at 4 venues	£5,130	£5,400
Option 3 Sunday only at 2 venues	£3,420	£3,600

In addition to any summer band concerts delivered members are advised that MADD Music will be providing 7 Sunday Treats concerts at both Antrim Castle Gardens and Civic Square, Mossley Mill between 15 May and 28 June on between 2pm and 3.15pm. These concerts are also free and feature a slightly different musical genre from the summer bands, in the main blues, jazz and pop.

Proposed by Councillor Kelly
Seconded by Councillor McWilliam and agreed that

summer band concerts are delivered as set out at Option 2 with the Antrim venue to be the Lough Shore Park, if possible, and with fees payable to bands increased to £200. A review to be carried out at the end of the season and reported to Committee.

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

3.5 AC/MU/6 MID ANTRIM HERITAGE PARTNERSHIP

Members were reminded that the establishment of a new heritage partnership with Mid and East Antrim Borough Council for an initial twelve month period from April 2016 was approved in December 2015 with the partnership to be known as "Mid Antrim Heritage Partnership". The draft terms of reference and partnership agreement were subsequently agreed in March.

In order to help develop and promote this new partnership a new logo and brand identity has been developed, a copy of which was circulated. This logo has been approved to go forward for consideration to respective partners' committees by the Mid Antrim Museums Service Board, the interim body which is in place until 31 March 2016.

Members were advised that it is intended to use the logo on all promotional materials associated with the new partnership, whilst at all times carrying the individual partner council logos and corporate branding. It is proposed that the Mid Antrim Heritage Partnership logo is approved for use with immediate effect.

Proposed by Councillor Magill
Seconded by Councillor Clarke and agreed that

the mid Antrim Heritage Partnership logo be approved for use with immediate effect.

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

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

The Director advised that this report should be deferred pending receipt of completed Request for Financial Assistance application form.

Agreed: to defer this item.

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

3.7 AC/ACG/11 ANTRIM FESTIVAL – REQUEST FOR FREE USE OF ANTRIM CASTLE GARDENS

Members were advised that Antrim Festival is a community event organised by local people, which includes a week of community events in June 2016 commencing with a Carnival Parade on Friday 10th June.

Festival organisers have requested use of Antrim Castle Gardens on Sunday 12 June for their Family Event and Music Festival. They intend using a stage truck and marquee in the event space to accommodate a range of family activities. The usual community hire charge for this space is £190 for a full day. Antrim Festival organisers have requested that consideration is given to the free use of the facilities. There is provision within the Requests for Free Facility Use Policy, approved at the Council meeting in March, to consider free use for this type of

event given that there is no admission fee being charged to the event and no fund raising purpose.

The event is similar in format to Party in the Park, with music and family entertainment, currently they are planning to run from 12 – 5, but this may change depending on budget.

Festival organisers have requested that the car park is reserved for blue badge holders only and have given a commitment to organising diversion of traffic and stewarding. They have also requested that the Council consider provision of in kind support in the form of litter bins, barriers and waste disposal.

It is proposed to accommodate this event in Antrim Castle Gardens on Sunday 12 June from 12 to 5pm with the car park open to blue badge holders only. Parking near the entrance gate will be available together with Central and Castle Street car parks. It is also proposed to provide in kind support as requested and work with event organisers to ensure compliance with the Council's policy and procedures in relation to event management, in particular health and safety.

Proposed by Councillor Kelly
Seconded by Councillor Blair and agreed that

(a) the request from Antrim Festival, to hold their Family Fun Day and Music Festival in Antrim Castle Gardens on Sunday 12 June from 12 to 5pm, be approved, free of charge, with onsite parking reserved for blue badge holders;

(b) the provision of in kind support in the form of litter bins, barriers and waste disposal be approved

Councillor Blair took this opportunity to thank the festival organisers on the tremendous work that they do and encouraged members to attend the events throughout festival week.

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

3.8 EH/EHS/LR/3 BYE-LAWS FOR THE REGULATION OF SKIN PIERCING 2016

Under the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985, both Antrim and Newtownabbey Borough Councils had made bye-laws for the regulation of businesses undertaking the practice of Acupuncture, Ear-piercing, Electrolysis, Tattooing, Cosmetic piercing and Semi- permanent skin colouring.

A revised set of byelaws to regulate the business of Skin Piercing and which includes the practice of all the activities listed above has been prepared and a copy was circulated. Once approved and sealed by the Council and confirmed by the Department of Health Social Services and Public Safety the following sets of bye-laws will be revoked.

Newtownabbey Borough Council

Bye-laws For The Control of The Business of Tattooing	dated 19/12/1988
Bye-laws For The Practice of Acupuncture	dated 19/12/1988
Bye-laws For the Business of Ear-Piercing and Electrolysis	dated 19/12/1988
Bye-laws For The Regulation of Cosmetic Piercing	dated 29/11/2006
Bye-laws For the Regulation of Semi-permanent Skin Colouring	dated 29/11/2006

Antrim Borough Council

Bye-laws For The Control of The Business of Tattooing	dated 25/03/1991
Bye-laws For The Practice of Acupuncture	dated 25/03/1991
Bye-laws For the Business of Ear-Piercing and Electrolysis	dated 25/03/1991
Bye-laws For The Regulation of Cosmetic Piercing	dated 25/02/2010
Bye-laws For the Regulation of Semi-permanent Skin Colouring	dated 25/02/2010

Proposed by Councillor Blair
 Seconded by Councillor Montgomery and agreed that

the Bye-laws for the Regulation of Skin Piercing 2016 be made and sealed.

ACTION BY: Clifford Todd, Head of Environmental Health

3.9 EH/EHS/2 SERVICE LEVEL AGREEMENT - WELFARE OF ANIMALS (NI) ACT 2011

Members were reminded that prior to Local Government Reform the Department of Agriculture and Rural Development (DARD) funded Animal Welfare Service was managed and delivered by Ballymena Borough Council on behalf of the ten constituent Councils of the Northern Group area, with Ballymena Borough Council assuming the Lead role.

Since April 2015, Councils have agreed to reconfigure the Animal Welfare Service. Mid and East Antrim Borough Council continues to act as a Sub-regional Lead Council responsible for service delivery across the Northern Region. This is made up of its own area and that of Antrim and Newtownabbey and Causeway Coast and Glens Borough Councils.

A Service Level Agreement (SLA) has been drawn up to establish the provisions under which Mid and East Antrim Borough Council may provide the DARD funded Animal Welfare Service. In addition, the SLA defines the role, responsibilities and obligations of the stakeholders within the Northern Region.

The Service Level Agreement deals with;

- Review of the Service Level Agreement
- Performance Review and Reporting
- Level of Service Delivered
- Financial Arrangements
- Funding Allocation
- Resource
- Enforcement Decisions
- Sub-regional Animal Welfare Forum
- Media Enquiries
- Health and Safety
- Termination
- Resolution of Disputes

Proposed by Councillor Kelly
 Seconded by Councillor Blair and agreed that

the Service Level Agreement between Antrim and Newtownabbey Borough Council and Mid and East Antrim Borough Council be signed.

Noted: Officers to bring back a report on a regular basis to Committee on levels of enforcement.

ACTION BY: Clifford Todd, Head of Environmental Health

3.10 ES/EHS/5 NORTHERN IRELAND CIVIC PRIDE PROGRAMME – LIVE HERE LOVE HERE

Members were reminded that a further review on the Keep Northern Ireland Beautiful Civic Pride Programme entitled "Live Here Love Here" would be brought to the Operations Committee.

In July 2015 approval was given to continued participation in the programme by Antrim and Newtownabbey Borough Council following the successful involvement of both legacy councils.

This year's small grants scheme under the programme saw 6 groups from across the borough receive a total of £10,500. (copy circulated)

Those groups that were unsuccessful in this round would be given feedback and support in next year's application.

A working group has been established within the Operations Department to raise the profile of environmental and arts based projects across the borough and further updates will be provided for members through the Operations committee.

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

the Live Here Love Here programme be approved, with the contribution of £21,000 being paid from existing budget.

ACTION BY : Clifford Todd, Head of Environmental Health

3.11 L/CP/1/Vol2 CAR PARK LITTER-PICKING AND BIN EMPTYING

Members were made aware that the responsibility for off street parking transferred from DRD to Council on 1 April 2015. Part of the agreement with DRD included the provision of car park litter-picking and the emptying of litter bins.

Council is invoiced monthly for this service by DRD, however since 1st April 2015 Council staff have been carrying out these responsibilities over and above what the DRD provides.

A number of councils asked DRD to consider the removal of this service provision so that councils could undertake the service in-house. The monthly DRD charge would therefore also be removed.

Council officers are of the view that this would be beneficial to Council as it gives Council full control over the standard of litter-picking and bin emptying. The services are currently delivered for DRD within a larger contract including supply of machinery, enforcement, etc, and the current cost for litter-picking and bin emptying is approximately £37,000 per annum.

The current contract ends on 31 October 2016 and DRD is currently considering any amendments required from 1 November 2016. Officers propose that DRD is advised to remove the litter-picking and bin emptying service from the contract from 1 November 2016 for Antrim and Newtownabbey Borough.

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

approval is given for the removal of the litter picking and bin emptying service provided through the DRD contract for Antrim and Newtownabbey Borough from 1st November 2016.

ACTION BY: Ivor McMullan, Head of Leisure

3.12 APPROVAL OF PREMISES AS COLDSTORES – EH/EHS/FC/2 ANTRIM PORK SUPPLIES, EH/EHS/FC/3 J S FOODS LTD, EH/EHS/FC/4 – JOHN LUKE, EH/EHS/FC/5 – DHL McKINNEY, EH/EHS/FC/6 – PALMER & HARVEY, EH/EHS/FC/7 – HENDERSON WHOLESALE

Since the 1st January 2006, it has been a legislative requirement to approve product specific food establishments under Regulations EC 852/2004, 853/2004, 854/2004 and 882/2004.

District Councils have been informed by the Food Standards Agency of a review of policy in relation to the approval of cold storage premises. This was as a result of direction from the European Commission that Standalone Coldstores require to be approved under Regulation 853/2004 (subject to certain exemptions).

This is a significant change of policy, as previously, coldstores involved only in storage and transport of food would not have required approval, and would have only have been registered by District Councils.

All coldstorage premises which handle products of animal origin (including meat, dairy and poultry products) now require approval unless they operate in a way that is exempt under Regulation 853/2004, for example if they have a genuine retail element to their business, with sales to the final consumer on a local, marginal and restricted basis.

Council's Environmental Health Service as the relevant enforcing authority for these premises have been tasked with assessing all coldstores in their area, and identifying which premises require approval.

The following premises have been inspected and assessed and shown to fully comply with current legislative requirements. Full approval of these premises is deemed to be appropriate.

Premises	Address	Date Inspected	Identification Number
Henderson Wholesale Ltd	9-11 Hightown Ave, Newtownabbey, BT36 4RT	11/02/16	ZJ 0010
Palmer & Harvey Ltd	Unit 1B, 54 Mallusk Road, McKinney Industrial Estate, Newtownabbey, BT36 4PX	04/03/16	ZJ 0011
DHL McKinney I.E	15 McKinney Road, Mallusk, Newtownabbey, BT36 4PE	17/02/16	ZJ 0012
John Luke	36 Ballynashee Road, Ballyclare, BT39 9SZ	10/02/16	ZJ 0013
JS Foods, Ltd	10-11 Hillview Industrial Estate, Randalstown, BT41 2EB	03/02/16	ZJ 0014
Antrim Pork Supplies	41 Castle Road, Antrim, BT41 4NA	10/03/16	ZJ 0015

Proposed by Councillor McWilliam
 Seconded by Councillor Magill and agreed that

full Approval be granted by Antrim and Newtownabbey Borough Council to the coldstore premises above.

ACTION BY: Clifford Todd, Head of Environmental Health

3.13 L/LEI/14 BALLYCLARE LIONS CLUB: GRANT AID FOR PROVISION OF DEFIBRILLATORS

Members recalled that approval was given in October 2015 for Antrim Lions Club to work in partnership with Council to provide a scheme for local sports clubs in the Borough to buy defibrillators through Council's Leisure Grant Aid Programme.

An approach had since been made by Ballyclare Lions Club requesting approval to enter into a similar partnership arrangement whereby the club will contribute £1,000 to the scheme – to be administered in the same way as the existing arrangements with the Antrim Club in all aspects including apportionment of grant, PR, purchasing arrangements, etc.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

Council approves the request by Ballyclare Lions Club to a partnership for grant aid for defibrillators for sports clubs in the Borough on the same basis as that already approved by Antrim Lions Club.

ACTION BY: Ivor McMullan

3.14 L/LEI/2 LEISURE GRANT AID PROGRAMME

Members are advised that Council officers received 31 requests for leisure grant aid funding have been received in the first quarter of 2016. These applications have now been scored by a panel of officers. Of the 31 applications received 2 did not meet the scoring threshold and 4 were ineligible under current guidance notes criteria. Applicants will be given feedback and assistance with applications going forward.

Grant Aid request Totals – March 2016

Appendix

Appendix 1a leisure grant aid requests last quarter 2015/2016 was circulated.

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

the grants are approved as indicated in Appendix 1a.

Noted: Officers to include in review of the scheme- funding for coaches to attend events.

ACTION BY: Richard Stewart, Development Manager - Sport & Physical Activity

3.15 L/GEN/19 REQUESTS FOR COMMUNITY PLANTING

Following a request for a planter being considered at the April meeting of Committee it was agreed that a policy should be drafted within which such requests could be considered.

In legacy Newtownabbey it was agreed that requests from the community for floral displays, hanging baskets, planters or trees would only be considered where the community agreed to maintain the feature as the Parks service could not

sustain the increases in floral displays within the staffing complement. Many of the requests were small and in remote areas where there were no economies of scale. In legacy Antrim requests of this nature were not considered.

There are numerous benefits to providing planting at the request of local communities, for example planting of entrances and verges in and around housing enhances the immediate area, gives people a shared interest and ownership of the area and can have a knock on effect for encouraging people to improve their gardens. It will also work well with Council's participation in Ulster in Bloom, Best Kept and in the new Borough Best Kept Garden Competition.

A draft policy was circulated. The policy was screened for equality and does not require a full EQUIA.

Proposed by Councillor McWilliam
Seconded by Councillor Clarke and agreed that

the policy to deal with requests for community planting be approved.

ACTION BY: Ivor McMullan, Head of Leisure

3.16 L/GEN/19 REQUEST FOR TREE PLANTING GLENVILLE ROAD

A request had been received from a resident of the Abbey Hill Development for trees to be planted along the Glenville Road outside the boundary of the estate. The request has been submitted together with letters of support from neighbours, on the basis of enhancing the Glenville Road, providing for wildlife and cutting down the road noise for the residents.

The land belongs to Transport NI (TNI), however they have stated they will not be in a position to maintain the trees or the grass areas within which the trees will be planted. The grass areas were highlighted in green on the maps (circulated). TNI have agreed in principle however, that they support the project pending a positive outcome from a public consultation and agreement from the Council to maintain the trees and grass. A consultation could be conducted if approved in the next few months, The results of which will be reported to a future meeting of the Operations Committee. Tree planting could be carried out from October 2016.

The Woodland Trust has confirmed they will provide whips (tree saplings approximately 1m in height) to the Council free of charge.

Policy on Requests for Community Planting

Should Council approve the draft policy on Requests for Community Planting this request can be considered in that context. The request would fit within the policy framework.

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

that the request for tree planting on the Glenville Road be approved, subject to approval of the policy on requests for community planting and following consultation within the Abbey Hill Development .

ACTION BY : Ivor McMullan, Head of Leisure

3.17 C/GM/4 REQUEST FOR A PLANTER WITHIN A HOUSING DEVELOPMENT

Members agreed to defer a request from a resident of The Brooks, Burnside pending the development of a Policy on Requests for Community Planting.

The request, for one planter at the entrance to the development is supported by other residents, was made on the basis of enhancing the approach.

Local residents have indicated their willingness to maintain the planter. The cost to provide plants and compost annually is approximately £110 which can be met from existing budgets.

Should Council approve the draft policy on Requests for Community Planting this request can be considered in that context. The request would fit within the policy framework.

Proposed by Councillor McWilliam
Seconded by Councillor Magill and agreed that

that the request for a planter at The Brooks, Burnside be approved subject to approval of the policy on requests for community planting.

ACTION BY: Ivor McMullan, Head of Leisure

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

Following a report to Committee in February 2016 Council granted approval to lead on an 8 Council Heritage Lottery Fund Application for a three year Pollinator project (Bee-Licious).

Members requested a report with further information on habitats and events within the Antrim and Newtownabbey Borough.

The 'Bee-licious' project will restore semi-natural habitat to benefit pollinators, encourage active community participation, share skills and raise awareness on the biodiversity and the ecosystem service value of pollination.

Pollinators require flowering semi-natural habitats such as wildflower meadows, hedgerows and woodland edges, as well as agricultural landscapes that include unimproved grassland, hay meadows, clover-rich grasslands and orchards.

If the funding bid is successful, through consultation:

- 8 suitable sites in the Borough will be restored to benefit pollinators (sites will be selected if funding is successful).
- A training programme will be developed in consultation with local community groups and may include 12 events over the 3-year project.
- Training may include species-rich grassland, hedgerow and woodland habitat restoration.
- Workshops will be arranged at locations across the Borough to raise awareness on pollinator species, may include Bumblebees identification, recording and surveying skills.

At the time of writing the outcome of the funding application was unknown; the funding outcome will be known on 21 March 2016 and reported to Members.

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

the report be noted.

ACTION BY: Ruth Wilson, Biodiversity Officer

3.19 AC/HE/1 14 – 18 NOW EXPRESSION OF INTEREST TO HOST POPPIES 2017

Members were reminded that it was agreed at the February meeting of the committee that an expression of interest to host "Poppies" at Antrim Castle Gardens and Mossley Mill be submitted to 14-18 NOW by 29 February 2016.

It was reported to the February meeting that 14-18 NOW had identified a range of criteria, which suitable locations and organisations had to meet in order to be considered and that both that both Antrim Castle Gardens and Mossley Mill, on initial evaluation, appeared be able to fulfil these criteria.

As part of the application process a full evaluation of the suitability of both sites and specific locations within each site was carried out. As a result an application to host "Poppies" at the Italian Tower location within Antrim Castle Gardens was submitted to 14-18 NOW by the closing date. This specific location and site were able to fully meet the essential criteria for host organisations as set down by 14-18 NOW.

An application to host this sculpture at Mossley Mill was not submitted as a suitable location within the Moseley Mill site, which would be able to technically accommodate the art work including allowing it to fall from a building of height, whilst also providing both a medium vista of the sculpture as well as close up public viewing for significant numbers of the general public, could not be identified. The chimney at Mossley Mill was considered, however it could not the requirements as highlighted particularly in relation to the spread of poppies across the ground as required to accommodate the artwork given the specific site of the chimney adjacent to a path and on an enclosed slope with a limited surrounding area.

Proposed by Councillor Kelly
Seconded by Councillor McWilliam and agreed that

the report be noted.

ACTION BY: Ursula Fay, Head of Arts & Culture

3.20 AC/GEN/18 LIGHT UP CHARITY REQUESTS

Members were advised that Autism NI contacted the Council to request the 'lighting up' blue of Council buildings on Saturday 2 April in support of Autism Awareness Day. The Council and both legacy councils have accommodated this request in the past and regularly does similar light ups for various other charitable causes.

Mossley Mill, Antrim Civic Centre and Ballyclare Town Hall were lit blue on 2 April as requested to show support for this charitable cause. The Light Up coincided with the Mayor hosting an event for the charity in The Courtyard Theatre on 2 April and was also accompanied by a press release.

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

the report be noted.

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

3.21 AC/GEN/42 UK EXPERIENCE SURVEY – AUDIENCE FEEDBACK

Members were advised that the arts and culture service has agreed to participate in a UK wide theatre experience survey which asks audience members to assess the experience they have had after a visit to the theatre. The study asks customers to complete an outline survey as soon as possible after their

visit and aims to capture both artistic and operational feedback and therefore the total customer experience.

The Council is one of 27 organisations who are participating in the survey with audience members of The Old Courthouse, Theatre at The Mill and The Courtyard Theatre taking part. The main purpose of the survey is to:

- Assess the impact of the artistic experience.
- Quantify service levels within the venue.
- Compare performance with other organisations.

Over the period 165 members of the Antrim and Newtownabbey theatre audience completed the experience survey and results compared data taken from a total of 15,635 respondents throughout the UK.

The Council's theatres have performed very well (report circulated) when compared with all others achieving a rating of 4.49 out of 5 for whole experience against a UK average of 4.35 out of 5. A copy of survey findings is enclosed for members' information.

Some interesting points to note would be that 25% of respondents attending one of the Councils theatres are doing so for the first time against a national average of 15% which would indicate that audiences are still developing and ongoing effective marketing and audience development vital to continue to build audience loyalty.

In terms of quality of the service and facilities including hospitality the Council venues performed higher than the national average across all measures achieving a very pleasing 4.61 out of 5 for appearance of the buildings against a national average of 4.38.

The Councils theatres will continue to participate in further surveys in the coming months and a report for the February 2016 to July 2016 period will be brought to a future meeting.

Proposed by Councillor Montgomery
Seconded by Councillor Magill and agreed that

the report be noted.

ACTION BY: Ursula Fay, Head of Arts & Culture

3.22 PD/150 ENVIRONMENTAL MANAGEMENT SYSTEM

Members were reminded that both legacy Councils held Environmental Management Systems (EMS) externally audited and certified under the British Standard ISO14001

ISO14001 is the globally recognised standard for Environment Management. Implementation of the standard demonstrates the Council's commitment to meeting the requirements of environmental legislation and regulations, preventing pollution and striving for continued improvement with regard to environmental performance.

In furtherance of achieving a Single Environmental Management System, an Environmental Policy was approved in October 2015 and external audit took place in December 2015. This resulted in the successful achievement of certification for the Council's revised EMS.

The development and implementation of this system alongside both internal and external auditing have highlighted opportunities for improvements with regard to Environmental Management across the Borough.

Continued development and ongoing certification of the EMS over the next 12 months will require the following:-

- Demonstration of commitment from Senior Management and Members
- Establishment of EMS working group
- Training of Internal Auditors
- Awareness raising and training for all staff and Councillors
- Development and roll out of appropriate operational procedures
- Completion of internal audits to include legal compliance as per schedule
- Annual updates of all EMS documentation.

Proposed by Councillor Blair

Seconded by Alderman M Girvan and agreed that

that the report be noted.

Noted: Councillor Blair congratulated staff for all their hard work.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.23 L/SAP/CL/1 CORRESPONDENCE – SHOGUN JU-JITSU

Correspondence from Shogun Ju-Jitsu Ireland was circulated for Members' information.

Proposed by Councillor McWilliam
Seconded by Councillor Magill and agreed that

the report be noted.

ACTION BY: Geraldine Girvan

3.24 EH/EHS/2 REVIEW OF THE WELFARE OF ANIMALS (NI) ACT 2011

The Minister of Agriculture and Rural Development initiated a review of the Welfare of Animals (NI) Act 2011 in March 2014.

The review which was led by officials from the Department of Agriculture and Rural Development in conjunction with officials from the Department of Justice considered implementation of the Act under six themes:-

- Sentencing
- Delivery Structures – Farmed Animals, Non Farmed Animals, Wild Animals
- Working Together (facilitating enforcement)
- Serving the Public
- Dog Breeding and Online Pet Sales
- Equines

Representatives from councils, Police Service of Northern Ireland, Public Prosecution Service and Northern Ireland Courts and Tribunals Service provided input to the review.

A copy of the final report of the Review of the Implementation of the Welfare of Animals Act 2011 can be found at www.dardni.gov.uk/consultations/interim-report-review-implementation-welfare-animals-act-ni-11

The report contains 69 recommendations and Department of Agriculture and Regional Development officials will work with all stakeholders to draw up an action plan that will be brought to a future meeting of the Operations Committee.

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed that

the report be noted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.25 EH/GEN/2 DISTRICT OF DUNEANE COMMUNITY SPIRIT DAY

The Health and Well Being team within the Environmental Health Service have been working with a group of community representatives in Toomebridge on a Co-Production pilot project aimed at improving health outcomes within a community setting. Co-Production is a bottom up approach to improving health outcomes by delivering public services in an equal and reciprocal relationship between service providers, service users, their families and their neighbours.

Community Development and Health Network (CDHN) have worked in partnership with the team to facilitate the project, starting with awareness raising and capacity building within the community. This resulted in the development of Community Health Champions.

A Community Spirit Day was proposed by the community to showcase what was available in the area, to bring the community together and to introduce the Community Health Champions to the wider community. The event, which was organised for Saturday 19th March 2016, saw in excess of 300 people attending and was supported by local community groups, along with statutory, voluntary and charity organisations who support the Duneane community.

Proposed by Councillor Blair
Seconded by Councillor Magill and agreed that

the report be noted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.26 L/P/BIO/1 BIRD OF THE BOROUGH BANNER

Members were reminded that Council agreed to designate the Swift as the 'Bird of the Borough' to raise awareness on the conservation of this bird species, whose population has declined by 47% in the past decade.

To help raise awareness the RSPB Antrim Local Group have created a banner to 'Welcome back Swifts'. The banner will be erected on the Antrim Library wall in April and removed in August. Council will assist with access to the site, removal, storage and refit of the banner.

There will also be a Great Antrim and Newtownabbey Borough Swift Survey taking place across the Borough this summer.

Proposed by Councillor Blair
Seconded by Councillor McWilliam and agreed that

the report be noted.

**3.27 BUSINESS PLAN - 4TH QUARTER REVIEW 2015-2016
UPDATED BUSINESS PLAN FOR ARTS AND CULTURE**

Members were reminded that 4th Quarter Reviews of all 2015 – 2016 Business Plans are due.

The updated Business Plan for Arts and Culture was circulated for Members attention.

Further updates on performance against the Business Plans will be brought to the Committee in May 2016.

Proposed by Councillor Montgomery
Seconded by Councillor McWilliam and agreed that

the updated Business Plan for Arts and Culture be noted.

ACTION BY: Helen Hall

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Magill
Seconded by Alderman M Girvan that

that the following Committee business be taken In Confidence.

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

IN CONFIDENCE

**3.28 IN CONFIDENCE (FI/PRO/TEN/24) TENDER FOR THE SUPPLY, DELIVERY AND
INSTALLATION OF TWO GOLF SIMULATORS**

Introduction

Members were advised that at the Development and Leisure Committee meeting on 24 April 2014 (Antrim Borough Council), the business case for the procurement of two golf simulators for Allen Park was approved.

Two tenders were opened via e-Sourcing NI on 26 February 2016 and referred to the evaluation panel for assessment.

Tender Evaluation

The tenders were evaluated on a two-stage basis as follows:

Stage 1 – (Selection Stage)

The tenders were evaluated using criteria such as mandatory exclusion, management systems and practices, insurances, previous experience and declarations and form of tender. One of the tenders did not meet the requirements of the Selection Stage and therefore did not proceed to Award Stage.

Stage 2 (Award Stage)

The remaining tender proceeded to be evaluated on the basis of provision of additional information and adherence to the tender specification. The tender passed these requirements in full and therefore proceeded to be evaluated on the basis of cost (100%) as follows:

Tenderer	Cost for 2 New Golf Simulators (£) (excl. VAT)	Cost Score %
Foresight Sports Europe	██████████	100%

Proposed by Councillor Kelly
 Seconded by Councillor Montgomery and agreed that

that having achieved the score of 100%, the tender submitted by Foresight Sports Europe for the supply, delivery and installation of two sports simulators in the sum of ██████████ (excl. VAT be accepted).

ACTION BY: Sharon Logue, Procurement Manager

3.29 IN CONFIDENCE L/LEI/VLC/1 AQUASLIDE AT VALLEY LEISURE CENTRE

Background

Approval was given in December 2015 for the aquaslide at the Valley Leisure Centre to be repaired at an estimated cost of £12,000 with the caveat that unforeseen works may be required and could not be quantified. Quotations have been sought from competent suppliers to conduct the necessary structural repairs.

After a number of attempts, only one contractor has indicated willingness to conduct the work necessary indicating that there may be additional costs that will only become apparent on stripping down of the metal work. The current revised cost estimate is in the region of £██████████.

Council will also incur additional costs to install scaffolding membrane screening to support the contractor works.

An update report and more detailed costs will be brought to Committee in due course.

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

the report be noted and that Officers try to ensure repairs are completed for school summer holidays.

ACTION BY: Ivor McMullan, Head of Leisure

3.30 IN CONFIDENCE WM/WM/12 CRUMLIN RECYCLING CENTRE

As Members were made aware, provision has been made within the capital programme for a new Household Recycling Centre in Crumlin. The existing facility, although well used, is in a site which cannot be extended and the legacy Antrim Borough Council had undertaken some initial research into potential sites.

Following an expression of interest in which landowners were requested to offer potential sites if they felt their location was suitable to facilitate a recycling centre. Up to ten locations were originally assessed by Council Officers, who reduced the list to six potential sites following a desktop study on distance from the existing site.

The six potential sites underwent a further assessment by an external consultant, who considered the following issues:

- Planning constraints;
- Location of site;
- Provision of services;
- Transport infrastructure;
- Land ownership;
- Likelihood of public opposition.

While none of the locations were considered as "perfect", the consultant identified two suitable locations:

[REDACTED]

On the completion of the report in September 2014, Antrim Borough Council was approached by the owner of another potential site in [REDACTED]. From an initial internal assessment of the site, Officers felt that the location would be suitable for a recycling centre.

Officers engaged WRAP (Waste and Resources Action Programme), who are a government funded advisory body on waste issues, to carry out a study on Recycling Centre coverage in the Antrim and Newtownabbey Borough. Further to that, WRAP were also requested to carry out an options appraisal on the three sites listed below:

[REDACTED]

An options appraisal considered the sites available to Council if the current Crumlin HRC was closed. The appraisal considered criteria including the proximity of each site to residents, ease of access to the sites, capital and revenue costs, traffic access and environmental and political impact.

Following the assessment, the [REDACTED] site scored significantly higher than the other options. The Report also stated that there was a requirement for a Recycling Centre in the [REDACTED].

The [REDACTED] site has been identified as meeting the needs of Council, and Officers are currently working on a business plan and economic appraisal for the preferred site. A valuation of the site has been completed by LPS.

A detailed report will be brought to Committee for consideration.

Proposed by Councillor Rea
Seconded by Councillor McWilliam and agreed that

the report be noted.

ACTION BY: Michael Laverty, Environment Manager

3.31 IN CONFIDENCE ARC 21

No papers were reported.

Councillor Michael left at this point of the meeting.

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Councillor Blair that

the remainder of Committee business be taken in Open Session.

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

The undernoted supplementary items were considered at this point.

3.32 L/GEN/4

SUPPLEMENTARY REPORT THE CYCLE ROUTES (AMENDEMENT) ORDER (NI) 2016

Members were advised that correspondence had been received from Transport NI with regard to an Order entitled The Cycle Routes (Amendment) Order (Northern Ireland) 2016 <https://www.drdni.gov.uk/consultations/cycle-routes-amendment-order-northern-ireland-2016>

The proposed Order will extend the existing two-way shared cycle track from the A2 Shore Road, Newtownabbey to Shore Road, Greenisland. (Map circulated)

The extension of this cycle path between Jordanstown and Greenisland will provide improved safety for cyclists while improving links with the Newtownabbey Way/Route 93 and continuing to promote sustainable transport in this area.

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

Committee supports and welcomes the proposed Order to extend the existing two-way shared cycle track from the A2 Shore Road, Newtownabbey to Shore Road, Greenisland and requests the Department for Regional Development to promote this and all cycle routes throughout the Borough.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.33 L/P/24 SUPPLEMENTARY REPORT BELFAST DEEP RIVER ROCK MARATHON

Correspondence had been received from the Belfast Deep River Rock Marathon indicating the proposed route for the marathon some of which will be in the Borough. The event to be held on Monday 2 May 2016 will have an initial circuit of the city but will enter the Borough at Arthur Bridge travelling along Arthur road, Mill Road, Shore Road as far as Whitehouse Park and Gideon's Green, returning along the cycle path to Belfast. As with previous years there will be a relay changeover point at Gideon's Green. Members are reminded that this event has successfully taken place within the Borough for over 10 years. The map for the event was circulated.

Council will have the opportunity to place promotional banners along the route and be named as a supporting partner for the event.

Staff from the Parks team are required to ensure the route is cordoned off and kept tidy for runners. Costs for 6 staff for the event are around £1,400 and can be met from within existing parks budgets.

The organisers will work closely with the Council to ensure effective delivery of the event and to build on the considerable success of the 2015 race and the success of the event in previous years.

Proposed by Councillor Kelly
Seconded by Councillor Clarke and agreed that

the Parks team ensure that the route is cordoned off and kept tidy for runners, at a cost of approximately £1,400 and that The White House be opened for the duration of the event.

ACTION BY: *Dean Holmes*

3.34 AC/GEN/18 SUPPLEMENTARY REPORT LIGHT UP CHARITY REQUESTS

Members were advised that correspondence had been received from The Stroke Association Northern Ireland, a copy of which was circulated for information. May is Stroke Awareness Month and they are requesting that the Council consider lighting up council buildings purple at some point during May to raise awareness of stroke and encourage local citizens to reduce their risk of stroke.

Stroke affects more than 4,400 people in Northern Ireland every year and there are more than 35,000 stroke survivors in Northern Ireland. The Stroke Association runs support groups.

It is proposed to show support for this cause by lighting Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall purple on a suitable date in May 2016, yet to be agreed.

This 'Light Up' will be accompanied by a photo call, where representatives from the association will be invited to join the Mayor to show support for this awareness campaign.

Light Up requests are facilitated by both the Property Services and Arts and Culture teams by using existing lighting with appropriate coloured filters. There is a limited cost incurred by resourcing these requests, in terms of staff time, which is kept to a minimum.

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

Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall be lit purple on a suitable date in May 2016, yet to be agreed, to show support for Stroke Awareness Month

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

3.35 SUPPLEMENTARY REPORT F1/PRO/TEN/9 CATERING SERVICES ANTRIM CASTLE GARDENS – OUTDOOR SEATING INSTALLTION

Members were reminded that Big Occasions Ltd were awarded the tender for the provision of catering services at Antrim Caste Gardens for 3 years, from 1 April 2016, at the February meeting of the committee.

In order to improve the experience of the Garden Coffee Shop at Castle Gardens Big Occasions have proposed installing a covered outdoor seating area, an illustration of which was circulated for members' information. The parasols will be fixed to the ground to ensure maximum stability to ensure all year round use in various weather conditions The Courtyard area is already hugely

popular with visitors, particularly in good weather, but also all year round with dog walkers and others.

The proposed installation represents a significant investment by the caterer, in the region of £20,000, which will enhance and improve the visitor experience of the Gardens. It is planned to install the seating area in the coming weeks in plenty of time for Garden Show Ireland.

Proposed by Councillor Kelly
Seconded by Councillor Magill and agreed that

that the report be noted

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

3.36 SUPPLEMENTARY REPORT TEMPORARY CLOSURE OF PUBLIC RIGHT OF WAY: BELMONT ROAD TO OLDSTONE ROAD, ANTRIM

A request had been received by Council from McLaughlin & Harvey contractors, for the temporary closure of a short section of the Mill Race Trail in Antrim, from 11th April to 22nd April (inclusive). This is to allow them to carry out essential remedial works to the railway bridge that spans it. A diversion route would be in place during this period of closure (map circulated).

Since this path is also a public right of way, Council have a procedure to follow to have it temporarily closed for this period of time.

This is outlined under Article 19 of the Access to the Countryside (NI) Order, 1983. It stipulates that Council may make an order to either divert or close a right of way for up to 3 months. There are no statutory requirements to consult on nor give notice or advertise the making of such orders, but only to ensure that a copy of the order is displayed throughout the period, at either end of the affected path. The order must be signed by the Chief Executive of the relevant Council.

It would be Officers intention to also attach a brief explanatory statement to the order and to have temporary way markers installed along the proposed diversionary route. They will also place a notice in the local papers and on Council's website. The contractors will also put up their own signage and cordon off the immediate area as required.

Proposed by Councillor Montgomery
Seconded by Councillor Clarke and agreed that

that the report be noted.

ACTION BY: Elaine Upton, Countryside Recreation Officer

ANY OTHER RELEVANT BUSINESS

- (1) Councillor Webb highlighted the issue of Access NI checking for third party organisations.

Noted: The Director undertook to report back in conjunction with the relevant Directors.

ACTION BY: Geraldine Girvan, Director of Operations.

The Chairman took this opportunity to wish good luck to all those involved in the elections.

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 8.06pm.

MAYOR

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