



19 September 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 24 September 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](mailto: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 Tuesday 28 August 2018, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operations Committee Meeting of Monday 3 September 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 September 2018, a copy of which is **enclosed**.
- 7 To take as read and confirm the minutes of the proceedings of the Special Council Meeting of the Antrim and Newtownabbey Borough Council held on Wednesday 5 September 2018, a copy of which is **enclosed**.
- 8 To approve the minutes of the proceedings of the Community Planning and Regeneration Committee Meeting held on Monday 10 September 2018, a copy of which is **enclosed**.
- 9(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 17 September 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 Monday 17 September 2018, a copy of which is **to follow**.
10. To approve the minutes of the proceedings of the Audit Committee Meeting held on Tuesday 18 September 2018, a copy of which is **to follow**.
11. Report on business to be considered:

## **LEGAL**

- 11.1 To approve the Sealing of Documents

## **ITEMS FOR DECISION**

- 11.2 Antrim Enterprise Agency – Request for Presentation
- 11.3 Roads Programme – Autumn Consultation Presentation Request
- 11.4 Schedule of Meetings 2018/19
- 11.5 Protocol for Attendance at Events
- 11.6 Visit from Dorsten Delegation
- 11.7 Social Enterprise NI Gala Awards 2018
- 11.8 Institute of Public Relations Northern Ireland Pride Awards 2018
- 11.9 Community Services Grant Aid Policy and Assessment
- 11.10 Contract for the Delivery of Advice Services From 1 April 2019-2022
- 11.11 Brexit Breakfast Workshop 28 November 2018
- 11.12 Correspondence from Land and Property Services
- 11.13 Local Government Awards
- 11.14 Heathrow Logistics Hub
- 11.15 Annual Report on Performance 2017- 2018 – Self Assessment (Final Draft)

## **ITEMS FOR INFORMATION**

- 11.16 Changes To Membership of Committees, Working Groups and Partnerships by the Democratic Unionist Party
- 11.17 Boundary Commission for Northern Ireland
- 11.18 Northern Health & Social Care Trust – Consultation
- 11.19 Change to the Scheme of Emergency Financial Assistance: New Method of Activation
- 11.20 Budget Report

## **ITEMS IN COMMITTEE**

- 11.21 Tender for the Supply, Delivery and Maintenance of one Fairway Mower at Ballyearl

- 11.22 Sixmile Leisure Centre Fitness Suite Refurbishment
- 11.23 Peace IV Respecting Difference Programme
- 11.24 Peace IV Recreation Engagement Programme
- 11.25 Major Development – Glengormley Public Realm Scheme
- 11.26 Tender for a Pilot Social Enterprise
- 11.27 Steeple Site Antrim – Expressions of Interest
- 11.28 Belfast Region City Deal Proposition Update Report
- 11.29 Organisation Structures

- 12. Motion in the name of Councillor Noreen McClelland, seconded by Councillor Julian McGrath, -

*“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 NI asking them to support this campaign.”*

- 13. Motion in the name of Councillor Anne Marie Logue, seconded by Councillor Mervyn Rea and Alderman Thomas Burns, -

*“That this Council recognises that there are 5 main towns within Antrim and Newtownabbey Borough Council and that Council's current position for*

*Christmas 2018, to provide and manage Christmas trees and Christmas street lights for four of the five main towns, unfairly excludes the town of Crumlin.*

*We believe that the unfair decision to exclude Crumlin is regretful and request Antrim and Newtownabbey Borough Council to, reconsider their position and include Christmas tree and Christmas Light provision for Crumlin Town in the current programme bringing Crumlin back into line with the four other towns of Ballyclare, Randalstown, Antrim and Glengormley."*

**REPORT ON BUSINESS TO BE CONSIDERED AT THE COUNCIL MEETING ON  
MONDAY 24 SEPTEMBER 2018**

**LEGAL**

**11.1 DOCUMENTS FOR SIGNING AND SEALING**

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

To approve the Sealing of Documents:

- Fields in Trust – Centenary Field – Deed of Dedication for Lilian Bland Community Park
- Fields in Trust – Centenary Field – Deed of Dedication for Sentry Hill
- Fields in Trust – Centenary Field – Deed of Dedication for Whiteabbey Green War Memorial
- Fields in Trust - Centenary Field – Deed of Dedication for Ypres Park
- The District Council Mutual Aid Protocol
- Joint Protocol 'Emergency Call-Off Contracts' between Northern Ireland Housing Executive and Northern Ireland District Councils
- Northern Ireland Women`s Enterprise Challenge Grant Aid Agreement

## ITEMS FOR DECISION

### 11.2 G/MSMO/7/Vol 3 ANTRIM ENTERPRISE AGENCY – REQUEST FOR PRESENTATION

Correspondence has been received from Antrim Enterprise Agency (enclosed) requesting attendance at a meeting of Council to give Members an overview of their plans for the next 3 years up to their 30<sup>th</sup> Birthday.

**RECOMMENDATION: that Antrim Enterprise Agency be invited to address Council at an appropriate date.**

Prepared by: Member Services

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance & Governance

### **11.3 G/MSMO/17 VOL 2 ROADS PROGRAMME – AUTUMN CONSULTATION PRESENTATION REQUEST**

Correspondence has been received from David Porter, Divisional Roads Manager, Department for Infrastructure (DfI) Roads, requesting attendance at a meeting of Council during November 2018 (**enclosed**). The purpose of attendance would be to give Members an overview of the work undertaken by DfI Roads. An electronic copy of this year's progress report will be circulated in advance of the meeting.

Members are advised that Virgin Media had requested an opportunity to address Council and have been offered the November meeting but have not confirmed attendance as yet.

**The Council's instructions are requested.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive



#### 11.4 A/GEN /13 SCHEDULE OF MEETINGS OF ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL

The following schedule of dates for Council and Committee meetings are proposed for the period 1 January – 31 December 2019.

Meetings marked in **red** are held at Antrim Civic Centre, while those in black are held at Mossley Mill. All meetings commence at 6:30 pm with the exception of Planning Committee which will start at 6 pm if “In Confidence” items are to be considered.

Council / Committee Meetings	Date of Meeting
Operations Committee	Monday 7 January 2019*
Policy & Governance Committee	Tuesday 8 January 2019
Community Planning & Regeneration	Monday 14 January 2019
Planning Committee	Monday 21 January 2019
Council Meeting	Monday 28 January 2019
Operations Committee	Monday 4 February 2019
Policy & Governance Committee	Tuesday 5 February 2019
Community Planning & Regeneration	Monday 11 February 2019
Special Council Meeting	Monday 11 February 2019
Planning Committee	Monday 18 February 2019
Council Meeting	Monday 25 February 2019
Operations Committee	Monday 4 March 2019
Policy & Governance Committee	Tuesday 5 March 2019
Community Planning & Regeneration	Monday 11 March 2019
Planning Committee	Tuesday 19 March 2019*
Audit Committee	Wednesday 20 March 2019
Council Meeting	Monday 25 March 2019
Operations Committee	Monday 1 April 2019
Policy & Governance Committee	Tuesday 2 April 2019
Community Planning & Regeneration	Monday 8 April 2019
Planning Committee	Monday 15 April 2019
Council Meeting	Monday 29 April 2019
LOCAL GOVERNMENT ELECTION	Thursday 2 May 2019

<b>Council / Committee Meetings</b>	<b>Date of Meeting</b>
Annual Meeting	Monday 13 May 2019
Planning Committee	Monday 20 May 2019
Operations Committee	Monday 3 June 2019
Policy & Governance Committee	Tuesday 4 June 2019
Community Planning & Regeneration Planning Committee	Monday 10 June 2019 Monday 17 June 2019
Audit Committee	Tuesday 18 June 2019
Council Meeting	Monday 24 June 2019
Planning Committee	Monday 22 July 2019*
Council Meeting	Monday 29 July 2019
Planning Committee	Monday 19 August 2019
Council Meeting	Tuesday 27 August 2019*
Operations Committee	Monday 2 September 2019
Policy & Governance Committee	Tuesday 3 September 2019
Community Planning & Regeneration Planning Committee	Monday 9 September 2019 Monday 16 September 2019
Audit Committee	Tuesday 17 September 2019
Council Meeting	Monday 30 September 2019
Operations Committee	Monday 7 October 2019
Policy & Governance Committee	Tuesday 8 October 2019
Community Planning & Regeneration Planning Committee	Monday 14 October 2019 Monday 21 October 2019
Council Meeting	Monday 28 October 2019
Operations Committee	Monday 4 November 2019
Policy & Governance Committee	Tuesday 5 November 2019
Community Planning & Regeneration Planning Committee	Monday 11 November 2019 Monday 18 November 2019
Council Meeting	Monday 25 November 2019
Operations Committee	Monday 2 December 2019
Policy & Governance	Tuesday 3 December 2019
Community Planning & Regeneration Audit Committee	Monday 9 December 2019 Tuesday 10 December 2019
Planning Committee	Wednesday 11 December 2019*

Council Meeting	Monday 16 December 2019*
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Key

\* Denotes change of date due to bank/public holiday

**RECOMMENDATION: that the 2019 Schedule of Meetings for Antrim and Newtownabbey Borough Council be approved.**

Prepared by: Member Services

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

## 11.5 PROTOCOL FOR ATTENDANCE AT EVENTS

As Members will recall at the August Council Meeting it was requested that Council develop a Protocol for Attendance at Events by Councillors.

It is proposed that Council will not attend annual events and only attend events that are either one off, special events, anniversaries or celebration of a milestone.

The protocol for Attendance at Events is **enclosed** for approval.

**RECOMMENDATION: that Council approves the Protocol for Attendance at Events.**

Prepared by: Sandra Cole, Director of Finance & Governance

Approved by: Jacqui Dixon, Chief Executive

## 11.6 ED/ED/038 VISIT FROM DORSTEN DELEGATION

Members are reminded that a delegation of 5 visitors from Dorsten cycled to the Borough at the end of July and took the opportunity to hear about the Council's new Leisure Membership Scheme, the draft Economic Development Strategy and International Linkages, as well as visiting Randalstown, All Ireland's Best Kept Small Town and overall place winner. A full report of the visit is **enclosed**.

The visit prompted future potential cooperation will be explored and reported back to Council in due course. In the meantime, a group of 20 visitors, including the Chairperson of Friends of Antrim and Newtownabbey, who are involved with the Jewish Museum in Dorsten have organised a visit to Belfast on 19 and 20 October. The group are travelling and staying in Belfast at their own expense, but due to the longstanding twinning partnership with Antrim and Newtownabbey, are keen to visit the Borough and learn about its history. It is proposed to host an afternoon tea with the visitors on Saturday 20 October and use this opportunity to showcase the history of the Borough and the twinning relationship.

### **RECOMMENDATION: that**

- a. an afternoon tea be provided for 20 visitors from Dorsten on 20 October 2018;**
- b. Officers report back to Council on future co-operation opportunities with Dorsten.**

Prepared by: Emma Stubbs, Economic & Rural Development Manager

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

## 11.7 ED/ED/020 SOCIAL ENTERPRISE NI GALA AWARDS 2018

Members are reminded of the transfer of functions for local economic development, under the Review of Public Administration, which includes support for the Social Enterprise Sector. Social Enterprises in the Borough can avail of existing business support programmes such as: ASK, OPTIMAL and Build Your Own Website. In addition, a pilot workshop 'Social Innovation Challenge Day' was held in March 2018, and a specific Social Enterprise Programme will be launched in October 2018, subject to award of tender.

To recognise the support offered by the Council, an application was submitted to the Social Enterprise NI Gala Awards 2018, for the category "Local Council of the Year – Social Enterprise Strategy/Development". The award category is "designed for Local Councils who can truly demonstrate their commitment to the promotion, support and growth of the Social Enterprise sector and communicate their impact with their stakeholders". The submitted application was shortlisted for the Local Council of the Year Award, with an invitation issued to participate in this year's award ceremony.

The Social Enterprise Northern Ireland Gala Awards 2018 will be held on 19 October 2018 at the Stormont Hotel, Belfast, showcasing the very best that the sector has to offer. The awards have grown as an event over recent years and offer good publicity both to the winning Social Enterprises and the sector helping to promote the good work that they do. An individual ticket is £75 (membership rate). The evening starts at 6.30pm with a drinks reception, with dinner and awards from 7pm and is a formal black tie event.

The Mayor is not available to attend this event.

**RECOMMENDATION: that the Deputy Mayor and an officer attend the Social Enterprise NI Gala Awards on 19 October 2018 at a total estimated cost of £150, provision for which exists in the Economic Development Budget.**

Prepared by: Seonaid Rooney, Economic Development Officer

Agreed by: Emma Stubbs, Economic & Rural Development Manager

Approved by Majella McAlister, Strategic Director Economic Development and Planning

## 11.8 CS/MK/172 INSTITUTE OF PUBLIC RELATIONS NORTHERN IRELAND PRIDE AWARDS 2018

Members are advised that the Council has been shortlisted for two awards in the Chartered Institute of Public Relations (CIPR) PRide Awards 2018.

These Awards recognise outstanding work in public relations across the United Kingdom in the public and private sectors. Recognition in the PRide awards identifies organisations as an industry leader in their area/sector.

The two award categories the Council is shortlisted for are:

- Best Event category - Enchanted Winter Garden
- Best use of Photography or Design - iConnect Staff App

Category winners will be announced at the Awards Dinner on Friday 19 October 2018 at the Culloden Estate and Spa.

The cost options to attend the Awards Dinner are:

- Table of 10 @ £1045 + VAT
- Table of 12 @ £1210 + VAT
- Individual tickets @ £110 + VAT

Members are reminded that at the 2017 Awards Dinner the Mayor, Deputy Mayor, Chairman and Vice Chairman of the Policy & Governance Committee, or their nominees, were nominated to attend along with Officers directly involved in the projects.

### **RECOMMENDATION:**

- a) To book a table of 10**
- b) The Mayor, Deputy Mayor, Chair & Vice Chair of the Policy & Governance Committee, or their nominees, take up 4 places.**
- c) The remaining 6 places to be allocated to Officers directly involved in the projects.**

Prepared by Tracey White, Head of Communication and Customer Services

Approved by Andrea McCooke, Director of Organisational Development

## 11.9 CP/GEN/024 COMMUNITY SERVICES GRANT AID POLICY AND ASSESSMENT

Members are reminded that Council operates a Grant Aid Programme to comprise of a number of grant schemes including small grants, premises, community development, good relations and festival grants. Assuming that the Council approves the same levels of funding in the 2019/20 estimates for the Grant Aid Programme and Community Festivals Fund, this would equate to an overall budget, for both programmes similar to 2018/19, of £180,000 for Community Development Grants and £79,600 for Community Festivals. Approximately £100,000 of this is likely to come from the Department for Communities, if their funding levels remain similar to 2018/19.

At the August 2018 Council meeting it was approved that the Grant Aid Programme opens on 15 October and closes 14 December 2018, in order for grants to be processed and a Letter of Offer issued early 2019. It was also requested that the grant aid policy be reviewed to address potential duplication regarding the establishment of new groups. Members are advised that Officers have reviewed the grant aid policy which does include an exclusion whereby Council will 'not normally fund projects that duplicate what already exists'. In light of this request Officers have subsequently reviewed the assessment process to ensure that it reflects this exclusion and the following areas have been included as part of the assessment of this criteria:

- The proposal adds significant additionality and new opportunities to the identified area/theme
- The proposal does not duplicate existing similar services, facilities or programmes which have spare capacity or displace existing users
- The costs are not disproportionate to additional opportunities likely to be created by the proposed project

The policy and assessment criteria has been equality screened and a copy of the Equality Screening document is enclosed. To date there is no requirement to complete a full Equality Impact Assessment.

**RECOMMENDATION: that the assessment criteria and Equality Screening be approved.**

Prepared by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning



#### **11.10 CP/GEN/021 CONTRACT FOR THE DELIVERY OF ADVICE SERVICES FROM 1 APRIL 2019-2022**

Members are reminded that the current Service Level Agreement for Advice Services is with Citizens Advice Antrim and Newtownabbey (CAAN) for the provision of frontline advice services. Members are advised that the contract for that is due to end on 31 March 2019.

Members are advised that a tender process to appoint a service provider for the period 1 April 2019 -31 March 2022 is planned. Given the level of the current budget of £312,678 (£230,985.75 ANBC and £81,692.25 DFC) per annum and assuming a similar amount for delivery in 2019/20 the Council is required to advertise the Tender via the Official Journal of the European Union (OJEU). As is currently the case the contract will continue to be monitored on a quarterly basis and reviewed at the end of each financial year during the three year period to ensure satisfactory delivery against the agreed targets and outcomes.

The tender will be advertised from 1 October 2018 for four weeks, assessment will take place in November and the outcome will be reported to the Council in November 2018 for approval.

**RECOMMENDATION: that the Council approves an amount of £230,985.75 to be included in the estimates for the delivery of advice services for the period 1 April 2019-31 March 2020. This will equate to a total budget of £312,678 to be reviewed annually;**

Prepared by: Elaine Manson

Agreed by: Louise Moore, Head of Community Planning

Approved by: Nick Harkness, Director of Community Planning

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## 11.11 ED/ED/135 BREXIT BREAKFAST WORKSHOP 28 NOVEMBER 2018

Members are asked to note that with the approach of Brexit in March 2019, officers have been liaising with Intertradelreland to secure a free, information breakfast session for local businesses to be held on Wednesday 28 November in Mossley Mill.

The Brexit Breakfast will be hosted by Mark Sterritt of Intertradelreland and will offer advice on how local businesses can best prepare for this date. Businesses will also learn how they can apply for and avail of access to further advice and support through Intertradelreland's 'Brexit - Start to Plan' vouchers (worth up to £2000) and their list of approved consultants.

It is proposed that the Council co-hosts the breakfast workshop with Mid & East Antrim Borough Council, and this will lead to a follow up event to be held in that Borough in the New Year, offering any additional or supplementary advice to have emerged in the interim period. However, to encourage local businesses to avail of the above vouchers, Intertradelreland has recommended that businesses get involved at the earliest opportunity, hence the initial event being planned for 28 November. Members should note that businesses from both Boroughs will be eligible to attend the events.

Intertradelreland will deliver the seminars and assume costs for all catering, whilst the two Councils will cover the relevant room hire charges for the specific event held in their respective areas, in a reciprocal arrangement to ensure costs are kept to a minimum.

Council officers will ensure that the events are widely promoted through the Council's website and social media channels to complement Intertradelreland's own promotional campaign.

**RECOMMENDATION: that the Brexit workshop be approved.**

Prepared by: Alastair Law, Innovation & Funding Officer

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

## 11.12 CE/GEN/017 CORRESPONDENCE FROM LAND AND PROPERTY SERVICES

Correspondence is enclosed from Land and Property Services (LPS) regarding the disposal of Ballyclare CBO, 29 Hillhead Road, Ballyclare currently owned by the Department of Finance Properties Division. Officers have reviewed this land and no need has been identified.

**RECOMMENDATION: that the Council does not express an interest in this land.**

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

### 11.13 L/LEI/GEN: NORTHERN IRELAND LOCAL GOVERNMENT AWARDS 2018

Members are advised that the Council has once again been shortlisted for a NILGA award in the following category:

#### **Best Initiative by a Councillor/Councillor Group**

The nomination set out how those Members who visited Gilbert in 2016 identified the straightforward approach to leisure pricing used in the Gilbert Leisure Centre. The approach was user friendly, simple and effective. From this visit, Officers were asked to carry out a comprehensive review of leisure pricing and to bring proposals to Members for consideration. This resulted in a workshop in January 2017 through which Members shaped the pricing proposals and again Officers developed these and brought forward proposals for consideration/consultation. The resulting Leisure Membership Project has been in place for over a year and has been extremely successful.

Category winners will be announced at the awards Dinner on Thursday 11<sup>th</sup> October, in the Armagh City Hotel.

As members of NILGA, Council has already nominated eight elected members to attend the annual Gala awards dinner (at a cost of £750). However, as a shortlisted nominee, Council receives an additional two complimentary spaces to attend the awards.

**RECOMMENDATION: that the Council agrees representation for two additional complimentary places related to the shortlisted nomination for Best Initiative by a Councillor/Councillor Group at the NILGA 2018 Gala Awards event in Armagh City Hotel on Thursday 11<sup>th</sup> October.**

Prepared by: Janine Beazley, Leisure Grants and Special Projects Officer

Approved by: Geraldine Girvan, Director of Operations

## 11.14 CE/GEN/76 HEATHROW LOGISTICS HUB

Members are reminded of the successful site visits which took place in 6 June 2018, when a delegation from the Heathrow Expansion Team visited the Borough. The visits included Global Point and Belfast International Airport, concluding at the Michelin site in Mid and East Antrim. The Heathrow Team, led by Maya Jani, then attended a dinner on 19 June 2018 to meet with key stakeholders involved in the bids submitted for a Northern Ireland Logistics Hub. This was followed on the morning of 20 June 2018 by a Heathrow Business Summit in the City Hall, where Northern Ireland (NI) supply chain companies had the opportunity to meet with Tier 1 companies who are likely to bid for the major contracts available through the Heathrow expansion.

Following these events feedback from the Heathrow Team suggested that progressing individual bids was the appropriate approach at this stage in the process rather than advancing a single NI bid. This approach would maximise NI's opportunities moving into the next stage and would leave the door open to bring bids together at a later stage if so desired.

The Chief Executive of Mid and East Antrim hosted a meeting of the relevant stakeholders on 31 August 2018 to discuss this advice. Members will recall that the successful expressions of interest submitted include:-

1. Lisburn & Castlereagh, Belfast City, Armagh, Banbridge and Craigavon
  - North Foreshore
  - Silverwood Business Park
2. Mid and East Antrim and Antrim and Newtownabbey
  - Global Point
  - Belfast International Airport
  - Michelin
3. MJM Group Ltd
  - Shackleton Barracks

Following discussion, it was agreed that individual bids would now be progressed through the PQQ process and that Antrim and Newtownabbey would continue to collaborate with Mid and East Antrim who are the 'lead' partner for the submission. It is proposed that Simon Pringle from Steer Economic Development will continue to provide assistance through the next stage of the process, at a cost of £25,000 which will be met on a shared basis: 2/3 Antrim and Newtownabbey Borough Council and 1/3 Mid & East Borough Council, in line with the number of sites.

It is anticipated that the PQQ process will be formally launched in mid-Autumn, therefore over the forthcoming months the focus will be on PQQ development for the Logistics Hub.

Members will be aware that whilst securing a Logistics Hub would be a major economic boost for NI, the majority of the Heathrow project will be procured through the wider supply chain – approximately 80% of the total value. To this end there is a pressing need to raise awareness amongst the NI supply chain

and provide support to these companies that may wish to avail of the opportunity. Supply chain procurement opportunities will be channelled through the Heathrow Procurement Portal:-

<https://procurement.heathrow.com/esop/gbr-hal-host/public/web/login.html>

The Councils involved will be working closely with Invest NI over the forthcoming period to ensure that there is an increased level of awareness and support available to interested companies. It is proposed that a Heathrow Supply Chain Opportunities group be established to support this process.

**RECOMMENDATION: that the Council continues to work in partnership with Mid and East Antrim Borough Council to advance to the next stage of the PQQ process, at an estimated cost of £16,670.**

Prepared and approved by: Majella McAlister, Deputy Chief Executive

## **11.15 PT/GEN/012 ANNUAL REPORT ON PERFORMANCE) 2017-18 – SELF ASSESSMENT (FINAL DRAFT)**

Members are advised that the Annual Report on Performance 2017-18 – Self Assessment (Final Draft) provides an overview of the progress made in terms of the four strategic pillars set out in the Corporate Plan 2015-30.

This document also presents a self-assessment of the performance of Antrim and Newtownabbey Borough Council (the Council) in discharging the general duty under Part 12 of the Local Government Act (Northern Ireland) 2014 (the Act) in relation to performance improvement arrangements. It sets out an assessment of the Council's performance against the following requirements:

1. Statutory performance improvement indicators and standards for the functions of Economic Development, Planning and Waste for 2017/2018, including comparison with the previous year;
2. Performance improvement objectives set out in the 2017/2018 Corporate Improvement Plan;
3. Baseline information on self-imposed indicators and standards collected during 2017-2018 and the previous year.

The publication of this information by 30 September 2018 fulfils in part the statutory requirement under Part 12, Section 92 of the Act.

A working draft version of the Annual Report on Performance 2017-18 – Self Assessment was presented to and reviewed by the Audit Committee on 18 September 2018.

Members are advised that a copy of the Annual Report on Performance 2017-18 – Self Assessment (Final Draft) is **attached** for Members' attention.

**RECOMMENDATION: that the Annual Report on Performance 2017-18 – Self Assessment (Final Draft) is approved.**

Prepared by: Helen Hall, Head of Performance and Transformation

Agreed by: Sandra Cole, Director of Finance and Governance

## **ITEMS FOR INFORMATION**

### **11.16 G/MSMO/2 CHANGES TO MEMBERSHIP OF COMMITTEES, WORKING GROUPS AND PARTNERSHIPS BY THE DEMOCRATIC UNIONIST PARTY**

Following recent membership changes within the Democratic Unionist Party, the Nominating Officer, has advised of the following changes to be effective from the 1 October 2018:

<b>Name</b>	
Councillor Paul Dunlop	Policy and Governance Committee
Councillor Paul Dunlop	Antrim Place Shaping Forum
Councillor Paul Dunlop	Antrim Town Team
Councillor Paul Dunlop	Community Planning Partnership
Councillor Paul Dunlop	Peace IV

**RECOMMENDATION: that the change in Memberships by the Democratic Unionist Party be noted.**

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance



#### 11.17 CE/OA/035 BOUNDARY COMMISSION FOR NORTHERN IRELAND

Correspondence, a copy of which is enclosed, was received from the Boundary Commission for Northern Ireland in relation to submitting its Final Recommendations of the 2018 Review of Parliamentary Constituencies to the Secretary of State for Northern Ireland.

The Commission will not be publishing the Final Recommendations Report until it has been laid in Parliament. The timing for laying of the Report is a matter for Government and is outside the control of the Boundary Commission.

**RECOMMENDATION: that the report be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

## **11.18 G/MSMO/8 NORTHERN HEALTH AND SOCIAL CARE TRUST – CONSULTATION FEEDBACK REPORT**

Members are advised that correspondence has been received from the Northern Health and Social Care Trust, in relation to the Consultation on permanent increase in car parking charges at the Antrim area and Causeway Hospitals.

The Trust Board considered the feedback received during the consultation process on 30 August 2018 and after careful consideration the decision was made to permanently increase the car parking charges at Antrim Area Hospital and Causeway Hospital.

A copy of the Consultation Feedback Report has been **enclosed**.

**RECOMMENDATION: that the Consultation Feedback report be noted.**

Prepared by: Member Services

Approved by: Jacqui Dixon, Chief Executive

## **11.19 G/BCEP/2 CHANGE TO THE SCHEME OF EMERGENCY FINANCIAL ASSISTANCE: NEW METHOD OF ACTIVATION**

Members will be aware of the Department for Communities (DfC) Scheme of Emergency Financial Assistance (SEFA). This scheme offers the opportunity for householders who have suffered severe inconvenience as a result of flooding to obtain a £1000 payment subject to meeting criteria, confirmed during inspection by Council Environmental Health officers. The scheme also provides Council with the opportunity to recoup certain additional costs expended as a result of responding to flooding, subject to meeting criteria.

This council recently processed over 160 severe inconvenience payments through the Scheme following the flooding in July.

For some time now the Scheme has operated on a continuous basis, with quarterly updates being issued. Correspondence (enclosed) has been received to notify Councils that the most recent Scheme finished on the 31<sup>st</sup> August and has not been reissued. This means that there is no SEFA in operation at present and therefore in the event of a flooding situation occurring, the Council must notify DfC to inform them that they want to activate the SEFA. DfC will then seek permission from the Permanent Secretary to activate a new scheme.

Council Emergency Planning staff will continue to monitor weather warnings and aim to proactively seek permission if flooding is anticipated. Otherwise permission will be sought immediately to ensure that there will be no delays to the administration of the Scheme.

**RECOMMENDATION: Members are asked to note the new method of activation for the Scheme of Emergency Financial Assistance**

Prepared by: Laura O'Boyle, Corporate Risk Officer

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

## 11.20 FI/FIN/4 BUDGET REPORT – AUGUST 2018

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

The Council's variance on Net Cost of Services for the period to the end of August is £367k 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 £367k.

This includes a contribution of £311k 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