



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
MOSSLEY MILL ON MONDAY 26 OCTOBER 2015 AT 6:30 PM**

- In the Chair** : The Deputy Mayor (Councillor J Blair)
- Members Present** : Aldermen - F Agnew, W Ball, P Barr, T Campbell,
M Cosgrove, B DeCoursey, M Girvan, J Smyth and R Swann
- Councillors - D Arthurs, A Ball, T Beatty, J Bingham, P Brett,
L Clarke, H Cushinan, B Duffin, T Girvan, M Goodman, P
Hamill, N Kells, N Kelly, B Kelso, A Logue, R Lynch, M Magill,
M Maguire, J Montgomery, N McClelland, V McWilliam, P
Michael, M Rea, S Ross, J Scott and B Webb
- Officers Present** : Chief Executive - Mrs J Dixon
Director of Finance & Governance - Mrs C McFarland
Director of Organisation Development - Mrs A McCooke
Director of Operations - Ms G Girvan
Legal Advisor - Mr P Casey
Head of Communication and Customer Services - Mrs T
White
Business Change Manager - Mrs H Hall
Senior Administrative Officer - Mrs S McAree
Member Services Officer - Mrs D Hynes
ICT Manager - Mr G Smyth
ICT Officer - Mr J Higginson

1 BIBLE READING, PRAYER AND WELCOME

The meeting opened with a Bible reading and prayer by Rev. Campbell Dixon MBE.

Councillors Brett, Cushinan, Goodman, Kelly and Logue arrived following this item.

2 APOLOGIES

The Mayor (Councillor T Hogg)
Alderman T Burns
Councillors D Hollis and D Ritchie

MAYOR'S REMARKS

The Mayor welcomed everyone to the meeting and informed members that Councillor Duffin had requested to speak.

Councillor Duffin offered congratulations to Kickhams Creggan GAC on winning the Ulster Championship. Councillor Cushinan also offered congratulations to Erins Own Camogie team on their achievements this year.

Proposed by Alderman Cosgrove
Seconded by Councillor Cushinan and

RESOLVED – that a letter of congratulations be sent to Kickhams Creggan GAC and Erins Own Camogie team.

Councillor Rea updated members on the recent trip to Gallipoli that he had attended with the Mayor and thanked the Council for the privilege of representing the Council on this trip.

ACTION BY: Member Services

3 DECLARATIONS OF INTEREST

Alderman Swann and Councillors Arthurs, Beatty, Cushinan and Duffin declared an interest in Item 3.18 of the Community Planning and Regeneration Committee minutes.

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Smyth
Seconded by Councillor Duffin and

RESOLVED - that the Minutes of the proceedings of Antrim and Newtownabbey Borough Council Meeting of 28 September 2015 be taken as read and signed as correct.

NO ACTION

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Alderman Smyth

Seconded by Councillor Duffin and

RESOLVED - that the Minutes of the proceedings of the Operations Committee of 5 October 2015 be approved and adopted.

NO ACTION

6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE

Moved by Councillor Arthurs
Seconded by Alderman Barr and

RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee of 6 October 2015 be approved and adopted.

NO ACTION

7(a) MINUTES OF THE PLANNING COMMITTEE, PART 1

Moved by Alderman Swann
Seconded by Alderman Campbell and

RESOLVED - that the Minutes of the proceedings of the Planning Committee of, 19 October 2015 Part 1 be taken as read and signed as correct.

NO ACTION

7(b) MINUTES OF THE PLANNING COMMITTEE, PART 2

Moved by Alderman Swann
Seconded by Alderman Campbell and

RESOLVED - that the Minutes of the proceedings of the Planning Committee of 19 October 2015, Part 2 be approved and adopted.

NO ACTION

8 MINUTES OF SPECIAL COUNCIL MEETING

Moved by Councillor Duffin
Seconded by Alderman Smyth and

RESOLVED - that the Minutes of the proceedings of the Special Council Meeting of 20 October 2015, Part 2 be approved and adopted subject to an apology from Councillor Bingham being recorded.

NO ACTION

9 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE

Moved by Councillor Brett
Seconded by Alderman Cosgrove and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee of 20 October 2015 be approved and adopted subject to the following amendments:

(Alderman Swann and Councillors Arthurs, Beatty, Cushinan and Duffin, having declared an interest, left the meeting during consideration of the following item).

Item 3.18 LOUGH NEAGH PARTNERSHIP REQUEST TO INCREASE ANNUAL FINDING

Proposed by Alderman Cosgrove
Seconded by Councillor McClelland and

RESOLVED - that the contribution to Lough Neagh Partnership be increased to £25,000 as requested by the Partnership.

ACTION BY: Paul Kelly

Item 3.24 HOUSING EXECUTIVE

Proposed by Councillor Kells
Seconded by Councillor Brett and

RESOLVED – that the Housing Executive be invited back to complete the presentation made to the Council at the July 2015 Council meeting following the provision of the projected figures requested by the Council.

ACTION BY: Member Services.

10.1 TO APPROVE THE SEALING OF DOCUMENTS

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

- Allen Park Development Contract
- 32 Grave, Duplicate and Transfer leases

Moved by Councillor Bingham
Seconded by Councillor Duffin and

RESOLVED – that the sealing of documents be approved.

ACTION BY: Paul Casey/Liz Johnston.

10.2 L/CP/1 CAR PARKING

Members were advised that following transfer of 11 car parks to Council in April, Officers had

- completed condition surveys on each, identifying works required to bring them to a standard acceptable by Council,
- set out a timetable for reviewing the operation of car parks circulated (Appendix 1)
- carried out surveys of traders and users in two car parks in Antrim town, namely Central Car Park and Railway Street car park.

Condition Surveys

Having assessed the information from the condition surveys there are a range of works required. These have been prioritised by the Facilities team on the basis of timing for completion of work over the next 5 years. Works required range from relining, to resurfacing, new fences, etc. In order to effectively manage the completion of works from a budgetary point of view Officers propose to make provision for £100,000 per annum going forward. This will allow for works currently identified to be carried out and well as those issues which arise over time.

Timetable

The timetable sets out the broad target dates for completion of review of signage, lighting, etc. together with proposals for further surveys. As set out it is not proposed to carry out surveys of the majority of free car parks, however, members may want to consider a survey for Farmley as there has been discussion around all day parking and its impact on shoppers.

Surveys - Antrim Central and Railway Street Car Parks

A total of 100 businesses (out of 109) completed the survey (a response rate of 92%) while 224 carpark users were interviewed at Central and Railway Street carparks (approximately half at each) over a one week period.

Traders - With regard to potential pricing at both Central and Railway Street carparks, approximately half of traders, 52% and 49% respectively, favoured free all day parking. Almost one-third (32%) preferred a free set period e.g. first 2 - 3 hours at both carparks. A small number indicated that they wished to keep the current pricing structure at Central (6%) and Railway Street (15%).

When traders were asked would they have concerns if free all day parking was chosen by the Council, possibly resulting in people parking there all day, 76% stated they wouldn't whilst the remaining 24% said they would have concerns.

Users – The majority of those surveyed in Central carpark (64%) indicated that they stayed for less than one hour, whilst one-third (33%) stayed for between 1 and 3 hours. A minority (3%) stayed all day. Some 79% of users parked there for shopping purposes.

Of those using the Railway Street carpark almost half (49%) stayed for less than 1 hour whilst 39% stayed for between 1 and 3 hours. One-in ten (11%) stayed all day. Over one-third (38%) of users did so for GP, dentist, bank, library, shopping (18%) and work (8%). Other responses (39%) included visiting the courthouse/jury service and bookmakers.

When users were asked about the cost of parking at Central carpark, 46% thought it just right whilst 34% thought it expensive and one-in ten (10%) very expensive. 9% deemed it inexpensive and 1% very inexpensive.

The price of parking in Railway Street carpark was deemed just right by 62% of users, inexpensive by 20% and very inexpensive by 13%. A total of 6% thought it was expensive or very expensive.

In summary,

- a significant majority of car park users who participated in the survey stay for three hours or less per visit
- a substantial number believe that charges in each are just right (existing charges were circulated, Appendix 2)
- Approximately half of traders favoured free parking with around a third stating that free for a set period was preferable.

Taking all these results into account it may be appropriate to consider introduce free car parking for a set period at this stage with a review in 6 months or a year following a further set of surveys to assess the impact on footfall in the town centre. Should this be approved the current 5 hours for £1 arrangement would be stopped in line with the introduction of new charging regime.

Currently Central Car Park in Antrim is currently pay on foot with a member of Transport NI staff on site. It is proposed that if Council agrees to implement a new charging regime that Officers progress a change to pay and display and address the matter of staffing

Other Issues for consideration

1. The timetable enclosed sets out an overview of proposals for all car parks. Usage patterns at Farmley car park have been raised and surveys may be beneficial.
2. Parking at the Square in Ballyclare
Parking has been free on Saturdays in December to promote Christmas shopping in the town. Members may wish to consider continuing this for December 2015. It has also been suggested that it might be helpful to consider closure of this car park during events in the town.

3. Antrim Castle Gardens - following approval of arrangements for the Garden Show Ireland event in Antrim Castle Gardens in May it is again proposed to offer free car parking at Central and Castle street car parks during the weekend of the Show.
4. DRD has requested Council's consideration regarding the non-charging/non enforcement days of 25th & 26th Dec 2015 and 1st Jan 2016 in Central and Railway Street Car Parks in Antrim and the promotion of this through display screens. Council is also being asked to agree these arrangements into the future.
5. Coach parking – Antrim town
The lack of coach parking facilities in Antrim town has been raised in the context of encouraging coach visitors to the Castle Gardens/Junction 1 to extend their stay by visiting Antrim town. To date there has been no facility to accommodate coach parking in the town centre.

Castle Mall owners have indicated that access to Central car park via their service road could be agreed if Council so approves (access to Central is under the road bridge which prohibits access by coaches). A map was circulated, Appendix 3, showing the route.

Moved by Councillor Kelly
Seconded by Councillor Arthurs and

RESOLVED- that approval is given:

- a) **To introduce free car parking for 3 hours in both Central and Railway Street car parks in Antrim town with charging on an hourly rate thereafter at 30p per hour in each.
In the event that the administrative and legal process is not completed by December it is proposed that car parking is free on Saturdays that month for both car parks- in line with the proposal for the Square in Ballyclare**
- b) **That parking in Central Car Park in Antrim is free for the weekend of the Garden Show Ireland Event 2016, 6-8 May**
- c) **For parking on 25 & 26 Dec 2015 and 1Jan 2016 in Central and Railway Street Car Parks in Antrim is free further to the request from DRD**
- d) **For coach parking arrangements in Central Car Park via the Castle Mall service road to be explored and a report brought to Operations Committee**
- e) **For the timetable enclosed and Members to indicate if surveys should be carried out for Farmley car park.**
- f) **That parking in the Square Car Park in Ballyclare is free on Saturdays in December and that it can be closed during events to facilitate marquees, bands etc. if should this be helpful for events**

g) Provision in the estimate of £100,000 per annum being made in respect of works arising from the condition surveys for the 11 car parks.

ACTION BY: Geraldine Girvan.

10.3 AC/GEN/8 ANTRIM GRAMMAR SCHOOL - REQUEST FOR USE OF ANTRIM CIVIC CENTRE

It was reported that correspondence had been received from Antrim Grammar School in relation to use of Antrim Civic Centre conferencing facilities free of charge to hold an Interview Skills day for pupils in November. They wished to book the Whinstone Suite and all available small meeting rooms for a half day in November, with a suitable date to be confirmed. This booking would usually incur hire charges of approximately £400 if the community rate was applied.

Members were advised that Antrim Borough Council had previously supported the school by providing free use of the Civic Centre conferencing facilities for their Interview Skills Days. The school has expressed a desire to continue to work in partnership with the Council and are seeking continued support for this important life skills initiative.

Moved by Councillor Montgomery
Seconded by Councillor Kelly and

RESOLVED: that free use of the Civic Centre be approved and that some members would be available to participate in the Interview Skills Day

ACTION BY: Ursula Fay/Geraldine Girvan

10.4 CE/GEN/4 TRANSPORT NI - PROPOSED NO WAITING AT ANYTIME ON THE VILLAGE, TEMPLEPATRICK

Members were advised of correspondence received from Transport NI regarding proposed No Waiting at Anytime Restrictions on the Village, Templepatrick.

Moved by Councillor Maguire
Seconded by Councillor Michael and

RESOLVED: that Members respond on an individual or party political basis.

NO ACTION

10.5 QU849 CARNMONEY CEMETERY – FLOWER SELLING

Members were advised that arrangements were in place for a flower selling service at Carnmoney Cemetery at weekends. A request had been lodged

by the vendor for permission to locate a small shed/chalet at the location. (letter and proposed location maps circulated).

In order to facilitate the request there are two options that officers believe are worth consideration:

Option 1: the flower seller to purchase and install shed at own cost or,

Option 2: Council installs the shed and negotiates an annual fee in the region of £100 - £150 per annum for its provision.

Option 2 would be more desirable to Council, as it would allow more efficient annual contract renewal, given that suppliers may change from year to year. The chalet would cost in the region of £850 plus installation.

Officers would liaise with the vendor to ensure this structure was tastefully located (as indicated on the map).

Moved by Councillor Scott
Seconded by Alderman Cosgrove that

a) the Council provides a chalet as part of the flower vendor agreement at a cost in the region of £850 plus installation, subject to an annual fee of £125

b) a 12 month extension to the existing contract be approved.

On the proposal being put to the meeting 22 members voted in favour and 9 against.

The proposal was accordingly declared carried.

ACTION BY: Geraldine Girvan

10.6 CE/GEN/4 TRANSPORT NI – PROPOSED NO WAITING RESTRICTIONS ON ORIEL ROAD, ANTRIM

Members were advised of correspondence received from Transport NI regarding proposed No Waiting at Anytime Restrictions on Oriel Road, Antrim from Steeple Road to Station Road.

Moved by Councillor Kells
Seconded by Councillor Kelly and

RESOLVED: that Members respond on an individual or party political basis.

NO ACTION

10.7 BELFAST CITY COUNCIL RESOLUTION REGARDING ANIMAL CRUELTY

Members were advised of receipt of correspondence from Belfast City Council regarding Animal Cruelty.

At a meeting on 1 October 2015, Belfast City Council passed the following resolution:

"This Council regards cruelty against animals as a despicable crime; believes that more could be done to protect animals from cruelty and prevent reoffending. Therefore, this Council calls on the Minister for Justice to work with the Minister for Agriculture and Rural Development and local councils to make it compulsory that those convicted of animal cruelty be prohibited from owning animals for a minimum period of time, establish and place those convicted of animal cruelty on a central register and outlaw the transferring of any animals to anyone on this register."

Belfast City Council had requested that Antrim and Newtownabbey Borough Council support the stance in this matter.

Moved by Councillor Kells
Seconded by Councillor Kelly and

RESOLVED: that the report be noted.

Following further discussion it was

Moved by Alderman Cosgrove
Seconded by Alderman Campbell and

RESOLVED: that all future resolutions from other Council's be noted.

ACTION BY: Jacqui Dixon / Member Services

10.8 ED/92 E (II) RANDALSTOWN CHRISTMAS MARKET

Members were reminded that the Council secured funding for a public realm scheme in Randalstown and that works recently got underway focusing on Upper Main Street and Moore's Lane. Inevitably, there had been temporary disruption to normal business in the town as the works progressed and traders had expressed concern about the impact of this in the lead up to Christmas. In an effort to support the local Chamber businesses Randalstown Chamber of Trade had suggested that a Christmas market be run in the town centre supported by family entertainment on Saturday 28 November from 10am-5pm, the day after the Christmas Switch-on. The Christmas market would be supported by a number of traders in the town who would be taking stalls to promote and sell their products throughout the day. The Chamber had asked if the Council could provide funding for the event in the sum of £5,320 as indicated below:

Items	Costs
Advertising	£ 850
Hire of Stalls/Marquee/Stage	£2,620
PA system	£ 600
Street entertainment	£1,250
Total	£5,320

Moved by Councillor Clarke
 Seconded by Councillor Beatty and

RESOLVED: that the Council provides up to £5,320 to run a Christmas market in Randalstown town centre on Saturday 28 November, provision for which exists in the economic development budget for 2015-16.

ACTION BY: Karen Uprichard/Paul Kelly

10.9 ST/T/176 ELECTED MEMBER DEVELOPMENT CHARTER

Members were reminded that it was agreed the Council would work towards the achievement of the Elected Member Development Charter with work being progressed via the Member Development Working Group.

Further to the update provided at the August Council Meeting, officers are pleased to report on the success of the event entitled 'Youth Engagement in Democracy', held on 13 October 2015, in the Linen Suite, Mossley Mill. The event targeted 15-19 year olds from schools and colleges within the Borough.

Linked to the achievement of the Charter Status, it was agreed that Wavell Moore would conduct 1:1 interviews with Elected Members to build a programme of Member Capacity Building. This report is expected to be completed by 2 November 2015 and a copy will be provided to Members in due course.

In addition, it has been proposed that the assessment for the Member Development Charter take place on Thursday 10 December 2015 in Antrim Civic Centre. Members are asked to reserve this date in their diaries and an itinerary will be distributed in due course.

Moved by Councillor Webb
 Seconded by Councillor Lynch and

RESOLVED: that

- a) the update on Elected Member Development Charter be noted**
- b) the date for the assessment be confirmed as Thursday 10 December 2015 in Antrim Civic Centre.**

ACTION BY: Gemma Ferris/Helen Hall

10.10 CE/OA/2 SYRIAN VULNERABLE PERSONS RELOCATION PROGRAMME

It was reported that correspondence had been received from the Department of Social Development, a copy of which was circulated, advising that two groups have been established to take forward the relocation programme for Syrian refugees that will come to Northern Ireland.

A Strategic Planning group led by OFMDFM to coordinate the response of the Executive Departments and agencies to consider the strategic issues and local implications and an Operational Planning Group led by DSD to consider and address the practical steps that will need to meet the immediate and longer term needs of those who arrive.

Members were advised that the correspondence provided some information on how Syrian refugees would be brought to Northern Ireland, the planning arrangements that were being put in place and indicated how local government would be involved in the process.

Moved by Alderman Cosgrove
Seconded by Councillor McClelland and

RESOLVED: that the Chief Executive and Senior Officers liaise with the Department and offer assistance, if requested.

ACTION BY: Jacqui Dixon

10.11 CORPORATE OBJECTIVES

Members were reminded that all Business Plans were presented to Council in June this year with updates provided to respective Committees in September.

The updated corporate objectives were attached.

It was reported that further updates on performance against the Business Plans would be brought to the Council in January 2016.

Moved by Councillor Webb
Seconded by Councillor Arthurs and

RESOLVED: that the progress report on the corporate objectives be noted.

ACTION BY: Helen Hall

10.12 CRPD/CD/2 DUNANNEY CENTRE - FUNDING REQUEST

Members were advised of a previous report to the Community Planning and Regeneration Committee in October regarding a request from Citizens Advice Newtownabbey asking the Council to provide financial assistance towards the cost of replacing a hot water tank. The Committee deferred the matter to the Council meeting for a decision.

The existing boiler in the Dunanney Centre premises has broken down and cannot be repaired as the manufacturer is no longer available. The estimated cost of a replacement tank is £5,250 net. This includes supply and installation of the new tank, any modifications required and removal and disposal of existing water heater, pipework and fittings.

The Bureau has a small contingency fund from which it could cover this amount however this would mean that there would be no surplus for ongoing maintenance and repairs to the premises for the remainder of this financial year.

Moved by Councillor Arthurs
Seconded by Councillor Webb and

RESOLVED: that financial assistance of £5,250 be approved.

ACTION BY: Elaine Manson

10.13 AC/EV/3 MUCK AND MORE ALLOTMENT REQUEST

Members were advised of a request for support from Muck and More Allotment Group based in the Greystone area of Antrim. The group had requested that the Council cover the cost for renting a stall at the Garden Show Ireland, which would be held in Antrim Castle Gardens from 6 to 8 May 2016.

The cost of renting a stall for the three day event is £500. Consideration could be given to other allotment groups across the Borough to share the stall throughout the duration of the show.

Moved by Councillor Logue
Seconded by Councillor Kells and

RESOLVED: that the request from Muck and More Allotment Group to cover the £500 cost of renting a stall for three days at the Garden show Ireland, be approved.

ACTION BY: Connor O'Dorman/Elaine Manson

10.14 CE/GEN/4 APPLICATIONS FOR RENEWAL OF ROAD SERVICE LICENCES

Members were advised of receipt of correspondence from the Driver & Vehicle Agency regarding applications to renew the undernoted two Road Service Licences:

- Karl Airport Parking Ltd, 92 Old Ballyrobin Road, Muckamore.
(Note: closing date for representations extended to 31 October 2015).
- The Rocking Horse Nursery, 4 Landsdale Court, Newtownabbey.
(Note: closing date for representations 2 November 2015).

Moved by Councillor Bingham
Seconded by Councillor Kelly and

RESOLVED: that the correspondence be noted.

NO ACTION

10.15 NOTIFICATION OF A VESTING ORDER - 56 OLD IRISH HIGHWAY

Members were advised of receipt of correspondence from the Northern Ireland Housing Executive (NIHE) notifying Council that the Department for Social Development made a Vesting Order on 4th August 2015, applied for by the NIHE, in respect of 56 Old Irish Highway, Rathcoole.

The Order became operative on 28 September 2015 and a copy of the correspondence and 'Notice' was circulated.

Moved by Councillor Scott
Seconded by Councillor Hamill and

RESOLVED: that the correspondence be noted.

NO ACTION

10.16 CP/POL/1 LOCAL GOVERNMENT (PERFORMANCE INDICATORS AND STANDARDS) ORDER (NORTHERN IRELAND) 2015

Members were advised that the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 came into operation on 28 September 2015.

http://www.legislation.gov.uk/nisr/2015/327/pdfs/nisr_20150327_en.pdf

The Order details the measures for the indicators and standards a Council must meet in exercising the functions specified within the various schedules of the Order.

The guidance circulated provided the details on the data collection and reporting of the indicators and standards specified.

As the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 is now in operation the interim performance arrangements no longer apply.

If you have any queries please contact Piers Dalgarno, piers.dalgarno@doeni.gov.uk Tel: 02890393377; or Lynn McCracken, lynn.mccracken@doeni.gov.uk , Tel: 02890823393.

Moved by Councillor Arthurs
Seconded by Councillor Webb and

RESOLVED: that the report be noted.

NO ACTION

10.17 L/P/13 BRITAIN IN BLOOM

Members were reminded that following its win in Ulster in Bloom, Antrim Town went forward to the Britain in Bloom awards at a prestigious ceremony in Sunderland on Friday 16th October.

There were 4 categories, gold, silver gilt, silver and bronze and Antrim Town won Silver Gilt in the Large Town Category. The award was collected by the Deputy Mayor, Councillor John Blair and the Chair and vice of the Operations Committee.

Judges mentioned that Castle Gardens in particular and the Greystone allotments as well as their walk through Antrim Town.

Moved by Councillor Lynch
Seconded by Alderman Smyth and

RESOLVED: that

- a) the report be noted**
- b) congratulations be offered to everyone involved.**

Following discussion it was

Moved by Councillor Kells
Seconded by Councillor Bingham and

RESOLVED – that

- a) a letter be sent from the Mayor and Deputy Mayor thanking and congratulating the staff and volunteers involved in the work that led to the Silver Gilt award at this year's Britain in Bloom event**

b) a letter also be sent to congratulate Merville Garden Village on their recent achievements.

ACTION BY: Karen Jones / Geraldine Girvan

MOTION TO PROCEED IN COMMITTEE

Moved by Councillor Brett
Seconded by Councillor Arthurs and

RESOLVED - that the Council proceeds to conduct the following business 'in committee'.

COUNCIL IN COMMITTEE

10.18 PM/TEN/17 TENDER FOR EXTERNAL LEGAL SERVICES

Members were reminded that at the Resources Committee on 20 February 2014, it was agreed that the tenders for legal services submitted by J W McNinch and Son Solicitors, Worthingtons and A & L Goodbody be accepted for the period 1 April 2014 to 30 September 2015 (with an option to extend for a further 3 months) at the tendered rates.

On 24 August 2015 Officers reported that the services provided had been satisfactory throughout the contract period and asked that members approve a further extension for 3 months to 31 December 2015 at the tendered rates. Members agreed to do this.

Moved by Alderman Campbell
Seconded by Councillor Bingham and

RESOLVED: that the contracts for legal services, be extended for a further 3 months to the 31 March 2016 at the tendered rates to facilitate the completion of a collaborative external legal services procurement process.

ACTION BY: Paul Casey/Catherine McFarland

10.19 FI/PRO/TEN/35 TENDER FOR A STAR 2 PROGRAMME

Members were advised that the overall aim of the Services, Tourism and Retail (STAR 2) Programme was to provide customised, focused and specialist support for the needs of individual retailers, and those businesses in hospitality, tourism and professional services. The Programme will provide one to one mentoring and support to implement practical business solutions which will ultimately enhance business competitiveness. The Programme will assist 20

participating businesses within the Borough, to identify and address key development areas within their business.

Programme Outputs

The key outputs for the Services, Tourism and Retail (STAR) Programme include:

1. Recruit 20 owners or managers from the retail/tourism/professional services and hospitality sectors to participate in the Programme.
2. To undertake 20 business baseline audits to identify key issues and business data.
3. To complete 40 mystery shopping exercises (2 mystery shopping exercises per business).
4. To complete 20 business improvement plans (one per business).
5. To provide a minimum of 3 days (21 hours) one to one mentoring support to each participating business.
6. Deliver a minimum of two master classes or workshops.
7. Actively signpost participating businesses to other business support organisations.
8. Provide a full evaluation report on completion of the programme.

The total budget available for the Services, Tourism and Retail (STAR 2) Programme is £35,000 (excluding VAT). This budget comprises the following sources:

Funding Source	Total Amount (excl VAT)
Antrim and Newtownabbey Borough Council	£33,000
20 Participant Companies Contributions (£100 per company)	£2,000
TOTAL BUDGET AVAILABLE (Excluding VAT)	£35,000

Following adherence to the Council's Procurement Procedures, six tenders for the delivery of the STAR 2 Programme were opened via the E-Sourcing NI Portal on 20 October 2015 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, previous experience, insurances, declarations and form of tender. All tenders met the requirements of Stage 1 of the assessment and proceeded to Stage 2.

STAGE 2 – AWARD STAGE

Moved by Councillor Brett
Seconded by Councillor Webb and

RESOLVED - that having achieved the highest score of 93.90%, at a total cost of £34,985.00 (excluding VAT), Carrig Mor Training & Consultancy be appointed to deliver the STAR 2 Programme.

ACTION BY: Julia Clarke

10.20 ED/TOU/8 CIRCUIT OF IRELAND

10.21 CE/STC/88 ORGANISATION STRUCTURE

A confidential reports relating to Organisation Structures was tabled.

Moved by Alderman Campbell
Seconded by Councillor Scott and

RESOLVED – that

- a) the structure for Community Planning, Economic Development and Property Services are approved, subject to any additional consultation responses from the Trade Unions that may require a further report being made to Council**
- b) the proposed Arts & Culture structure be approved in principle, subject to consultation with staff and trade unions**
- c) the revised structure for Governance (Risk Management) is approved.**

A confidential report relating to Voluntary Severance Applications was tabled.

Moved by Councillor Webb
Seconded by Alderman Cosgrove and

RESOLVED: that the Council approves the recommended severance cases and that a suitable termination date be agreed with the post holders.

ACTION BY: Laura Campbell/Joan Cowan

MOTION TO PROCEED ‘OUT OF COMMITTEE’

Moved by Councillor McWilliam
Seconded by Councillor Hamill and

RESOLVED - that the Council proceeds to conduct any remaining business 'In Public'.

11 A NOTICE OF MOTION IN THE NAME OF COUNCILLOR BRETT AND SECONDED BY COUNCILLOR ARTHURS: -

"That this Council congratulates Northern Ireland on their historic qualification for the European Championships; resolves to host an event for players and coaching staff from the Borough in recognition of their success and requests Council officers engage with the Department of Culture Arts and Leisure and the IFA to explore options to broadcast Northern Ireland's matches at prominent locations across the Borough during the European Championships in 2016."

Moved by Councillor Brett
Seconded by Councillor Arthurs and

RESOLVED – that the Notice of Motion be unanimously declared carried.

ACTION BY: Chief Executive / Andrea McCooke / Geraldine Girvan

12 A NOTICE OF MOTION IN THE NAME OF COUNCILLOR BRETT AND SECONDED BY ALDERMAN COSGROVE: -

"That this Council in conjunction with the Royal British Legion Branches across the Borough and relevant Somme Associations immediately formulate a working group, consisting of 8 members and relevant Council officers tasked with commemorating the 100th Anniversary of the Battle of the Somme. The terms of reference for the group will be to commemorate in a dignified and inclusive manner the 100th Anniversary of the Battle of the Somme on 1 July 2016 through the organisation of events across the Borough, and that a budget be decided by the Council after the initial investigations and meeting of the working group to discuss possible events and initiatives.

It is imperative that this Council remembers and pays tribute to all of those from every background and tradition that paid the ultimate sacrifice for our freedom and resolves to ensure that by word and deed that history never repeats itself."

Moved by Councillor Brett
Seconded by Alderman Cosgrove and

RESOLVED – that the Notice of Motion be unanimously declared carried.

ACTION BY: Chief Executive / Majella McAlister

There being no further business the Mayor thanked everyone for their attendance and the meeting concluded at 8.20pm.

MAYOR