



11 May 2020

**To: Each Member of the Council**

Dear Member

**SPECIAL MEETING OF ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL**

A Special Meeting of Antrim and Newtownabbey Borough Council will be held remotely on **Thursday 14 May 2020 at 6.30 pm.**

All Members are asked to attend the meeting via "Zoom".

To ensure social distancing it is only possible to facilitate 11 Members in the Council Chamber. The calculation for this is done by d'Hondt plus the Independent Member (4 DUP, 2 UUP, 2 Alliance, 1 SDLP, 1 Sinn Fein, 1 Independent). The Members present in the Chamber will also access the meeting via Zoom. This does not affect the voting rights of all Members.

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**

**For any queries please contact Member Services:**

Tel: 028 9034 0098 / 028 9448 1301

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## **A G E N D A**

- 1 Apologies.
- 2 Declarations of Interest.
- 3 Items for Decision
  - 3.1 Council Governance
- 4 Items in Committee
  - 4.1 Temporary Job Retention Scheme/Furlough
  - 4.2 Emergency Financial Plan

### **3. ITEMS FOR DECISION**

#### **3.1 COVID-19-6 COUNCIL GOVERNANCE**

##### **Remote Council Meetings**

Members will be aware that the normal operation of Council decision making has been impacted by COVID-19.

The Local Government (Coronavirus) (Flexibility of District Council meetings) Regulations (Northern Ireland) 2020 provides guidance and direction to Councils in relation to remote Council meetings.

Having regard to the above Regulations the **enclosed** Interim Protocol for Remote Council Meetings during COVID-19 has been developed. Officers recommend that this Protocol be added to Standing Orders.

Standing Order 31.2 (Amendment) states that any motion to, add to, vary or revoke these Standing Orders will, when proposed and seconded, stand adjourned, without discussion to the next ordinary Meeting of the Council.

In order for the Protocol to apply to this meeting, if approved by the Council, the Council will need to suspend Standing Order 31.2 for the purposes of facilitating decision making during this pandemic for this item only as per Standing Order 31.1 (Suspension). Standing Order 31.1 states that a Member may move a motion for the suspension of one or more of these Council Standing Orders excluding Standing Orders 24.3, 25, 26 and 27 which cannot be suspended. Suspension can only be for the duration of the meeting. The Minutes of the Meeting must record the reason for the suspension. Mandatory standing orders may not be suspended by the Council.

##### **Annual Meeting**

Schedule 5, paragraph 1, of the Local Government (Northern Ireland) Act 2014 states that a Council must hold an annual meeting in June every year unless it is a local election year. The Council Annual Meeting is due to be held on 1 June 2020.

The Local Government (Coronavirus) (Flexibility of District Council meetings) Regulations (Northern Ireland) 2020 states that the annual meeting of a council must be held by 30 September 2020. Therefore Members have the option to defer the Annual meeting in June.

##### **RECOMMENDATION:**

- (i) that the Interim Protocol for Remote Council Meetings during COVID-19 be approved and added to Standing Orders. Standing Order 31.2 be suspended for this item only.**
- (ii) The Council's instructions are requested in relation to the date for the Annual Meeting.**

Prepared by: Paul Casey, Borough Lawyer and Head of Legal Services

Approved by: Jacqui Dixon, Chief Executive