



20 May 2020

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A remote meeting of Antrim and Newtownabbey Borough Council will be held on **Tuesday 26 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 0048/028 9448 1301

memberservices@antrimandnewtownabbey.gov.uk

A G E N D A

- 1 Apologies
- 2 Declarations of Interest
- 3 To take as read and confirm the minutes of the proceedings of the Council Meeting of the Antrim and Newtownabbey Borough Council held remotely on Monday, 27 April 2020, a copy of which is enclosed.
- 4 To take as read and confirm the minutes of the proceedings of the Special Council Meeting of the Antrim and Newtownabbey Borough Council held remotely on Thursday, 14 May 2020, a copy of which is enclosed.
- 5 ITEMS FOR DECISION
 - 5.1 Item for Signing and Sealing
 - 5.2 Request to hold Church Services in Car Parks
 - 5.3 Rural Business Development Grant Scheme
 - 5.4 Golf Courses Recovery Plan
 - 5.5 Parks Recovery Plan
 - 5.6 Scheme of Delegated Function – Environmental Health
 - 5.7 Re-establishment of Council Committees
 - 5.8 Council Governance
 - 5.9 Changes to Temporary Arrangements for Car Parking, Tennis Courts and Angling
 - 5.10 Household Recycling Centres
 - 5.11 Request from Developer of Proposed Residential Development of 23 dwellings at lands adjacent to Glenavna Manor
- 6 ITEMS FOR INFORMATION
 - 6.1 Changes to Membership by the Democratic Unionist Party
 - 6.2 SDLP Group Leader
 - 6.3 Record of Decisions Taken by Chief Executive on Planning Applications on 18 May 2020

7 ITEMS IN COMMITTEE

7.1 Full Fibre NI Contract Award Process

7.2 Emergency Financial Plan

**REPORT ON BUSINESS TO BE CONSIDERED
AT THE COUNCIL MEETING ON TUESDAY 26 MAY 2020**

5. ITEMS FOR DECISION

5.1 TO APPROVE THE SEALING OF A DOCUMENT

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

- Contract for Sixmilewater Park Entrance Scheme.

RECOMMENDATION: that the document be signed and sealed.

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

5.2 AC/EV/020 REQUEST TO HOLD DRIVE IN CHURCH SERVICES IN CAR PARKS

Members are aware that on Tuesday 12 May 2020 the Northern Ireland Executive published its Approach to Decision Making, which is a staged approach to relaxing current COVID-19 restrictions. Within the Pathway to Recovery section of the document step 1 regarding Community and Family includes the potential for Drive Through Church Services. Whilst there are no dates for introduction of each of the 5 steps within the Pathway to Recovery indications are that step 1 may come into effect in the coming weeks should advice to The Executive support this.

Correspondence has been received from Trinity Reformed Presbyterian Church, Doagh Road, Newtownabbey. They are requesting use of either the Theatre car park at Mossley Mill or the theatre side car park at Ballyearl Leisure Centre to host a drive through church service as soon as restrictions have moved from the current position to step 1. Given the extensive public use of the Newtownabbey Way and the proximity of local residents, officers would recommend that the Ballyearl Leisure Centre car park would be a more suitable venue if Members were inclined to accede to the request.

The service would meet on the first available Sunday with the car park required from 11.15 am until 12.45 pm. They have anticipated that they may hold a service each Sunday from 31 May 2020 to 28 June 2020. They have given assurances that they will take on responsibility for provision of marshals who will park cars and ensure social distancing is maintained throughout the service. The Church will also supply a risk assessment and £5 million in public liability insurance. They have indicated that those attending would not leave their cars.

There is a requirement for the Minister to use a PA sound system so that the congregation can hear him. An assurance has been received about volume levels being maintained at such a level so as not to intrude on neighbouring residential areas and be kept at a level as necessary for the Minister to be heard by the congregation within cars with open windows.

In addition, a similar request has been received by Abbots Cross Congregational Church, Doagh Road, Newtownabbey who have requested use of the Valley Leisure Centre car park for morning and evening services at 11.30 am and 6.30 pm from Sunday 31 May. This Church would be required to give the same assurances as Trinity Reformed Presbyterian Church in terms of marshalling, social distancing, risk assessment and insurance prior to services taking place.

Any similar requests received will be considered on a first come, first served basis and will take into account any access arrangements and potential impact on surrounding properties.

RECOMMENDATION: that requests from Trinity Reformed Presbyterian Church and Abbots Cross Congregational Church to hold 'drive through' church services in the car parks at Ballyearl Leisure Centre and Valley Leisure Centre respectively be approved.

Prepared and Agreed by: Ursula Fay, Head of Arts & Culture

Approved by: Nick Harkness, Director of Community Planning

5.3 ED/EUP/154 RURAL BUSINESS DEVELOPMENT GRANT SCHEME – TACKLING RURAL POVERTY AND SOCIAL ISOLATION

Members will recall that during the 2019-20 financial year, the Council administered a pilot Rural Business Development Grant scheme on behalf of the Department of Agriculture, Environment and Rural Affairs (DAERA) through the Tackling Rural Poverty and Social Isolation Programme (TRPSI). The pilot programme was open to micro businesses based in the rural areas of the Borough, and 15 applicants were successful in securing grants of up to £4,999 to make capital investments in their businesses, such as purchasing new equipment. The total value of grants awarded in the Borough was £47,100.

Due to the success of the pilot scheme, DAERA has approached Councils to administer another programme, of similar scale and value to the last one, subject to the outcome of a Business Case, which is currently underway. The grant scheme will be a capital grant scheme of up to £4,999 per award to support rurally based micro businesses to invest in new equipment or capital items to enable them to remain sustainable. A micro business is a business with up to 10 full-time equivalent employees and the rural area is defined as any village or area with less than 5,000 residents. Grant funding will be offered at a maximum 50% grant rate, so at least 50% of project costs will be provided by the participating businesses.

It is anticipated that approximately £50,000 of funding will be made available to the Antrim and Newtownabbey Borough Council area in the 2020-21 financial year to deliver this programme to micro businesses in the rural area, and that approximately 15 rural businesses will benefit from grant aid. There is no direct financial contribution required from the Council. As with the previous programme, up to 15% (£7,500) of the allocated £50,000 funds can be used for administration purposes to promote and deliver the programme, which will be managed by the Economic Development Team.

RECOMMENDATION: that the Council agrees to participate in the second Rural Business Development Grant Scheme in 2020-21, subject to the award of funding from the Department of Agriculture, Environment and Rural Affairs through the Tackling Rural Poverty and Social Isolation Programme.

Prepared by: Emma Stubbs, Economic & Rural Development Manager

Agreed by: Colin McCabrey, Head of Economic Development

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

5.4 L/LEI/BE/002 & L/LEI/AP/008 GOLF COURSES – RECOVERY PLAN

The Northern Ireland Executive announced on 18 May 2020 that some sports, including golf, could restart. Officers have been in liaising with the Ulster Branch of the Golfing Union of Ireland (GUI), which is the governing body of the sport in Northern Ireland, and have incorporated the recently published protocols for re-opening golf into an Operational Recovery Plan for Allen Park and Ballyearl.

In 2019/2020 the net cost for golf and driving ranges at Allen Park was £250,000 and at Ballyearl was £150,000 – a total net cost to Council of £400,000.

Golf

The following guidance has been received from the GUI:

- i. Tee times are booked in advance online only
- ii. Maximum of 3 players with 14 minutes between tee times
- iii. Junior players permitted only if accompanied by members of own household

It is proposed that only courses and driving ranges will be open for the remainder of the financial year, buildings will be closed. Having considered toilet provision, in line with a number of other golf courses, it is not proposed to provide toilets. An Equality Impact Assessment will be completed in respect of this and clear communication messages will be provided to customers. At Allen Park at this stage, only members will be permitted to play, as it is affiliated to the GUI. Memberships will be charged pro rata for the remaining months of the year. Bookings will be made online and in the event that customers cannot do this, bookings can be made at both Mossley Mill and Antrim Civic Centre.

Both courses have had routine maintenance and repairs carried out over recent weeks in anticipation of a relaxation of the regulations.

Normal and proposed opening times for golf at both centres are set out below:

Summer				
Facility	Current opening - Weekdays	Proposed Opening	Current opening - Weekends	Proposed Opening
Allen Park	8am – 10pm	8am – 6pm (last tee time 6pm)	8am – 8pm	8am – 6pm (last tee time 6pm)
Ballyearl	9am – 9.45pm	8am – 6pm (last tee time 6pm)	9am – 8pm	8am – 6pm (last tee time 6pm)

Winter hours for golf reflect daylight hours.

Driving Ranges

Contactless ball dispensers are in place at both driving ranges. For operational reasons, it is proposed that charges for the driving ranges will be at the discounted rates during this period.

Driving ranges are normally open from 9am – 9pm daily year round and it is proposed that these opening hours are retained.

In the initial days after opening, it is proposed that bookings will be required for slots on the driving ranges to manage demand and traffic. This will be kept under daily review and usage may revert to normal.

Staff

Apart from greens staff, it is proposed that each course will have one member of staff in the starter hut with cover for breaks and access to welfare facilities provided.

It is estimated that the net subsidy for this proposal will be £100,000 for the remainder of the year.

Quarterly reports on income and expenditure will be provided to the Council.

RECOMMENDATION: that approval is given for the Golf Recovery Plan as set out above.

Prepared by: Matt McDowell, Head of Leisure

Approved by: Geraldine Girvan, Director of Operations

5.5 PK/GEN/003 PARKS RECOVERY PLAN

Since the COVID -19 pandemic, only essential Council services have been delivered and for the Parks team, the priority throughout the lockdown period has been burials and where possible, grass cutting in cemeteries.

The budget for Parks the current year is £4.2m and operations at this time of year would normally include grass cutting, planting of flower beds, installation of hanging baskets, watering, weeding and maintenance of roundabouts.

The Parks team is supplemented each year through recruitment of seasonal staff. This year due to financial uncertainties these staff were not recruited. In addition, some staff have been absent due to sickness, self-isolating or due to underlying health conditions and there has been a need to have greater staff numbers involved in burials. This has meant that normal grass cutting, has been severely limited.

The table below sets out the current staffing situation in Parks:

Staff	Normal staffing levels	Current staffing levels
Total number of operational staff - Operatives / Supervisors	95	45

In addition to the grass cutting in cemeteries, the grass cutting schedule for the Borough includes parks, play parks, small areas in towns and villages, leisure centres, riverside paths, car parks, bowling greens, 27 grass pitches, roundabouts, as well as Council facilities including; community centres, pavilions, Mossley Mill and Antrim Civic Centre. Normally, these are completed on a 10-14 day cycle.

Grass cutting is an issue which residents are extremely sensitive about and which is very visible as well as being an important part of the presentation of the Borough as well as for sight lines. Complaints have already been received in relation to the lack of grass cutting, despite awareness of the restrictions due to the virus. The next few weeks are critical to achieving a minimum standard of service, otherwise grass cutting will not return to an acceptable standard.

In the short term it is proposed that to achieve an urgent full first cut across the Borough that through a combination of overtime and the use of contractors is utilised at an estimated total cost of £45,000. This provides time to prepare a way forward for the remainder of the season and to explore the use of furloughed staff.

Plants and hanging baskets, ordered and paid for will be delivered this month. As there will not be the staff to plant, water and weed flower beds across the Borough, it is proposed that plants are given to community groups

for planting in towns, villages, etc. Watering and weeding will also be required by the groups.

Hanging baskets are industrial size and have limitations as to where they can be installed. It may be possible to offer to some businesses.

Where flower beds are not planted it would be prudent to weed these, cover in fabric and cover in bark to ensure that they do not become overgrown. The estimated cost for this is £5,000.

RECOMMENDATION: that the short term Parks Recovery Plan, as set out above, be approved.

Prepared by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

5.6 EH/EHS/LR/11 SCHEME OF DELEGATED FUNCTIONS – ENVIRONMENTAL HEALTH

Members are reminded that the Department of Health made regulations in response to the serious threat to public health arising from the incidence and spread of the COVID-19 Coronavirus in Northern Ireland.

The Health Protection (Coronavirus, Restrictions) (Northern Ireland) Regulations 2020 came into force on 28 March 2020.

Enforced by the Police Service of Northern Ireland (PSNI), these Regulations required the closure of certain businesses and prohibited anyone from leaving their home without a reasonable excuse. They also introduced a ban on gatherings of more than two people.

It is an offence not to comply with the Regulations and anyone committing an offence is liable to fixed penalty notice of £60, which is reduced to £30 if paid within 14 days of the date of the offence.

In the case of a second fixed penalty notice, the amount will be £120 doubling with each subsequent offence up to a maximum of £960.

On 14 May 2020, the Minister of Health, following a proposal from the Department of Justice, moved to also designate District Councils as an enforcing authority under these regulations. In making the request, the Minister recognised that District Councils were: -

'taking cognisance of their officers' knowledge of local businesses and their expertise and enforcement capabilities, and have been prepared to step forward and respond constructively to this request to support the public health response to the COVID-19 outbreak.'

The Northern Ireland Executive approved this request. This designation allows Councils to take such action as is necessary to enforce any requirement or restriction imposed by: –

- Regulation 3
Requirement to close premises and businesses during the emergency
- Regulation 4
Further restrictions and closures during the emergency

This legislation does not cover the requirement for social distancing which is dealt with under existing Health and Safety at Work Legislation.

Following this new designation, it is necessary to update the Scheme of Delegated Functions for the Director of Operations and the Head of Environmental Health. Copies of the revised Schedules are **enclosed**.

RECOMMENDATION: that the Scheme of Delegated Functions for the Director of Operations, Geraldine Girvan, and Head of Environmental Health, Clifford Todd, be adopted.

Prepared by: Clifford Todd, Head of Environmental Health

Approved by: Geraldine Girvan, Director of Operations

5.7 COVID-19-6 G/MSMO/002 RE-ESTABLISHMENT OF COMMITTEES OF THE COUNCIL

Members are aware that the normal operation of Council decision making had been impacted by COVID-19.

At the Special Council Meeting held on 14 May it was agreed that a report be brought back to Council regarding the re-establishment of Committees of the Council

The Council has 5 standing Committees:

Committee Name	Number of Members
Operations	15
Policy & Governance	15
Community Planning	15
Planning	12
Audit	6

It is proposed that:

1. the standing 5 Committee structure be re-established from the 1 June 2020;
2. all meetings are held remotely as per the agreed Interim Protocol for Remote Council Meetings during COVID-19, until further notice;
3. existing membership of Committees continues until the Annual Meeting takes place at a date and time yet to be agreed;
4. Chairs of Committee and Council meetings be assisted in the use of Zoom from the Council Chamber in Mossley Mill. The Chamber in Antrim Civic Centre will not be available for meetings as it will be required to facilitate social distancing for staff returning to the workplace;
5. meetings will commence at 6.30 pm with the exception of Planning Committee which will start at 6 pm, with consideration of Planning Applications commencing at 6.30 pm;
6. Committee Members will be given priority seating/access to the Council Chamber. Non-committee Members will be expected to access remotely, however, as numbers will be limited in the Chamber to facilitate social distancing;
7. additional Planning Committee meetings may be held subject to consultation with the Chair, Vice Chair and Members of the Planning Committee;

8. the following schedule of dates for Council and Committee meetings is agreed for the period 1 June – 31 December 2020;

Council / Committee Meetings	Date of Meeting
Operations Committee	Tuesday 2 June 2020
Policy & Governance Committee	Wednesday 3 June 2020
Community Planning Committee	Monday 8 June 2020
ADDITIONAL SPECIAL MEETING	Thursday 11 June 2020
Planning Committee	Monday 15 June 2020
Audit Committee	Tuesday 23 June 2020
Council Meeting	Monday 29 June 2020
ADDITIONAL SPECIAL MEETING	Thursday 9 July 2020
Planning Committee	Monday 20 July 2020
Council Meeting	Monday 27 July 2020
ADDITIONAL SPECIAL MEETING	Thursday 13 August 2020
Planning Committee	Monday 17 August 2020
Council Meeting	Monday 24 August 2020*
ANNUAL MEETING TO BE HELD BEFORE 30 SEPTEMBER 2020	
Operations Committee	Monday 7 September 2020
Policy & Governance Committee	Tuesday 8 September 2020
ADDITIONAL SPECIAL MEETING	Thursday 10 September 2020
Community Planning Committee	Monday 14 September 2020
Planning Committee	Monday 21 September 2020
Audit Committee	Tuesday 22 September 2020
Council Meeting	Monday 28 September 2020

Operations Committee	Monday 5 October 2020
Policy & Governance Committee	Tuesday 6 October 2020
ADDITIONAL SPECIAL MEETING	Thursday 8 October 2020
Community Planning Committee	Monday 12 October 2020
Planning Committee	Monday 19 October 2020
Council Meeting	Monday 26 October 2020
Operations Committee	Monday 2 November 2020
Policy & Governance Committee	Tuesday 3 November 2020
Community Planning Committee	Monday 9 November 2020
ADDITIONAL SPECIAL MEETING	Thursday 12 November 2020
Planning Committee	Monday 16 November 2020
Council Meeting	Monday 30 November 2020
Operations Committee	Tuesday 1 December 2020*
Policy & Governance	Wednesday 2 December 2020*
Community Planning Committee	Monday 7 December 2020*
Planning Committee	Tuesday 8 December 2020*
Audit Committee	Wednesday 9 December 2020*
Council Meetings	Monday 14 December 2020*

*denotes change due to public holiday

There will be no refreshments at meetings until further notice.

Members are advised that a report in relation to the provision of webcam(s) is currently being prepared for consideration.

RECOMMENDATION: that Council agrees the proposed re-establishment of Council Committees as outlined in points 1–8.

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director Finance, Governance & Performance

5.8 COVID-19-6 COUNCIL GOVERNANCE

Remote Planning Committee Meetings

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

Under the Protocol for Planning Decision-Making during COVID 19 agreed by Council on 27 April 2020 it was agreed that Planning Committee meetings are suspended and no planning refusals will be issued until further notice. Until normal Council business resumes the Protocol indicates that any recommended approvals for major applications, applications which meet the required threshold of objections, a Council or Member's planning application, or those with a Council interest, which would normally have been determined by the Planning Committee will for the time being be directed to the Chief Executive for consideration in consultation with Members of the Planning Committee.

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 Interim Protocol for Remote Planning Committee Meetings (**enclosed**) during COVID-19 has been developed. This Protocol is similar to the Protocol for remote Council meetings, adopted by the Council at the Special Council meeting on 14 May, however, it has been adapted to specifically apply to Planning Committee meetings. Officers recommend that this Protocol be added to the Protocol for the Operation of the Planning Committee. Therefore the Protocol agreed on the 27 April will no longer apply.

The Protocol for the Operation of the Planning Committee forms part of 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.

RECOMMENDATION: that the Interim Protocol for Remote Planning Committee Meetings during COVID-19 be approved and added to Standing Orders. Standing Order 31.2 be suspended for this item only.

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

Approved by: Majella McAlister, Deputy Chief Executive

5.9 PK/GEN/003 CHANGES TO TEMPORARY ARRANGEMENTS FOR CAR PARKING, TENNIS COURTS AND ANGLING

Car parks at Parks

Council's parks have remained open throughout the current lockdown with car parking associated with parks closed from 23 March 2020 due to people not complying with social distancing.

In line with Step 1 of the Northern Ireland Executive's Approach to Decision Making document, it is proposed to re-open these car parks from Wednesday 27 May 2020.

In considering the opening of these car parks, it is proposed to install signage to advise the public that toilets, play-parks and outdoor gyms will remain closed - the situation will be kept under review.

Tennis Courts

Tennis courts are also highlighted in Step 1 of the Approach to Decision Making document. The Council has tennis courts at Mossley, Lilian Bland, Sixmile Park and Wallace Park. It is proposed that these courts be re-opened from 27 May 2020.

Angling

On Friday 15 May 2020, the Northern Ireland Executive announced that angling would gradually re-open from Monday 18 May 2020. Again it is proposed that angling resumes from 27 May 2020.

RECOMMENDATION: that approval is given for the following Council facilities to re-open from 27 May 2020:-

- all Council car parks
- tennis courts
- angling facilities

Other associated amenities to be kept under review.

Prepared by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

5.10 WM/RC/001 HOUSEHOLD RECYCLING CENTRES (HRCs) – RECOVERY PLAN UPDATE

As Members will be aware a recovery plan for the re-opening of the recycling centres has been implemented (**enclosed**). Phases 1 and 2 of the plan have been successfully implemented with all five Recycling Centres open from Monday to Saturday 9am to 8pm. As a result of the ongoing constraints due to the COVID-19 pandemic and the need to protect staff and members of the public, a number of restrictions remain in place:

- 6 waste streams permitted (general waste, garden waste, cardboard, timber/wood, dry recyclables, and glass);
- Entry to Borough residents only;
- No vans or trailers permitted;
- Appointments required for Crumlin and O'Neill Road Recycling Centres;
- Staff unable to assist with the handling of waste;

Residents' feedback on the use of the temporary collection points, holding areas and appointment systems has been largely positive. All necessary social distancing measures have been maintained with individual waste disposal areas for users in place and staff wearing appropriate PPE. As of Monday 18 May 2020 all HRCs across Northern Ireland are now operating, mostly under restrictions similar to those implemented by Council at Phase 2 of the Recovery Plan. As there is a continuing requirement to maintain social distancing, it is proposed to retain the majority of the current arrangements (Phase 2) with the exception of the following:

- Access for vans and trailers permitted
- Collection of electrical items (subject to space at individual Centres)

As the initial surge in demand has now passed, it is proposed to allow vans and trailers access to the Recycling Centres from Wednesday 27 May 2020. As set out above, proof of residency in the Borough will be required, appointments will be for access to Crumlin and O'Neill Road Recycling Centres will need to be made and waste permitted is as per the 6 streams set out above and any addition approved by Council. Time on site for Crumlin and O'Neill Road for this group of residents will be for the same duration – 5 minute slots in order to prevent congestion on the two sites. There are no time restrictions at Bruslee, Newpark, or Craigmore Recycling Centres.

It is proposed that in addition to the 6 waste streams which are currently accepted, where physical spacing allows and waste contractors are available to collect the material, that Waste Electrical and Electronic Equipment (WEEE) is accepted from Monday 1 June.

In order to allow residents additional access to the Recycling Centres during the early stages of recovery, the normal Saturday opening hours were extended from 6pm to 8pm. It was useful for the initial recovery period but usage in this period on a Saturday has now reduced completely and therefore it is proposed to return to the normal summer closing time of 6pm on Saturday commencing from 30 May 2020.

A Recovery Plan for (i) acceptance of all waste streams at HRCs, social distancing and contractor availability permitting and (ii) bulky collections are being developed for consideration at the Operations Committee.

RECOMMENDATION: that the amendments to the Household Recycling Centre Recovery Plan, as set out above, be approved including the relevant implementation dates and revision to Saturday opening hours.

Prepared by: Michael Laverty, Head of Waste Management

Approved by: Geraldine Girvan, Director of Operations

5.11 LA03/2020/0161/PAD REQUEST FROM DEVELOPER OF PROPOSED RESIDENTIAL DEVELOPMENT OF 23 DWELLINGS AT LANDS ADJACENT TO GLENAVNA MANOR

Members are advised that correspondence has been received from Clyde Shanks, planning agents for a developer, in relation to a Pre-Application Discussion application for 23 dwellings at lands adjacent to Glenavna Manor, Newtownabbey.

Included within the development proposal is a fully equipped children's play park in order to offset the loss of open space. A map showing the location of the development is enclosed for ease of reference. Council has been requested to comment in terms of need for such play provision.

Council currently has three play parks in that general area, Abbey Glen, Jordantown Lough Shore Park and Hazelbank, the closest being Abbey Glen. In view of the proximity of existing play parks, there is no need for a further play park in the area, however, there is potential for the developer to be asked to make an equivalent contribution to improve the facilities at Abbey Glen play park.

RECOMMENDATION: that the developer be advised that, as there is no need for an additional play park in the area, they are asked to make an equivalent contribution to improve the facilities at Abbey Glen play park.

Prepared by: Geraldine Girvan, Director of Operations

6. ITEMS FOR INFORMATION

6.1 G/MSMO/2 CHANGES TO MEMBERSHIP BY THE DEMOCRATIC UNIONIST PARTY

The Electoral Office have confirmed that Linda Irwin has been returned to the Macedon vacancy for the Democratic Unionist Party, effective from 4 May 2020. Following this confirmation, the Nominating Officer has advised that Councillor Irwin will be a member of the Community Planning Committee.

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

Prepared by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

6.2 G/MSMO/2 SDLP GROUP LEADER CHANGE

Correspondence has been received (enclosed) from the SDLP Nominating Officer to advise that Councillor Roisin Lynch has been appointed as the SDLP Group Leader for Antrim and Newtownabbey Borough Council as of 18 May 2020.

RECOMMENDATION: that the change of Group Leader for the SDLP be noted.

Prepared by: Member Services

Agreed by: Liz Johnston, Head of Governance

Approved by: Sandra Cole, Director of Finance and Governance

6.3 P/PLAN/1 RECORD OF DECISIONS TAKEN BY CHIEF EXECUTIVE ON PLANNING APPLICATIONS ON 18 MAY 2020

Members are aware that the normal operation of Council's Planning Committee has been impacted by COVID-19.

Under the Protocol for Planning Decision-Making during COVID 19 agreed by Council on 27 April 2020 it was agreed that Planning Committee meetings would be suspended and no planning refusals would issue until further notice. Until normal Council business resumes the interim Protocol indicates that any recommended approvals for major applications, applications which meet the required threshold of objections, a Council or Member's planning application, or those with a Council interest, which would normally have been determined by the Planning Committee would for the time being be directed to the Chief Executive for consideration in consultation with Members of the Planning Committee.

The Chief Executive considered a number of planning applications on 18 May 2020 in lieu of the Planning Committee meeting originally scheduled for this date. The applications considered were those listed on the Agenda that had been previously circulated to Members and made available on the Council's website.

The record of the decisions taken by the Chief Executive on these applications is **enclosed** and has been published on the Council's website in accordance with the agreed interim Protocol.

RECOMMENDATION: that the report be noted.

Prepared by: John Linden Head of Planning.

Approved by: Majella McAlister, Deputy Chief Executive.