



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN  
ANTRIM CIVIC CENTRE ON MONDAY 25 JULY 2016 AT 6:30 PM**

- In the Chair** : The Mayor (Councillor J Scott)
- Members Present** : Aldermen - F Agnew, W Ball, P Barr, T Campbell,  
M Cosgrove, W DeCourcy, J Smyth and R Swann
- Councillors - D Arthurs, T Beatty, J Bingham, J Blair, P Brett,  
L Clarke, H Cushinan, B Duffin, T Girvan, M Goodman,  
P Hamill, T Hogg, D Hollis, N Kells, N Kelly, B Kelso, A Logue,  
R Lynch, M Magill, M Maguire, J Montgomery, V McWilliam,  
P Michael, M Rea, D Ritchie, S Ross and W Webb
- In Attendance** : Newtownabbey Family Connections Representatives:  
Ms Ciara Graham  
Ms Roisin O'Neill
- Officers Present** : Chief Executive - Mrs J Dixon  
Director of Community Planning & Regeneration -  
Ms M McAllister  
Director of Organisation Development - Mrs A McCooke  
Director of Operations - Ms G Girvan  
Media & Marketing Manager - Mrs N McCullough  
Legal Advisor - Mr P Casey  
ICT Systems Support Officer - Mr J Higginson  
Senior Mayor & Member Services Officer - Mrs K Smyth  
Senior Administrative Assistant - Mrs S McAree

**1 BIBLE READING, PRAYER AND WELCOME**

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

Councillors Cushinan, Goodman, Kelly and Logue joined the meeting.

## **MAYOR'S REMARKS**

Members stood for one minute's silence as a mark of respect for the tragedy in Randalstown earlier this morning involving the loss of two lives in a car accident.

The Mayor welcomed Councillor Ritchie to the Council Meeting following his recent illness and Councillor Ritchie conveyed his appreciation to both Members and officers for receipt of speedy recovery sentiments and his family for their support.

### **2 APOLOGIES**

Aldermen - T Burns and M Girvan  
Councillors - A Ball and N McClelland

### **3 DECLARATIONS OF INTEREST**

6.15 - Alderman Smyth & Councillor Kells  
6.17 - Councillor Duffin

### **4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING**

Moved by Councillor Montgomery  
Seconded by Councillor Duffin and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting held on Monday 27 June 2016 be taken as read and signed as correct.**

*NO ACTION*

### **5(a) MINUTES OF THE PLANNING COMMITTEE, PART 1**

Moved by Alderman Agnew  
Seconded by Councillor Webb and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting held on Monday 18 July 2016, Part 1 be taken as read and signed as correct.**

*NO ACTION*

## **5(b) MINUTES OF THE PLANNING COMMITTEE, PART 2**

Moved by Alderman Agnew  
Seconded by Councillor Webb and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting held on Monday 18 July 2016, Part 2 be approved and adopted.**

*NO ACTION*

## **6.1 NEWTOWNABBEY FAMILY CONNECTIONS**

Members were reminded that it was agreed at the June 2016 Council meeting that the request from Newtownabbey Family Connections to present to the Council be approved.

The Mayor welcomed and introduced Ciara Graham and Roisin O'Neill to the meeting and reminded all present of deputation requirements in line with Council's Standing Orders.

The representatives commenced their presentation outlining relevant background information and previous funding from Council. Further details contained within the included -

- Literacy & numeracy Intervention for Pupils (curriculum-focussed activities)
- Parent and child learning/information sessions and trips
- Pilot success to date
- Usage statistics and feedback (teacher/pupil)
- Future investment plans for improving outcomes for children and young people (model of provision overview)
- Partnership opportunities

Newtownabbey Family Connections were eager to explore potential funding opportunities for a second academic year with Council and also to increase awareness of the pilot to encourage its roll out in other areas of the Borough as part of their collaborative plan.

The representatives responded to a number of enquiries from Members elaborating as necessary, particularly on other available future funding opportunities. The Northern Ireland Housing Executive were also highlighted as a potential source to explore. Members present congratulated the group on the success of their programme and invited the representatives to submit information to Members for circulation.

There being no further enquiries the representatives withdrew from the meeting at this point.

Members were reminded that in October 2015 the Council agreed to support a pilot project promoted by Barnardo's Newtownabbey Family Connections (NFC)

working with schools Monkstown and Rathcoole. This decision was taken following the confirmation that the Regeneration function would not be transferring to the Council from the Department for Social Development and that no new applications would be accepted under the Neighbourhood Renewal programme for Rathcoole. Whilst salaries are not generally funded by the Council with the exception of Service Level Agreements and match funding contributions it was considered that as an interim measure to enable the project promoters to source other funding financial assistance should be provided.

Up to £48,665 of funding was provided from November 2015 to June 2016 through the Economic Development budget (against a total project cost of £67,466) involving 4 schools to cover the academic year. The remaining sum of £18,800 was provided through Ulster Garden Villages and Extended School schemes. The aim of the pilot was to encourage and support children and their families through their school years with targeted interventions to address underachievement and improve educational outcomes.

The four targeted schools that agreed to participate in the pilot were Abbey Community College, Abbots Cross Primary, Rathcoole Primary and Whitehouse Primary. The Council's funding was used to employ 3 graduate teacher interns at a cost of £26,972 giving them valuable work experience working with underachieving children. 2 Family learning workers, administration and support was also provided at a cost of £10,772 and management support of £7,496.

NFC's original proposal to the Council included a request to consider funding a second year programme from July 2016 to March 2017 in the sum of up to £63,585. No other sources of funding have been identified by the project promoters to support the Year 2 costs. The budget outlined includes the costs of employing 2 interns (£15,400) and 2 Family Learning workers plus administration and support at £25,468, plus programme expenses of £15,652 and management costs of £7,065.

Members were made aware that the Council agreed to consider funding a second year programme, subject to a successful outcome from the pilot. As the pilot just completed on 30 June, Officers are in the process of fully evaluating the outputs and outcomes from Year 1. In the meantime, Newtownabbey Family Connections had submitted its own evaluation of the pilot, a copy of which was circulated.

In considering the request for Year 2 funding, members considered a number of options as outlined:

- a. To provide the full Year 2 costs of £63,585
- b. To provide funding at the same level as Year 1, namely 72% of the total cost, a contribution of £45,781.20
- c. To provide the full Year 2 cost, less the management fee of £7,065 equating to £56,520

No specific provision for this project had been made in the Economic Development budget for 2016-17.

The issue of educational achievement was a consideration for the Borough and had emerged through the Community Planning consultation and analysis process. The key stakeholders involved in education are represented on the Community Planning Partnership and would in due course consider the relevant actions to be included within the Community Plan. It was recommended that the Partnership be appraised of this initiative.

Moved by Councillor Hamill  
Seconded by Councillor Hollis and

**RESOLVED - that**

- a. **the Council provides funding for Year 2 in the amount of £63,585**
- b. **the Council provides Year 3 funding in the amount of £19, 000**
- c. **Barnardo's Newtownabbey Family Connections be advised that the Council does not generally fund salary costs and would be unable to sustain this level of funding beyond June 2017.**

*ACTION BY: Paul Kelly, Head of Economic Development*

**6.2 TO APPROVE THE SEALING OF DOCUMENTS**

The Chief Executive confirmed there were no items for signing and sealing this month.

*NO ACTION*

**6.3 DRAFT NORTHERN IRELAND HUMAN TRAFFICKING AND MODERN SLAVERY STRATEGY 2016/17 CONSULTATION**

Members were advised that correspondence had been received from The Department of Justice regarding the Draft Northern Ireland Human Trafficking and Modern Slavery Strategy 2016/17 Consultation. The Consultation Document was circulated and also a Response Questionnaire. The Consultation was due close at 5pm on Friday 9<sup>th</sup> September 2016.

All responses should be emailed to [DOJSMHTConsultation.Mailbox@justice-ni.x.gsi.gov.uk](mailto:DOJSMHTConsultation.Mailbox@justice-ni.x.gsi.gov.uk) or posted to the following address:

Organised Crime Branch  
Protection and Organised Crime Division  
Department of Justice  
Room B4.20  
Castle Buildings  
Stormont Estate  
Belfast

BT4 3SG

Moved by Councillor Brett  
Seconded by Alderman Cosgrove and

**RESOLVED - that Members respond on an individual/party political basis.**

NO ACTION

#### **6.4 PBS/BC/3 STREET NAMING PROPOSAL**

Correspondence was received on 30 June 2016 from Mr Bobby Taggart (McCombe Brothers), regarding the naming of a residential development at Belfast Road, Antrim. The development was for 14 units comprising 2 detached dwellings, 6 semi – detached dwellings and 6 apartments. The three development names proposed were outlined below with a site location map and site layout plan which was circulated.

- 1 – Laurel Manor
- 2 – Robb Row
- 3 – The Hedgings

Should the Committee not wish to select one of the above names, the matter would be referred back to the developer via the Building Control section for further consideration.

Moved by Councillor Montgomery  
Seconded by Councillor Kelly and

**RESOLVED - that the residential development on Belfast Road, Antrim be named "Laurel Manor".**

*ACTION BY: Liam McFadden, Principal Building Control Surveyor*

#### **6.5 PBS/PS/3 PROVISION OF DIRECTIONAL SIGNAGE FOR COMMUNITY CENTRES AND PAVILIONS**

Following the Community Planning & Regeneration Committee's decision to consider directional signage for all the pavilions within the Council area, a summary of the requirements was provided below:-

<b>Pavilion</b>	<b>No of signs</b>	<b>Location of signage</b>
Lilian Bland	1	At roundabout at junction of Carnmoney road and Ballyclare road
Hazelbank Pavilion	1	On shore road near the entrance to Hazelbank Park
Mossley Pavilion	1	On Carnmoney Road North at junction with Campbell Road
Rathcoole Pavilion	1	On Doagh road at entrance at junction with Green End

As Members were aware the provision of directional signage on public roads is the responsibility of Transport NI, who had advised that they can facilitate directional signage requests where adequate car parking is available. The design of signage would be completed by Transport NI in accordance with their requirements.

Transport NI have advised that the cost for the provision of each double sided sign would be approximately £490, therefore the total cost for the 4 signs as detailed above would be approximately £1,960.

Moved by Councillor Bingham  
Seconded by Councillor Beatty and

**RESOLVED - that the 4 signs for the pavilions be provided at a cost of £1,960.**

*ACTION BY: Bronagh Doonan, Head of Property & Building Services*

**6.6 G/GEN/1 POST OFFICE - CHANGES TO BALLYNURE POST OFFICE**

Correspondence had been received from the Post Office proposing changes to Ballynure Post Office, 27 Main Street, Ballynure, Ballyclare, BT39 9TU.

Full details of the changes were circulated. The Post Office would be accepting comments up to and including 20 July 2016.

Moved by Councillor T Girvan  
Seconded by Councillor Kelso and

**RESOLVED - that Members respond on an individual/party political basis.**

*NO ACTION*

**6.7 CE/OA/5 PFG - DRAFT NILGA RESPONSE**

Members were advised that correspondence had been received from NILGA regards Draft PFG Framework and NILGA Programme for Local Government June 2016 which was circulated.

Comments/Suggested changes or additions should be forwarded to NILGA.

Moved by Councillor Lynch  
Seconded by Councillor Blair and

**RESOLVED - that Members respond on an individual/party political basis.**

*NO ACTION*

#### **6.8 CE/GEN/4 TRANSPORT NI - SHORE ROAD, WHITEABBEY**

Correspondence had been received from Transport NI outlining their proposal to introduce a short section of prohibition of waiting on the south side of Shore Road, Whiteabbey between Old Manse Road and Circular Road. The proposals included an increase in the width of the current footway to 1.2 metres to accommodate pedestrians (copy letter and map circulated).

Moved by Councillor Brett  
Seconded by Councillor Blair and

**RESOLVED - that the correspondence be noted.**

*NO ACTION*

#### **6.9 CE/GEN/4 TRANSPORT NI DISABLED PARKING BAY – 96 CAULSIDE PARK**

Correspondence had been received from Transport NI outlining details regarding their proposal to reserve an on-street disabled parking space to the front of 101 Caulside Park, Antrim.

A plan detailing the proposed space was circulated.

Transport NI had requested a letter from the Council confirming that it is in agreement with the proposal.

Moved by Councillor Kells  
Seconded by Councillor Kelly and

**RESOLVED - that the Council welcomes the Transport NI proposal to reserve an on-street disabled parking space to the front of 101 Caulside Park, Antrim and responds accordingly.**

*ACTION BY: Member Services*

#### **6.10 G/MSMO/23 SOMME/GUILLEMONT TOUR 2016**

Correspondence had been received from the Somme Association advising of the Somme/Guillemont Tour 2016 which is to take place from 1-5 September 2016.

The trip would commemorate the 16th (Irish) Division's part in the Battle of the Somme and places would be allocated on a first come first served basis.

The estimated cost of the trip is £620 per person which includes all flights, ferry crossings, accommodation and buffet breakfast. There is a single room supplement of £100.

A copy of the itinerary was circulated.



Moved by Councillor Brett  
Seconded by Alderman Cosgrove and

**RESOLVED - that one representative from each political party be nominated to represent Council on the 2016 Somme/Guillemont Tour as an approved duty if they so wish.**

*NOTED: confirmation of non-attendance from Councillor Hollis.*

*ACTION BY: Karen Hood, PA to the Mayor and Deputy Mayor*

#### **6.11 CE/GEN/18 ASSOCIATION FOR PUBLIC SERVICE EXCELLENCE (APSE) AWARDS 2016**

Members were advised that the Council had been shortlisted for three awards in the Association for Public Service Excellence (APSE) Service Awards 2016.

The three award categories were:

Best Service Team (Parks, Grounds and Horticultural): Gardening Heritage Team, Antrim Castle Gardens

Best Community and Neighbourhood Initiative: Valley Park Project

Best Efficiency and Transformation Initiative

APSE is a not for profit local government body working with over 300 councils throughout the UK, promoting excellence in public services.

All of the finalists were required to present best practice case studies in their respective categories, which "*showed them all to be frontrunners in implementing innovative ideas that support continuous improvement and adaptation in local services.*"

Category winners will be announced at the Annual Service Awards Charity Dinner which will take place on Thursday 8 September 2016 at Foyle Arena, Londonderry at 7.00 pm.

The costs to attend the Awards Dinner are: Individual reservations £119 plus VAT per person; Table of 6 guests, £675 plus VAT; Table of 10 guests £1099 plus VAT.

Moved by Councillor McWilliam  
Seconded by Alderman Cosgrove and

**RESOLVED - that a table of 10 be reserved at the APSE Awards 2016 on Thursday 8 September 2016, Council to be represented by the Mayor, Mayoress and eight officers.**

*ACTION BY: Helen Hall, Business Change Manager*

#### **6.12 G/MSMO/8 CONSULTATION - DEDUCTION ORDERS AGAINST JOINT ACCOUNTS**

Correspondence had been received from the Department for Communities seeking the Council's views on its proposals to give effect to existing primary powers enabling the deduction of child maintenance from Joint Accounts held by non-resident parent.

Any comments the Council wish to make should be submitted to the Department by 26 August 2016.

A copy of the consultation document was circulated.

Moved by Councillor Kells  
Seconded by Councillor Kelly and

**RESOLVED - that Members respond on an individual/party political basis.**

NO ACTION

#### **6.13 G/MSMO/17 NIPSA - PRESENTATION REQUEST RE; CLOSURE OF REGIONAL ELECTORAL OFFICES**

Correspondence had been received from NIPSA, a copy of which was circulated, regarding the Chief Electoral Officer's plans to transfer the responsibility for elections to Council Chief Executives.

NIPSA had requested the opportunity to make a presentation to the Council to inform members of the proposals to close regional electoral offices and centralise functions to Belfast as well as plans for transfer of electoral services to Councils.

Moved by Councillor Brett  
Seconded by Councillor Magill

that the correspondence be noted.

On a vote of 16 Members in favour, 19 against and no abstentions, the Mayor declared the motion fallen.

#### **AMENDMENT**

Moved by Alderman Cosgrove  
Seconded by Councillor Maguire and

on a vote of 19 Members in Favour, 16 against and no abstentions it was

**RESOLVED - that NIPSA representatives be invited to address Members at a future Council Meeting regarding proposals to close regional electoral offices**

**and centralise functions to Belfast as well as plans for transfer of electoral services to Councils.**

*ACTION BY: Member Services*

#### **6.14 ED/ED/57 WORLD OF OWLS RANDALSTOWN**

In 2004 the Council (Antrim Borough Council) entered into a 20 year lease with the Department of Agriculture and Rural Development through its Forest Service for lands in Randalstown Forest. These lands were subsequently sub-leased to World of Owls, a Charity, also in 2004 for 20 years, so that it could operate as a local visitor attraction for the Borough.

Earlier this year World of Owls submitted a planning application for a change of use of its classrooms and a storage building to provide staff living accommodation, including new decking at the front of the adjacent storage building. On 20 June 2016 the Planning Committee approved the application on the following grounds:

- Planning permission be granted for the proposed development subject to the application of standard planning conditions and a specific condition restricting the occupation of the living accommodation to persons employed or carrying out work on behalf of the World of Owls; this is in accordance with policy requirements of policy CTY7 of PPS21.
- The reasons for the decision were that Members considered that the proposal offered benefits for tourism in the area, education for children and the enhancement of security of the site.

Under the terms of the Council's current lease with the Department the Council required approval from the Department regarding the change of use of the site. Also, under the terms of the sub-lease between the Council and the World of Owls, the World of Owls requires the approval of the Council on this matter.

If Members approved the above change of use of the site under the terms of the grant of planning permission, Officers would contact the Department to seek its approval in respect of the same.

Moved by Councillor Beatty  
Seconded by Councillor Kelly and

**RESOLVED - that Council approves the change of use of the site under the terms of the grant of planning permission, and that officers contact the Department to seek approval accordingly.**

*ACTION BY: Paul Casey, Legal Adviser / Paul Kelly*

Alderman Smyth and Councillor Kells withdrew from the Chamber, having declared an interest in the next item, 6.15.

**6.15 CPRD/CD/6 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2016/17 - FUNDING RECOMMENDATIONS (SMALL GRANTS)**

Members were reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants Programme was to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members were advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2016/17 financial year.

To be successful in securing a small grant groups applying must score a minimum of 50% in their application assessment and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the month of June, 3 applications were received requesting a total of £1,400 and were assessed by Officers as outlined below:

<b>Group Name/Project Promoter</b>	<b>Project Description/Title</b>	<b>Scored Percentage</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
Killead Ploughing Society	Small Activity Grant for support towards running a Centenary Ploughing Match in October 2016	60%	£500	<b>£500</b>
Steeple Community Association	Small Activity Grant to support insurance costs for community activities including annual fun day, monthly meetings & running a community flat.	53%	£400	<b>£400</b>
New Mossley Community Group	Small Activity Grant to support insurance costs for an older people's group along with an outing to Newcastle including a meal.	53%	£500	<b>£500</b>

The total budget available for Small Grants for the 2016/2017 financial year was £9,500. The total amount of financial assistance awarded to date including the proposed awards was £4,400 leaving a balance of £5,100 to fund future applications that may be submitted to the Council during the remainder of the 2016/17 financial year.

Moved by Councillor Bingham  
Seconded by Councillor Magill and

**RESOLVED - the Small Grant award recommendations be approved.**

*ACTION BY: Kerry Brady*

Alderman Smyth and Councillor Kells returned to the Chamber.

#### **6.16 CP/CD/50      DEA FUNDING PROGRAMME 2016/17**

Members were reminded of the workshops which have taken place regarding the allocation of DEA funding for the current financial year. A budget of £100,000 had been provided within the estimates for each DEA.

A list of projects which had been identified and prioritised for financial support through this programme in each DEA was provided below. Further detail on the projects including indicative budgets was provided and circulated.

Also provided in the enclosures was information on the projects identified by Members which can be progressed without the requirement for funding, which fall outside the scope of the DEA programme or which are long term in nature. These projects would be progressed by Officers as appropriate.

<p><b>Borough Wide</b> <b>£22,000</b></p>	<ul style="list-style-type: none"> <li>• CCTV Provision (£ to be confirmed following audit)</li> <li>• Options for Alternative Transport Provision (10,000)</li> </ul>
<p><b>Airport</b> <b>£76,500</b></p>	<ul style="list-style-type: none"> <li>• Outworkings of MAG vision for Crumlin Ward</li> <li>• Develop potential of Crumlin Glen</li> <li>• Upgrade Paradise Walk</li> <li>• Upgrade facilities at Academy Club</li> <li>• Develop village plan for Mallusk</li> <li>• Develop Hamlet Plan for Aldergrove (inc actions)</li> <li>• Feasibility and design element of allotments for Crumlin</li> </ul>
<p><b>Antrim Town</b> <b>£100,000</b></p>	<ul style="list-style-type: none"> <li>• Signposting in Antrim Town centre and Antrim Castle Gardens to connect car parks with Antrim Castle Gardens and vice versa.</li> <li>• Up to four specialist (themed) markets in Antrim Town Centre</li> <li>• Antrim Arts Festival</li> <li>• Art project at PSNI station – artwork to be installed on 2 gable walls</li> <li>• Potential projects emerging from Antrim Town Plan</li> </ul>

<b>Ballyclare</b> <b>£100,000</b>	<ul style="list-style-type: none"> <li>• Feasibility study for extension at Sixmile LC and Bowling Green</li> <li>• Enterprise week in October</li> <li>• Public seating in Ballyclare, Ballyeaston, Ballycorr Road and Doagh Road</li> <li>• Contribution to roof repairs at Ballyeaston Band Hall</li> <li>• Saturday /Monthly Market (Ballyclare town and outlying villages) and Christmas Market</li> <li>• Car Parking, lighting and disabled swing at Sixmile Park</li> <li>• Feasibility study for development of Business Improvement District</li> </ul>
<b>Dunsilly</b> <b>£100,000</b>	<ul style="list-style-type: none"> <li>• Community Garden at Randalstown</li> <li>• Extension of allotments in Toome</li> <li>• Provision of unisex disabled toilet in Toome</li> <li>• Randalstown Christmas Market</li> <li>• Upgrade shop frontages in Parkgate</li> <li>• Provision of expert support to TIDAL in development of funding proposals</li> </ul>
<b>Glengormley Urban</b> <b>£100,000</b>	<ul style="list-style-type: none"> <li>• Playpark in Mayfield - Design and consultation elements</li> <li>• Investigate provision for seniors and for young people in Carnmoney area</li> <li>• Development plan for Queenspark (garden)</li> <li>• Create informal football pitch at New Mossley</li> <li>• Multi agency group to facilitate aspects of development of plan for area</li> <li>• Winds of Change sculpture</li> <li>• Further development of Glenwell concept plan</li> <li>• Engagement programme with primary schools</li> </ul>
<b>Macedon</b> <b>£85,000</b>	<ul style="list-style-type: none"> <li>• Whitehouse primary school – outdoor classroom, play equipment and allotments</li> <li>• Abbots Cross primary school – development of ICT and play activity zone</li> <li>• Kings Park Primary school – creation of outdoor space for school and community use</li> <li>• Allotments in Rathcoole – design and consultation elements</li> <li>• Explore need for community facility in Longlands</li> </ul>
<b>Threemilewater</b> <b>£82,500</b>	<ul style="list-style-type: none"> <li>• Create informal football pitch at New Mossley</li> <li>• Development of provision at Hollybank Primary</li> <li>• Improvement works at Threemilewater park</li> <li>• Revamp of community garden in Hedgelea</li> <li>• Actions following place shaping study in Monkstown</li> </ul>

Moved by Councillor Brett  
Seconded by Councillor Webb and

**RESOLVED - that**

- a) the schedule of projects, including the indicative budgets, be approved**
- b) the proposed approach to implementation be approved**

**It was also agreed that**

- a) DEA's meet more regularly (i.e. bi-monthly)**
- b) The start time facilitate improved attendance**
- c) Budgets be safeguarded**
- d) Officers give an assurance that full funding would be allocated and spent.**

*ACTION BY: Alison Keenan, Community Planning Manager*

Councillor Duffin withdrew from the Chamber, having declared an interest in the next item, 6.17.

**6.17 CP/CD/106 QUEEN'S AWARD FOR VOLUNTARY SERVICE - NOMINATIONS**

Members were made aware of the Queen's Award for Voluntary Service which operated on a UK wide basis. The Award was the highest award given to local volunteer groups to recognise the outstanding work carried out in their communities. It was created in 2002 to celebrate the anniversary of The Queen's Coronation.

Any organisation involved in voluntary work in the local community, whether social, economic or environmental, could be nominated for the Award. Assessment was based on the benefit that it brings to the local community and its standing within that community. Organisations must have been running for three years or more to be nominated.

Nominations should be submitted by 16 September 2016 for the 2017 awards. Details of the winners would be published on 2 June 2017 on the anniversary of Her Majesty's Coronation. Nominations can be held in a 'nomination pool' for up to three years. Winners would receive a certificate signed by the Queen and a domed glass crystal. Representatives from the Group may also be invited to attend a royal garden party.

It had been proposed that the following organisations be nominated by the Council for the 2017 Awards:-

- 1) Breakaways
- 2) TIDAL

Officers will submit the nomination form by the specified closing date. Local assessment panels will look at the nominations and select which ones should go forward to the National Award Committee. The Committee then makes recommendations to the Cabinet Office, which sends a final list to the Queen for

her approval. The outcome of this process will be reported to the Community Planning and Regeneration Committee in June 2017.

Moved by Councillor Bingham  
Seconded by Councillor McWilliam and

**RESOLVED - that the 2 groups named be nominated for the Queens Awards for Voluntary Service for 2017.**

*ACTION BY: Kerry Brady, Community Development Officer*

Councillor Duffin returned to the Chamber.

#### **6.18 ED/GEN/1 PROPOSED NORTHERN IRELAND BUSINESS START PROGRAMME**

Members were reminded that the Council agreed in July 2015 to collaborate with up to 10 other Councils in developing a joint funding bid to Invest NI to deliver a Business Start Programme (based on the 'Go for It' model which Invest NI has been delivering since 2012) over at least 4 years across Northern Ireland as part of the Transfer of Functions. The collaborative application for a business start-up programme was submitted to Invest NI last December with all 11 Councils involved and with Lisburn & Castlereagh City Council taking the lead role. If the application was successful a key objective would be to draw down significant EU funding (up to 80% of total eligible costs) through the new Jobs & Growth Programme and sharing the 20% match funding required amongst the 11 Councils. Invest NI had already confirmed that it was prepared to match the financial contributions from the Councils.

Invest NI commissioned its own economic appraisal of the 11 Councils' application and this is now coming to a conclusion. However, Invest NI had since indicated that it was required to undertake a thorough internal review of the draft economic appraisal, including a consultation process with other government departments before a final decision can be taken on the 11 Councils' funding application. The revised projected timeline from Invest NI now indicates that final approval and a letter of offer are not expected before January 2017.

Members were reminded that Invest NI agreed to extend the current 'Go for It' programme to 21 October 2016 to give the 11 Councils time to put in place a 4 year provision. Invest NI had stated that it is unable to extend the current arrangement beyond October 2016 and will also terminate all marketing support from 31 July 2016. It is therefore necessary for each Council to design a temporary interim business start provision to cover the period from the end of October to 31 March 2017, with the possibility of extending this arrangement into 2017-18, to ensure that the public procurement process for the wider 11 Council programme can run its course. The Councils would also have to put into place a collaborative marketing campaign from 1 August which Derry & Strabane District Council has offered to lead on the Councils' behalf.



Moved by Councillor Lynch  
Seconded by Councillor Duffin and

**RESOLVED - that**

- 1) the Council agrees to procure a temporary local Business Start Programme from 21 October 2016 to 31 March 2017 with the possibility of an extension for up to a further six months (subject to the progress of the 11 Council proposal and tendering process), provision for which exists in the agreed Economic Development budgets;**
- 2) the Council agrees to participate in a collaborative marketing campaign from 1 August 2016 for the Business Start programme, provision for which exists in the agreed Economic Development budgets;**
- 3) Officers to report back to the Committee in due course with recommendations on the procurement process and any associated budgetary implications for the Council.**

*ACTION BY: Paul Kelly, Head of Economic Development*

**6.19 L/GEN/2**

**CEMETERY PROVISION**

Members were reminded of the update on cemetery developments at Carnmoney and at the Ashley Road provided in June at the Community Planning and Regeneration Committee. Whilst it was anticipated that work would start on the extension at Carnmoney Road cemetery later this year, the new cemetery on the Ashley Road was subject to planning approval and would be treated as a major application.

With respect to the south west boundary of Carnmoney cemetery, this area had remained undeveloped and recent site investigations had revealed that due to ground contamination only 0.45 acres was suitable for development. Through investigation of the options to develop this land a subterranean burial system had been identified. Essentially this structure had been designed to make use of land which would otherwise be problematic due to ground conditions etc. It presented the opportunity to develop 375 plots at an estimated cost of £515,000 compared to 125 plots at an estimated cost of £336,000 through a traditional burial format.

In advance of any decision regarding the introduction of such a system it was proposed that a small sample subterranean system be installed at Carnmoney Cemetery, at no cost to the Council. This would enable officers and members to become more familiar with the system and assess the opportunities that it may present for this site, should it be required in advance of the new cemetery becoming operational.

A photograph of the system was circulated for information.

Moved by Councillor Webb  
Seconded by Councillor Magill and

**RESOLVED - that approval be granted for the installation of a subterranean six unit burial system in Carnmoney Cemetery at no cost to the Council to assist Members in considering options for additional burial provision in the short to medium term.**

*ACTION BY: Geraldine Girvan, Director of Operations*

#### **6.20 CP/CD/37 ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL AWARDS EVENTS**

Members were reminded of the decision taken at the Community Planning and Regeneration Committee meeting in June 2015 to rationalise the wide range of awards events that had taken place previously in the two legacy Councils.

Members agreed that in order to achieve efficiencies in budgets that some of these events could be combined and that there should be a maximum of two such events per year; in 2016/17 this would include Volunteer Accolades (now referred to as the Spirit of Volunteering Awards to take place in October 2016). A budget of £15,000 had been provided in the estimates.

Members were aware that representatives from local groups had undertaken various courses, for example, First Aid and Food Hygiene, during 2015/16 as part of the Council's Community Capacity Building Programme. In order to recognise their achievements Members wished to consider holding a separate smaller event in September 2016 which would consist of a welcome reception and presentation of certificates. It was estimated that this would cost in the region of £1,000 based on 100 attendees, the cost of which could be met from the existing budget of £15,000 ring fenced for the Spirit of Volunteering Awards.

Moved by Councillor McWilliam  
Seconded by Councillor Blair and

**RESOLVED - that the Community Excellence Awards be held as a separate event in September 2016 at a cost of £1,000.**

*ACTION BY: Elaine Manson, Acting Community Development Manager*

**6.21 EL143 ENTERTAINMENTS LICENCE FOR THE WHITE HOUSE**

An application had been received for the granting of an Entertainments Licence for the following premises.

Licensee	Location of Premises	Type(s) and hours of Entertainment	File No.	New Application Or Renewal
Geraldine Girvan	The White House 34 Whitehouse Park Newtownabbey	Dancing, singing, music or other similar entertainment  Monday – Sunday 9:00am – 1:30am	EL14 3	New

Moved by Councillor Duffin  
Seconded by Councillor Brett and

**RESOLVED - that the Council grants the above Entertainment Licence.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

**6.22 L/GEN/14 LEISURE CENTRE OPENING HOURS**

As Members recalled surveys were being undertaken with customers and non-users of facilities to establish views on Leisure Centre opening hours particularly at Antrim Forum and early mornings at Ballyearl gym.

A total of 1,248 responses were received through membership mailing list respondents, Borough Life surveys and Council's website.

Antrim Forum

A total of 55% of respondents indicated that they would prefer the Forum to open earlier on weekdays with 32% of these preferring a 6.00 am opening; 41% a 6.30 am opening and 17% 6.45 am. A total of 87% of respondents indicated that they would be more inclined to use the Forum on Sunday if it opened earlier. If the Sunday opening hours were at 9.00 am, 59% stated they would use Antrim Forum every Sunday. Of the balance 35% would do so if the centre opened at 10.00 am and 7% if it opened at midday.

Taking all of these results into account it may be appropriate to consider early opening on weekdays at Antrim Forum at 6.15 am (a 6.00 am start for staff) and Sunday opening from 9.00 am to 5.30 pm. This would be in line with Sunday morning opening at the Valley Leisure Centre.

### Ballyearl

When respondents were asked if they would like to see Ballyearl opening earlier on weekdays, 25% indicated this as their preference with 75% not expressing a preference for earlier opening hours. Of those who indicated a preference for earlier opening, 21% indicated a 6.00 am start, 41% a 6.30 am start and 21% 6.45 am.

Taking these results into account it may be appropriate to consider leaving opening hours as they are in Ballyearl and reviewing again in the future.

Moved by Councillor Kelly  
Seconded by Councillor Lynch and

on a vote of 22 Members in favour, 11 against and 2 abstentions it was

**RESOLVED - that approval be granted for**

- (i) officers to initiate discussions with staff and trade unions for revised opening hours at Antrim Forum, namely, 6.15 am weekday mornings and 9.00 am to 5.30 pm on Sundays;**
- (ii) no changes to opening hours at Ballyearl with a review to be carried out in the future.**

*NOTED: officers assured Members that management would take into account the sensitivities of individual circumstances.*

*ACTION BY: Ivor McMullan, Head of Leisure*

### **6.23 CPRD/CD/2 PROVISION OF ADVICE SERVICES 2016/17**

Members were made aware that the Service Level Agreement with the Newtownabbey Citizens Advice Bureau had been extended until 30 September 2016 to facilitate the new Advice Services procurement exercise for the Council area.

Based on an annual budget of £249,992 the quarterly budget for 2016/17 to the CAB is £62,498 and Officers were in the process of vouching expenditure for the 1<sup>st</sup> Quarter. From the 1 April 2016, a number of changes had occurred within the Bureau and approval was sought from the Council in this regard, prior to completion of the vouching process.

Following the retirement of the Manager, Mrs Pat Hutchinson, the Deputy Manager was appointed as Acting Temporary Manager until 1 July, when the merge with Antrim CAB was undertaken. A revision to reflect this change had been made to the relevant salary. In addition, 8 other employees have worked additional hours to support this interim arrangement and again, this is reflected in the increased salaries claimed for these staff for Quarter 1: 1 April to 30 June 2016.

The CAB had also taken the decision to enrol in an occupational pension scheme and wished to claim this cost from the Service Level Agreement budget. At present this includes 9 employees with the employer contributing 1% on qualifying earnings between £5,824 and £42,385.

It was anticipated that the expenditure to be claimed in Quarter 1 would not exceed £54,681 against an indicative budget of £62,498 (which included the full-time Managers' salary). A summary of the Service Level Agreement budget and the anticipated expenditure up to 30 September 2016 was circulated.

On 1 July, Antrim District Citizens Advice Bureau and Newtownabbey Citizens Advice Bureau merged to create the new 'Citizens Advice Antrim & Newtownabbey'. A copy of the letter notifying the Council of the merger was circulated for Members information. Lorraine Adamson had been appointed as the new Area Manager, and a draft structure for the period 1 July to 30 September was circulated for Members information.

With respect to the procurement exercise for Advice Services, Members were advised that the tender process was due to close on 8<sup>th</sup> August and a report would be presented to the August Council meeting.

Moved by Councillor Duffin  
Seconded by Councillor Lynch and

**RESOLVED: that**

**(a) the changes to the Service Level Agreement budget for Quarter 1 2016/17 be approved;**

**(b) the merger of Antrim District Citizens Advice and Newtownabbey Citizens Advice be noted.**

*NOTED: request from Councillor Goodman for provision of ANBC CAB Accounts to Council upon completion.*

*ACTION BY: Majella McAlister, Director, CPR*

## **6.24 P/PLAN/13 PLANNING COMMITTEE MEETINGS**

A request had been received from the Chairperson of the Planning Committee, Alderman Fraser Agnew proposing an earlier start time for Planning Committee monthly meetings. It was suggested that meetings should commence at 5.30 pm and initial feedback indicated that Members would be supportive of this change.

Moved by Alderman Agnew  
Seconded by Councillor Webb and

**RESOLVED - that**

- **the August Planning Committee Meeting proceeds as previously, commencing at 6.30pm;**
- **from September onwards, Planning Committee meetings commence at 5.30pm, the new format to accommodate attendance by public speakers from 6.30pm onwards.**

*ACTION BY: Majella McAlister, Director, CP&R*

**6.25 ELECTED MEMBER DEVELOPMENT WORKING GROUP**

Members were advised that a meeting of the Elected Member Development Working Group took place on Monday 6 June 2016 and a copy of the Minutes were attached for Members' information.

Members were reminded of the current membership of the Elected Member Development Working Group below, and it was proposed to re-affirm the membership for 2016/17.

- Councillor S Ross
- Councillor V McWilliam
- Councillor R Lynch
- Councillor D Hollis
- Councillor M Goodman
- Alderman T Campbell

Finally, a copy of the report and action notes from the Regional Elected Member Development Steering Group meeting held on 18 May 2016 were also circulated for Members' information.

Alderman Campbell reported that he would be replaced by Councillor Blair.

Moved by Alderman Campbell  
Seconded by Councillor McWilliam and

**RESOLVED: that**

**(a) the Minutes of the Member Development Working Group Meeting held on Monday 6 June 2016 be noted;**

**(b) the membership of the Elected Member Development Working Group for the incoming year 2016/17 be confirmed as follows -**

**Councillor S Ross  
Councillor V McWilliam  
Councillor R Lynch  
Councillor D Hollis**

**Councillor M Goodman**  
**Councillor J Blair**

**(c) the correspondence from LGTG Elected Member Development Steering Group from their meeting held on 18 May 2016 be noted.**

*ACTION BY: Kim Smyth, Senior Mayor & Member Services Officer*

**6.26 CE/OA/5 NILGA ANNUAL GENERAL MEETING - ELECTED MEMBER DEVELOPMENT**

Members were advised of receipt of correspondence from Alderman Stephen Martin (Chair, Elected Member Development Working Group) dated 30 June 2016 summarising the update provided to the NILGA AGM on 24<sup>th</sup> June 2016 regarding Elected Member Development activity throughout the 11 District Councils.

A copy of the letter was circulated for Members' information.

Moved by Councillor Kelly  
Seconded by Councillor Beatty and

**RESOLVED - that the correspondence be noted.**

*NO ACTION*

**6.27 CE/GEN/4 APPLICATION FOR A NEW ROAD SERVICE LICENCE**

Correspondence had been received from the Driver and Vehicle Agency regarding an application for a new road service licence from Belfast Mini Coach Company Ltd, 8 Woodfield, Newtownabbey.

Moved by Councillor Bingham  
Seconded by Councillor Duffin and

**RESOLVED - that the report be noted.**

*NO ACTION*

**6.28 CE/GEN/4 APPLICATION TO RENEW A BUS OPERATOR'S LICENCE**

Correspondence had been received from the Driver and Vehicle Agency regarding an application to renew a bus operator's licence for McCausland Airport Garage Ltd, 171 Airport Road, Crumlin.

Moved by Councillor Bingham  
Seconded by Councillor Kelly and

**RESOLVED - that the report be noted.**

NO ACTION

**6.29 CCS/EDP/1 EQUALITY COMMISSION - EQUALITY SCHEME CONSULTATION ARRANGEMENTS**

Correspondence had been received from the Equality Commission for Northern Ireland on the outcome of consideration of advice on timescales for consultation when fulfilling the statutory equality and good relations duties and the corresponding commitments in Equality Schemes (circulated).

Following consideration of the comments received, the Commission had decided that their advice would remain as it is currently, as an interim measure, pending a planned review of the effectiveness of the Section 75 duties scheduled by the Commission during the coming three years.

Moved by Councillor Kelly  
Seconded by Councillor Duffin and

**RESOLVED - that the correspondence be noted.**

NO ACTION

**6.30 G/MSMO/8 CONSULTATION - WITNESS CHARTER**

Correspondence had been received from the Department of Justice regarding a consultation exercise on the new witness charter.

The purpose of the charter was to set out the entitlement or standards that witnesses of crime in Northern Ireland can expect to receive from a range of service providers and defence legal representatives.

The consultation document can be found at [www.justice-ni.gov.uk/consultations/consultations-draft-witness-charter](http://www.justice-ni.gov.uk/consultations/consultations-draft-witness-charter) and the closing date for comments is 27 September 2016.

Moved by Councillor Blair  
Seconded by Councillor Kelly and

**RESOLVED - that Members respond on an individual/party political basis.**

NO ACTION



**6.31 FC/G/25 PAYMENTS REPORT**

The schedule of payments for Antrim and Newtownabbey Borough Council dated 20 May 2016 to 24<sup>th</sup> June 2016 and schedule of manual payments for May 2016 were circulated with any payments over £5,000 having been analysed in more detail and were circulated.

Moved by Councillor Arthurs  
Seconded by Councillor Beatty and

**RESOLVED - that the report be noted.**

*NO ACTION*

**6.32 ED/GEN/3 CHILDREN'S SERVICES CO-OPERATION ACT (NORTHERN IRELAND) 2015**

Correspondence had been received from Paul Sweeney, Permanent Secretary, Department of Education advising of the potential impact of the Children's Services Co-Operation Act (NI) 2015 (circulated) and the linkages with the next Children and Young People's Strategy. The Act came into effect in December 2015.

Moved by Councillor Hamill  
Seconded by Councillor Kells and

**RESOLVED - that the correspondence be noted.**

*NO ACTION*

**6.33 CS/G/97 MAYOR'S INAUGURAL DINNER 2016**

The Mayor's Inaugural Dinner will be held in the Linen Suite at Mossley Mill on Friday 23 September 2016 and the cost of the event was provided for in the civic events budget.

The Member Services section will issue a 'save the date' email to Members with invitations to follow.

Moved by Councillor Webb  
Seconded by Councillor Bingham and

**RESOLVED - that the report be noted.**

*ACTION BY: Tracey White / Karen Hood*

**6.34 CP/CD/53 RATHCOOLE NEIGHBOURHOOD RENEWAL ACTION PLAN 2016-2017 AND SUMMER SPORTS PROGRAMME**

Members were advised that the Rathcoole Neighbourhood Renewal Partnership had undertaken a review of its 2015 – 2016 Action Plan and had updated this accordingly for the 2016 – 2017 period in line with guidance from the Department for Communities (DFC). At a meeting of the Rathcoole Neighbourhood Renewal Partnership in April 2016 the revised Action Plan was approved by members and had been submitted to DFC for approval. A copy of the plan was circulated for Members' information.

Members were reminded that the Multi Use Games Area (MUGA) was officially opened at Rathmullan Drive at the start of June 2016. In line with the Physical Renewal element of the Action Plan, the Partnership had been working alongside the Council's Sports Development Team to provide a summer sports activity programme in the new MUGA. A multi sports week will run from 18 to 22 July for 8 to 12 year olds and a multi skills week will run from 22 August to 26 August for 3 to 9 year olds.

Moved by Councillor Webb  
Seconded by Councillor Bingham and

**RESOLVED - that the report be noted.**

NO ACTION

**6.35 ED/GEM/5 NEW VISITOR GUIDE FOR ANTRIM AND NEWTOWNABBEY**

A new Visitor Guide had been produced for Antrim and Newtownabbey incorporating the full range of accommodations, attractions and activity providers that the Borough had to offer to tourists, including a map. The Guide had been designed around the strapline "It's in our Nature" and provided a valuable tool for visitors to encourage them into the Borough and navigate their way around with interpretation included of key attractions. Copies of the new Visitor Guide were circulated.

Preparations were also underway to install Antrim and Newtownabbey promotional panels at Belfast International Airport (BIA) in the International arrivals area. Members were reminded that BIA offered to provide the promotional space at no cost to the Council. Members would receive an invitation to the launch in due course.

Moved by Councillor Webb  
Seconded by Councillor Bingham and

**RESOLVED - that the report be noted.**

NO ACTION

**6.36 G/MSMO/1 CONSOLIDATED COUNCILLOR ALLOWANCES**

Correspondence had been received from the Department for Communities advising of the increased rates in respect of basic allowance and special responsibility allowance applicable from 1 April 2016 and from 1 April 2017.

A copy of the circular was circulated.

Moved by Councillor Webb  
Seconded by Councillor Bingham and

**RESOLVED - that the report be noted.**

*ACTION BY: Alistair Mawhinney, Management Accountant*

*Councillor Ritchie withdrew from the Meeting.*

**6.37 FI/FIN/11 ESTIMATES TIMETABLE 2017/2018**

Members were made aware that the Council was required to fix its District Rates for the 2017-2018 financial year prior to 15 February 2017. The estimates timetable setting out the key milestones in the estimates setting process was circulated for the information of Members.

Moved by Councillor Webb  
Seconded by Councillor Bingham and

**RESOLVED - that the estimates timetable 2017-2018 be noted.**

*ACTION BY: Richard Murray, Management Accountant*

**6.38 FI/FIN/4 BUDGET REPORT - APRIL 2016 TO JUNE 2016**

A budget report for the period April 2016 to June 2016 was circulated for Members information.

Moved by Councillor Webb  
Seconded by Councillor Bingham and

**RESOLVED - that the report be noted.**

*NO ACTION*

**6.39 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1 TO 31 MAY 2016**

### **Building Regulations**

The following submissions under Regulation 9, 10, 11, 12 & 13 of the Building Regulations (Northern Ireland) 2012 were received.

### **Applications**

Full Applications – 51  
Building Notices – 142  
Regularisation Certificate applications – 98

### **Recommendations**

Approvals – 42  
Rejected – 58

### **Regularisation Certificate**

43 Regularisation Certificates issued under Regulation 13 of the Building Regulations (Northern Ireland) 2012 (as amended).

### **Building Notice**

130 Completion Certificates issued on Applications received under Building Notices.

### **Inspections**

A total of 861 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

### **Commencements and Completions**

288 Applications commenced.  
226 Applications completed.

### **Property Certificates**

A search was carried out for outstanding notices under Building Regulations, on 147 property enquiries from Solicitors.

### **Income for MAY 2016**

Plan Fees Received for Month	£6,642.75
Inspection Fees Invoiced for Month	£16,898.16
Building Notice Fees Received for Month	£11,460.00
Regularisation Fees Received for Month	£5,146.60
Property Certificate Fees Received for Month	<u>£10,260.00</u>
<b>Total</b>	<b>£50,407.51</b>

Moved by Councillor Brett  
Seconded by Councillor Bingham and

**RESOLVED - that the report be noted.**

ACTION BY: Louise McManus

#### **6.40 P/FP/13 DUBLIN ROAD SOLAR FARM, ANTRIM**

Members recalled that it was agreed at the Community Planning & Regeneration Committee in May that a letter of support should be sent to Northern Ireland Electricity (NIE) and the then Department of Enterprise Trade and Investment Minister. This decision was based on the fact that planning permission had been granted for the development however there was uncertainty as to whether or not a grid connection could be secured before the end of March 2017, to benefit from Government subsidies.

Correspondence, a copy of which was circulated, had been received from NIE. The letter indicated that capacity exists across the Transmission System for approximately 20% of the general capacity that has applied for connection. All applicants had been given the opportunity to update their information and provide evidence of full planning permission. The closing date of this information was 17 June 2016 and NIE were working through the information received.

Moved by Councillor Webb  
Seconded by Councillor McWilliam and

**RESOLVED - that the report be noted.**

NO ACTION

#### **6.41 G/GEN/1 MODERNISATION OF GLENGORMLEY POST OFFICE, GLENWELL SERVICE STATION, 290 ANTRIM ROAD, GLENGORMLEY**

Correspondence had been received from the Post Office advising of modernisation changes proposed for Glengormley Post Office, Glenwell Service Station, 290 Antrim Road, Glengormley. *(Circulated.)*

The new-look Post Office had been scheduled to open at the current location on Thursday 1 September 2016 at 13:00 – the Post Office would close for refurbishment on Monday 22 August 2016 at 17:30.

Moved by Councillor Webb  
Seconded by Councillor McWilliam and

**RESOLVED - that the correspondence be noted.**

NO ACTION

#### **6.42 CE/OA/17 DRIVER AND VEHICLE AGENCY - APPLICATION TO RENEW A BUS OPERATOR'S LICENCE**

Correspondence had been received from the Driver and Vehicle Agency (circulated) advising of an application to renew a Bus Operator's Licence from the following operator:

- B550 – James McGlone T/A J&M Coaches, 11 The Gables, Randalstown, Co Antrim, BT41 3JY

Any representations regarding this application should be made to the Driver and Vehicle Agency prior to 29 July 2016.

Moved by Councillor Webb  
Seconded by Councillor McWilliam and

**RESOLVED - that the correspondence be noted.**

NO ACTION

#### **6.43 EH/EHS/PC/15 LOCAL AIR QUALITY MANAGEMENT AIR QUALITY REVIEW & ASSESSMENT REPORTS**

##### **UK LOCAL AUTHORITY AND REGIONAL CARBON DIOXIDE EMISSIONS NATIONAL STATISTICS**

The Department of Energy and Climate Change (DECC) had released statistics on carbon dioxide emissions for each local authority in the UK for the following categories:

- Industry, commercial and public sector;
- Domestic;
- Transport;
- Land use.

Trends had shown a decrease of 13% in emission levels across Northern Ireland between 2005 and 2014.

During the same period the legacy Councils of Antrim and Newtownabbey saw a decrease of 7.1% and 8% respectively across the categories of emissions. Councils in Northern Ireland do not have the same level of direct control as their counterparts in Great Britain over facilities and services that contribute to CO2 emissions, such as schools, hospitals, roads etc. However the statistics provided were useful in considerations around Local Development Plans, Community Planning and the Health and Wellbeing of local communities.

Full details can be found at <https://www.gov.uk/government/collections/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics> along with Frequently Asked Questions regarding the statistics.

Moved by Councillor Webb  
Seconded by Councillor McWilliam and

**RESOLVED - that the report be noted.**

NO ACTION

**6.44 CPR/PBS/BC/1 LAND AND PROPERTY SERVICES FEEDBACK REPORT  
ON THE COMMERCIAL VACANCY SURVEY WORK  
UNDERTAKEN APRIL/MAY 2016.**

Members were made aware of the strands of work the Building Control section undertakes in partnership with Land and Property Services (LPS) section of Department of Finance. The Building Control Section had recently completed a tranche of commercial vacancy surveys on behalf of LPS and had received favourable feedback.

LPS advised that the additional rates income from this exercise, which would be allocated in the rates income to Antrim and Newtownabbey Borough Council was £17,082.81.

Moved by Councillor Webb  
Seconded by Councillor McWilliam and

**RESOLVED - that the report be noted.**

NO ACTION

With the Mayor's permission the Operations Committee Chair, Councillor Montgomery, remarked on the Council's recent success at the Green Flag Awards in Armagh on 21 July 2016, ten Green Flags being retained by Council including gaining an additional eleventh new one. Recognising this success, the Chairman commended all involved.

- 7 A Motion in the name of Councillor Mervyn Rea, seconded by Councillor Annemarie Logue

*"We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes of any nature have no place in our country.*

*Antrim and Newtownabbey Borough Council condemns racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.*

*Antrim and Newtownabbey Borough Council will work to ensure that local organisations and programmes have support and resources needed to fight and prevent racism and xenophobia.*

*All citizens living within Antrim and Newtownabbey can be reassured that they are valued members of our community."*

Councillors Rea and Logue Members were congratulated by other Members for bringing the Motion forward.

Moved by Councillor Rea  
Seconded by Councillor Logue and

**RESOLVED - that the above Notice of Motion was carried unanimously.**

*ACTION BY: Jacqui Dixon / Andrea McCooke / Tracey White*

Alderman Ball withdrew from the Chamber.

**MOTION TO PROCEED 'IN COMMITTEE'**

Moved by Councillor Arthurs  
Seconded by Councillor Beatty and

**RESOLVED - that the Council proceeds to conduct the following business 'In Committee'.**

**ITEMS IN COMMITTEE**

**6.45 TQ/808 IN COMMITTEE TENDER FOR THE PROVISION OF A FRAMEWORK FOR PRINTING SERVICES**

**Contract Period: 1 August 2015 to 31 July 2016 (with an option to extend for a further year subject to review and performance)**

Members were reminded that at the Council Meeting held on 29 June 2015, the framework for the provision of printing services was accepted for the period 1 July 2015 to 30 June 2016 (with an option by the Council to extend for a further period of 12 months).

Officers reported satisfactory performance and that they wished to exercise the option to extend the framework for a further period of one year as below.

**Lot 1 - Corporate Publications**

Peninsula Print & Design  
W & G Baird  
GPS Colour Graphics Ltd

**Lot 2 - Corporate Stationery**

Peninsula Print & Design  
Impro Printing  
The Dargan Press

**Lot 3 - NCR/ Continuous**

The Dargan Press  
Minprint Ltd  
The Pierce Partnership Ltd



**Lot 4 – Promotional Printed Flyers, Posters and Leaflets**

Peninsula Print & Design  
Impro Printing  
W & G Baird

Moved by Councillor Bingham  
Seconded by Councillor Beatty and

**RESOLVED - that the framework for the provision of printing services be extended for a further period of one year to 31 July 2017.**

*ACTION BY: Julia Clarke*

**6.46 FI/PRO/TEN/17 IN COMMITTEE FURTHER COMPETITION EXERCISE UNDER CCS FRAMEWORK RM 1063 FOR POSTAL SERVICES LOT 1: COLLECTION AND DELIVERY CONTRACT PERIOD: 1 OCTOBER 2016 TO 30 SEPTEMBER 2018 (WITH AN OPTIONS TO EXEND FOR A FURTHER 2 X 12 MONTHS PERIOD REVIEWED ANNUALLY)**

Antrim Borough Council and Newtownabbey Borough Council each had their own arrangements for provision of postal services, with Antrim using Royal Mail and PostalSort and Newtownabbey using Royal Mail and Whistl (formerly TNT). It was considered appropriate to secure services for the new Council which would provide efficiency and cost savings and align the process across the Council. The new process would remove the requirement for Council staff to frank post prior to collection and would simplify the categorisation of post.

The Council sought tenders through a further competition exercise under CCS Framework RM1063 for postal services Lot 1: Collection and Delivery.

Three tenders were received and opened via e-SourcingNI on 10 June 2016 and referred to the evaluation panel for assessment.

**Tender Evaluation**

The tenders were evaluated on a single stage basis as follows:

**Award Stage**

The tenders were evaluated on the basis of service delivery proposals (40%) and cost (60%). Details are as follows:

<b>Rank</b>	<b>Service Provider</b>	<b>(£) Estimated Total Predicted Weekly Cost * (excl. VAT)</b>	<b>Total Score %</b>
1	Postalsort Limited	██████████	98.89

2			96.00
3			76.25

- The volume was estimated for guidance purposes only and not to be construed as forming part of any contract

Moved by Councillor Arthurs  
 Seconded by Councillor Montgomery and

**RESOLVED - that having achieved the highest score of 98.89%, the tender submitted by Postalsort Limited, at a predicted weekly cost of £ [REDACTED] (excl VAT) , for the provision of postal services for the period 1 October 2016 to 30 September 2018 (with an option to extend for a further 2 x 12 months' period reviewed annually) be accepted.**

*ACTION BY: Sharon Logue, Procurement Manager*

**6.47 IN COMMITTEE TQ/703 TENDER FOR THE PROVISION OF TEMPORARY RECRUITMENT SERVICES FOR THE PERIOD 1 MAY 2014 TO 30 APRIL 2015 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER TWO PERIODS OF 12 MONTHS)**

Members were reminded that at the Policy & Governance Committee held on 23 April 2014, the tenders for the provision of temporary recruitment services submitted by Premier Employment Group Ltd, Brook Street UK Ltd, Grafton Recruitment and Servisource Recruitment Ltd. were accepted for the period 1 May 2014 to 31 April 2015 (with an option by the Council to extend for a further two periods of 12 months).

Officers reported that they wished to exercise the option to extend the contracts for a further period of 2 months to 30 September 2016 and then on a month by month basis, as required up until the expiry date, to allow the necessary time for a new tender process to be completed. A new tender process had commenced.

Moved by Councillor Webb  
 Seconded by Councillor Arthurs and

**RESOLVED - that the contracts for the provision of temporary recruitment services, as detailed above, be extended for a further period of 2 months to 30 September 2016, and then on a month by month basis at the tendered rates.**

*ACTION BY: Julia Clarke*

## 6.48 IN COMMITTEE (FI/PRO/TEN/73) TENDER FOR THE SUPPLY, DELIVERY AND INSTALLATION OF COMPACTORS AND SKIPS

### Introduction

Four tenders for the supply, delivery and installation of compactors and skips were opened via e-SourcingNI on 20 May 2016 and referred to the evaluation panel for assessment.

### Tender Evaluation

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

**Stage 1 (Selection Stage)** comprised of selection criteria which included questions on mandatory exclusion, insurances and declarations and form of tender. The tenders met the requirements of the Selection Stage and proceeded to Award Stage.

### **Stage 2 (Award Stage)**

Lot 1: Static Compactors

Three tenders were submitted. One tender did not meet the tender specification in full and therefore did not proceed further in the evaluation process. The remaining three tenders did meet the specification and therefore were evaluated on the basis of cost (100%) as follows:

<b>Tenderer</b>	<b>Cost per Compactor (£) (excl. VAT)</b>	<b>Cost Score %</b>
NEC Distributors		100.00%
		95.45%
		86.41%

Moved by Councillor Webb  
Seconded by Councillor Arthurs and

**RESOLVED:** that having achieved the highest score of 100%, the tender submitted by NEC Distributors in the sum of £ [REDACTED] (excl VAT) per static compactor for the period 1 August 2016 to 31 July 2017 (with an option by the Council to extend for a further 12 months subject to review and performance), be accepted.

Lot 2: Compactor Skips (35 cubic yards)

Two tenders were submitted. Both tenders met the tender specification in full and proceeded to be evaluated on the basis of cost (100%) as follows:

<b>Tenderer</b>	<b>Cost per Compactor Skip (£) (excl. VAT)</b>	<b>Cost Score %</b>
NEC Distributors		100.00%
		92.11%

Moved by Councillor Webb  
 Seconded by Councillor Arthurs and

**RESOLVED - that having achieved the highest score of 100%, the tender submitted by NEC Distributors in the sum of £ [REDACTED] (excl VAT) per compactor skip for the period 1 August 2016 to 31 July 2017 (with an option by the Council to extend for a further 12 months subject to review and performance), be accepted.**

Lot 3: Open Top Skips (35 cubic yards)

Two tenders were submitted. Both tenders met the tender specification in full and proceeded to be evaluated on the basis of cost (100%) as follows:

<b>Tenderer</b>	<b>Cost per Open Top Skip (£) (excl. VAT)</b>	<b>Cost Score %</b>
NEC Distributors		100.00%
		96.43%

Moved by Councillor Webb  
 Seconded by Councillor Arthurs and

**RESOLVED - that having achieved the highest score of 100%, the tender submitted by NEC Distributors in the sum of £ [REDACTED] (excl VAT) per open top skip for the period 1 August 2016 to 31 July 2017 (with an option by the Council to extend for a further 12 months subject to review and performance), be accepted.**

*ACTION BY: Sharon Logue, Procurement Manager*

#### **6.49 IN COMMITTEE FI/TEN/10-INTERIM PROVISION FOR VEHICLES MAINTENANCE COVER**

The Council's vehicles are maintained through service warranties and an in-house vehicle maintenance contractor (Malbert Engineering). The current vehicle maintenance tender was due to expire on 31 August 2016 and since officers were preparing options for consideration in relation to future vehicle maintenance options and models of service delivery, it was proposed as an interim measure that Malbert Engineering provide vehicle maintenance cover for a three month period to ensure continuity of service.

Moved by Councillor Webb

Seconded by Councillor Arthurs and

**RESOLVED - that as an interim measure for three months and to ensure service continuity, Malbert Engineering provides vehicle maintenance cover at existing rates, effective from 1 September 2016.**

*ACTION BY: Alistair Mawhinney, Management Accountant*

#### **6.50 IN COMMITTEE L/LEI/VLC/1 VALLEY LEISURE CENTRE - PITCH REFURBISHMENT**

A total of eight synthetic 5-a-side soccer pitches were installed at the Valley Leisure Centre almost 10 years ago, known as Zest Soccer Pitches. Through the passage of time the playing surface on three of the pitches has deteriorated to the extent that the pitches are no longer useable. A fourth pitch will become unplayable imminently.

The need to refurbish these pitches presented an opportunity to assess usage patterns and design the new pitches with customers in mind. There was a demand locally for 7-a-side pitches. For this reason it was proposed to redevelop four of the 5-a-side pitches into two 7-a-side pitches. This also fitted in with the IFA Small Sided Games Strategy. The remaining four 5-a-side pitches would remain in use.

An economic appraisal containing background information was circulated for Members' information.

Moved by Councillor Webb  
Seconded by Councillor Arthurs and

**RESOLVED - that approval be granted for the reconfiguration and refurbishment of four of the 5-a-side synthetic soccer pitches at the Valley Leisure Centre to provide two 7-a-side soccer pitches at an estimated cost of £[REDACTED]. Financial provision has been made within the 2016-17 leisure centre capital budget.**

*ACTION BY: Stephen Bartley, Valley Leisure Centre Manager*

#### **6.51 IN COMMITTEE L/LEI/BE/5 BALLYEARL RECEPTION AND ENTRANCE**

The volume of customers using the Ballyearl Facility had increased positively in recent months. Whilst this was welcomed operationally the design of the reception area lead to bottlenecks with the increased footfall causing queues and inconvenience to users. The area was also dated and no longer reflected the customers expectation of a modern fit for purpose facility.

An economic appraisal containing background information and a proposed plan were circulated for Members' information.

These works would include a refurbishment of the reception and entrance area.

Moved by Councillor Webb  
Seconded by Councillor Arthurs and

**RESOLVED - that approval be granted for the refurbishment of reception and entrance area at Ballyearl as set out in Option 3 at an estimated cost of £[REDACTED]. Financial provision has been made within the 2016-17 leisure centre capital budget.**

*ACTION BY: John Cosgrove / Roberta Flaherty*

**6.52-6.54 IN COMMITTEE ARC21 RESIDUAL WASTE TREATMENT PROJECT / PAPERS OF ARC 21 JOINT COMMITTEE HELD ON THURSDAY 30 JUNE 2016 / ARC21 GOVERNANCE ARRANGEMENTS UPDATING STANDING ORDERS**

The papers for the arc21 Joint Committee Meeting held on Thursday 30<sup>th</sup> June were circulated.

Members were reminded that these documents were confidential and may be legally privileged or otherwise protected from disclosure so therefore Members should not disclose this information to any third party and the information must be kept secure.

Members were also advised that officers were still considering a number of issues and that a further update on the residual waste treatment project and governance arrangements would be brought to Council in due course.

Moved by Alderman Campbell  
Seconded by Councillor Duffin and

**RESOLVED - that**

- (a) the papers of the arc21 Joint Committee held on Thursday 30 June 2016 be noted;**
- (b) a update on arc21 Residual Waste Treatment Project be brought to Council in due course.**

*NOTED: request from Members for receipt of legal advice in relation to potential conflict of interests.*

*ACTION BY: Paul Casey, Legal Advisor*

Councillor Blair withdrew from the Chamber.

## **6.55 IN COMMITTEE ORGANISATIONAL STRUCTURES**

The following reports related to organisational structures were tabled at the meeting.

- Organisation Design - Structures
- Organisation Design - Voluntary Severance

Moved by Councillor Montgomery  
Seconded by Councillor Arthurs

### **RESOLVED - that**

- (a) the revised structure for Waste be approved;**  
**(b) approval be given in principle, subject to consultation with staff and Trade Unions, for**
- **Business Support, Operations**
  - **Business Support, Community Planning & Regeneration**
  - **Customer Services, Organisation Development**

Moved by Councillor Montgomery  
Seconded by Councillor Arthurs

**RESOLVED - that the severance cases in Appendix 1 be approved and that a suitable termination date be agreed with the post holders.**

*ACTION BY: Laura Campbell / Andrea McCooke*

### **MOTION TO PROCEED 'OUT OF COMMITTEE'**

Moved by Councillors Arthurs  
Seconded by Councillor Bingham and

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

The Mayor remarked on the success of the Ulster Pipe Band Championships which he had officiated at on Saturday 23 July 2016 hosted by Council at Antrim Castle Gardens. He commended all staff assisting with the event and conveyed the kind remarks from visitors/officials regarding facilitation of same.

The Mayor thanked everyone for their attendance and the meeting concluded at 8.55 pm.

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MAYOR

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