



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON MONDAY 6 MARCH 2017 AT 6:30 PM**

- In the Chair** : Councillor J Montgomery
- Members Present** : Aldermen - P Barr, T Burns, M Girvan, M Cosgrove and J Smyth  
Councillors - M Goodman, D Hollis, N Kelly, R Lynch, M Magill, V McWilliam, M Rea, L Clarke and D Ritchie
- Non-Committee Members Present** : Councillors – D Arthurs, J Blair
- Officers Present** : Director of Operations - Ms G Girvan  
Head of Leisure - Mr I McMullan  
Head of Waste Management - Mr M Lavery  
Head of Arts & Culture - Ms U Fay  
Head of Environmental Health - Mr C Todd  
Media and Marketing Officer - Ms J Coulter  
ICT Officer - Mr J Higginson  
Member Services Officer - Mrs D Hynes

**CHAIRMAN'S REMARKS**

The Chairman welcomed everyone to the March Operations Committee Meeting. He reminded all present of recording requirements.

**1 APOLOGIES**

None.

**2 DECLARATIONS OF INTEREST**

None.

**3.1 AC/GEN/50 TEMPORARY EXHIBITION POLICY**

Members were advised that a temporary exhibition policy was in place for the Flax Gallery at Mossley Mill having been previously approved by the legacy council. As part of the ongoing convergence of the arts and culture service this had now been adapted to reflect the expansion of the service and to take account of the multiple exhibition facilities available for this type of programming.

The main exhibition facilities were The Flax Gallery, Mossley Mill, the Oriel Gallery and Conservatory Gallery, Clotworthy House, Antrim Castle Gardens. However on occasion other spaces such as the Garden Heritage Space at Clotworthy, Theatre at The Mill foyer and the main exhibition area in Museum at The Mill were also used to host temporary exhibitions when it is appropriate.

The draft Temporary Exhibition policy was circulated for Members' information. The purpose of this policy was to provide guidance for the organisation of temporary exhibitions for both those planned and funded internally and those organised by external individuals and groups. The Policy set out its statement of purpose, objectives, guidance for the programming and selection of temporary exhibitions as well as the responsibilities of both the arts and culture service and exhibitors and sales commission guidance. It was proposed that the draft Arts and Culture Temporary Exhibition Policy be approved.

The policy had been equality screened with a copy of the screening form circulated for Members' information. It did not need to have an Equality Impact Assessment carried out.

Proposed by Alderman Smyth  
Seconded by Councillor Kelly and agreed that

**the draft Arts and Culture Temporary Exhibition Policy be approved.**

*ACTION BY: Sam Curry, Culture and Heritage Manager*

### **3.2 AC/EV/11 SUMMER BAND AND SUNDAY TREATS CONCERTS**

#### **Background**

Members were reminded that it was agreed at the April 2016 Committee meeting that 27 summer band concerts would be delivered at 4 venues in the Borough namely Loughshore Park Jordanstown, Antrim Castle Gardens, Lillian Bland Park and V36 from 3 July until 28 August 2016 with a review to be brought back to the Committee. A copy of the 2016 programme was circulated for Members' information.

The numbers attending the concerts varied across venues and were impacted upon by the weather on occasion however they were very well received and did encourage visitors to attend the various venues. A conservative estimate of an average 250 per concert gave a total audience of 6,750 for the band concert programme.

All bands participating in the 2016 programme were paid a fee of £200 resulting in a total cost of £5,400 for the 2016 programme. Bands from the region performed at these concerts including Knockagh Accordion Band, Ballyduff

Silver, Major Sinclair Memorial Pipe Band and Johnston Star Flute Band. The programme provided a valuable income stream and platform for a variety of bands to perform for the general public and in doing so brought entertainment into the Council's visitor attractions and parks which in turn increased use and awareness.

During 2016 the Sunday Treats music programme was also delivered by the then community music provider MADD MUSIC Ltd. MADD provided 11 concerts last year on Sundays during May and June in both Theatre at The Mill and Antrim Castle Gardens at a cost of £5,500. Artists appearing at these concerts included Dana Masters, Ronnie Greer and The Illegals provided a contemporary music genre free of charge to the public.

Audience numbers in the Gardens ranged from 60 indoors in the Eyre Studio to 2,500 outdoors in the Large Parterre Garden, depending upon the weather conditions. The Sunday Treats Music series had become an established annual programme at Antrim Castle Gardens, running there since 2011 and was well received when extended into Theatre at The Mill, with an average attendance of 100. A copy of the 2016 programme was circulated for Members' information.

It was subsequently reported to Committee (November 2016) that MADD Music LTD had taken the decision to dissolve so neither MADD nor the funding for the 'Sunday Treats' programme delivered by them were available for 2017.

### **Proposal for 2017**

Given the popularity of both programmes it was proposed that consideration be given to the provision of a combined programme of concerts rebranded as 'Summer Sunday Music' on the following basis:

- Delivery of 'Sunday Treats' style contemporary music events at Theatre at The Mill and Antrim Castle Gardens, on alternate Sundays from Sunday 7 May to Sunday 25 June at an approximate cost of £4,000.
- Delivery of summer band concerts in Jordanstown Loughshore Park and Antrim Castle Gardens each Sunday from Sunday 2 July until Sunday 27 August at a cost of £3,600 for 18 concerts.
- Delivery of 2 summer band concerts in Lilian Bland Community Park on 9 and 23 July and delivery of 3 concerts in V36 on 30 July, 13 and 27 August at a total cost of £1,000.

The proposal set out above would cost an estimated £8,600 for 23 summer band events and 8 contemporary music events similar to the previous 'Sunday Treats' programme at a cost of £4,600 and £4,000 respectively for each of the genre elements. There was adequate provision for the summer band programme in the 2017/18 Arts and Culture budget.

Members were also reminded that when approval was given for the 2016 Summer Band programme officers were asked to consider the Gateway Visitor Centre at Loughshore Park Antrim as a venue in the future. This project would not be complete for summer 2017 but would upon completion be considered as a venue for any future 'Summer Sunday Music' programme.

Proposed by Councillor Lynch  
Seconded by Councillor Ritchie and agreed that

**a Summer Sunday Music Programme, as set out above, be approved at a cost of £8,600. Budget provision has been made in Arts and Culture budgets.**

*ACTION BY: Ursula Fay, Head of Arts & Culture*

### **3.3 L/LEI/2 MARY PETERS TRUST – REQUEST FOR ASSISTANCE**

The Mary Peters Trust had been supported annually (£1,600 in 2015/16 and £2,000 in 2016/17). The Trust provided encouragement and financial support to young sports men and women and recipients from the Borough continued to be supported in a range of sporting disciplines including: Gymnastics, Hockey, Triathlon, Canoeing, Basketball, Boxing, Shooting, Table Tennis, Judo, Athletics, Swimming and Motor Sport. Central Government Sports funding had reduced to Sports Governing bodies and Clubs, resulting in an increase in demand being placed upon the Trust from applicants.

Correspondence had been received requesting a contribution to the Trust (circulated).

A list of those athletes from the Borough who had received support was set out in the letter.

Proposed by Councillor Kelly  
Seconded by Councillor Clarke and agreed that

**a contribution of £2,000 be made to support the work of the Mary Peters Trust within the Borough.**

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.4 AC/EV/12 BRIGHTER NIGHTS 2017**

Brighter Nights was a summer programme of arts and culture activity, delivered since 2012 on Friday evenings throughout July and August in Lilian Bland Community Park Glengormley.

The programme commenced in 2012 with the award of Peace III funding to deliver it as a pilot over two years. Through the delivery of a targeted programme of culture and arts for a family audience from tots and teens through to senior citizens there had been a reduction in incidents of anti-social behaviour and a huge increase in the positive use of this community space.

The success of the funded programme in 2012 and 2013 led to its continuation by the legacy Newtownabbey Council with provision of £15,000 made in the Arts and Culture budgets to deliver Brighter Nights in 2014, and by the Council in 2015 and 2016. Brighter Nights had been one of a number of initiatives including Culture Carnival on 25 June, Summer Band Concerts (July and August), the BEAT programme (July and August) and Glengormley Christmas Market on 3 and 4 December which had contributed to the Lilian Bland Community Park becoming a focal point for positive community use in 2016.

It was proposed to run Brighter Nights 2017 weekly in Lilian Bland Community Park from Friday 30 June until Friday 25 August at 6.30pm until 8.30pm at a total cost of £15,000, provision for which existed in the 2017/18 Arts and Culture budgets, with the following programme themes proposed:

### **Brighter Nights 2017 Proposed Themes**

|                |                                      |
|----------------|--------------------------------------|
| <b>30/6/17</b> | <b>School's Out</b>                  |
| <b>7/7/17</b>  | <b>Sports Special</b>                |
| <b>14/7/17</b> | <b>Clowning Around</b>               |
| <b>21/7/17</b> | <b>Super Heroes</b>                  |
| <b>28/7/17</b> | <b>Countryside Capers</b>            |
| <b>4/8/17</b>  | <b>Get Active</b>                    |
| <b>11/8/17</b> | <b>Magical Mayhem</b>                |
| <b>18/8/17</b> | <b>Summer Holidays</b>               |
| <b>25/8/17</b> | <b>Final Fling – best bits back!</b> |

Brighter Nights had grown significantly year-on-year with visitor numbers of approximately 4,000 throughout the summer in 2016. It was now an important fixture of the annual calendar of events at Lilian Bland Community Park.

The PCSP had recently confirmed there had been a reduction in the number of reported incidents of youth disorder in Glengormley. It was hoped that due to the success of Brighter Nights and similar initiatives in engaging the local community, that it could once again play its important role, along with the various other measures that had been deployed in achieving positive outcomes. These interventions had been endorsed by community stakeholders including the local community police, community representatives, teachers and youth leaders.

Proposed by Councillor Lynch  
Seconded by Councillor Goodman and agreed that

**the delivery of Brighter Nights 2017, as set out above, on Fridays between 6.30pm and 8.30pm from 30 June to 25 August in the Lilian Bland Community Park, Glengormley, be approved.**

*ACTION BY: Allison Miller. Conferencing and Cultural Events Manager*

### **3.5 AC/HE/14 DEVELOPMENT OF THE HOLY WELL AT THE HOLYWELL HOSPITAL SITE**

Members were advised that an ancient spring 'Holy Well' existed within a secluded area within the Holywell complex south of the Tobernaveen and Tardree wards. The Holy Well site stretched from Stiles Way up to the rear of the Tobernaveen units. It was made up of a tree lined path and a substantial untouched forest area which was believed to be of significant age.

The Well itself was surrounded by a dry stone wall which was believed to have been built many years ago and designed by the architect Sir Charles Lanyon, who also designed the hospital. Sir Charles was known for designing a significant number of other iconic buildings throughout Northern Ireland including Crumlin Road Gaol and Courthouse, the Palm House Botanic Gardens, Abbeydene

Whiteabbey, Randalstown Viaducts and the Antrim Coast Road as examples. The Well has in itself therefore had significant historical relevance for a number of reasons.

The Northern Trust had recently identified the potential to develop the Holy Well and surrounding area of the site for tourism, health and wellbeing and had approached the Council with a view to developing a partnership to deliver such a project. A meeting was held in February with the Trust and the Council was represented by Councillor Lynch, The Head of Arts and Culture and the Culture and Heritage Manager. The Trust requested that the Council agree in principle to such a partnership and join with them to establish a working group to include other potential partners such as Groundwork, Artscare, PLACE and Conservation volunteers to take the project forward.

At the meeting the Trust provided an outline of their vision for the Holy Well, which included their aim and objectives and this was circulated for Members' information. Within this document was a map showing the location of the well and photographs of the well and surrounding site. The potential benefits of the project had been identified as:

- Improved health and wellbeing for staff, patients and visitors.
- Increased physical activity opportunities.
- Increased volunteering opportunities.
- Delivery of Arts based projects.
- Creation of a heritage tourist attraction for Antrim.
- Development of a social enterprise in the form of a tea room as a complimentary facility for the site.

This list was not exhaustive and initial discussions about the potential of this project to bring a range of benefits had identified the potential for these benefits to also support the delivery of the Council's 'Love Living Here' community plan across each of the four themes, set out below:

- Citizens enjoying good health and wellbeing.
- Citizens living in connected safe and vibrant spaces.
- Citizens benefitting from economic prosperity, and
- Citizens achieving their full potential.

It was proposed that the Council agrees in principle to forming a partnership with the Northern Trust to take the project forward. As a starting point the Trust would like to set up a working group to begin the project development phase and develop more detailed costed plans for future consideration.

Proposed by Councillor Lynch  
Seconded by Alderman Smyth and agreed that

**the Council agrees in principle to working in partnership with the Northern Trust and others to explore the development potential of the Holy Well and surrounding area at Holywell hospital and that a site visit be arranged for Operations Committee Members and relevant DEA Members.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

### 3.6 AC/HE/16 POGUE'S ENTRY - IRISH GARDEN PLANT SOCIETY PROJECT

Members were reminded that Pogue's Entry was a small group of 19th century cottages with one being the childhood home of Alexander Irvine, the ninth of twelve children, who became a missionary in New York's Bowery and eventually pastor of the Church of the Ascension on Fifth Avenue. His book "My Lady of The Chimney Corner" (1913) recalled his boyhood years in Pogue's Entry and described the lives of Irish country folk during the post-famine days. He was also remembered for "The Souls of Poor Folk" (1921). The cottages and gardens were opened to the public May to September, Thursday and Friday afternoons and all day Saturday.

Members were advised that following discussions with members of the Irish Garden Plant Society (IGPS), Northern sub-committee, the IGPS had proposed that they created a garden at the Pogue's Entry cottage in Antrim at an estimated cost of £5,300. This would be a re-creation of a cottage garden dating back to circa 1900 with an emphasis on indigenous Irish heritage plants and would be planned and managed by the IGPS. An informal partnership already existed between IGPS and the Council in regard to their Spring and Autumn Lectures at Clotworthy House and this project at Pogue's Entry had been proposed by them in parts a way of acknowledging and showing appreciation to the Council for that support.

The project would focus on the borders around the lawn area and a smaller area adjacent to the cottages. It was proposed that the majority of plant material would be provided by the IGPS together with moderate quantities of garden sundries. Provision of £2,000 had also been made in the 2017/18 budget estimates for developing the outside area at Pogue's Entry.

The Society currently managed the garden of the Lisnacloskey Old Rectory at The Ulster Folk and Transport Museum and their involvement with Pogue's Entry could have a positive impact both in terms of visitor numbers and in improving the aesthetics of the existing area, there was also a fit with Antrim Castle Gardens and their promotion to gardening enthusiasts. If the proposal from the IGPS to develop the garden at Pogue's was approved in principle a Memorandum of Agreement would be drawn up and brought for approval to a future Committee meeting.

Proposed by Alderman Smyth  
Seconded by Councillor Kelly and agreed that

**the creation of a heritage garden at Pogue's Entry by the Irish Garden Plant Society be approved in principle with a Memorandum of Agreement between the Irish Garden Plant Society and the Council drawn up and brought to a future Committee meeting for approval.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

### 3.7 EH/EHS/LR/6 THE PRIVATE TENANCIES (NI) ORDER 2006

The Department for Communities had issued a consultation document entitled "Private Rented Sector in Northern Ireland - Proposals for Change".

This consultation was the second stage in the Department's Review of the Role and Regulation of the Private Rented Sector. Council made a response to the first stage discussion paper in January 2016.

The aim of the review was to consider the current and potential future role of the sector and assess the effectiveness of current regulation, identifying where improvements can be made to help make the private rented sector a more attractive housing option. A copy of the Consultation document and draft response were circulated.

This stage of the process addressed the following issues –

- Housing supply within the private rented sector
- Affordability
- Security of tenure
- Tenancy management
- Property standards
- Dispute resolution

In summary, the draft response welcomed the majority of the proposals outlined in the consultation, with a small number of concerns in relation to the following –

- A failure to introduce mandatory licensing for all private sector landlords, similar to that outlined in the Houses in Multiple Occupation Bill, thereby affording the same protection to all tenants to allow Councils and other agencies to deal more effectively with problems posed by this sector.
- The proposal to widen the regulations for all deposits to be protected retrospectively could have an impact on Council's enforcement resources. Research had shown that most tenancies were less than 5 years; therefore it was felt that this additional protection was not required.
- In agreeing the need to ensure that tenants do not suffer financial detriment if their deposit was not secured, it was not felt that legislation should be changed to allow part of the Fixed Penalty fee to be paid to the tenant. The fixed penalty was set to give Councils the resource to fully fund this additional enforcement responsibility without any additional financial assistance from the Department. The tenant has the option of seeking compensation through civil action.
- The Department's proposal to encourage all Councils to be more proactive and use the legislative powers available to them to prosecute for non-compliance. Antrim and Newtownabbey Borough Council's Enforcement Policy outlined the full range of options available and the proportionate way in which they would be used. Priorities were balanced using the available enforcement resources within the Council.
- In addition to these proposed changes, an amendment to the sharing of data from the landlord registration database would be welcomed to assist in the effective enforcement of Council's statutory duties in the Private Rented Sector, such as statutory nuisances and animal welfare issues.



Proposed by Alderman Smyth  
Seconded by Councillor Clarke and agreed that

**the response to the consultation document entitled "Private Rented Sector in Northern Ireland - Proposals for Change" is approved. The issue of keeping houses and gardens to a reasonable standard also to be addressed.**

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

### **3.8 EH/PHWB/5 KEEP WARM PACKS**

Members were reminded that in December 2016 the Public Health Agency confirmed funding to support the continuation of the Keep Warm Packs Scheme across Northern Ireland. A total of £10,235 was allocated to Council which enabled the purchase of 610 packs as follows –

- 180 adult male
- 270 adult female
- 80 child male
- 80 child female

The Public Health Agency had now offered an additional £10,000 to Council for the purchase of additional Keep Warm Packs. These would be distributed using the normal process.

Proposed by Alderman Barr  
Seconded by Councillor McWilliam and agreed that

**the offer of an additional £10,000 from the Public Health Agency is accepted for distribution of additional Keep Warm Packs.**

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

### **3.9 L/LEI/152 ULSTER IN BLOOM AND BEST KEPT SUBMISSIONS**

#### **Background**

The Ulster in Bloom competition was promoted by Northern Ireland Local Government Association and sponsored by Translink (no entry fee). The Best Kept Awards were promoted by Northern Ireland Amenity Council and sponsored by George Best City Airport (cost of entry is £275).

The competitions used a range of criteria to assess nominees including community and business involvement, environmental responsibility, visual standard, cleanliness and use of space including the quality of floral displays and planting plans.

#### **Community Workshop**

A workshop was held in November 2016 to facilitate interested representatives from 15 areas throughout the Borough to help channel efforts for village/town improvements. Eight groups attended and each considered the criteria for both

competitions and were supported in the development of a mini action plan which brought together the efforts of both the volunteers in the area, Council and other organisations (list of groups circulated). They ranged from simple actions for the community to take forward to more complex issues which may require further assistance/coordination with other organisations such as Transport NI. The action plans for each area reflected the capability and the needs expressed by each group. It was expected that as groups developed in future years that the level of participation would increase with group capability and confidence.

In addition, it was agreed at the workshop that three sculptures (bee, fish and tree) would be rotated at venues across the Borough. In the first instance it was proposed that the following would be actioned:

**Parkgate:** a feature steel framed tree to display hanging baskets would be located at a suitable location in the village.

**Randalstown:** A fish sculpture constructed from hedging would be located near the viaduct adjacent to the Riverside walk.

**Ballynure:** The bee sculpture would be located on the approach to Ballynure.

The towns and villages listed below would be submitted to both Ulster in Bloom and Best Kept for 2017, subject to approval.

|             |             |                         |
|-------------|-------------|-------------------------|
| Antrim Town | Ballyclare  | Ballyeaston             |
| Ballynure   | Burnside    | Crumlin                 |
| Doagh       | Glengormley | Merville Garden Village |
| Randalstown | Parkgate    |                         |

Proposed by Councillor McWilliam  
Seconded by Alderman Girvan and agreed that

**the towns and villages, as set out above, are nominated to Ulster in Bloom and Best Kept competitions.**

ACTION BY: *Lindsay Houston, Biodiversity Officer*

### 3.10 L/GEN/53 PROPOSED NEILLSBROOK PITCH DEVELOPMENT

#### INTRODUCTION

Members were reminded that a phased approach to pitch development at Neillsbrook was approved through the Community Planning and Regeneration Committee in June 2016, following local consultations. The first phase was the conversion of MUGAs to a practice pitch which, would provide a pitch suitable for training.

It was expected the new facility would be in place by September 2017.

#### PRICING

The pitch would be 25% of the size of a full synthetic grass pitch which costs £60 per hour in the current pricing schedule. On this basis a charge at 25% for the new pitch would be £15 per hour.

Officers would progress the remainder of the development for consideration by Committee (event space, full size 3G pitch, parking) in due course. Consultation workshops would be arranged as required through the Development team.

Proposed by Councillor Clarke  
Seconded by Councillor Kelly and agreed that

**approval is given for the pricing of the training pitch at Neillsbrook at £15 per hour for the full pitch and £7.50 per hour for the half pitch, in line with the existing pricing schedule.**

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.11 AC/GEN/37 ARTS & CULTURE GRANT AID**

#### **Background**

Members were reminded that the Arts and Culture Grant Aid Programme was approved in May 2015 and represented a convergence of grant programmes previously operated by both legacy councils. A copy of this programme was circulated for Members' information (Appendix 1). At the meeting of the committee in September 2016 it was agreed that after just over a year in operation officers conduct a review of the scheme.

The purpose of the grant programme was to provide financial assistance to both individuals and groups in the Borough for a range of arts and heritage purposes with the overall aim of contributing to the cultural life of the Borough. There was an annual budget of £14,000 allocated to the programme.

#### **Review**

A review of the Council's Arts and Culture Grant Aid Programme was carried out as follows:

1. Research of arts and culture grant aid funding provided by other councils.
2. Research funding provision delivered by the sector principally the Arts Council Northern Ireland and the Heritage Lottery Fund.
3. Review of applications and requests for assistance received historically by both legacy councils and since opening of current programme.
4. Review of existing grant categories, funding principles and award thresholds in the context of the outcomes of steps 1 - 3.
5. Make recommendations for any changes in the form of an amended programme to be reported to committee.

The current arts and culture grant aid programme compared favourably against the other 10 Northern Ireland Councils with the following specific features highlighted as evidence of this:

- It was one of only four funding programmes providing an accessible online application process.

- It was one of only three programmes providing support for both individual artists and heritage practitioners as well as arts and heritage groups.
- It was the only programme offering assistance to newly formed groups through a seeding grant category.
- The governance arrangements and application process were clear and easy to understand.

### **Proposals**

Given the findings of the review it was proposed to make minimal changes to the programme in terms of principle and process. However the timing of the review had provided an opportunity to make some adjustments to the programme which ensure that it is linked to the Community Plan, 'Love Living Here' outcome themes of:

- Good Health and Wellbeing
- Socially connected and vibrant spaces
- Economic Prosperity
- Achievement of full potential

It was proposed to streamline existing categories to create a clear yet broader range of funding opportunity for both individuals and groups which should achieve at least one of the community planning outcomes. The amended categories being proposed which are aligning the programme with the Community Plan, presented a range of wider funding streams for applicants to identify potential projects to and also standardised grant categories across the arts, heritage, individual and group funding streams.

### **Revised Arts and Culture Grant Aid Programme**

The amended Arts and Culture Grant Aid Programme was circulated for Members' information (Appendix 2) and the following was a summary of the grant aid categories and corresponding award ceilings being proposed:

#### **Support for Individual Artists in the form of:**

- (a) The production of art work. £500
- (b) The attendance at or participation in an arts event either by invitation or through qualification. £500
- (c) Participation in specialist training or study. £250
- (d) Enabling the showcasing, promotion or display of an artist's work. £500

#### **Support for Arts Groups in the form of:**

- (a) A Seeding Grant to assist with the formation of a new arts group. £250
- (b) The production of art work. £500

- (c) The attendance at or participation in an arts event either by invitation or through qualification. £750
- (d) Participation in specialist training or study. £250
- (e) The delivery of a major festival on event, which must be held in the Borough and open to the public. £1000

**Support for Individual Heritage Practitioners & Groups in the form of:**

- (a) A Seeding Grant to assist with the formation of a new heritage group. £250
- (b) The development or production of a heritage product, such as publication or exhibition which must relate to local history. £500
- (c) Participation in specialist training or study. £250
- (d) The delivery of a heritage event which must be held in the Borough and is open to the public. £1000

A summary of the current approved scheme set alongside the proposed scheme was circulated for Members' information (Appendix 3).  
In terms of other amendments to the existing programme Members were advised of the following:

- The application and scoring process in the proposed programme remained largely unchanged with the exception of a minor adjustment to take account of the link to the Community Plan.
- The Arts Council Northern Ireland current art form definitions along with the recognised definition of heritage were included within guidelines for applications as the clarification which would be used to determine if an application was eligible under either arts or heritage.

The revised programme, can open with immediate effect and it was proposed that it operate on a monthly rolling basis rather than by public call at pre-determined intervals throughout the year. This would provide maximum opportunity for potential recipients to access this funding.

Proposed by Alderman Smyth  
Seconded by Councillor Kelly and agreed that

**the revised Arts and Culture Grant Aid Programme be approved.**

*ACTION BY: Ursula Fay, Head of Arts & Culture*

### **3.12 AC/GEN/37 ARTS AND CULTURE GRANT AWARDS**

Members were reminded that the Arts and Culture Grant Aid Programme was approved by the Operations Committee in May 2015 and had been recently reviewed with a revised programme reported to the meeting for approval. Whilst the review was taking place two applications had been received for funding, one from an individual youth musician and another from an arts group.

To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn. These two applications had been assigned to the most appropriate revised funding stream and had both achieved in excess of the 50% funding threshold.

The grants were delivered on a rolling funding programme linked to the financial year or until the grant aid funding for the year was exhausted. A total of 2 applications requesting a total of £1255.48 had been received. Having been assessed by officers these applications were summarised as follows:

| Ref  | Group Individual                 | Funding Stream   | Funding Purpose  | Score | Amount Requested | Amount Awarded  |
|------|----------------------------------|--|--|-------|------------------|-----------------|
| 2844 | Young Musician Toome             | Participation in specialist training or study.                           | To attend EA orchestra residency at Liverpool Guild University | 85%   | £255.48          | £255.48         |
| 2282 | Mossgrove Youth Musical Festival | Major Events or Festival in the Borough which must be open to the public | To facilitate Mossgrove Youth Musical Festival                 | 70%   | £1000.00         | £1000.00        |
|      |                                  |  | <b>TOTAL</b>   |       | <b>£1255.48</b>  | <b>£1255.48</b> |

The total budget available for arts grants in 2016/17 was £14,500 with £7313.02 remaining. The total amount proposed for these awards was £1255.48 leaving a balance of £6057.14 to fund any future applications in the current financial year.

Proposed by Alderman Barr  
 Seconded by Councillor McWilliam and agreed that

**the 2 grant aid applications set out above be approved**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

### 3.13 AC/GEN/21 ARTS COUNCIL CHALLENGE FUND

#### Background

Members were reminded that it was reported to the Operations Committee in October 2016 that the Arts Council Challenge Fund was officially launched by the Minister of Communities, Paul Givan MLA, in September 2016 with applications to be submitted by 31st March 2017.

The Arts Challenge Fund had been devised by the Arts Council Northern Ireland (ACNI) to strengthen arts provision in a community setting and to make a contribution to delivery of the new councils' Community Plans. There was up to £150,000 available providing it was matched by the Council and was used as additional expenditure on the arts whilst clearly linked to the delivery of the Community Plan and its themes.

The Council was first notified by ACNI about this new fund in autumn 2015 and at the Operations Committee in November 2015 it was agreed in principle that the offer of up to £150,000 in the form of an Arts Challenge Fund (subject to successful application process) be accepted.

### **Consultation**

Given that the aim of the fund was to strengthen art provision within the community and contribute to delivery of the community plan consultation on the project plan had been carried out to inform the final application.

All of those participating in the next stage of consultation of the Community Plan 'Love Living Here' would be asked about what role they would like to see arts and culture to play in terms of community planning. This current phase of consultation commenced on 18<sup>th</sup> January and would run for 12 weeks to mid-April. Feedback received to end March would be taken into account when drafting the final application to the Arts Council.

In addition a workshop with Members of the Council's Borough Arts and Cultural Advisory Panel (Arts Panel) was held at the end of November 2016 and it was agreed at last month's Committee that the outputs of the workshop be used to develop the project plan, which will form the basis of the application to be submitted to the Arts Challenge Fund by 31st March 2017. It was also agreed that the draft Project Plan be brought to the February meeting of Committee and following this to the next scheduled meeting of the Arts Panel which would be held at the end of February.

### **Draft Project Plan**

A draft Arts Council Challenge Fund Project Plan was circulated for Members' information along with indicative costs and budget. The plan aimed to deliver tangible outcomes related to the key themes of the Community Plan:

- Citizens Enjoy Good Health and Wellbeing
- Citizens Live in Connected, Safe and Vibrant Spaces
- Citizens Benefit From Economic Prosperity
- Citizens Achieve Their Full Potential

The plan specifically targeted both older people and youth, these having been identified through the Community Plan as being specific target groups for the Borough and support for vulnerable people seen as a high priority for the Community Plan. The overall aim of the plan was to utilise the power of the arts and creativity to address some of the most significant challenges facing the Council and to reach out to a wide range of groups across the geographical spread of the Borough and in particular to deliver arts directly within communities and outside of the Council's traditional setting of arts venues and facilities.

In order to maximise both the impact of these programmes and to ensure the long term sustainability of the work it was proposed to apply for £150,000 to deliver the programme over a two year period from 2017 to 2019. This would require match funding from Council, which must be additional arts expenditure, as follows:

|                  |         |
|------------------|---------|
| <b>2017/2018</b> | £75,000 |
| <b>2018/2019</b> | £75,000 |

In addition, Members were advised that as part of the application it was proposed to employ a full time Arts Challenge Fund Co-Ordinator on a two year fixed term basis specifically to co-ordinate and manage delivery of the programme and the funding process

A detailed outline of the proposed role was included in the Project Plan. At the workshop held with the Arts Panel there was a strong consensus that this element of the application was vital in order to achieve maximum output from the funding, whilst achieving a high level of cohesion with the delivery of the Community Plan and most importantly building sustainability for the programmes within communities to achieve lasting impact. The match funding for the post would be provided through salary savings.

It was proposed that the draft Project Plan be approved for inclusion within an application to the ACNI Arts Challenge Fund to be submitted by 31<sup>st</sup> March 2017, subject to any adjustments arising from feedback from Members and the community plan consultation.

The Council has committed to the provision of an additional £700,000 per annum divided equally across the 7 district electoral areas for the remaining term of the Council. This fund has been identified as potential match funding for the Arts Challenge Fund which would ensure that each DEA benefitted directly from the matching arts challenge fund grant.

Proposed by Alderman Smyth  
Seconded by Councillor Magill and agreed that

- (a) the draft Project Plan, for inclusion within an application to the Arts Council Northern Ireland Arts Challenge Fund for £150,000 over two years, to be submitted by 31<sup>st</sup> March 2017 be approved.**
- (b) the provision of the required match funding, £140,000 (£10,000 per DEA) over the next two years, from the additional DEA funding stream, for which an allocation of £700,000 has been committed to in each year of the remaining years of the council term, with the remaining £10,000 to come from savings be approved.**

*Noted: Members extended thanks to Ursula and her team.*

**ACTION BY:** Ursula Fay, Head of Arts & Culture/Geraldine Girvan, Director of Operations

**3.14 AC/EV/3 GARDEN SHOW IRELAND 2017**



Members were reminded that in October 2015 the Council approved the extension of the agreement with Garden Show Ireland to hold the show at Antrim Castle Gardens until 2018 with the dates for the 2017 show approved as 5, 6, 7 May 2017.

Garden Show Ireland had cited the 2016 show as their most successful ever with a rise in visitor numbers from 20,000 in 2015 to 25,000. There were a number of benefits to the Council associated with hosting this event including the economic impact of such a large numbers of visitors to the Borough and the PR and media coverage of Antrim Castle Gardens and the Borough estimated as worth £361,000 in equivalent advertising value.

Officers had reviewed the logistical arrangements put in place for the 2016 show with the Garden Show Ireland team and as a result the following arrangements were proposed for 2017:

- Closure of the Castle Gardens car park for the duration of the show with a free park and ride bus service operating for show visitors at Junction One and with a designated area for blue badge holders operational from Enkalon. This worked well in 2016.
- Parking provision for exhibitors, event sponsors and corporate visitors be made in a specially designated car park in the hospital field area of Antrim Castle Gardens.
- Closure of the Clotworthy House car park to vehicles and pedestrians (with the exception of blue badge holders) to accommodate the show build from Tuesday 2 May with the car park opening again on Wednesday 10 May once the show dismantle has been completed safely. It was proposed to erect a perimeter cordon around the main show build area, shown on the circulated map, from Tuesday 2 May with no public access to this area. This was to ensure the safety of visitors arising from heavy plant machine traffic.
- Closure of Clotworthy House to the public for the duration of the show with this area used instead as an integral part of the show and focal point for visitors.
- Closure of the Deer Park Bridge from 4 May at 5pm until 8 May at 5pm to ensure the safety of visitors arising from heavy plant machine traffic (as above).
- Access to the Gardens would be permitted for the duration of the show to all areas outside of the show area, will still be possible for the duration of the show, as marked on the circulated map. This covered almost two thirds of the entire site. A variety of communications about planned closures would be used to ensure that regular visitors to the Gardens were fully informed of the restrictions for the duration of the show and any inconvenience was kept to a minimum.

Proposed by Councillor Kelly

Seconded by Councillor Ritchie and agreed that

**the proposed operational arrangements for Garden Show Ireland 2017, being held in Antrim Castle Gardens from 5 to the 7 May 2017, be approved**

*ACTION BY: Ursula Fay, Head of Arts and Culture/Geraldine Girvan, Director of Operations*

### **3.15 GREENWAYS FEASIBILITY STUDY**

Members were advised that this report would come to Committee in due course.

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.16 L/GEN/43 ENVIRONMENTAL IMPROVEMENT WORKS KNOCKENAGH AVENUE, RATHFERN**

Members were reminded that the tender for the environmental improvement works at Knockenagh Avenue, Rathfern was approved at the February meeting of Council. The scheme was expected to commence late March/early April and be completed by August 2017.

Correspondence had been received from Rathfern Community Regeneration Group (circulated) requesting Council to consider permitting the Group to take on the maintenance of the site once the capital scheme is completed to include grass cutting, hedge trimming and litter picking in return for suitable remuneration. The Group had indicated that this type of work would lend itself well to some of the partnership arrangements it has in place, with, for example, the Men's Shed, Re:Connect and the local gardening group.

The draft charges and licence agreement could be progressed for consideration by committee quickly should Council approve the proposal in principle. A detailed report would be brought to Committee in April.

Proposed by Councillor Hollis  
Seconded by Alderman Smyth and agreed that

**Council approves the request by Rathfern Community Regeneration Group for permission to maintain the area of the Environmental Improvement Scheme at Knockenagh Avenue, Rathfern, in principle, subject to legal and financial details being approved.**

*ACTION BY: Geraldine Girvan, Director of Operations*

*Alderman Cosgrove arrived at this point of the meeting.*

### **3.17 EH/EHS/LR/7 DOG CONTROL**

Clifford Todd, Head of Environmental Health gave a presentation on Dog Control and responded to enquiries from Members.

At the January 2017 meeting of the Operations Committee, Members asked for an opportunity to comment on the issues surrounding responsible dog ownership within the Borough.

Council has a population of 138,000 of which just under 1% (13,538) own a dog that is licensed. Whilst continuing to advocate responsible dog ownership, offences such as fouling and straying continued to give cause for concern. A small minority of owners continued to act irresponsibly by not cleaning up after their dogs or keeping them under control. During patrols carried out by Enforcement Officers last year, 948 people were observed cleaning up after their dogs and 2 were detected who did not. With the Borough covering a total of 274 square miles, Council must act strategically to make efficient use of its available resources and the tools at their disposal.

There were three main approaches that were deployed in tackling the issue of dog fouling, all of which came at a cost to the ratepayer –

- Clean-up
- Enforcement
- Education

Offences such as dog fouling were less likely to be committed where the individual faces the potential of being caught. With such a large geographical area to cover, a behavioural change was needed, that by definition, requires input from the whole community to reduce the incidence of dog fouling.

The offence of fouling rested solely with the owner and was only committed when they failed to clean up after their dog. It was a common occurrence for dogs to foul without their owner's knowledge when they were let out of the house unattended first thing in the morning or when they returned home in the evening. Council Enforcement Officers' rotas included early morning and evening patrols to help identify irresponsible owners and ensured that the appropriate enforcement action was taken.

Dogs and their owners could be an emotive issue, not least where they shared space with others such as in our parks and footpaths. Council must balance the needs of all residents and visitors to the Borough to ensure that everyone can co-exist. Parents with young children, the elderly, cyclists as well as the dog owners themselves all have differing needs. Council used its resources and powers to ensure that a proportionate and balanced approach was applied in addressing these needs.

A report (circulated) outlined the provisions currently in place and the proposals for future service delivery had been prepared.

Further updates would be brought to future meetings of the Operations Committee.

Proposed by Alderman Smyth

Seconded by Alderman Girvan and agreed that

**the approach outlined to tackle the actions of irresponsible dog owners is approved.**

*Noted: Members requested that a report on complaints in line with the Enforcement Policy be brought back to the Operations Committee.*

*ACTION BY: Clifford Todd, Head of Environmental Health/Geraldine Girvan,  
Director of Operations*

### **3.18 WM/WM/15 arc21 JOINT COMMITTEE**

As the arc21 Joint Committee meeting scheduled for Thursday 23<sup>rd</sup> February was cancelled, there were no papers available for discussion.

Proposed by Councillor Kelly  
Seconded by Alderman Smyth and agreed that

**the report be noted.**

*NO ACTION*

### **3.19 L/P/22 COMMEMORATIVE PROGRAMME – UPDATE**

Twelve commemorative trees had been planted over the period 01 December to 28 February 2016. The sites were as follows:

- Ballyclare Memorial Park – ten trees
- Loughshore Park, Jordanstown – two trees

All requests were compliant with Council Policy.

Proposed by Councillor Magill  
Seconded by Councillor Clarke and agreed

**that the report be noted.**

*NO ACTION*

### **3.20 CE/GEN/4 PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS: SPECIAL EVENTS**

The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 which received Royal Assent in August 2013 contained a number of provisions including allowing relevant local authorities to close roads, with the Department's consent, to facilitate special events. Special events were defined as any sporting event, social event or entertainment or film making.

Members were reminded that correspondence was received from the Department for Infrastructure in November 2016 giving notice that from 1<sup>st</sup> January 2017 local authorities would assume responsibility for dealing with requests to hold special events on all public roads in the council area apart from special roads (which are mainly motorways) for which the Department assumes responsibility.

Council subsequently wrote to the Department for Infrastructure requesting a delay in the implementation of proposals to give local authorities sufficient time to work through guidance and allow adequate time for implementation.

The Department for Infrastructure had now confirmed that the commencement date for The Roads (Miscellaneous Provisions) (2010 Act) (Commencement) Order (Northern Ireland) 2017 was 4<sup>th</sup> September 2017.

Representatives across the eleven Councils would use the lead in period to develop relevant policies and procedures. Members would be updated in due course.

Proposed by Councillor Kelly  
Seconded by Councillor Magill and agreed

**that the report be noted.**

NO ACTION

### **3.21 LP/42 RENAMING OF NEW MOSSLEY PLAY PARK**

Council was approached some time ago by local community representatives with a request to rename the play park in New Mossley 'Prince William Play Park'. As appropriate, an application was made to the Royal Cabinet Office for permission to use the Royal Title.

A response has been received from the Royal Cabinet Office stating that unfortunately it has not been possible to grant permission on this occasion. The group has been notified.

Proposed by Councillor McWilliam  
Seconded by Alderman Girvan and agreed

**that the report be noted.**

*Noted: Alderman Cosgrove indicated that he would discuss the issue with the Director of Operations.*

*ACTION BY: Geraldine Girvan, Director of Operations*

### **3.22 WM/WM/01 FOOD WASTE AWARENESS CAMPAIGN**

Over the last 12 months, Council had been increasing its efforts to stop residents placing food waste in black domestic waste bins and recycle it in their brown food bin. These efforts had mainly concentrated on awareness raising campaigns to residents, like leaflets, billboards, and Borough Life articles. Greater use of the residents' brown bins would not only increase recycling but provide Council with cost savings by reducing landfill disposal fees.

Nationally, the Department for Agriculture, Environment and Rural Affairs (DAERA) had also been identifying measures to, firstly reduce the creation of food waste, and then if food waste is produced, to encourage the public to

recycle it in the correct container, e.g. brown bin, rather than using their black bin which means the waste was landfilled.

Preventing the food waste being created is addressed through the Love Food Hate Waste campaign and Council has supported this through regular recipes for food "leftovers" in the Borough Life and cookery demonstrations at community events.

DAERA had identified the installation of a bin sticker stating "No Food Waste Please" on householders' black bins as a useful method of changing residents' behaviour to recycle more food waste. In order for councils to use this method of communicating with the public, DAERA had made funding available and Council had been able to secure funding of up to £11,200 to cover the total cost of the production and distribution of the bin stickers. It was envisaged that the stickers would be applied to residents' bins through April 2017 and a copy of the sticker was shown below:



Proposed by Councillor Kelly  
Seconded by Councillor McWilliam and agreed that

**the report be noted.**

*Officers to review provision of brown recycling bins at Rushpark Multi Storey flats.*

*ACTION BY: Michael Laverty, Head of Waste Management*

### **3.23 AC/HE/15 THE SANDFORD AWARDS FOR HERITAGE EDUCATION**

Members were advised that the Heritage Education Trust was established in 1983 having first been conceived as an idea during European Architecture Year in 1977, when the value of using historical properties for educational purposes was first recognised. One of the founder members of the Trust, Lord Sandford sought to carry forward the idea of raising the profile of the educational use of historic properties by introducing an award scheme to encourage those responsible for

running historic houses and guide their educational endeavours by monitoring standards. "The Sandford Awards" are still run and administered by the Trust throughout the UK and Ireland.

Owners and managers of heritage properties, where special provision has been made for educational visits by children of statutory school age, are nominated or invited to apply for The Sandford Award for Heritage Education. Members were advised that Sentry Hill has been invited to enter an application for the prestigious Sandford Award for Heritage Education. Sentry Hill has twice previously been successful in achieving this award, which requires renewal after a period of three years.

The Sandford Award Scheme currently encompasses 200 historic sites within the historical and cultural environments of the United Kingdom and Ireland including historic houses, museums, galleries, cathedrals, places of worship, gardens, landscapes and historic artefacts. Some high profile holders of the award include Kensington Palace London, Durham Cathedral, The Mary Rose Museum and the Victoria and Albert Museum. In Northern Ireland the award is currently held by the Giants Causeway, Titanic Belfast, Lismore Castle Arts and the Navan Centre.

The Council operates a number of other historical sites and the potential for some of the other sites to be considered as suitable applicants for this award will be explored and included in the 2017/18 Arts and Culture business plan if appropriate. A comprehensive and structured education programme is an essential element of this process and none of the other sites have such a formal programme in place at present.

Entrants for Sandford Awards are assessed by a panel of independent Judges. The current panel of Judges is drawn from professional educationalists including OFSTED Inspectors, former head teachers, education consultants and heritage property based education officers.

Judging will take place between mid-March and the end of June. The judge's report is considered firstly by the full Judges' Panel of the Heritage Education Trust, which then makes its recommendations to The Board of Directors for consideration at their Sandford Awards ratification meeting. Both meetings are held in July with the Award Ceremony being held in November. The outcome of the assessment will be reported to a future meeting of the Committee.

Proposed by Alderman Smyth  
Seconded by Councillor Kelly and agreed that

**the report be noted and the outcome of the assessment reported to a future meeting of the Committee.**

ACTION BY: *Ursula Fay, Head of Arts & Culture*

### **3.24 L/LEI/336 NORTHERN IRELAND COMMONWEALTH GAMES COUNCIL (NICGC): REQUEST FOR SUPPORT**

#### **INTRODUCTION**

Correspondence circulated had been received from The Northern Ireland Commonwealth Games Council (NICGC), the coordinating body for athletes

from Northern Ireland in relation to the Commonwealth Games. The NICGC was requesting financial support for athletes from the Borough in relation to four key events from August this year to 2021:

- (i) Bahamas Commonwealth Youth Games 18-23 July 2017
- (ii) Queens Baton Relay 28-30 August 2017
- (iii) Commonwealth Games: Australia Gold Coast 4-15 April 2018
- (iv) Belfast Commonwealth Youth Games: 24 July-2 August 2021

Details of each event were set out in the table circulated. Funding was requested for three out of 4 (although the Torch Relay would require events to be arranged, if coming through the Borough, as opposed to direct funding). Further details will be brought to Committee in due course should funding be approved. All funding requests can be met through the Leisure Grant Aid programme.

At this stage the request for funding for the Belfast Games was subject to confirmation of financial support from the Northern Ireland Executive. Once clarified, NICGC will distribute a detailed sponsorship proposal outlining costs and benefits at a variety of levels. NICGC had indicated that it was likely that 'Games Supporter' status will cost in the region of £25,000 which will offer inclusion within the tourism, legacy and marketing aspects of the project through to 2021. Once the additional information had been received Officers will bring a proposal to Committee for consideration in relation to the Belfast Youth Games.

Proposed by Councillor Clarke  
Seconded by Councillor Ritchie and agreed that

**the report be noted.**

NO ACTION

### **3.25 L/GEN/32 TRANSFORMATION LEISURE STRATEGY**

A copy of the draft Leisure Strategy 2017-2030, which was approved, in February had been designed ready to be consulted on (circulated). A review of the pricing policy and membership scheme was nearing completion and would be presented for discussion at a workshop in March and thereafter to Council for approval. Members would be notified of the date for the workshop.

As per the agreed timetable, a consultation period of twelve weeks would commence on the 30 March 2017 and a report on the outcomes of this consultation would be brought for Members' consideration in June 2017.

Proposed by Alderman Barr  
Seconded by Councillor McWilliam and agreed that

**the report be noted**

NO ACTION

### **ANY OTHER RELEVANT BUSINESS**



- (1) The Chairman congratulated the staff at Antrim Forum for their contribution to the success of the prestigious European under 17 Netball Championships which had taken place in the Antrim Forum. He indicated that organisers were delighted with the venue and service from the staff and attendance by spectators was very good.

NO ACTION

- (2) Alderman Cosgrove raised the timeliness of post for members being distributed and asked that this be reviewed and frequency increased.

**NOTED:** Director of Operations to raise with Director of Finance and Governance immediately.

**ACTION:** Geraldine Girvan, Director of Operations

### **PROPOSAL TO PROCEED 'IN CONFIDENCE'**

Proposed by Councillor McWilliam  
Seconded by Alderman Smyth and agreed that

**the following Committee business be taken In Confidence.**

### **ITEMS IN CONFIDENCE**

#### **3.26 IN CONFIDENCE FI/PRO/TEN/107 TENDER FOR THE PROVISION OF DOG POUND FACILITIES & RELATED SERVICES**

**Contract Period 1 April 2017 to 31 March 2018 (with an option to extend for a further one period of twelve months subject to review and performance)**

Tenders for the provision of dog pound facilities and related services were opened via the E-Tenders NI Portal on the 20th February 2017 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis for each Lot as follows:

Lot 1: Facilities and services available within a 1.5 mile radius of Antrim Civic Centre

Lot 2: Facilities and services available within a 1.5 mile radius of Mossley Mill.

#### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated using criteria such as mandatory exclusion, insurances, previous relevant experience, management systems and practices and declarations and form of tender. All tenders met the requirements of Stage 1 of the assessment and proceeded to Stage 2.

#### **STAGE 2 – AWARD STAGE**

**Technical/Commercial Assessment**

The tenders were evaluated on the basis of technical assessment (40%) and cost assessment (60%). Although the Service Providers tendered for both Lots the location check resulted in the following:

**Lot 1** only Nutt's Corner Boarding Kennels was located within a 15 mile radius of Antrim Civic Centre

**Lot 2** only Animal Ark was located within a 15 mile radius of Mossley Mill.

Details of the stage 2 assessment are as follows:

**Lot 1**

| <b>Service Provider</b>        | <b>Total Annual Cost For 10 Kennels (£)(Excl. VAT)</b> | <b>Score Achieved</b> |
|--------------------------------|--|-----------------------|
| Nutt's Corner Boarding Kennels | [REDACTED]   | [REDACTED]            |

**Lot 2**

| <b>Service Provider</b> | <b>Total Annual Cost For 10 Kennels (£)(Excl. VAT)</b> | <b>Score Achieved</b> |
|-------------------------|--|-----------------------|
| Animal Ark              | [REDACTED]   | [REDACTED]            |

Proposed by Councillor Kelly  
 Seconded by Alderman Smyth and agreed that

**Nutt's Corner Boarding Kennels and Animal Ark, be appointed to provide dog pound facilities and related services for the period 01 April 2017 to 31 March 2018 (with an option to extend for a further 1 period of 12 months, subject to review and performance) for the Antrim and Newtownabbey areas respectively.**

ACTION BY: *Julia Clarke*

**3.27 IN CONFIDENCE L/LEI/2 LEISURE GRANT AID PROGRAMME**

A total of 24 leisure grant applications had been received since the last call.

**Applications**

Application had been scored and recommendations were circulated:

**Grant Aid request totals – to date 2016/2017**

| <b>Grant</b> | <b>Received to date</b> | <b>Overall Budget Available</b> | <b>Approved spend to date</b> | <b>March Summary</b> |
|--------------|-------------------------|---------------------------------|-------------------------------|----------------------|
|              |                         |                                 |                               |                      |

|  |    |   |   |                |
|--|----|---|---|----------------|
| Capital Grants for Sports Clubs (£20,000)          | 3  | 4 x £20,000 grants awarded annually (£10k p.a. for 2 yrs) = £40,000 | 1. Antrim Boxing Club (approved) £10k 1 <sup>st</sup> instalment<br>2. Ballyclare High School Gym pilot £4,000 (approved)<br>3. Moneyglass Boxing Club approved) £10,000 1 <sup>st</sup> instalment | Nil            |
| Club Minor Works Grants – between £5,000 - £20,000 | 5  | £50,000   | £11,514   | £4,487         |
| Grants to Individuals and Clubs                    | 71 | £35,000   | £41,658   | £11,040        |
| Events Grant (exceptional/regional)                | 2  | £25,000   | £39,993   | 0              |
| Events Grant (local)                               | 3  | £20,000   | £950  | £586           |
| <b>TOTALS</b>                                      |    | <b>£170,000</b>   | <b>£118,115</b>   | <b>£16,113</b> |
| <b>Total spend 2016/2017</b>                       |    | <b>£136,114</b>   |   |                |
| Elite Athlete Training Bursary                     | 18 | 18 Available  | 15  | 3              |
| Defibrillator grants                               | 9  | Lions club funding Dependent  | £807.00   | £1,050         |

#### ALLOCATION OF GRANT IN INDIVIDUAL CATEGORIES

Two categories were currently over-subscribed, namely, Grants to Individuals and Clubs and Events Grants (Exceptional). Flexibility to re-allocate budget to these categories for the remainder of the financial year from Club Minor Works Grants and Events Grants (local) would facilitate all applications for eligible spend being approved.

Re-allocations as follows should give sufficient flexibility to the end of this financial year after which a review would be carried out and a report brought to Committee for consideration on the allocation of budget across categories:

| Category                                   | Current allocation | Proposed allocation |
|--|--------------------|---------------------|
| Club Minor Works Grants – £5,000 - £20,000 | £50,000            | £30,000             |
| Grants to Individuals and Clubs            | £35,000            | £60,000             |
| Events Grant(exceptional/regional)         | £25,000            | £20,000             |
| Events Grant (local)                       | £20,000            | £10,000             |

Proposed by Councillor Kelly  
Seconded by Councillor McWilliam and agreed that

- (i) **Approval is given to re-allocate budget between categories as set out above**
- (ii) **Grants are approved as detailed.**

*ACTION BY: Richard Stewart, Development Manager - Sport & Physical Activity*

**PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'**

Proposed by Councillor Magill  
Seconded by Councillor McWilliam and agreed that

**the remainder of Committee business be taken in Open Session.**

The Chairman advised that audio-recording would recommence at this point.

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.37pm.

---

**MAYOR**

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