

ARDS AND NORTH DOWN BOROUGH COUNCIL

20 April 2017

Dear Sir/Madam

You are hereby invited to attend a meeting of the Ards and North Down Borough Council which will be held in the **Council Chamber, Town Hall, The Castle, Bangor** on **Wednesday, 26 April 2017** commencing at **7.00pm**.

Yours faithfully

Stephen Reid
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Prayer
2. Apologies
3. Declarations of Interest
4. Mayor's Business
5. Mayor and Deputy Mayor Engagements for the Month (To be tabled)
6. Minutes of Meeting of Council dated 29 March 2017 (Copy attached)
7. Minutes of Committees (Copies attached)
 - 7.1. Audit Committee dated 27 March 2017
 - 7.2. Planning Committee dated 4 April 2017
 - 7.3. Environment Committee dated 5 April 2017
 - 7.4. Regeneration and Development Committee dated 6 April 2017
 - 7.5. Corporate Services Committee dated 11 April 2017
 - 7.6. Community and Wellbeing Committee dated 12 April 2017
8. Requests for Deputation
 - 8.1. Contact NI (Correspondence attached)
9. Conferences, Invitations etc.

- 9.1. Battle of Messines Centenary Pilgrimage – 6-9 June 2017 (Deferred from Previous Meeting – Agreed to send two members – Nominations to be sought) (Correspondence attached)
- 9.2. Celebrating Women in Modern Ireland: Friday 19 and Saturday 20 May, County Louth (Correspondence attached)
- 9.3. Brexit and the Ireland/N Ireland Border Corridor: 4 May 2017, Enniskillen (Correspondence attached)

10. Transfers of Rights of Burial

11. Sealing Documents

12. Notice of Motion Status Report (Report to follow)

13. Notices of Motion

13.1. Notice of Motion submitted by Councillor Brooks and Councillor Edmund

“That this Council establishes a body representative of stakeholders (including representatives from communities affected) and the Council to consider and advise on the options on the future management and operation of harbours and slipways currently under Council ownership and control. As part of its deliberations, the body shall consider the experiences of other local authorities in the management of such assets. This advice will provide the basis of a report to Council which will take the final decision on these options.

That following a decision by the Council on the management and operation of such harbours and slipways, the Council draws up terms of reference for a representative body to provide effective oversight of the operation and management of these harbours and slipways.”

13.2. Notice of Motion submitted by Councillor Woods and Councillor Barry

'This council recognises that all individuals have the right to healthcare, which includes that healthcare should be physically accessible and within safe reach for all sections of the population. People should not face fear and intimidation when accessing healthcare services. Therefore, the Council condemns all harassment and intimidation taking place outside facilities in Northern Ireland that offer reproductive healthcare, including attempts to physically block access to facilities, verbal intimidation, and the filming and recording of staff and clients entering and leaving the building.'

13.3. Notice of Motion submitted by Councillor Woods and Councillor Barry

“That this Council is disappointed in the outcome of the Commons vote to amend the Children and Social Work bill in order to offer protection and resettlement to lone child refugees from Europe and writes to the Home Office and the Department for Communities and Local Government urging the government to consider other options to restart the Dubs Scheme.”

*****IN CONFIDENCE*****

14. Replacement Ards Leisure Facility – Appointment of a Quality Inspector (Report attached)

15. Staffing Matter (Verbal update)

16. New Civic Event (Verbal update)

Circulated for Information

- (a) Department for Infrastructure – Disabled Persons Parking Places on Roads – 20 Bruce Avenue, Comber (Copy attached)
- (b) Department for Infrastructure – Disabled Persons Parking Places on Roads – 102 Downshire Road, Holywood (Copy attached)
- (c) Education Authority – Equality Screening Special Education Early Years Interim Arrangements (Copy attached)

MEMBERSHIP OF ARDS AND NORTH DOWN BOROUGH COUNCIL

Alderman Carson	Councillor Dunne
Alderman Fletcher	Councillor Douglas
Alderman Gibson	Councillor Edmund
Alderman Girvan (Mayor)	Councillor Ferguson
Alderman Graham	Councillor Gilmour
Alderman Henry	Councillor Kennedy
Alderman Irvine	Councillor Leslie
Alderman Keery (Deputy Mayor)	Councillor Martin
Alderman McDowell	Councillor McAlpine
Alderman Smith	Councillor McClean
Councillor Adair	Councillor McIlveen
Councillor Allen	Councillor Menagh
Councillor Armstrong-Cotter	Councillor Muir
Councillor Barry	Councillor Robinson
Councillor Boyle	Councillor Smart
Councillor Brooks	Councillor T Smith
Councillor Cathcart	Councillor Thompson
Councillor Chambers	Councillor Walker
Councillor Cooper	Councillor Wilson
Councillor Cummings	Councillor Woods

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Ards and North Down Borough Council was held in the Town Hall, The Castle, Bangor on Wednesday, 29 March 2017 commencing at 7.00pm.

PRESENT:

In the Chair: The Mayor (Alderman Girvan)

Aldermen:	Carson	Irvine
	Fletcher	Keery
	Gibson	McDowell
	Graham	M Smith
	Henry	

Councillors:	Adair	Martin
	Armstrong-Cotter	McAlpine
	Barry	McClellan
	Boyle	McIlveen
	Brooks	Menagh
	Cathcart	Muir
	Chambers	Robinson
	Cooper	Smart
	Cummings	T Smith
	Douglas	Thompson
	Dunne	Walker
	Ferguson	Wilson
	Gilmour	Woods
	Kennedy	

Officers: Chief Executive (S Reid), Director of Organisational Development and Administration (W Monson), Director of Environment (D Lindsay), Director of Community and Wellbeing (G Bannister), Director of Regeneration, Development and Planning (C Mahon), Interim Director of Finance and Performance (J Pentland), Head of Administration (A Martin), Democratic Services Manager (J Wilson) and Democratic Services Officer (M McElveen)

1. PRAYER

The Mayor (Alderman Girvan) welcomed everyone to the meeting and invited the Chief Executive to commence the meeting by reading the Council prayer.

NOTED.

2. APOLOGIES

Apologies for inability to attend were received from Councillors Allen, Leslie and Edmund.

NOTED.

3. DECLARATIONS OF INTEREST

Councillor Muir declared an interest in Item 15.2 – Notice of Motion submitted by Councillor Boyle.

Alderman Smith, Councillor Cummings and Councillor Robinson declared an interest in Item 17 – Somme Museum – Request for Financial Assistance.

4. MAYOR'S BUSINESS

Martin McGuinness: The Mayor (Alderman Girvan) advised Members that following the death of Martin McGuinness she had forwarded a personal letter of condolence to Mrs McGuinness.

Councillor Cooper wished to record his opposition to a condolence letter being sent to Mrs McGuinness. However the Mayor stressed that the letter was from her and not from the Council.

NOTED.

Westminster Attack: It was with regret that the Mayor spoke of the terrible carnage and the sad deaths of four people resulting from the attack at Westminster. A Book of Condolence had now been opened in the Town Hall and Ards Arts Centre for local people to show solidarity and she would be writing to the Mayor of London on behalf of the Council.

NOTED.

5. MAYOR AND DEPUTY MAYOR ENGAGEMENTS FOR THE MONTH

CIRCULATED:- Copy of the Mayor and Deputy Mayor Engagements for the month of March 2017.

RESOLVED, on the proposal of Alderman Graham, seconded by Councillor Smart, that the information be noted.

6. MINUTES OF COUNCIL MEETING HELD ON 22 FEBRUARY 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

In respect of Page 1: Alderman Smith stated that she was in attendance at the meeting and asked that her name be recorded.

AGREED.

RESOLVED, on the proposal of Councillor Robinson, seconded by Councillor Thompson, that the minutes be signed as a correct record, subject to the above amendment.

7. MINUTES OF COMMITTEES

7.1 Environment Committee dated 1 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

RESOLVED, on the proposal of Councillor Barry, seconded by Councillor Woods, that the minutes be adopted.

7.2 Regeneration and Development Committee dated 2 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

In respect of Item 16 Page 22 – Music and Fireworks: Councillor Chambers brought attention to an inaccuracy within the report and asked that the date of 1 December 2017 be amended to 1 December 2016.

AGREED.

Following on, Councillor Chambers wished to place on record the concerns held by himself and many Groomsport residents whom he engaged with, that due to the music and fireworks display being put in abeyance, taking that action potentially placed the event at risk. He conveyed to Members that placing anything in abeyance left an element of vulnerability and any flavour with local stakeholders for enhancing the event should have been held in advance of making this decision and not after. He was glad that the Committee took the sensible decision of reinstating this but he felt that the wrong approach was taken and it should never have had to come back in the manner it did.

NOTED.

RESOLVED, on the proposal of Alderman Smith, seconded by Alderman Irvine, that the minutes be adopted, subject to the above amendment.

7.3 Planning Committee dated 7 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

RESOLVED, on the proposal of Alderman McDowell, seconded by Councillor Barry, that the minutes be adopted.

7.4 Corporate Services Committee dated 14 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

In respect of Item 4.1 – Corporate Communications – Key Points to Note: Councillor Fletcher expressed his disappointment at learning there were ‘hard to reach staff’ working for the Council. It was his belief that a good HR department would ensure that no employees found themselves in that position. As an example, he referred to Ballyvester Cemetery which he had visited in the past and conversed with workers. They did feel aggrieved that they were somewhat neglected and to that end, he thought it was the responsibility of Officers to periodically visit such remote locations.

NOTED.

(Councillor Muir declared an interest in Item 15.2 and took no part in the discussion)

In respect of Item 15.2 – Notice of Motion submitted by Councillor Boyle: Councillor Robinson made reference to comments from Alderman Graham that persons not able to drive due to medical reasons were saving themselves the expense of running a vehicle. She highlighted that her brain haemorrhage some years ago caused her to lose her job and in such instances, some people would be unable to afford the luxury of a car. She voiced her satisfaction that the motion had been supported.

NOTED.

Alderman McDowell and Councillor Walker left the meeting at this stage – 7.15 pm)

Item 13.1 – Annual Membership to National Association of Councillors Northern Ireland Region: In raising this matter, Councillor Cathcart noted the discussion that had taken place at the Committee meeting. He expressed concern at the costs pertaining to the NAC and was opposed to the Council renewing its annual subscription.

Proposed by Councillor Cathcart, seconded by Councillor Smith that the Council does not renew its annual membership of the National Association of Councillors.

Councillor Smith concurred emphasising that NAC correspondence had outlined the substantial costs of £70,000 for computers, laptops, printers etc supplied to elected Members for the first year alone. He was of the opinion that it was unacceptable for ratepayers to be covering the costs of what he classed as a trade union for Councillors; rather they should be paying their own ‘dues’. He then asked why Councillor Boyle had not declared an interest for this issue when he was Secretary of the NAC.

The Chief Executive reminded all Members of their obligations under the Code of Conduct in which they had received full training and therefore the onus rested on them to declare any interest that may pertain to them.

NOTED.

(Councillor Walker re-entered the meeting at this stage – 7.20 pm)

Councillor Cathcart requested a recorded vote which resulted in 8 voting FOR and 25 AGAINST; the proposal fell.

FOR (8) Councillors	AGAINST (25) Aldermen	ABSTAINING (3) Aldermen	ABSENT (4) Councillor
Armstrong-Cotter	Carson	Girvan	Allen
Cathcart	Fletcher	Graham	Edmund
Gilmour	Gibson	Irvine	Leslie
Kennedy	Henry		McDowell
Martin	Keery		
McIlveen	Smith		
Smith	Councillors		
Thompson	Adair		
	Barry		
	Boyle		
	Brooks		
	Chambers		
	Cooper		
	Cummings		
	Douglas		
	Dunne		
	Ferguson		
	McAlpine		
	McClean		
	Menagh		
	Muir		
	Robinson		
	Smart		
	Walker		
	Wilson		
	Woods		

(Alderman McDowell re-entered the meeting at this stage – 7.21 pm)

RESOLVED, on the proposal of Councillor McIlveen, seconded by Councillor Chambers, that the minutes be adopted.

7.5 Community and Wellbeing Committee dated 15 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

RESOLVED, on the proposal of Councillor Dunne, seconded by Councillor Douglas, that the minutes be adopted.

7.6 Special Planning Committee dated 21 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

RESOLVED, on the proposal of Alderman McDowell, seconded by Councillor Barry, that the minutes be adopted.

8. REQUEST FOR DELEGATED POWERS

8.1 Environment Committee – April 2017 – Granting of Entertainment Licence – Field of Dreams

PREVIOUSLY CIRCULATED:- Report from the Director of Environment detailing that an application for the grant of an Entertainment Licence as detailed below was received on 1 March 2017 and was to be considered by the Environment Committee at its meeting on 5 April 2017.

Field of Dreams – 55 Upper Gransha Road, Bangor

Applicant: Greg Brown, 55 Upper Gransha Road, Bangor

Day and Hours of Use:

Monday to Sunday during the permitted hours when alcohol may be sold or consumed on these premises under the Licensing (NI) Order 1996.

Type of Entertainment:

Dancing, singing or music or any similar entertainment

It had been noted that a wedding reception was booked for the premises on 8 April 2017 and in order for the application to be considered and if appropriate approved prior to that, delegated authority would need to be given to the Committee.

RECOMMENDED that the Environment Committee be given delegated powers to determine the above Entertainments Licence application.

RESOLVED, on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation be adopted.

9. CONSULTATION DOCUMENTS

9.1 Department for Infrastructure – Proposal for the Harbour Works (Environmental Impact Assessment) Regulations (Northern Ireland) (Appendix I)

PREVIOUSLY CIRCULATED:- Copy of the above Consultation document and letter dated 10 March 2017 from the Department for Infrastructure. The letter outlined the proposal to introduce legislation to transport the requirements of European Council Directive 2014/52/EU in relation to the assessment of the effects of certain public and private projects on the environment.

RESOLVED, on the proposal of Alderman Keery, seconded by Councillor McIlveen, that the correspondence be noted.

9.2 Department for Transport – Consultation on UK Airspace Policy
(Appendix II)

PREVIOUSLY CIRCULATED:- Correspondence from the Department for Transport.

RESOLVED, on the proposal of Councillor Cummings, seconded by Councillor Robinson, that the correspondence be noted.

9.3 Department for Transport – Consultation on a Draft NPS for a New Runway in the South East of England (Appendix II)

PREVIOUSLY CIRCULATED:- Correspondence from the Department for Transport.

RESOLVED, on the proposal of Alderman Keery, seconded by Councillor Thompson, that the correspondence be noted.

CONFERENCES, INVITATIONS ETC.

10.1 Item Withdrawn

10.2 Ballygowan and District Community Association 40th Anniversary – Friday 12 May 2017 in La Mon Hotel and Country Club

PREVIOUSLY CIRCULATED:- Correspondence dated 7 March 2017 from the Chair of BDCA.

Proposed by Alderman Keery, seconded by Councillor Cummings that the Mayor attends the BDCA 40th Anniversary event with all costs borne by the Council.

Proposed by Councillor Adair, seconded by Councillor Dunne that Alderman Gibson attends the BDCA 40th Anniversary event with all costs borne by the Council.

Proposed by Alderman Henry, seconded by Councillor Ferguson that Alderman Fletcher attends the BDCA 40th Anniversary event with all costs borne by the Council.

Bearing in mind that three names had now been proposed, Councillor Smith queried why others would need to attend at the ratepayers' expense.

Alderman Keery was mindful that his proposal only included the Mayor and he believed that other Members who wished to go to the event could pay for themselves.

Councillor Adair rose in support of the proposals thus far and drew attention to the fantastic work carried out by this Community Association. He had recently visited Ballygowan with Michelle McIlveen MLA for the launch of the new defibrillator and stressed the importance of the Council offering its full support.

At this juncture, the Chief Executive articulated to Members that the initial proposal had been for the Mayor to attend, with two subsequent and separate proposals

thereafter. Therefore, Members now had to decide if each in turn should attend by a vote.

Proposed by Councillor McIlveen as an amendment, seconded by Alderman Graham that all Members from the Comber DEA be nominated for the event, with the cost being met by the Council.

As seconder, Alderman Graham admitted that he could not justify selecting one or two Members for this significant anniversary and omitting the remainder.

Alderman Keery cautioned that this proposal may open the door for other similar events with costs incurred by the Council.

The Chief Executive stated that the current amendment proposed all Members from Comber DEA to attend.

In response, Councillor Smith advised that he was more than happy for the Mayor to support the event but as a ticket was £25, he was of the view that other Members could easily afford that amount.

Alderman Henry extended his support for Councillor McIlveen's amendment and subsequently withdrew his proposal.

On being put to the meeting, with 21 voting FOR and 4 AGAINST, the amendment was declared CARRIED as the substantive motion.

AGREED.

10.3 HSC Procurement Awareness Events for Social Care and Health Care Providers

PREVIOUSLY CIRCULATED:- Correspondence dated 28 February 2017 from the Health and Social Care Northern Ireland Business Services Organisation.

RESOLVED, on the proposal of Councillor Douglas, seconded by Councillor Barry, that the correspondence be noted.

10.4 Battle of Messines Centenary Pilgrimage – 6-9 June 2017

PREVIOUSLY CIRCULATED:- Correspondence from the Director of the Somme Museum.

RESOLVED, on the proposal of Councillor McIlveen, seconded by Alderman Henry, that two places be reserved for Members with nominations to be agreed at the Council meeting in April.

11. SISTER CITIES INTERNATIONAL CONFERENCE 2017 (FILE CX141)

PREVIOUSLY CIRCULATED:- Report from the Chief Executive detailing that the Council through both legacy Councils had Sister City Agreements with Virginia Beach, Virginia, for Bangor on behalf of North Down Borough Council and Peoria, Arizona, with Ards Borough Council and those agreements had been carried forward into the new Council.

The City of Virginia Beach had been awarded the bid to host the 2017 Annual Conference of Sister Cities International which would be held 12-15 July 2017. The City of Virginia Beach had invited the Mayor of Ards and North Down Borough Council to attend the conference as its guest as it would also be inviting representatives from all of their sister cities.

Sister Cities International had been in existence for 61 years and was formed by President Eisenhower envisioning an organisation that could be the hub of peace and prosperity by creating bonds between people from cities throughout the world. The organisation played a key role in renewing and strengthening global relationships and main areas of exchange were business and trade, arts and culture, youth and education and community development to connect citizens around the world. There were now 570 member communities in 150 countries on six continents.

Council Officers had been reviewing the policy around Town Twinning (Bregenz, Austria with Bangor and Kemi, Finland, with Newtownards) along with the Sister Cities Agreements with a view to Council considering a new policy at its meeting in September 2017. That would allow for a review to be undertaken on the opportunities and benefits for the Borough from International Relations and also to plan a way forward for the new Council in that regard. That would include considering a potential focus on outcomes around Economic Development (jobs and tourism), Culture, Community Development and/or Educational exchange etc.

It would appear as part of this process of review that there would be benefit of the Mayor supported by a Senior Officer of Council attending the Conference in Virginia Beach in order to meet with representatives of both of the Council's Sister Cities and also explore the potential of future opportunities to inform the new policy to review the current arrangements which would be considered in September 2017. In addition, attendance at the Conference would be at the invitation of the City of Virginia Beach and would be an important civic occasion for the new Mayor. Also a range of business meetings would be arranged with the current Sister Cities and other delegates and a report would be presented to the Council upon return.

The cost of attendance at the Conference would be for the Mayor's return flights and incidental subsistence and the accompanying Officer, \$500 for full conference fee plus travel and subsistence.

RECOMMENDED that Council accepts the invitation from the City of Virginia Beach for attendance at the Sister Cities International Conference 12-15 July 2017 and that the Mayor and a Senior Officer of Council attends on the basis of the costs set out in this report.

RESOLVED, on the proposal of Alderman Henry, seconded by Alderman Irvine, that the recommendation be adopted.

12. RESOLUTION

12.1 Derry City & Strabane District Council – Cystic Fibrosis – Life Changing Drug Orkambi

PREVIOUSLY CIRCULATED:- Correspondence from the Chief Executive of Derry City & Strabane District Council detailing that its Members agreed to write to the Ministers of Health and Finance to seek their support for the campaign to have the Orkambi drug for Cystic Fibrosis sufferers funded in Northern Ireland. It was also agreed to seek the support of all Councils in the Province.

RESOLVED, on the proposal of Councillor Barry, seconded by Councillor Douglas, that the resolution be supported.

13. TRANSFERS OF RIGHTS OF BURIAL

No transfers of rights of burial were received.

NOTED.

14. SEALING DOCUMENTS

RESOLVED: - (On the proposal of Alderman Carson, seconded by Alderman Graham)

THAT the Seal of the Council be affixed to the following documents:-

- a) Transfer of Whole and/or Part Easement – Fold Housing Association – to Ards and North Down Borough Council
- b) Deed of Grant of Easement – between Ards and North Down Borough Council, Auto Windscreens & Motorspares (NI) Limited and the Department for the Economy
- c) Car Loan – between Ards and North Down Borough Council and Cheryl Harkness
- d) Grant of Right of Burials Nos 12281 – 12308

15. NOTICE OF MOTIONS STATUS REPORT FILE (CG12172)

(Appendix III)

PREVIOUSLY CIRCULATED:- Report from the Director of Organisational Development and administration attaching a Status Report in respect of Notice of Motions.

This was a standing item on the Council agenda each month and its aim was to keep Members updated on the outcome of motions. Please note that as each motion was dealt with it would be removed from the report.

RECOMMENDED that the Council notes the report.

Councillor Chambers mentioned that he had submitted a motion relating to the feasibility of a skate park and asked why it was outstanding.

Similarly, Councillor Adair indicated that he had submitted a motion with Councillors Edmund and Thompson regarding external funding sources for MUGAs in the Borough.

The Chief Executive explained that once a motion had been heard and enacted it would automatically be removed from the list but if pending it would still be included. He undertook to investigate further and report back at the next Council meeting.

NOTED.

RESOLVED, on the proposal of Councillor Douglas, seconded by Councillor Martin, that the recommendation be adopted.

16. NOTICES OF MOTION

16.1 Notice of Motion submitted by Councillor Cathcart

"That this Council supports the Crohn's and Colitis UK campaign to encourage change of signage at accessible toilets to reflect the invisible nature of some health conditions, the Council therefore in recognising that not every disability is visible tasks officers to review signage at our Council toilet facilities throughout the Borough to see how we as a Council can support this campaign".

RESOLVED, on the proposal of Councillor Cathcart, seconded by Councillor Wilson, that the Notice of Motion be referred to the Environment Committee.

16.2 Notice of Motion submitted by Councillor Chambers

"I call on this Council to prepare a report on the feasibility of forming a partnership, as joint frontagers, with the residents of The Point, Groomsport, along with any other organisations requiring access via this roadway to explore funding opportunities to bring this road up to formal adoption standard. The report would in the first instance establish the level of support among the residents to proceed with such a venture".

RESOLVED, on the proposal of Councillor Chambers, seconded by Councillor Ferguson, that the Notice of Motion be referred to the Environment Committee.

16.3 Notice of Motion submitted by Councillor Barry and Councillor Woods

“As part of the Council’s project to refurbish existing War Memorials in the Borough to mark the centenary of World War I next year, that any surplus budget available be used to assist in the building of a new War Memorial in Conlig village; and that the Council liaise with and assist the Conlig War Memorial Project Group in their efforts to build a monument to the seventeen men who are known to have lost their lives in World War I”.

RESOLVED, on the proposal of Councillor Barry, seconded by Councillor Woods, that the Notice of Motion be referred to the Corporate Services Committee.

16.4 Notice of Motion submitted by Alderman Fletcher and Alderman Carson

“That at meetings of the Ards and North Down Borough Council Planning Committee, the time allocated for ‘Speaking Rights’ reflects the same time taken by the Planning Department to present its opinion for approval or refusal of a Planning Application”.

RESOLVED, on the proposal of Alderman Fletcher, seconded by Alderman Carson, that the Notice of Motion be referred to the Planning Committee.

16.5 Notice of Motion submitted by Alderman Irvine

“That this Council notes with concern the number of road traffic accidents that continue to occur on the A2 Bangor to Belfast dual carriageway and calls on the department of infrastructure to implement measures to improve safety for road users along this extremely busy arterial route”.

RESOLVED, on the proposal of Alderman Irvine, seconded by Councillor Robinson, that the Notice of Motion be referred to the Corporate Services Committee.

16.6 Notice of Motion submitted by Councillor Cathcart and Alderman Irvine

"That this Council expresses its concern at the closure of two Ulster Bank premises in the Borough, in Bangor and Kircubbin, for its customers and staff but also the future use of the Grade B1 Listed Building in Main Street, Bangor. The Council therefore agrees to write to the Chief Executive of Ulster Bank asking that the reasons for the closures are outlined, along with the future provision for its customers, the future of the staff in the affected branches and to provide information as to the future plans for its listed premises in Main Street, Bangor".

RESOLVED, on the proposal of Councillor Cathcart, seconded by Alderman Irvine, that the Notice of Motion be referred to the Committee Services Committee.

16.7 Notice of Motion submitted by Councillor Walker and Councillor Wilson

"That this Council recognises its responsibility to maximise income with a view to maintaining or reducing domestic and commercial rates bills and therefore tasks Officers to identify as wide a range of advertising and sponsorship opportunities on Council estate as possible for consideration and report back on their monetary value along with a scoring of the potential positive/negative impact on Council. Identified opportunities should include - but not be limited to - sponsorship of waste disposal and dog-poo bags: advertising on the Council website: sponsorship of Council events (for example the Sports Awards): the placing of 48-sheet billboards on Council property and carrying advertising on Council vehicles. Additionally the report should recommend a policy around any restrictions on sources of advertising and a cost-effective method of maximising advertising/sponsorship sales at minimum cost".

RESOLVED, on the proposal of Councillor Walker, seconded by Councillor Wilson, that the Notice of Motion be referred to the Corporate Services Committee.

16.8 Notice of Motion submitted by Councillor Cathcart, Councillor Douglas, Alderman Henry, Alderman Irvine, Councillor McClean and Councillor Robinson

"That this Council, as part of the planned regeneration of Bangor Seafront and marketing of 'Bangor by the Sea', tasks officers to liaise with Quay Marinas Ltd and BJ Marine to explore greater public access to the Marina and seafront. Discussions to explore the potential of a continuous public path around the Marina, from Pickie to the Long Hole; public access to the central pier; as well as the reorganisation of the boatyard to regain seaviews and Bangor's place as a seaside town".

RESOLVED, on the proposal of Councillor Cathcart, seconded by Councillor Douglas, that the Notice of Motion be referred to the Regeneration and Development Committee.

16.9 Notice of Motion submitted by Councillor Muir and Councillor Walker

"That this Council agrees to commence the process with a view to asserting the path around Portavo Reservoir as a Right of Way".

RESOLVED, on the proposal of Councillor Muir, seconded by Councillor Walker, that the Notice of Motion be referred to the Corporate Services Committee.

(Alderman Smith, Councillor Cummings and Councillor Robinson left the meeting at this stage – 7.40 pm)

17. SOMME MUSEUM – REQUEST FOR FINANCIAL ASSISTANCE (FILE 140006)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning detailing that each year Council gave consideration to an

application for support from the Somme Museum. Correspondence had been received from the Director of the Somme Museum requesting grant aid towards the installation of a new exhibition on the Battle of the Messines, the refurbishment of the reception area, travelling roller displays, website updates and advertising.

The refurbishment of the reception area involved the purchase of new desks, counters and bookcases and would create a more pleasant welcome for the visitor. The new exhibition 'Messines – All Hell Broke Loose' marked the centenary of the Battle of Messines which saw two Irish Divisions, the 16th (Irish) Division and the 36th (Ulster) Division fight for the first time side by side. That was significant when looking at shared history and fitted with the Museum's policy on commemorating the Decade of Centenaries. The travelling roller displays included the history of the 36th (Ulster) Division and the Somme Museum, the website updates included new images and the advertising comprised a half page in a visitor's guide book.

The cost of the new exhibition was estimated at £8,000 + VAT, the cost of refurbishing the reception area was estimated at £1,696.00 + VAT and the cost of the website upgrade, travelling displays and advertising was £5,000 + VAT. The total cost of the projects being £14,696.

Grants had been secured from the Department for Communities in the sum of £796.00 and the Department of Foreign Affairs, Ireland in the sum of £3,900.

The Director hoped the Council would wish to support those projects through the £10,000 grant monies allocated in the 2016/17 Estimates.

As in previous years, payment towards those costs would only be made upon evidence of relevant invoices/receipts.

RECOMMENDED that Council approves the grant award to the Somme Museum of up to £10,000 from the 2016/17 budget to finance the refurbishment of the reception area, installation of a new exhibition on the Battle of the Messines, website updates, travelling displays and advertising. Payment to be made upon receipt of relevant invoices/receipts.

RESOLVED, on the proposal of Alderman Keery, seconded by Councillor Smart, that the recommendation be adopted.

EXCLUSION OF PUBLIC/PRESS

AGREED, on the proposal of Alderman Carson, seconded by Councillor Chambers, that the public/press be excluded during the discussion of the undernoted items of confidential business.

18. EXPLORIS PROPOSED DEVELOPMENT (FILE DEVP3H) (Appendices IV – V)

*****COMMERCIAL IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

19. ITEM WITHDRAWN

20. INTEGRATED TOURISM REGENERATION AND DEVELOPMENT STRATEGY 2017-2022 – TENDER REPORT ON THE APPOINTMENT OF CONSULTANTS

COMMERCIAL IN CONFIDENCE

NOT FOR PUBLICATION

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

21. TENDER FOR BUILDING REPAIR WORK (FILE 77064)

COMMERCIAL IN CONFIDENCE

NOT FOR PUBLICATION

22. RECRUITMENT OF DIRECTOR POSTS – UPDATE (FILE HR)

STAFF IN CONFIDENCE

NOT FOR PUBLICATION

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

RE-ADMITTANCE OF PUBLIC/PRESS

AGREED, that the public/press be re-admitted to the meeting.

Members were advised that in line with Section 47 (1) of the Local Government Act (Northern Ireland) 2014 the audio recording would now recommence.

23. TERMINATION OF MEETING

The meeting terminated at 7.50 pm.

Circulated for Information

- (a) Transport NI – Disabled Persons Parking Places on Roads – Anne Street, Portaferry (Copy correspondence from Department for Infrastructure attached)
- (b) Transport NI – Disabled Persons Parking Places on Roads – Bruce Avenue, Comber (Copy correspondence from Department for Infrastructure attached)

- (c) Transport NI – Disabled Persons Parking Places on Roads – High Street, Portaferry (Copy correspondence from Department for Infrastructure attached)
- (d) Transport NI – Disabled Persons Parking Places on Roads – Donaghadee Road, Newtownards (Copy correspondence from Department for Infrastructure attached)
- (e) International Fund for Ireland – Annual Report and Accounts (Copy correspondence attached)

NOTED.

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Audit Committee was held in the Council Chamber, 2 Church Street, Newtownards on Monday, 27 March 2017 at 7.00pm.

PRESENT:-

In the Chair: Councillor Gilmour

Aldermen: Fletcher
Gibson
Irvine

Councillors: Armstrong-Cotter Thompson
Ferguson Walker
Muir

Independent Member: Mr Sam Hagen

In Attendance: Ms Camille McDermott – Moore Stephens
Mr Steven Lindsay – Moore Stephens
Ms Louise Kelly – Grant Thornton
Mr Neil Gray – NI Audit Office

Officers: Chief Executive (S Reid), Interim Director of Finance and Performance (J Pentland), Head of Finance (S Grieve) and Democratic Services Officer (P Foster)

WELCOME

The Chair (Councillor Gilmour) welcomed everyone to the meeting.

NOTED.

1. APOLOGIES

Apologies were received from Councillor Chambers.

NOTED.

2. CHAIRMAN'S REMARKS

The Chair indicated that she did not wish to make any comments.

NOTED.

3. DECLARATIONS OF INTEREST

The Chair asked for any declarations of interest and none were advised.

NOTED.

4. MEETING WITH NI AUDIT OFFICE AND INTERNAL AUDIT SERVICE IN THE ABSENCE OF MANAGEMENT

The Chief Executive, Interim Director of Finance and Performance, Head of Finance and Democratic Services Officer all withdrew from the meeting during the discussion of the item at this stage – 7.02pm – 7.03pm.

NOTED.

5. MATTERS ARISING FROM PREVIOUS MEETINGS

(a) Audit Committee Minutes dated 18 January 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

AGREED TO RECOMMEND, on the proposal of Alderman Gibson, seconded by Councillor Thompson, that the minutes be noted.

(b) Actions Register (FILE: AUD02)

PREVIOUSLY CIRCULATED:- Report dated 20 March 2017 from the Interim Director of Finance and Performance stating that in line with best practice, the purpose of this report was to make the Audit Committee aware of the status of outstanding recommendations of any outstanding actions from the previous Audit Committee meetings. The Committee would note that five actions were required from previous committee meetings, those were detailed in the table below:

Item	Title	Action	Status
March 2016			
10	Statements of Assurance	Significant issues to be reported to Committee	June 2017 <i>Head of Administration</i>
September 2016			
5	Outstanding Internal Recommendation 22	Priority 1 item follow-up to be expedited	Item 7

Item	Title	Action	Status
January 2017			
7	Outstanding Internal Audit Recommendations	Updates to be provided for all outstanding recommendations	Item 7
8	Absenteeism	Update on where Council was in relation to other Councils for 2015/16 financial year	June 2017 <i>Director of Organisational Development and Administration</i>
11	Risk Register	No change tracking on document – rather new and previous versions to be provided	June 2017 <i>Head of Administration</i>
13	Audit Committee Self-assessment	<ul style="list-style-type: none"> • Review Terms of Reference • Training for committee members 	June 2017 May / June 2017 <i>Director of Finance & Performance</i>
14	Internal Audit delivery model	Additional information regarding models used in other councils.	Information provided in advance of February Council

RECOMMENDED that the report be noted.

Alderman Gibson proposed, seconded by Councillor Thompson that the recommendation be adopted.

Alderman Fletcher noted that the status for the majority of the items alluded to in the report was June 2017 and queried why any action to be taken was anticipated to take so long.

In response the Interim Director of Finance and Performance stated that Item 10 was consistent with the Draft Financial Statements which would be presented to the June 2017 Committee and Item 11 was only reported twice a year to the June and December Audit Committees. He commented that for Item 13 Moore Stephens had only been appointed as the fully outsourced Internal Auditors and the results of the Self Assessment Questionnaire had to be provided to them. Based on those results they would be devising a Training Session and it was also considered appropriate to hold that in June after the Annual Meeting and any changes to the position of Chair, Vice Chair and possibly the membership of the Committee.

Alderman Fletcher then sought an update on the actions required in respect of the relative position of the Council in terms of Absenteeism, Item 8.

The Interim Director of Finance and Performance advised members that all of the relevant information had yet to be gathered, adding that it was normal practice for it to be published a year in arrears. He stated that the 2015/16 data had yet to be compiled but the Director of Organisational Development and Administration had advised she would update the Committee in June.

Alderman Fletcher asked what form that training would take and what scope and range of topics would be included.

The Interim Director of Finance and Performance stated that information would be fed through to Moore Stephens who would be responsible for devising the training programme who may wish to comment on that later in the meeting.

AGREED TO RECOMMEND, on the proposal of Alderman Gibson, seconded by Councillor Thompson, that the recommendation be adopted.

6. REGISTER OF OUTSTANDING EXTERNAL AUDIT RECOMMENDATIONS – FILE REF: FIN69 (Appendix I)

PREVIOUSLY CIRCULATED:- Report dated 10 January 2017 from the Interim Director of Finance and Performance stating that the register of outstanding external audit recommendations was attached for members' information. This had been prepared to align with best practice and to give an appropriate level of priority to those items.

The register detailed all recommendations made during the current financial year in addition to those made in prior years. New recommendations had been added to the register following the report to those charged with governance which was reported to Committee at its last meeting. It would also be circulated to Corporate Leadership Team and Heads of Service Team to ensure that actions were completed on a timely basis.

There had been no updates since the last report to Committee in January.

	September 2016	January 2017
Issued addressed	1	-
No longer an issue	-	-
In progress	2	3
Not reached implementation date	3	-
Issue not yet addressed	1	3
Issues added from new reports	-	6
Totals	7	12

RECOMMENDED that report be noted.

Alderman Irvine proposed, seconded by Alderman Fletcher, that the recommendation be adopted.

Mr Hagen referred to Page 3 of the Register which made reference to Exit Packages and sought a further update on this matter.

In response the Head of Finance indicated that this related to legacy North Down Borough Council cases and was a matter which had been suggested was included within the Local Government Auditor's Annual Report. He added that the matter

would also be included as part of the Council's Scheme of Delegation which was currently being worked on jointly by the Corporate Leadership Team and Heads of Service. He believed there were no issues of this nature anticipated for the end of the current year.

Alderman Gibson referred to Page 1 of the Register which considered those assets with £nil Net Book Value commenting that legacy Ards Borough Council had assets of that nature and noted the target date of September 2017 for action to be taken in respect of this.

The Head of Finance explained that Capital Assets were assigned a useful life and the external auditor had noted that although many assets remained on the register at Nil Book Value they nevertheless were still in use thus suggesting the Useful Life as per the accounts was too short. He stated that from a management point of view if assets did not need to be replaced they should not be and to do otherwise for accounting reasons would be foolish.

AGREED TO RECOMMEND, on the proposal of Alderman Irvine, seconded by Alderman Fletcher, that the recommendation be adopted.

7. REGISTER OF OUTSTANDING INTERNAL AUDIT **RECOMMENDATIONS - FILE REF: AUD03** (Appendix II)

PREVIOUSLY CIRCULATED:- Report dated 21 March 2017 from the Interim Director of Finance and Performance stating that the register of outstanding internal audit recommendations was attached for members' information. This had been prepared to align with best practice and to give an appropriate level of priority to these items.

The register detailed all recommendations made during the current financial year in addition to those made in prior years. New recommendations would be added to the register after each internal audit report had been reported to Committee. It would also be circulated to Corporate Leadership Team and Heads of Service Team to ensure that actions were completed on a timely basis.

Officers had carried out extensive work on this since the January Committee meeting and provided an update on almost all recommendations (highlighted in orange). This would result in almost half the recommendations now considered as implemented and would be removed from the register for the next meeting.

A summary of the status of the recommendations was set out in the table below.

	January 2017	Changes			March 2017
		Removed	Changed Status	New	
Issues fully addressed	5	-5	+44		44
New and the issues fully addressed				+22	22
No longer required	-		+6		6
In progress	26		-4		22
New in progress				+16	16
Not reached implementation date	1		-1		0
Issue not yet addressed	60		-46		14
New – issue not yet addressed	5		-5	+3	3
Long term project			+6		6
Totals	97	-5	0	+41	133

RECOMMENDED that Committee notes the report.

Alderman Irvine proposed, seconded by Councillor Thompson, that the recommendation be adopted.

Alderman Irvine referred to Page 11 of the Register which considered Off Street Parking and noted the issue with TNI not providing the necessary details in respect of the staff responsible for enforcement.

The Interim Director of Finance and Performance indicated that it was a problem being experienced by all Councils adding that TNI had been asked to supply the relevant information which they had done, although it was very complicated in nature. Subsequently the Council had asked TNI for a breakdown of that information but had been advised that it would not be available at this stage.

Mr Hagen referred to Paragraph 3 of the covering report commenting that it was obvious officers had carried out a significant amount of work since the last meeting of the Committee and that had resulted in the Register becoming a much easier document to read.

At this stage the Interim Director of Finance and Performance explained that in January 2017 there had been 97 recommendations included on the Register, 5 of which had been addressed leaving 92 outstanding. Following the Annual Review, a further 41 had been added to the Register giving a new total of 133. Work had remained ongoing from January with 66 issues being fully addressed and a further 6 identified as no longer required thus leaving an outstanding total of 61. This was a Net downward movement of 72 over the Quarter but he noted that as per Agenda Item 9 there were significantly more to be added following this Committee meeting. He said that Officers were continuing to take the ongoing resolution of those recommendations very seriously.

At this stage the Chair agreed that the Register was now much easier to read.

AGREED TO RECOMMEND, on the proposal of Alderman Irvine, seconded by Councillor Thompson, that the recommendation be adopted.

8. DRAFT AUDIT STRATEGY FROM NI AUDIT OFFICE (Appendix III)

PREVIOUSLY CIRCULATED:- Draft Audit Strategy from the Northern Ireland Audit Office.

RECOMMENDED that the Draft Audit Strategy was noted.

Ms Kelly from Grant Thornton proceeded to guide members through the Draft Audit Strategy highlighting the salient points within it.

AGREED TO RECOMMEND, on the proposal of Alderman Irvine, seconded by Alderman Gibson, that the recommendation be adopted.

9. INTERNAL AUDIT – RECENTLY COMPLETED AUDIT REPORTS AND ANNUAL REPORT (Appendix IV)

a) Recently Completed Internal Audit Reports

PREVIOUSLY CIRCULATED:- Copy of the above reports.

The Chair welcomed Ms Camille McDermott to the meeting and invited her to comment on the Internal Audit Reports.

i) Capital Projects – Executive Summary

Ms McDermott advised that this area of review had received a Satisfactory level of assurance and she gave examples of several areas of good practice found. She further advised that there had been a total of 5 recommendations against risks made; 4 with a Priority 2 rating and 1 with a Priority 3 rating. She then detailed the Finding and Recommendations of each of the Priority risks which had been highlighted.

Alderman Irvine asked if there were certain timescales within which Economic Appraisals could be revisited.

The Interim Director of Finance and Performance commented that costs were looked at very closely and monitored by the Corporate Projects Portfolio Board.

The Head of Finance added that currently there was no formal process in place to revisit Economic Appraisals however he added that work was in progress to create a Project Management Handbook and revisiting Economic Appraisals would be addressed within the same.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Armstrong-Cotter, seconded by Councillor Thompson, that the recommendation be adopted.

ii) Grant Funding – Executive Summary

Ms McDermott advised that this area of review had received a Satisfactory level of assurance and she gave examples of several areas of good practice found. She further advised that there had been a total of 5 recommendations against risks made; 5 with a Priority 3 rating. She then detailed the Finding and Recommendations of each of the Priority risks which had been highlighted.

Councillor Muir referred to Community Grants commenting that he was keen to ensure the Council had correctly addressed the issues which had been raised. He added that it was imperative that all applicants were made aware of their requirements and that the necessary follow up also took place in respect of any outstanding documentation.

The Interim Director of Finance and Performance commented that a pro-active approach had been adopted since December 2016 and he was confident any issues were being appropriately addressed. He added that it was also planned to host a workshop in advance of the deadline for grant applications to be submitted.

Councillor Muir expressed the view that it was very important to ensure that the Council was being transparent and to ensure applicants were made aware of the processes which were in place.

Ms McDermott stated that no evidence was found which would affect grant applications but instead recommendations were directed at strengthening the processes currently in place.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Muir, seconded by Alderman Irvine, that the recommendation be adopted.

iii) Communications – Executive Summary

Ms McDermott advised that this area of review had received a Satisfactory level of assurance and she gave examples of several areas of good practice found. She further advised that there had been a total of 5 recommendations against risks made; 1 with a Priority 2 rating and 4 with a Priority 3 rating. She then detailed the Finding and Recommendations of each of the Priority risks which had been highlighted.

Mr Hagen referred to the Priority 2 rating and sought clarification on whether or not it was an issue with how work was scheduled or instead an issue of resources.

In response, the Chief Executive indicated that it was more a resource issue as it was a very small team which was continually being pulled in a variety of directions.

Continuing, he confirmed that the matter of resources was currently being addressed.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Armstrong-Cotter, seconded by Councillor Thompson, that the recommendation be adopted.

iv) Asset Management – Executive Summary

Ms McDermott advised that this area of review had received a Limited level of assurance although she gave examples of several areas of good practice found. She further advised that there had been a total of 4 recommendations against risks made; 1 with a Priority 1 rating and 3 with a Priority 2 rating. She then detailed the Finding and Recommendations of each of the Priority risks which had been highlighted.

Alderman Fletcher asked if the proposed policy on Asset Management would deal with the sale of any Council asset.

Ms McDermott confirmed that the Policy would set out the required procedures for any transaction of that nature.

Alderman Fletcher queried whether that would work in custom or practice as a number of years earlier the legacy Ards Borough Council had sold a portion of ground to the highest bidder, who had then withdrawn their offer and the Council at that time had decided to take the portion of land off the open market for sale. Subsequently the under bidder had taken exception to that course of action and that had resulted in numerous threats of court cases and action being taken against the then Chief Executive.

Ms McDermott expressed the view that any potential sale of land would be reported through the appropriate Council Committee.

At this stage the Chief Executive advised that a separate policy dealt with the disposal and acquisition of Council land and property assets. He said that the Internal Audit Report being discussed here was about equipment, plant etc and that an Asset Management Policy and associated database for it was under development presently.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Muir, seconded by Councillor Thompson, that the recommendation be adopted.

v) Absence and Sickness Monitoring – Executive Summary

Ms McDermott advised that this area of review had received a Satisfactory level of assurance and she gave examples of several areas of good practice found. She further advised that there had been a total of 4 recommendations against risks

made; 3 with a Priority 2 rating and 1 with a Priority 3 rating. She then detailed the Finding and Recommendations of each of the Priority risks which had been highlighted.

Alderman Gibson referred to those members of staff who were off work due to long term sickness or a terminal illness and noted that Council had been content to continue to pay those members of staff. He sought reassurance that would be the case amongst the entire Council workforce and not just those officers at a higher level within the organisation.

Ms McDermott noted there was a policy on the payment of those who were off work due to long term sickness or terminal illness and was content that would be applied to all members of staff regardless of their grade.

The Chief Executive confirmed that all members of staff would be treated as per the policy and any deviations from that in exceptional circumstances would be brought before Council for approval.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Armstrong-Cotter, seconded by Councillor Thompson, that the recommendation be adopted.

vi) Environmental Health – Executive Summary

Ms McDermott advised that this area of review had received a Satisfactory level of assurance and she gave examples of several areas of good practice found. She further advised that there had been a total of 3 recommendations against risks made; 3 with a Priority 3 rating. She then detailed the Finding and Recommendations of each of the Priority risks which had been highlighted.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Alderman Irvine, seconded by Alderman Gibson, that the recommendation be adopted.

b) Annual Report

PREVIOUSLY CIRCULATED:- Copy of the above report.

The Chair welcomed Mr Steven Lindsay to the meeting and invited him to comment on the Annual Internal Audit Report.

Mr Lindsay introduced himself to members as Partner at Moore Stephens and undertook to guide members through the Annual Internal Audit Report highlighting the salient points within it.

Alderman Fletcher referred to Section 7 which considered the Management Response and offered his congratulations to officers on being so positive and noted the clean bill of health which the Council had been granted.

In respect of further training for Committee Members, Mr Lindsay indicated that he had been involved in previous training and hence he would look with interest at the findings of the survey as feedback for that training. Continuing, he advised that any future training would comprise of the following components:

- The work of the Audit Committee, Terms of Reference, Agenda Items and Terminology
- Relationships – Internal and External Relationships
- Dilemmas – Real life experiences and how to deal with them

He added that overall the training would be tailored to meet members' needs.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Alderman Fletcher, seconded by Councillor Thompson, that the recommendation be adopted.

10. INTERNAL AUDIT SERVICE CONTRACT – FILE REF: AUD02
(Appendix V)

PREVIOUSLY CIRCULATED:- Report dated 21 March 2017 from the Interim Director of Finance and Performance stating that in January the Audit Committee approved the transition to a fully outsourced internal audit service. A tender exercise had been carried out and the results reported directly to Council on 22 February to enable the new contract in place for the beginning of the new financial year.

Officers were pleased to report to the Committee, that Moore Stephens had been appointed as the new service provider. Both Steven Lindsay and Camille McDermott would continue to lead the delivery of the contract. They would commence work immediately on producing a new Internal Audit Strategy and operational plan which would be brought to the June meeting of the Committee.

RECOMMENDED that Council notes the report.

AGREED TO RECOMMEND, on the proposal of Councillor Thompson, seconded by Councillor Ferguson, that the recommendation be adopted.

11. ANTI-FRAUD, BRIBERY AND CORRUPTION POLICY - FILE REF: FIN58 (Appendix VI)

PREVIOUSLY CIRCULATED:- Report dated 21 March 2017 from the Interim Director of Finance and Performance stating that the above regulations required:

“A local government body is responsible for ensuring that—

- (a) the financial management of the local government body is adequate and effective; and

- (b) the local government body has a sound system of internal control which facilitates the effective exercise of its functions and which includes arrangements for the management of risk.”

The Anti-fraud, bribery and corruption Policy was a vital element of those internal controls as it set out the Council's attitude to such behaviours, how it sought to prevent occurrences and how it responded to them if they did occur.

RECOMMENDED that Council approves the Anti-fraud, bribery and corruption Policy.

The Interim Director of Finance and Performance commented that the Policy had been distributed to members and he took the opportunity to commend the Head of Finance for his work involved in drafting the Policy and considered it to be among the most comprehensive he had viewed. The Interim Director then give an overview of the main areas of the Policy involving Prevention, Detection and Response.

Alderman Fletcher asked if the Policy contained any guidance on the treatment of Whistle Blowers.

In response, the Head of Finance advised that Whistle Blowers would be dealt with by a separate policy which was currently work in progress but would be brought to Council for consideration in due course.

Alderman Irvine raised a query in respect of tips refuse collectors may receive particular during the festive period and asked if that was covered by Council Policy.

The Interim Director of Finance and Performance advised that the Policy before members stated on Page 11 that under the Gifts and Hospitality Policy employees could receive gifts up to the value of £30 without the need to register those.

The Head of Finance advised that the Policy would apply to everyone and reminded members of an incident whereby disciplinary action had been undertaken.

Mr Hagen and Ms McDermott both agreed that the Policy presented was very robust and comprehensive and provided the Council with a good template.

The Chair took the opportunity to congratulate the Head of Finance for all of his hard work undertaken in relation to this.

AGREED TO RECOMMEND, on the proposal of Councillor Armstrong-Cotter, seconded by Alderman Gibson, that the recommendation be adopted.

12. MEETING SCHEDULE AND WORK PLAN – FILE REF: AUD02

PREVIOUSLY CIRCULATED:- Report dated 21 March 2017 from the Interim Director of Finance and Performance stating that in order to assist the Committee with its oversight responsibilities a suggested meeting schedule and work plan had been prepared.

Meeting Date	Agenda Items
26 June 2017	<ul style="list-style-type: none"> • Draft Internal Audit Plans for 2017/18 • Draft Accounts and Governance Statement Review • Performance Management Audit Plan • Risk Register Update • Statements of Assurance Update • Review of Terms of Reference
25 September 2017	<ul style="list-style-type: none"> • Audited Accounts Approval • Draft Report to those charged with Governance • Single Tender Action update • Topical Update

Meeting Date	Agenda Items
8 January 2018	<ul style="list-style-type: none"> • Final Report to Those charged with Governance • Final Audit Letter • Performance Management Audit Report • Risk Register Update • Statements of Assurance Update
26 March 2018	<ul style="list-style-type: none"> • Annual Internal Audit Report • Draft Internal Audit Plan for 2018/19 • Draft External Audit Plan for Financial Statements 2017/18 audit • Meeting Plan and work plan 2018/19 • Single Tender Action update • Topical Update

In addition, there were standing items on the agenda:

- Declarations of Interest
- Follow-up actions from previous committee meetings
- Outstanding Audit Recommendations Follow-up
- Internal Audit Update
- Fraud and whistleblowing update

Members should also note that it was anticipated that the new Internal Audit provider would provide training to the Committee between 7 and 23 June 2017, taking into account the output from the self-assessment exercise carried out in the autumn of last year.

RECOMMENDED that Council approves the work plan for the 2017/18 financial year.

The Head of Finance advised members there had been a requirement to put back the date of the September meeting of the Audit Committee to Monday 25 September 2017.

AGREED TO RECOMMEND, on the proposal of Councillor Armstrong-Cotter, seconded by Alderman Gibson, that the recommendation be adopted.

EXCLUSION OF PUBLIC/PRESS

AGREED TO RECOMMEND, on the proposal of Councillor Armstrong-Cotter, seconded by Alderman Irvine, that the public/press be excluded from the meeting during the discussion of the undernoted item of confidential business.

13. FRAUD AND WHISTLEBLOWING UPDATE

*****IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

RE-ADMITTANCE OF PUBLIC/PRESS

AGREED TO RECOMMEND, that the public/press be re-admitted to the meeting.

14. ANY OTHER BUSINESS

There were no items of any other business.

At this stage the Chair commented that this was her last meeting as Chair of the Audit Committee prior to the Council's Annual Meeting. She expressed her thanks to members for their conduct and assistance they had provided her with during her year as Chair of the Committee.

NOTED.

TERMINATION OF MEETING

The meeting terminated at 8.01 pm.

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Planning Committee was held in the Council Chamber, 2 Church Street, Newtownards on Tuesday, 4 April 2017 at 7.30 pm.

PRESENT:

In the Chair: Alderman McDowell

Aldermen: Carson Girvan
Fletcher Graham
Gibson Keery

Councillors: Barry McIlveen
Cathcart Smart
Dunne Thompson

Officers: Director of Regeneration, Development and Planning (C Mahon), Head of Planning (A McCullough), Senior Professional and Technical Officer (A Todd) and Democratic Services Officers (E Brown and M McElveen)

Others: David Donaldson, Donaldson Planning (Agent)
Robert Gilmour (Agent)

WELCOME

The Chairman welcomed Members and Officers to the meeting and made a special mention of those persons with speaking rights and members of the public seated in the public gallery.

1. APOLOGIES

An apology for inability to attend was received from Councillor Walker.

NOTED.

2. DECLARATIONS OF INTEREST

The Chairman asked for any declarations of interest and none were advised.

NOTED.

3. MATTERS ARISING

3.1 Matters Arising from Minutes of Planning Committee Meeting dated 7 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

The Chairman asked Members to indicate if there were any matters arising from the previous meeting of the Planning Committee held on 7 March 2017 and none were advised.

NOTED.

3.2 Matters Arising from Minutes of Special Planning Committee Meeting dated 21 March 2017

PREVIOUSLY CIRCULATED:- Copy of the above minutes.

The Chairman asked Members to indicate if there were any matters arising from the special meeting of the Planning Committee held on 21 March 2017 and none were advised.

NOTED.

4. PLANNING APPLICATIONS

4.1 LA06/2016/0452/F – Lands at 10 Brompton Road, Bangor

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix I).

- **DEA:** Bangor West
- **Committee Interest:** Local application attracting six or more separate individual representations which were contrary to the officer's recommendation
- **Proposal:** Residential development of three new detached dwellings, including the re-design and re-siting of previously approved dwelling W/2014/0131/F and the demolition and replacement of the existing dwelling at 10 Brompton Road, Bangor
- **Site Location:** Lands at 10 Brompton Road, Bangor
- **Recommendation:** Grant Planning Permission

The Senior Professional and Technical Officer outlined that this application for full planning permission was for the demolition of the existing dwelling at 10 Brompton Road and the erection of 3 new detached dwellings. The application had been brought before Planning Committee as more than 6 representations contrary to the Officer's recommendation had been received.

Site Location

In terms of the development plan context, the Senior Officer confirmed that the site was within the development limit of Bangor at the end of Brompton Road which was adjacent to the coast in the north west of the town. The site also lay within the Bangor West Area of Townscape Character.

The site was shown outlined in red on the photograph and the existing dwelling could be seen at the southern end of the site. The additional dwelling previously approved on the site in 2013 but not constructed, was also shown for information on the site location plan.

The area was predominantly residential and as could be seen from the site location plan, there was a wide variety of plot sizes and housing densities within the immediate area. The plot which was the subject of this application was actually considerably larger than almost all of the surrounding plots and could be considered an anomaly within the area in that respect.

When compared to other existing residential development within the immediate context of the site, the density of the proposed development would not be significantly higher and the plot sizes would be comparable. There were numerous examples within the immediate context of existing housing which was of a higher density than that proposed including the developments at Downshire Lane, Stricklands Bay, Kensington Park, Maxwell Gardens and some of the plots along Brompton Road itself were either smaller than or comparable to the proposed plot sizes.

Site Characteristics

In making reference to the photographs displayed, the Senior Officer indicated that the first photograph was taken from Brompton Road approaching the site from the south and showed the existing bungalow on the site. The second photo was taken from the coastal path just to the west of the site and showed the topography of the site with a steep slope immediately in front of the bungalow and then a more gradual fall down towards the coastal path.

Site layout

The Senior Officer informed Members that the layout of the proposed development allowed for good spacing between each dwelling (22-24m between the main elevations), an adequate set back from the road between 7-12m and the retention of a good set back from the coastal path of between 19-22m. That generous set back from the coastal path would ensure that the spacious, open character of this part of the coastal path would be maintained. Landscaping was also proposed along Brompton Road to provide screening to the dwellings.

Design

The design drawings showed the view of the site from Brompton Road as existing and then as proposed. Now again, just to note, she said that the previously approved but not yet constructed dwelling had also been shown on those drawings for information to help compare the visual impact of that with the current proposal. As could be seen, the overall size and height of the new dwelling proposed to replace no. 10 would not be significantly greater than the existing dwelling. The

finished floor level of the new dwelling would be the same as existing and it would actually be set back further into the site which would help to restrict any long distance views on approach from the coastal path. The dwellings would be designed to step down with the natural contours of the site and would not be prominent when viewed in the context of the existing development and trees and vegetation on higher ground to the rear.

Whilst the design of the buildings was contemporary, the proposed flat roofs kept the overall height of the buildings low which helped to minimise the visual impact of the development on the sloping coastal site. The design of the buildings was also not considered to cause any harm to the character of the area as there was no uniform built form within the immediate area with a variety of architectural styles, building forms and materials and finishes in the locality.

Objections

The Senior Officer displayed a computer generated image of what the development should look like when it first came into view on approach along the coastal path. From that view, only the dwelling closest to the coastal path was visible with the remaining two set back behind the existing trees and vegetation. Also the flat roof and use of grey stone effect brick would help the new dwellings to blend into the backdrop of the site and she pointed out that the existing development to the rear already sat significantly higher and had much more of an impact.

Throughout the processing of the application, a total of 13 letters of objection from 10 separate addresses were received. The main concerns raised related to the design of the buildings and the potential adverse impact on the character of the ATC. It should be noted that 12 of those letters were received in relation to the original proposal which was for three considerably larger dwellings positioned much closer to the edge of the road. Following discussions with the agent and the submission of an amended proposal on 22 November 2016, only one further objection was received from Bangor West Conservation Group, reiterating their concerns that the design was alien to the area. All of the concerns raised had been considered in detail in the Case Officer's report.

Summary

In summary it was considered that the proposed development of three dwellings was acceptable at that location. As demonstrated, the proposal would not result in overdevelopment of the site and the density and plot sizes would be in conformity with those already found within the area. It was considered that the contemporary approach was a suitable design solution for this particular sloping coastal site and given the diversity of architectural styles and built forms already prevalent in the area, it was considered that no harm would be caused to the overall character of the ATC.

The Senior Officer commented that there would also be no unacceptable adverse impact on the amenity of adjoining properties given the separation distances which were in line with the recommended standards and none of the statutory bodies consulted had raised any objections to the proposal. Therefore taking all of those material considerations into account, it was recommended that FULL planning permission should be granted.

Councillor McIlveen referred to the planned design for the three houses and enquired if there was a particular established house type in that area.

The Senior Professional and Technical Officer clarified that there was no uniformity in the built form at that location; rather the dwellings were diverse comprising higher quality Victorian, Edwardian and more recent contemporary dwellings.

In making reference to the proposed flat roofs, Councillor McIlveen recognised that in general most neighbouring properties possessed pitched roofs. To that end, he wondered if that feature would appear as a stark contrast given the natural environment and sloping vegetation or were there other flat roofs throughout the locale.

The Senior Officer confirmed that the majority of houses did have pitched roofs but advised that due to the sloping nature of the coastal site in tandem with the stepping down of each dwelling, the flat green roofs would appear less prominent than a pitched roof.

On a point of clarity, Councillor Cathcart asked if original objectors to an application were informed about revised plans. He also highlighted that although there were 12 objectors initially, there was only one objector opposed to the new application.

The Senior Officer verified that objectors would be invited to peruse amended proposals and original concerns had been thoroughly considered by Officers.

With regard to the tiered positioning of the houses and the flat roofs, the Mayor sought an assurance that there would be no overlooking of the existing property to the front of the site.

The Senior Officer maintained that the difference in levels ensured there would be no problems with overlooking and in actuality each dwelling would really be looking over the roof of the one in front rather than looking directly into the windows of the dwelling or their private amenity space.

Alderman Fletcher mentioned the boundary wall displayed in one of the Officer's photographs and thought it looked familiar to one displayed at last month's meeting.

In response, the Senior Officer confirmed that his assumption was correct adding that an application discussed last month was located to the rear of this site.

At this juncture, the Chairman invited Mr David Donaldson and Mr Robert Gilmour to address the Committee.

Mr Donaldson indicated that he and his colleague would not be presenting to the Committee as they welcomed the Planning Officer's recommendation for an approval and had nothing further to add. However, they would gladly answer questions from Members.

The Mayor queried if the three tiered dwellings would intrude upon the privacy of adjacent houses.

Mr Gilmour reassured Members that the proposed new builds had been specifically designed for the avoidance of overlooking or overshadowing. They would sit lower than surrounding houses and respect the topography of the site. In addition, planting and landscaping on the western side of the plot would safeguard the privacy of the dwelling in closest proximity on Brompton Road. He reiterated previous comments made by the Planning Officer that the proposed three dwellings could be overlooked.

In terms of landscaping and planting, Alderman Fletcher acknowledged that the existing hedging was to be retained but questioned what the enhancement would entail. He pointed out that it was a leafy, exclusive part of Bangor and residents may be displeased if it was not in keeping with the character of the area.

Mr Donaldson restated that the site was lower than those of bordering houses sited on Maxwell Road and Maxwell Lane and was surrounded by a lengthy historic stone wall. At present, there was not a great quantity of vegetation in place, no mature trees and an open expanse of lawn. Hence the intention was to supplement that with high quality hard and soft landscaping.

Councillor Cathcart was familiar with the area and affirmed that it was a very open and exposed site with a vast garden and minimal vegetation. The existing dwelling was set a good distance back from the coastal path but the proposed houses would be built closer to it.

Mr Donaldson accepted that although they would be closer to the path, the majority of nearby houses were situated at a higher level. He thought it should be borne in mind that the previous application submitted in 2013 had been granted permission for one new dwelling. One of the proposed houses would sit on a similar position to that but be moved back 5m some 20m from the coastal path. Demolition of the existing bungalow and a reworking of the large site had subsequently left a gap for a middle house. He underlined that the three new detached dwellings would be of a contemporary style and create a special development.

Alderman Henry recalled that in the legacy North Down Borough Council, similar concerns had been raised with the houses now built on the higher bank on the opposite side. He brought attention to the perimeter wall along the site which was quite high and wondered if that would be lowered.

In reply, Mr Donaldson verified that although the wall was not listed, it was the objective to retain it as it formed a boundary. It was a block stone wall and some features of the houses would blend well with it and the finish would be fitting for that distinctive location.

NOTED.

The Chairman thanked Mr Donaldson and Mr Gilmour for their informative answers and they withdrew from the meeting.

RESOLVED on the proposal of Alderman Graham, seconded by Councillor Dunne, that the recommendation to grant approval of the planning application be adopted.

APPLICATIONS FOR COUNCIL SIGNAGE

The Head of Planning highlighted that Items 4.2 to 4.12 were proposals for Council Gateway signs to settlements throughout the Borough. She explained that twelve of the total applications for signage had been agreed at the special meeting of the Planning Committee held on 21 March 2017 and those being considered tonight were the remaining eleven. These applications had been held back due to concerns raised by Transport NI (TNI) in respect of the proposed size and locations of the new signage. She confirmed that all concerns had now been addressed and TNI was content with the proposals.

The Head of Planning then displayed slides which showed various approach roads throughout the Borough, where the new signs would be located and proposed elevations of the signage.

Alderman Girvan proposed, seconded by Councillor Smart that items 4.2 – 4.12 be agreed on block.

AGREED.

4.2 LA06/2017/0094/A – Approximately 20m North West of Belfast Road, Comber

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix II).

- **DEA:** Comber
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** Approximately 20m North West of 100 Belfast Road, Comber
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.3 LA06/2017/0096/A – Approximately 16m East of 3 Carnesure Court, Comber

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix III).

- **DEA:** Comber
- **Committee Interest:** Application was made by the Council or an elected member of the Council

- **Proposal:** Gateway sign (two polycarbonate panels with vinyl clearance about the ground)
- **Site Location:** Approximately 16m East of 3 Carnesure Court, Comber
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.4 LA06/2017/0127/A – 25m East of The Ashes, Bangor

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix IV).

- **DEA:** Bangor East and Donaghadee
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** 25m East of The Ashes, Bangor
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.5 LA06/2017/0128/A – 55m South East of 167 Groomsport Road, Bangor

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix V).

- **DEA:** Bangor East and Donaghadee
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** 55m South East of 167 Groomsport Road, Bangor
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.6 LA06/2017/0129/A – 50m South East of 221 Bangor Road, Newtownards

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix VI).

- **DEA:** Holywood and Clandeboyne
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground

- **Site Location:** 50m South East of 221 Bangor Road, Newtownards
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.7 LA06/2017/0130/A – 20m East of 38 Beechfield Drive, Bangor

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix VII).

- **DEA:** Holywood and Clandeboyne
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** 20m East of 38 Beechfield Drive, Bangor
- **Recommendation:** Grant Consent

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.8 LA06/2017/0132/A – 100m North East of the Groomsport Roundabout, Bangor

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix VIII).

- **DEA:** Bangor East and Donaghadee
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** 100m North East of the Groomsport Roundabout, Bangor
- **Recommendation:** Grant Consent

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.9 LA06/2017/0139/A – 50m East of 175 Church Road, Holywood

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix IX).

- **DEA:** Holywood and Clandeboyne
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Custom made gateway sign 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** 50m East of 175 Church Road, Holywood

- **Recommendation:** Grant Consent

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.10 LA06/2017/0151/A – 100m South West of Comber Free Presbyterian Church, 63 Newtownards Road

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix X).

- **DEA:** Comber
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** 100m South West of Comber Free Presbyterian Church, 63 Newtownards Road
- **Recommendation:** Grant Consent

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.11 LA06/2017/0158/A – Approximately 10m South of No.11 Newtownards Road, Donaghadee

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix XI).

- **DEA:** Bangor East and Donaghadee
- **Committee Interest:** Application was made by the Council or an elected member of the Council
- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** Approximately 10m South of No.11 Newtownards Road, Donaghadee
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

4.12 LA06/2017/0165/A – Adjacent to 4 Ballyharry Heights, Newtownards

PREVIOUSLY CIRCULATED:- Copy documentation (Appendix XII).

- **DEA:** Newtownards
- **Committee Interest:** Application was made by the Council or an elected member of the Council

- **Proposal:** Gateway sign (two polycarbonate panels with vinyl graphics) 1951mm high x 1500mm wide with a 250mm clearance above the ground
- **Site Location:** Adjacent to 4 Ballyharry Heights, Newtownards
- **Recommendation:** Grant Consent.

RESOLVED on the proposal of Alderman Carson, seconded by Councillor Barry, that the recommendation to grant approval of the planning application be adopted.

5. PLANNING BUDGETARY CONTROL REPORT – FEBRUARY 2017

PREVIOUSLY CIRCULATED:- Report dated 23 March 2017 from the Director of Regeneration, Development and Planning stating that the Planning Budget Report covered the eleven month period 1 April 2016 to 28 February 2017 and was set out below. The Net Cost of Services was showing an under spend of £81,758 (17.2%).

Explanation of Variance

A Budgetary Control Report by Income and Expenditure for Planning was, also, shown below which analysed the overall favourable variance (£81,758) by expenditure (£69,589 favourable) and income (£12,169 favourable).

PLANNING

Expenditure – £69.6k (5.1%) better than budget to date. That favourable variance was mainly made up of the following:-

- a. Payroll £104.9k favourable due to vacancies. Those would be filled as the year progressed.
- b. Legal fees were £32.0k adverse as there had been a number of contentious enforcement cases which had required significant legal input.

Income – £12.2k (1.4%) better than budget to date. That favourable variance was mainly made up of the following:-

- c. Planning Property certificate income was £42.0k better than budget.
- d. Planning fee income was £29.8k worse than budget. It was hoped that the adverse variance would reduce as a number of larger planning applications were expected before the end of the current financial year.

BUDGETARY CONTROL REPORT By Directorate and Service						
Period 11 - February 2017						
Note	Year to Date Actual £	Year to Date Budget £	Variance £	Annual Budget £	Variance %	
Planning						
330 Planning	393,242	475,000	(81,758)	586,500	17.2	
Totals	393,242	475,000	(81,758)	586,500	17.2	

BUDGETARY CONTROL REPORT By Income and Expenditure						
Period 11 - February 2017						
Note	Actual £	Expenditure Budget £	Variance	Actual	Income Budget	Variance £
Planning						
330 Planning	1,291,011	1,360,600	(69,589)	(897,769)	(885,600)	(12,169)
Totals	1,291,011	1,360,600	(69,589)	(897,769)	(885,600)	(12,169)

RECOMMENDED that the report be noted.

Responding to a query from the Mayor in relation to outstanding legal payments, the Head of Planning reported that there were ongoing cases such as Fishquarter Quarry but most invoices requested from Carson and McDowell had now been received to facilitate end of year calculations.

NOTED.

RESOLVED, on the proposal of Councillor McIlveen, seconded by the Mayor, that the recommendation be adopted.

6. NOTICE OF MOTION SUBMITTED BY ALDERMAN FLETCHER AND ALDERMAN CARSON

Alderman Fletcher proposed, seconded by Alderman Carson that at meetings of the Ards and North Down Borough Council Planning Committee, the time allocated for 'Speaking Rights' reflects the same time taken by the Planning Department to present its opinion for approval or refusal of a Planning Application.

In speaking to his motion, Alderman Fletcher enlightened Members by explaining how he was contacted by a dissatisfied constituent who had addressed a meeting of

the Planning Committee to support a friend. He had been appalled by the treatment he had received when informed that he was only allowed five minutes to complain and make his points. It was a sad state of affairs as the constituent felt he was given insufficient time and was cut short. Planners often spoke for at least seven minutes and even up to 11 minutes when guiding Members through their reports. The Member was reliably informed that for the Whitespots application, the presentation lasted for 19 minutes and 41 seconds. Therefore it should be a discretionary decision of the Chairman. He hoped that the outcome of this discussion would be for the Council to look towards providing a better service and best possible experience for constituents, who were often upset due to the life changing effects instigated by a planning application.

Alderman Fletcher continued by underlining the Council's commitment to best practice. He asked that this Committee gave consideration to more leniency within the process and for all speakers to be treated equally, whether a constituent or Planner. He concluded by trusting that Members would offer their support to his motion.

In seconding the motion, Alderman Carson pondered that as the planning workshops had debated this precise issue, he was unsure what he was seconding. The protocol had been set to allow speakers five minutes to address the Committee. Perhaps it would be a worthwhile exercise to undertake a review of that and on occasion extend the allotment to eight minutes. Having said that, he was conscious of the fact that some meetings with a number of applications could have up to six speakers. If they were to be permitted the same duration as Planning Officers, he believed the planning reports should be condensed. There was merit in deliberating the proposal but it should not lead to an open ended period of time.

Following on, the Chairman concurred that the Planners should be as succinct as possible when relaying their information but he was pleased to observe that that practice was already taking effect. However, it was tricky being prescriptive and obtaining the right balance which was dependent on the complexity of each application.

Although holding a degree of sympathy as to why Alderman Fletcher engendered the motion, Councillor McIlveen regretted that the basis for it was somewhat misguided. Equality was awarded to those supporting an application as well as to those opposed to it and as such it was not a matter of us against them. He was mindful that there could be latitude from the Chairman such as when the applications for wind turbines sited along the Ards Peninsula were debated; more detailed information was obtained as a result. He wondered if the rationale for the constituent's complaint was that he saw the time limit as a target and if that was extended to eight minutes, it would be filled unnecessarily. He remained unconvinced that people were being cut off whilst making their points and highlighted that they may only have one or two issues, whereas Planning Officers had numerous policies to be heedful of. He could not offer his support to the motion as it stood but would be happy to discuss the matter further should the Committee decide to re-examine its overall speaking rights.

The Mayor expressed her satisfaction with the workings of the current system. She noticed that the Planning Officer's verbal presentation had been shortened and she

appreciated that. She felt five minutes was sufficient for an applicant or objector to focus and get their points across. That was normally followed by a further five minutes for questions amounting to 10 minutes in total and consequently she could not support the motion.

Alderman Gibson recalled that this matter had been discussed at length by the shadow Council when the present format had been agreed as the best way to proceed. He suggested that perhaps when there were two speakers for the same application, the time allocated could be extended to eight minutes. He endorsed previous comments that the system was working well with few complaints. Furthermore, the Planning Officers had streamlined their verbal reports and managed to do so whilst ably informing the Committee of their reasoning for the decision attained for each application.

Councillor Barry applauded Alderman Fletcher for bringing forward his motion and whilst deeming it laudable, judged it to be too restrictive. His viewpoint was that those speaking could be directed on how to frame their five minute presentation to be short and pithy with hooks to influence and invite follow up questions from the Committee. Extending the duration for speaking was not the right course of action and instead of equality, he maintained that equity was more appropriate.

Alderman Graham voiced his approval for the present arrangements and outlined that speaking rights were not a statutory requirement. Moreover he assumed that objectors and applicants had already raised all pertinent matters in writing to the Planners who utilised planning policies to formulate a decision. In that regard, he thought the time limit placed on speakers addressing the Committee was just about right.

Councillor Cathcart reminded Members that the issue had been dealt with before the new Council was formed and at that stage, he had voted against speaking rights. Speakers could not raise any new planning considerations and from a practical perspective, changing the protocol would not work and he could not back the motion.

In summing up, Alderman Fletcher conveyed his gratitude to Members for their contributions. However, he was of the opinion that they had obviously never had to make a case that they cared deeply and emotionally about. He understood that it could be an extremely daunting and horrific experience for their constituents and it was disappointing that Members had not been more sympathetic. They lived in our Borough and paid rates and thus were deserving of a proper hearing by the Planning Committee. He emphasised that there were certain circumstances whereby the Committee could go the extra mile to lend assistance and ensure constituents were heard on a fair and equitable basis.

On being put to the meeting with 4 voting FOR, 10 voting AGAINST and 1 ABSENT, the motion **FELL**.

A recorded vote resulted as follows:

FOR (4)
Aldermen
 Carson
 Fletcher
 Henry
Councillor
 Smart

AGAINST (10)
Aldermen
 Gibson
 Girvan
 Graham
 Keery
 McDowell
Councillors
 Barry
 Cathcart
 Dunne
 McIlveen
 Thompson

ABSTAINING (0)

ABSENT (1)
Councillor
 Walker

7. TERMINATION OF MEETING

The meeting terminated at 8.20 pm.

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Environment Committee was held in the Council Chamber, 2 Church Street, Newtownards on Wednesday, 5 April 2017 at 7.00pm.

PRESENT:

In the Chair: Councillor Barry

Alderman: Fletcher
Henry

Councillors: Armstrong-Cotter Leslie
Boyle Martin
Cathcart McAlpine
Cummings Smart
Douglas Woods
Edmund Wilson
Ferguson

Officers: Director of Environment (D Lindsay), Head of Building Control,
Licensing and Neighbourhood Environment (R Brittain),
Head of Waste and Cleansing Services (N Martin), Head
of Assets and Property Services (P Caldwell) and
Democratic Services Officer (H Loebnau)

1. APOLOGIES

There were no apologies.

NOTED.

2. DECLARATIONS OF INTEREST

The Chairman asked Members to advise of any declarations of interest and Councillor Woods declared an interest in Item 14.

NOTED.

**3. ENVIRONMENT DIRECTORATE BUDGETARY CONTROL
REPORT – FEBRUARY 2017 (FILE: FIN45/40012)**

PREVIOUSLY CIRCULATED:- Report dated 23 March 2017 from the Director of Environment covering the 11 month period 1 April 2016 to 28 February 2017 and was set out below. The Net Cost of Services was showing an over spend of £38,344 (0.2%).

Explanation of Variance

In addition, a Budgetary Control Report by Income and Expenditure for the Directorate was shown below which analysed the overall adverse variance (£38,344) by expenditure (£64,298 favourable) and income (£102,642 adverse).

Environment

Expenditure - £64.3k (0.3%) better than budget to date. That favourable variance was mainly made up of the following:-

1. Waste and Cleansing Services - £214.6k favourable.
 - a. A combined summary of the Brown Bin Recycling initiative and ban on commercial vans at HRC's was set out in the table below.

	£'000	Commentary
Landfill	907.4	8.3k tonnes less than budget
brown/green bin waste	(372.5)	6.9k tonnes over budget
Kitchen caddies & caddy liners	(179.8)	financed from savings on landfill
brown bins	(94.7)	financed from savings on landfill)
HRC waste	(40.4)	Higher tonnage than budget
Total	220.0	

It was expected that as the year progressed the favourable landfill variance would continue to increase and the adverse HRC waste variance would reduce due to the ban on commercial vans.

- b. Blue bin waste (collected from the kerbside) was **£55.1k** adverse because tonnage was 504 tonnes over budget;
 - c. Garden waste (collected at the HRCs) was £18.5k favourable (356 tonnes less than budget). That had been consistently under budget thus far that year;
 - d. Black and blue bin purchases were £11.5k under budget.
 - e. Weighbridge upgrades at North Road Depot and Balloo were **£50.9k** adverse. Skip repairs at Household Recycling Centres were **£26.0k** adverse.
 - f. Payroll was £88.1k favourable to date.

2. Assets and Property Services - **£288.7k** adverse.

- a. Payroll £96.6k favourable largely due to vacancies in Property Maintenance which were in the process of being filled.
 - b. Technical Services **£307.6k** adverse to date due to additional unplanned projects occurring during the year (**£289.3k**) (including Bloomfield Pavilion refurbishment, Millisle and Castle Park toilet block refurbishments, additional compliance works for North Down pavilions, cleaning and repairs to Bangor

Seafront and play equipment at Harbour Rd, Portavogie and Castle Park) and additional spend on Christmas Lights (£20.0k).

c. Property Operations was £15.4k favourable and Fleet Management £89.2k adverse (mainly more vehicle parts purchased year to date than planned).

3. Building Control, Licensing and Neighbourhood Environment - £128.8k favourable.

a. Payroll £116.6k favourable largely due to vacancies in Building Control £76.4k and Neighbourhood Environment £29.8k which were in the process of being filled.

Income - £102.6k (3.0%) worse than budget to date. That adverse variance comprised:

4. Waste and Cleansing Services - £143.6k adverse. Mainly due to scrap metal income (£53.1k) and Trade Waste income (£79.7k) being worse than budget to date.

5. Assets and Property Services - £46.0k adverse. Mainly due to wind turbine income being behind target to date due to a lower wind regime than normal resulting in lower than expected production.

6. Building Control - £87.0k favourable. Building Control income (£60.0k) and Property Certificates income (£16.4k) was better than budget year to date due to a buoyant local housing market. Car park income £32.6k favourable to date (mainly PCN's) with licensing income £17.1k adverse (pavement café income).

BUDGETARY CONTROL REPORT						
By Directorate and Service						
Period 11 - February 2017						
Note	Year to Date Actual £	Year to Date Budget £	Variance £	Annual Budget £	Variance %	
Environment						
200 Environment HQ	127,263	136,900	(9,637)	150,400	7.0	
210 Waste and Cleansing Services	11,651,236	11,722,300	(71,064)	12,959,900	0.6	
220 Assets and Property Services	4,658,079	4,323,316	334,763	4,745,300	7.7	
230 Building Control, Licensing & Neighbour	(96,418)	119,300	(215,718)	166,100	180.8	
Totals	16,340,160	16,301,816	38,344	18,021,700	0.2	

BUDGETARY CONTROL REPORT By Income and Expenditure							
Period 11 - February 2017							
Note	Actual £	Expenditure Budget £	Variance	Actual	Income Budget	Variance £	
Environment							
200 Environment HQ	127,263	136,900	(9,637)	-	-	-	
210 Waste and Cleansing Services	12,787,662	13,002,300	(214,638)	(1,136,426)	(1,280,000)	143,574	
220 Assets and Property Services	4,783,354	4,494,616	288,738	(125,275)	(171,300)	46,025	
230 Building Control, Licensing & Neighbour	1,972,239	2,101,000	(128,761)	(2,068,657)	(1,981,700)	(86,957)	
	-	-	-	-	-	-	
Totals	19,670,518	19,734,816	(64,298)	(3,330,358)	(3,433,000)	102,642	

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Boyle, seconded by Councillor Woods, that the recommendation be adopted.

4. LANDFILL TAX INCREASE (FILE: 72007)

PREVIOUSLY CIRCULATED:- Report dated 13 March 2017 from the Director of Environment stating that as part of the recent spring budget, it had been confirmed that the landfill tax rate from April 2017 would increase from £84.40 per tonne to £86.10 per tonne. The lower rate for inert materials would increase from £2.65 per tonne to £2.70 per tonne.

Under the current landfill contract put in place through arc21, the Council paid a gate fee of £8.75, taking the overall cost of waste disposal to landfill to £94.85 per tonne.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Boyle, seconded by Alderman Henry, that the recommendation be adopted.

5. HOUSEHOLD KERBSIDE WASTE COLLECTION POLICY (FILE: 71010) (Appendix I)

PREVIOUSLY CIRCULATED:- Report dated 22 March 2017 from the Director of Environment attaching policy. The report stated that preparations for roll out of the second phase project under the Council's Sustainable Waste Resource Management Strategy (blue bin and glass recycling) were ongoing. The revised service model for kerbside collection of dry recyclable waste from homes had been reflected in an amended version of the Council's Household Kerbside Waste Collection Services policy, which now covered the provision of the kerbside glass collection box and blue bin supply arrangements.

RECOMMENDED that the amended policy be approved.

AGREED TO RECOMMEND, on the proposal of Councillor Edmund, seconded by Councillor Woods, that the recommendation be adopted.

6. ALLOCATION OF RECYCLING COMMUNITY INVESTMENT FUND (FILE:69001)
(Appendix II and III)

PREVIOUSLY CIRCULATED:- Report dated 5 April 2017 from the Director of Environment attaching Table of past grant allocations through Live Here Love Here Small Grants Scheme and Protocol for allocation of funding for Council led service improvements and projects.

The report stated that the Council's waste processing budget had been reduced by almost £1.2 million for the current year, to reflect a significant reduction in landfill costs and associated rise in the Borough's recycling rate. Whilst waste processing cost reductions that had been incorporated into the current year's budget were partly attributable to the food waste recycling campaign that was already producing significant financial dividends, they were also largely contingent upon similar success of further recycling initiatives that would be implemented that year. Almost £1million of the budget savings had been applied to assist in reducing the rate rise for that year, whilst £200K had been set aside in a Recycling Community Investment Fund (RCIF).

The purpose of the RCIF, as set out in the Council's agreed Sustainable Waste Resource Management Strategy, was primarily to incentivise sustained enhancement in recycling engagement by the residents of the Borough. The issue of key importance in doing that, was making clear and unambiguous linkages between increased recycling engagement and the financial dividend that that delivered; demonstrating clearly that 'recycling pays'. Now that the Council's waste processing budget had been cut, it was imperative that the recycling levels which would be necessary to live within the Council's new financial limits, were actually delivered – and the RCIF had a central role to play in that.

Over previous months, various discussions had been held regarding potential mechanisms for deploying a RCIF, and one of the factors considered to be significant in that regard had been the scale of the fund. Following the decision to utilise a significant proportion of the planned waste processing savings as a means of suppressing the rate rise in 2017/18 and to establish a RCIF with a budget of £200K per year, officers had given consideration to a potential framework for disbursing the fund. In that regard, officers had been cognisant of a number of points of agreement by Members during discussions on the administration of a RCIF:

- Funded projects/initiatives should be as 'tangible' as possible and lend themselves to being readily and effectively communicated as significant benefits of the community's recycling efforts.
- Deployment of the RCIF should seek to 'add value' in terms of the Council's ability to address issues of key community concern.

- Benefits should be spread as widely as possible across the Borough.
- Balance should be struck between 'breadth' and 'depth' of community benefit accruing from the RCIF.
- Any project or initiative should be clearly branded and marketed as being a direct benefit of the community's recycling efforts, to promote and incentivise sustained improvement in recycling engagement.

Building upon those principles, the following Aims and Objectives of the RCIF were proposed:

Aims

There were three broad aims of the Recycling Community Investment Fund:

- To incentivise positive recycling behaviours by communities across the Borough, through reinvestment of consequent landfill tax savings directly back into supporting those communities.
- To maximise the diversity of positive community impacts achieved by the fund, both in terms of geographic spread across the Borough and types of community support.
- To contribute to delivery of the target outcomes set out in the Borough's Community Plan.

Objectives

The objectives of the Recycling Community Investment Fund were to:

- Spread the benefits of the financial recycling dividend and therefore the incentive to further engage in positive recycling behaviours, as widely and equitably as possible across the entire Borough.
- Promote and support community ownership of and responsibility for specific local areas and the Borough as a whole.
- Promote and support positive engagement in civic society.
- Promote and support community safety and cohesion.
- Promote and support the health and well-being of local communities.
- Promote environmental education and environmental responsibility, particularly amongst the schoolchildren of the Borough.
- Promote and support the attractiveness of the Borough as a place in which to invest, work, visit and reside.
- Stimulate initiatives by communities to promote sustainability – economic, social and environmental well-being – of their own local areas and the Borough as a whole.
- Support important aspects of community life which suffered from a clear resourcing deficit, either generally or as a consequence of prevailing competing financial pressures.
- Support the development of services provided to the community directly by the Council, over and above those provided for within the scope of normal agreed Council budgets.

In the context of the above aims and objectives and the now established scale of the RCIF (£200K per annum) it was now proposed that the fund be administered as followed: -

1. Increase the value of the total annual grant funding available through the established 'Live Here Love Here' environmental and community development small grants scheme, to £75K per year. That represented a very significant enhancement of the existing budgeted £13K grant funding available. The advantages of that were:

- 'Live Here, Love Here' was an existing environmental and community development small grant scheme that already had established and resourced mechanisms in place for operation, therefore disbursing RCIF funding in that way did not create any significant additional administration resource demands
- It was open to communities across the Borough and had proven extremely popular; over the previous two years' applications had been received from a wide cross-section of groups, for a very diverse range of environmental and community enhancing projects. (Details of funded projects over the past two years were attached)
- It was regarded by officers as suffering from a lack of sufficient funding to date, with successful applications only benefitting from relatively small scale partial funding of planned projects and that had potential to stifle community interest in and engagement with the scheme in the future.
- The Live Here Love Here small grants scheme would lend itself very readily and effectively to being branded as a beneficiary of the RCIF, and was liable to assist greatly in promoting the financial dividends of community recycling efforts.

2. Introduce a schools' grant scheme of up a total of £50K per year to supplement the Council's existing schools' engagement and education programme, which currently had a somewhat limited annual budget of around £4K. Schools education was undoubtedly a fundamentally key aspect of the programme to improve the environmental behaviour of the community; by starting with children and young people whose attitudes and behaviours in later life would be shaped by what they learnt during their journey through primary and secondary school. It was proposed that the specific means of disbursing funding in that way would be developed by officers involved in such work and where necessary following approval of Members. The advantages of that were:

- There was significant opportunity, through that type of enhanced availability of funding for engagement with schoolchildren, to greatly improve future community recycling engagement - whilst at the same time making a positive tangible contribution to the education resources available to our local schools.
- The availability of grant funding for schools from the RCIF would be used to incentivise more proactive and comprehensive engagement with the Council in new and innovative ways that would maximise the spread of key environmental education messages to schoolchildren right across the Borough.
- The Council's schools' engagement programme would lend itself very readily and effectively to being branded as a beneficiary of the RCIF and was liable to assist greatly in promoting the financial dividends of community recycling efforts.

3. Make the balance of the funding (approximately £92K) available on a case by case basis, for Council delivered value adding new or enhanced services/projects that were high on the community agenda, and which would lend themselves to being readily recognised and appreciated as a direct benefit of the financial dividends of community recycling efforts. Proposed criteria and protocol for allocation of such funding was attached. The advantages of that were:

- Funding from the RCIF could be deployed flexibly as justified by changing demand over time and in accordance with the agreed allocation criteria.
- Funding could be used to secure additional positive outcomes in communities across the Borough, over and above those that accrued through normal budgeted activities and services.
- Such additional value adding projects, services or service enhancements could readily be marketed and branded as being funded from the RCIF, and were liable to assist greatly in promoting the financial dividends of community recycling efforts.

4. Where the scale of savings accruing from ongoing implementation of the Sustainable Waste Resource Management Strategy did not reach the anticipated/budgeted levels, the scale of the monies allocated to the RCIF funding scheme would be scaled back accordingly to remain within budgetary limits, commencing with the third element (value adding new or enhanced services/projects) followed by the second element (schools' grant scheme). The last element of the RCIF funding scheme to suffer cuts that were necessitated through lack of budget would be the enhanced budget allocation to the Live Here Love Here Small Grants Scheme.

RECOMMENDED that the above arrangements for disbursement of the Recycling Community Investment Fund be approved.

Councillor Boyle reported that he was not overly enthused by the way in which the Recycling Community Investment Fund had turned out and whilst the £200k allocated would contribute to funding community projects, it would not make the significant difference overall that would have resulted from the much larger sum saved through recycling. He referred to the criteria that would be put in place for the Live Here Love Here Small Grants Awards and suggested that this should be applied to ensure that the benefit was maximised.

In relation to Council led projects funded through the Recycling Community Investment Fund, the Director stated that officers already brought forward many projects which arose on an ongoing basis. Funding may or may not be allocated but a process would be worked through with priority projects given more consideration in terms of funding. Keep NI Beautiful, with which the Council was working closely on community and environmental development, greatly supported the link that it had established between that and financial recycling benefits. Ards and North Down was the only Council in Northern Ireland to have made that explicit link to date.

The criteria of the Live Here Love Here small grants scheme was sufficiently broad and Keep NI Beautiful was happy to work with Council on how bids were assessed to maximise local community and environmental enhancement.

Councillor Douglas thanked the officers for the report and looked forward to Council receiving applications for the funding. Councillor Edmund was in agreement stating that often small amounts of money could make a large positive difference to communities. He referred to signage at a community building in Portavogie which had elevated that building within its community and had broadened its appeal.

Alderman Fletcher urged officers not to overlook the use of the products of recycling. There was a large tonnage of material collected from brown bins which could be used to compost areas within the Borough. He suggested that flowers be planted which were suitable as pollinators and that in turn would enhance the visual local environment.

Councillor Wilson hoped that officers would provide feedback in due course to members on how the scheme was operating.

Councillor Smart emphasised that this was a very good news story. Levels of rates in the Borough would be reduced through the Council's recycling achievements and a substantial amount of money would be made available to enhance communities through the Live Here Love Here scheme as well as making extra money available for education and new Council led service enhancements. The education of young children was vital to make them increasingly aware of environmental resources and how those could be managed effectively.

AGREED TO RECOMMEND, on the proposal of Councillor Douglas, seconded by Councillor Cummings, that the recommendation be adopted.

7. COMMUNITY TOILETS SCHEME (FILE: 65081)

PREVIOUSLY CIRCULATED:- Report dated 20 March 2017 from the Director of Environment stating that the recently adopted strategy for provision of public toilets had included a recommendation for officers to bring back a report examining the potential for a Community toilet scheme.

Explanation of the scheme

The scheme would involve the Council having arrangements in place with local restaurants, shops or similar establishments that would enable members of the public (not necessarily customers) to use the toilets within their premises.

In return for the public's use of the facility, the Council would contribute to the annual maintenance costs by providing a previously agreed sum of money on an annual basis.

Benefits of the Scheme

Schemes such as that had been very successful elsewhere in the UK, for a number of reasons:

- The public could avail of high quality facilities, convenient to local shops etc.
- The owner of the premises benefitted from increased footfall to their premises and may receive increased custom through impulse purchases; and

- The Council provided a public toilet facility at a greatly reduced cost.

Conditions of the Scheme

Officers would propose that the basic conditions of a Community Toilet Scheme for the Borough comprised the following:

- Council approval was required for each premises participating in the scheme.
- The premises had to be located in an area of need, ie. in lieu of, or in the absence of existing Council facilities, as highlighted within the Strategy for Provision of Public Toilets.
- The premises had to be open from a minimum of 8am-6pm (the current opening hours of the Council's public toilets).
- The premises had not to have any restrictions on entry ie. age or mobility (had to be wheelchair accessible).
- The toilet facility provided had to be DDA compliant.
- The toilet facility provided had to be kept in reasonable condition and would be subject to inspection by Council officers.
- Any initial costs to bring the toilet facility up to the required standard would be borne by the building proprietor.
- In return for participation in the scheme, the proprietor/business would be listed on the Council website (along with its other toilets) and receive an annual payment in line with agreed amount.
- The Council would be permitted to erect appropriate signage giving notice of publicly available Community Toilets in the area - location, directions etc.
- The contract would be for 12 months at a time, and could be ended by either party with 30 days' notice.
- Proprietors would reserve the right to refuse admission in exceptional circumstances.

Where more than one premises met the basic conditions of the scheme in an area where a Community Toilet was being sought by the Council, it was proposed that the most suitable would be selected in accordance with agreed criteria (to be agreed as part of final approved scheme).

Charges/Fees

Officers had determined that on average the basic running costs of each of the Council's public toilets was around £4000 per year. That included utilities, cleaning materials and basic maintenance (but did not include staffing costs, vehicle costs or capital costs of providing or replacing a facility or the costs of more major refurbishment).

As the premise of the scheme was mutual benefit and sharing costs, it would be proposed that the Council's fixed payment for participation in the scheme was £2000 per annum to be reviewed periodically as required.

Differences between this scheme and other similar schemes

Officers' research had shown that many other Councils running similar schemes were city based eg. The London Boroughs, Oxford, Edinburgh, Sheffield etc. It was

surmised that was largely due to the factors determining the need for public toilets outlined in the strategy ie. a toilet every 500m within town centres. Naturally those large cities required greater public toilet provision and schemes such as that were borne out of necessity to reduce costs. Indeed, that also explained the quantities of premises involved in the schemes and the relatively low (£500 to £1500 pa) amounts paid for participation in the schemes. For example, those larger City Councils may replace one public convenience with 5-10 community toilets and pay each participant £500 pa.

Due to the rural geography of the Ards and North Down Borough officers did not believe high quantities of participants were necessary and did not envisage the widespread transition to that type of arrangement in lieu of providing the Council's own facilities. Equally, it was not envisaged to provide excessive amounts of participating toilets; provision should remain to be in line with the Council's agreed strategy.

Community toilets could however be used in circumstances where there was not currently an existing facility in a location that the Council's adopted strategy suggested should have one, or perhaps in future in lieu of an existing facility that was in need of replacement/extensive refurbishment (subject to Council approval).

Initial locations for implementation of the scheme

The Council's Strategy for Provision of Public Toilets had also highlighted the need for provision of a public toilet facility in Ballygowan. In order to consider all options for that facility, including the potential for it to be a Community Toilet; it was necessary to establish if the Council agreed in principle to the concept, allowing discussions with local traders to begin.

Ballygowan could potentially provide a good opportunity for a trial run of the Community Toilet scheme as there was currently no public toilet facility present, and there would be no detriment to the existing situation if for any reason the scheme was not successful.

RECOMMENDED that

1. It was recommended that the Council agreed in principle to the formation of a Community Toilet Scheme in line with the conditions detailed within the report. A final scheme proposal to be brought back at a later date for approval, following trialling of the agreed basic principles in Ballygowan.
2. Any proposal for establishing a Community Toilet in Ballygowan would be brought before Committee following approval of the final scheme (which would include contract award criteria in the event of more than one suitable premise being available).

Alderman Henry asked that information be fed through to Disabled Go for its assessment of the premises.

AGREED TO RECOMMEND, on the proposal of Councillor Edmund, seconded by Councillor Smart, that the recommendation be adopted.

8. **AUTOMATED TOILET AT SOUTH PIER, BANGOR (FILE: 65081)**

PREVIOUSLY CIRCULATED:- Report dated 20 March 2017 from the Director of Environment stating that the previous month, the strategy for Provision of Public toilets had been adopted. One of the recommendations contained within the strategy had been that officers brought back a further report on the automated toilet at the South Pier, Bangor.



The automated toilet was a stand-alone facility adjoining the gable end of the main toilet building. It had originally been installed in the early 1990's and had not seen any significant refurbishment since that time. The facility looked dated (see photos) and the equipment was beyond its anticipated lifespan. The Council currently paid £16k per year for a company to maintain that amenity on an "all-inclusive" type contract for cleaning and basic maintenance and the company had advised officers that the facility had to be replaced due to ongoing maintenance issues.

The main toilet block was an award winning facility which offered spacious, high quality amenities so therefore the only usage of the automated facility would tend to be when the main facility was closed. Current figures suggested that on average, it was used 10-12 times per day.

It was therefore apparent that the Council had to decide on the most appropriate approach from the various options available.





Four main options had been identified by officers:

- 1. Do nothing.** Leave the automated toilet 'as-is' and renew the basic maintenance/cleaning contract at a cost of around £16k per year. That option did not address the concern expressed by the current maintenance company that large scale replacement/refurbishment was required due to escalating maintenance issues associated with the age of the facility.
- 2. Remove the facility.** Potential users could in theory avail of the facilities in the nearby pubs/restaurants outside of the opening hours of the main building. The cost of decommissioning and securing the facility would be minimal.
- 3. Refurbish the toilet block.** As the exterior of the building was sound, it would lend itself to provision of a high quality accessible toilet, limited to radar key access only, that would cost approximately £15k. That work would take place as part of the projects funded under the Maintenance Strategy for 2017/18 from within allocated budgets.
- 4. Replace the automated toilet with a modern solution.** Remove the existing unit and fit a new semi-automatic unit with new front door with coin access and a new tiled interior. The current service provider had offered that upgrade free of charge if the Council signed up to a 10-year contract at £14,874/year. That contract would include basic maintenance but cleaning would need to be carried out by Council staff. It was noted that that option would require a further procurement process before awarding the contract.

Officers considered that option 3 was the most preferred.

RECOMMENDED that approval be granted to proceed with option 3.

Councillor Cathcart was of the opinion that the cost of £16k per year for a facility which was only used on average 10 times per day was excessively high for Council to maintain.

Councillor Wilson disagreed with that point of view suggesting that there was a problem in Bangor Town Centre with the availability of toilet facilities after 6 pm. The

evening economy was very important to Bangor and in his view facilities should be available for people to use. He added that it was anticipated that there would be a large development coming to Bangor in the near future and facilities would need to be reassessed accordingly. He supported leaving the decision for another year.

The Director agreed that it would be possible for some delay in the making of a decision, in the context of the Queen's Parade proposals and how they impinged upon toilet provision.

It was therefore proposed by Councillor Wilson and seconded by Councillor McAlpine that Council waits a further year until a firm decision was made and more information about the future plans for the area was available.

Members were not in agreement with their colleagues believing that one year was too long and a compromise could be reviewing the decision on a roll over basis every three months. Councillor Wilson indicated that he was content with this compromise and withdrew his proposal.

AGREED by Councillor Cathcart, seconded by Councillor Douglas that option 3 be adopted by Council subject to delay in implementation for three months to confirm that there would be no conflict with any Queen's Parade redevelopment scheme agreed by Council.

9. PROVISION OF PORTABLE TOILETS AT MILLISLE BEACH PARK (FILE: 65081)

PREVIOUSLY CIRCULATED:- Report dated 22 March 2017 from the Director of Environment providing a response to the Notice of Motion proposed by Councillor Thompson in June 2016 stating:

"That Council officers bring back a report, with costs, for the reinstatement of the installation of temporary toilets at Millisle Beach Lagoon, during the summer months of June, July and August. Pending a report by officers for future arrangements, the mobile toilets currently located beside the refurbished toilet block at Millisle Beach Park should be moved to provide a service at the lagoon for the remainder of summer."

During the meeting it had been agreed that; as any subsequent report would take several months to go through the Committee/Council process, the Council would provide the toilets for the summer 2016 period, with a report to follow for arrangements for summer 2017.

Officers had subsequently arranged for the portable toilets to be deployed at the lagoon for June, July and August. The cost to hire the toilets for three months, including twice weekly emptying of tanks would be £4700. In addition to that cost, the peripatetic toilet attendant would need to have a daily attendance to replenish stocks and carry out a basic clean. The completion of those tasks naturally had knock on effects for the time available to spend on the rest of the toilets in the Borough.

The previous month, the strategy for Provision of Public Toilets had been adopted by the Council. The strategy had laid out the criteria for public toilet provision, both for fixed and temporary installations.

The continued provision of portable toilets at Millisle Beach Lagoon would not meet the criteria set out under the strategy, for the following reasons:

- The existing, newly refurbished toilet block was located at the entrance of Millisle Beach park, a maximum of 600 yards from the lagoon - just over three minutes' walk away (see map below).
- The Council's agreed strategy stated that portable toilets would only be deployed for Council run events where the Council had full daily control of the event.

Officers considered that the strategy established consistent rationale for provision of public toilet facilities, striking a balance between reasonable and appropriate access to such facilities without creating an excessive burden upon service delivery demands (including financial). Any decision to act outside of the agreed strategy would potentially set a precedent for provision of additional toilets elsewhere that would be difficult to control and budget for. In that instance, considerable investment had been made to completely refurbish the permanent toilet block at Millisle and as per the strategy, it was not considered unreasonable for visitors using the lagoon to walk the short distance to that facility.

RECOMMENDED that portable toilet units should not continue to be deployed at Millisle Beach Park for the reasons noted above, but rather new signage be erected at the lagoon to give clear notification of the availability and location of permanent, high quality toilet facilities a short distance away.

Councillor Cummings asked if a decision on the item could be deferred for one month since the Councillor who had proposed the item would welcome the opportunity to speak about it.

AGREED TO RECOMMEND, that the decision be deferred for one month.

10. RESULT OF COURT PROCEEDINGS (FILE: 2016-43499, 2016-47126, 2016-36953, 2016-25037, 2016-34736, 2016-28745, 2016-36968, 2017-51800/90202)

PREVIOUSLY CIRCULATED:- Report dated 21 March 2017 from the Director of Environment providing an update on the result of court proceedings.

Linsey Robinson – Dog Straying

At Newtownards Magistrates Court on 17 February 2017 Ms Linsey Robinson of 39 Hill Crest, Bangor had been convicted of allowing her dog to stray. Ms Robinson had been fined £100 and ordered to pay £175 costs and £15 offender levy.

Mr Richard Smallman – Dog Straying

At Newtownards Magistrates Court on 17 February 2017 Mr Smallman of 206 Bloomfield Road South, Bangor had been convicted for allowing his dog to stray. Mr Smallman had been fined £100 and ordered to pay £197 costs plus a £15 offender levy.

Mr Dominic Lennon – Keeping a Dog Without a Licence and Straying

At Newtownards Magistrates Court on 17 February 2017 Mr Lennon of 19c Upper Ballygelagh Road, Ardkeen had been convicted of keeping a dog without a licence and for his dog straying. Mr Lennon had been fined £75 for each offence and ordered to pay £213 costs and £15 offender levy.

Mr Ryan Garbutt – Dog Straying

At Newtownards Magistrates Court on 17 February 2017 Mr Ryan Garbutt of 19 Whinpark Road, Newtownards had been convicted of allowing his dog to stray. Mr Garbutt had been fined £150 and ordered to pay £172 costs and £15 offender levy.

Steve Ingram – Dog Attack on a Person

At Newtownards Magistrates court on 17 February 2017 Mr Ingram of 58 Lismore Avenue, Bangor had been convicted of his dog attacking a person. Following consideration of a pre-sentence report District Judge Hamill had imposed a four month custodial sentence suspended for three years and ordered Mr Ingram to pay £225 costs.

Mr Graeme Brown – Exemption from Destruction of Pitt Bull Terrier

At Newtownards Magistrates Court on 17 February 2017 District Judge Hamill had issued an exempt from destruction order for a Pitt Bull type dog kept by Mr Browne of 291A Killaughey Road, Donaghadee. The exemption was subject to the following conditions being met, namely:

- The dog should be licensed at all times.
- When in a public place the dog should at all times be securely fitted with a muzzle sufficient to prevent the dog biting any person when in a public place.
- When in a public place the dog should be kept under control at all times and should be securely held on a sufficient lead at all times.
- The dog should when not in a public place, be kept securely confined in an approved enclosure, yard or building at all times.
- The owner should comply at all times with the requirements of the exemption scheme and the local authority, to prevent the dog being a danger to the public.
- The dog had to be made available for inspection when requested by an authorised officer of the Council.
- The local authority had to be notified of any change of address of the dog or of the death of the dog or export of the dog.

- There had to be in force a valid third party insurance policy in respect of the death of, or bodily injury to, any person caused by the dog.

The court had further ordered that Mr Brown pay £450 costs.

Mr Nigel Samuel Brooks – Consumption of Alcohol in Prohibited Area

At Newtownards Magistrates Court on 17 February 2017 Mr Brooks of 3 Cranley Drive, Bangor had been convicted of consuming intoxicating liquor in a designated place namely the marina area of Bangor. Mr Brooks had been fined £25 and ordered to pay £116 costs and a £15 offender levy.

RECOMMENDED that the report be noted.

Councillor Cathcart noted that there were increasing numbers of such cases coming to the courts and he queried the reason for that. In response officers advised that it was basically a result of people not paying fixed penalty fines. When cases ended up in court Council did seek to recover its costs. Council had adopted a zero tolerance stance to such incidences. For example, fixed penalties for dog straying had seen a 400% increase in the level of enforcement. Councillor Edmund believed that this should be highlighted in the local press and he offered his congratulations to all involved in bringing about such excellent results. That in turn would act as a deterrent and reminder to the public. Members were in agreement that the increased level of fixed penalties issued for this type of antisocial behaviour was very much to be welcomed.

AGREED TO RECOMMEND, on the proposal of Councillor Smart, seconded by Councillor Cathcart, that the recommendation be adopted.

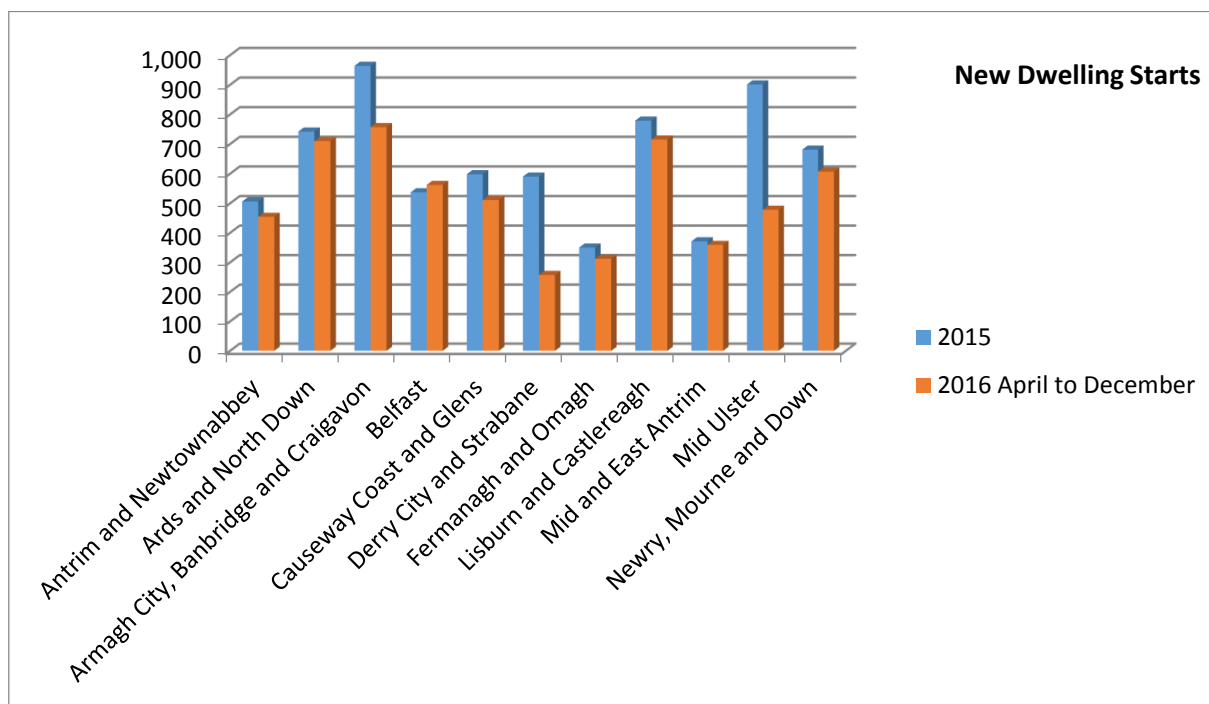
11. BUILDING CONTROL ACTIVITIES APRIL 2016 - FEBRUARY 2017 (FILE: BC1/91000)

PREVIOUSLY CIRCULATED:- Report dated 22 March 2017 from the Director of Environment providing information on the principal activities of the Building Control Section in relation to the enforcement of the Building Regulations.

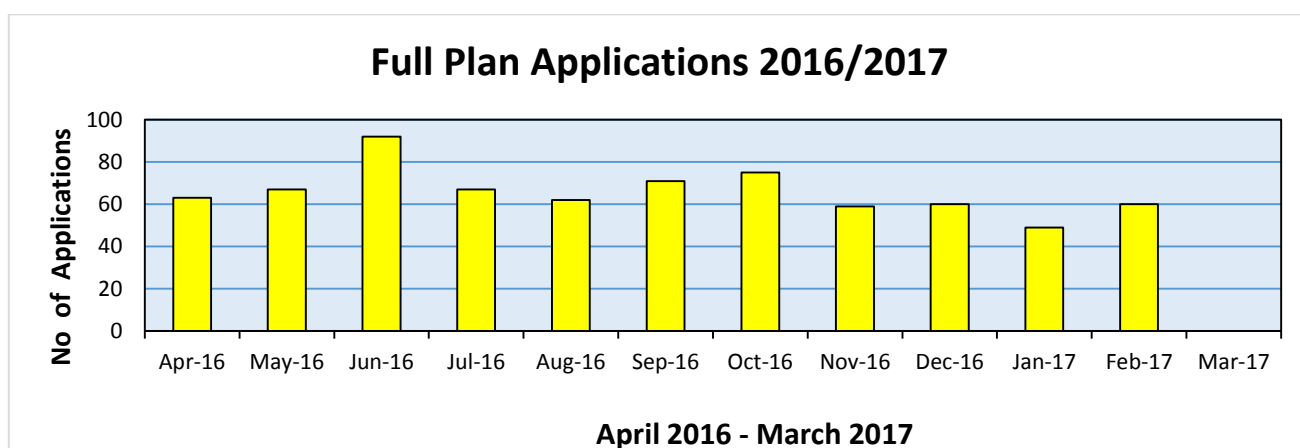
Department of Finance Statistics

Department of Finance figures released in February 2017 on new housing statistics indicated that demand would remain high in the Ards and North Down Council area.

Figures for new housing starts showed that Ards and North Down had remained consistently within the top four Councils over the 2015-2016 periods, see table below. Those figures evidenced the workload currently being handled within the Building Control service, and given the commencement in recent months of a number of large developments that was expected to continue for a number of years, subject to any economic effects of the “Brexit” process and other outside influences.

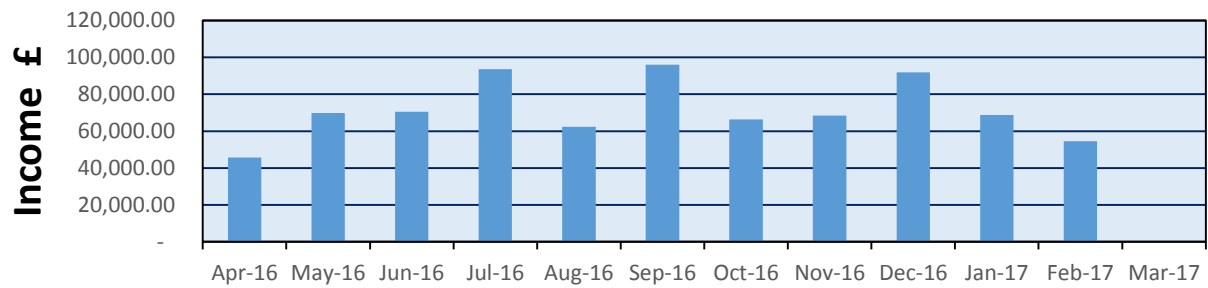


(a) Number of Applications Received



(b) Fee Income

Total Monthly Income from Building Control Fees



April 2016 - March 2017

	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
Total monthly fees received	45,730	69,825	70,561	93,628	62,319	95,986
Cumulative monthly income to date	45,730	115,555	186,116	279,745	342,064	438,050
Forecast Income to date	51,400	74,000	82,200	60,700	60,700	72,700

(c) Department Output

<u>Department Output</u>	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16
Full Plans Approvals issued	69	54	53	49	52	50	65	60
Full Plans Rejections Notices issued	78	47	38	64	40	44	49	50
Building Notices certificates issued	141	131	141	104	101	160	122	130
Regularisation Certificates issued	57	51	117	79	185	64	88	150

(d) Inspections

<u>Inspections</u>	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17
Total Inspections	1225											

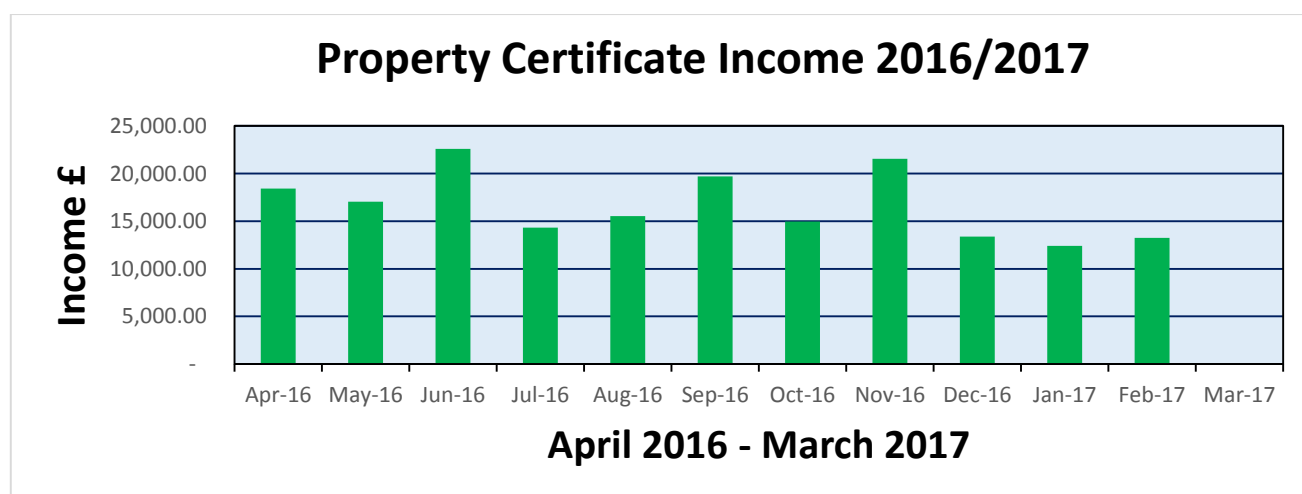
(e) Dangerous Structures

<u>Dangerous Structures</u>	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17
Initial Inspections												
Re-inspections												
Recommended for Legal Action												

(f) Plan Assessment Turn-around times (Financial year to date)

Domestic Plans assess with 21 days 54%

Non-Domestic Plans assessed with 35 days 49%

(g) Property Certificates

<u>Property Certificate</u>		Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16
Received		307	312	258	273	312	269	297
Processed		300	309	265	241	346	266	288
Building Control Average Response Time		0.1	0.1	0.1	0.1	0.1	0.1	0.1
Monthly fee PC income		17,042	22,597	14,315	15,353	19,704	14,964	21,540
Monthly fee forecast		10,000	19,000	19,300	14,600	14,600	14,600	20,600

RECOMMENDED that the report be noted.

Members congratulated Building Control on the hard work which was being undertaken.

AGREED TO RECOMMEND, on the proposal of Councillor Smart, seconded by Councillor Cummings, that the recommendation be adopted.

12. NOTICES OF MOTION

12.1 Notice of Motion submitted by Councillor Cathcart

Proposed by Councillor Cathcart, seconded by Councillor Armstrong-Cotter that this Council supports the Crohn's and Colitis UK campaign to encourage change of signage at accessible toilets to reflect the invisible nature of some health conditions, the Council therefore in recognising that not every disability is visible tasks officers to review signage at our Council toilet facilities throughout the Borough to see how we as a Council can support this campaign.

Councillor Cathcart added that over the years society's understanding of disability issues and its language around it had thankfully evolved and legislation was now in place to ensure those with disabilities were not ignored and that their concerns and needs were taken into consideration.

Yet when it came to signage at accessible toilets, we still tended to use the traditional symbol, of a person in a wheelchair. That was not an accurate reflection of users of an accessible toilet, in fact the vast majority of users were not wheelchair bound at all but had mobility or medical reasons why they needed to use such toilets. The fact that 'accessible toilet' had been adopted rather than 'disabled toilet' perhaps indicated that society was now getting the language right in respect of the issue if not the symbol.

It was important that the signage was correct because the public did not tend to like it when people were perceived to be stepping out of line and not acting appropriately. For example he said as a society we accepted queuing but found queue jumping completely unacceptable and we tended to let the person in the wrong know that they were acting inappropriately. The situation could arise around accessible toilets, the wheelchair symbol had given the public the false impression that those using an accessible toilet should be wheelchair bound or at least show some physical disability and those who do not fit that description could be wrongly judged and accused of abusing use of such a facility.

That was particularly an issue for the many people in the Borough and elsewhere that had invisible disabilities such as IBD, Inflammatory Bowel Disease. Councillor Cathcart said that he had been contacted by the charity Crohn's and Colitis UK who had successfully fought for new signage at Tesco, Asda, as well as the Scottish Parliament amongst other public buildings.

For many people with Crohn's Disease or Colitis (which were the two main forms of IBD), the sudden and uncontrollable need to use a toilet was an especially challenging and recognised medical symptom of their condition. Many people with IBD also had stoma bags and needed extra space to change those comfortably.

People living with IBD could be very disadvantaged by the impact of their condition. They may not look unwell but were often profoundly affected by debilitating and unseen symptoms that affected all aspects of their lives. When using accessible toilets many people with those conditions had been unfairly criticised and judged because others perceived them to be 'well' and therefore not entitled to use the facilities. The experience or fear of unpredictable incontinence was very undermining to a person's confidence and self-esteem and could lead to isolation and depression through the person affected becoming too anxious to leave their home. Being unfairly judged and criticised when using accessible toilets could worsen that anxiety.

Crohn's and Colitis UK had suggested alternative signage such as adding a man and a woman symbol to the wheelchair symbol with the addition of the strap line 'Not every disability is visible.' The charity went on to state that "This superb gesture will have a very positive impact on reducing stigma and raising awareness that not every disability is visible.

Councillor Cathcart said there would be next to no financial consequences to what he was proposing. It was not a proposal that we rip out and replace all our signs with

new signs but to phase them in over time. Members were aware that the Council would soon be refurbishing some of its toilet facilities so that could be tied in with his Motion. ASDA had simply put a poster on its accessible toilet doors so that could be a very inexpensive way of showing support.

Councillor Cathcart asked that the officers' report looked at access to the Council's accessible toilets via the RADAR key. The RADAR key was a universal key given to those who needed access to accessible toilets. He supported that approach as it provided 24hr access to accessible toilets by those who needed them and prevented misuse. Legacy North Down Council provided keys to blue badge holders, whilst legacy Ards Council provided to those who had a letter from their Doctor. He felt that the Ards approach was better as people with conditions such as IBD would in large not be blue badge holders. While understanding that the new Council had yet to establish a policy on that, we had followed the Ards approach which was welcome but he thought it was important to examine the policy to ensure that those who needed access to our accessible toilets had access.

In concluding, Councillor Cathcart said that when the Council had been formed we had spoken of our determination that it would be a disabled friendly Borough. He believed that his motion represented a simple and inexpensive way of taking that forward for those with disabilities. He hoped that all members could support this motion.

Councillor Armstrong-Cotter strongly supported her colleague's Notice of Motion saying that she had a good friend with the Chrons condition and little gestures such as that discussed would make a big difference. Councillor Wilson also added his support stating that he suffered from the condition himself and that this would be a fantastic way to change attitudes and Council was helping to lead the way.

Alderman Henry asked that the proposal be taken to the Disability Forum to confirm that the proposed signage was acceptable to them.

AGREED TO RECOMMEND, on the proposal of Councillor Cathcart, seconded by Councillor Armstrong-Cotter, that the Notice of Motion be adopted.

12.2 Notice of Motion submitted by Councillor Chambers

"I call on this Council to prepare a report on the feasibility of forming a partnership, as joint frontagers, with the residents of The Point, Groomsport, along with any other organisations requiring access via this roadway to explore funding opportunities to bring this road up to formal adoption standard. The report would in the first instance establish the level of support among the residents to proceed with such a venture".

Members were informed that Councillor Chambers had asked that his Notice of Motion be deferred until the next meeting of the Environment Committee.

13. APPLICATION FOR STREET TRADING LICENCE (FILE: LR 11/90101)

PREVIOUSLY CIRCULATED:- Report dated 20 March 2017 from the Director of Environment stating that an application as shown below had been received for the grant of a Stationary Street Trading Licence to trade at designated sites within the Borough:

Applicant: Philippa Skeats

Address: 32 Barnagh Park, Donaghadee

Goods to be supplied: Food

There were no objections to the application.

RECOMMENDED that the Street Trading Licence be granted.

AGREED TO RECOMMEND, on the proposal of Councillor Martin, seconded by Councillor Edmund, that the recommendation be adopted.

(Councillor Woods left the meeting at 8.04 pm).

14. APPLICATIONS FOR ENTERTAINMENT LICENCES (FILE: LR/EL/90101)

PREVIOUSLY CIRCULATED:- Report dated 22 March 2017 from the Director of Environment stating that applications for the grant of entertainment licence had been received detailed as follows:

1. Bangor Rugby Club – Party on the Pitch

An application had been received from Mr Tony Heffernan, 7 Rockfield, Bangor for the grant of an outdoor entertainment licence to provide a musical concert.

The event known as ‘Party on the Pitch’ would be held at Bangor Rugby Club, Bloomfield Road South, Bangor on the 19 August 2017 between the hours of 2.30pm and 10.45pm.

The event was to be licensed for up to 5,000 people. It was intended that alcohol would be available at the event.

It was the fourth year that the event had been run and no complaints had been received.

2. Hollywood Harmony Festival (Marquee)

An application had been received for the grant of entertainment licence for entertainment in a marquee to be erected at Holywood Rugby Club, Kerr's Park, Bangor Road, Holywood.

The applicant was Mrs Mari Jackson, High Street, Holywood.

The marquee was to be erected as part of the Holywood Harmony Festival and would be used from:

Friday 2nd to Sunday 4th June 2017, between the hours of 1.00pm to 11.00pm (to 10.30pm on Sunday 4th June).

It was the third year that the event had been run at the location. The previous year there had been no complaints received from local residents or the PSNI.

Comment

Council Officers, NIFRS and the PSNI had been and would continue to work with the organisers of those events to develop a suitable event plan to comply with safety and noise issues.

It was proposed that those licences be granted pending the satisfactory completion of the Event Management Plans and a final site inspection by Council Officers, NIFRS and the PSNI.

RECOMMENDED that the applications be approved subject to the following:

- 1 The applications being completed satisfactorily with all the Council's requirements being met; and
- 2 The PSNI, Northern Ireland Fire and Rescue Service or members of the public not objecting to the issue of the licence.
- 3 The applicant foregoing his right to appear before and be heard by the Council.
- 4 The licences would only be confirmed on satisfactory completion of the Event Management Plans and a final site inspection by Council Officers, NIFRS and the PSNI.

AGREED TO RECOMMEND, on the proposal of Councillor Smart, seconded by Councillor Boyle, that the recommendation be adopted.

(Councillor Woods entered the meeting at 8.05 pm).

15. APPLICATIONS FOR INDOOR ENTERTAINMENT LICENCES (FILE: LR/EL/90101)

PREVIOUSLY CIRCULATED:- Report dated 22 March 2017 from the Director of Environment stating that applications for the grant of entertainment licences had been received detailed as follows:

1. The Stokers Halt, 27 Hibernia Street, Holywood

Applicant: Phil Patterson, 23 Gleneden Park, Belfast

Day and hours of use: Monday to Sunday during the permitted hours within which intoxicating liquor may be sold or consumed on those premises under the Licensing (NI) Order 1996

Type of Entertainment:

- Dancing, singing or music or any similar entertainment;
- Machines for entertainment.

2. Field of Dreams, 55 Upper Gransha Road, Bangor

Applicant: Greg Jonathan Brown

Day and hours of use: Monday to Sunday during the permitted hours within which intoxicating liquor may be sold or consumed on those premises under the Licensing (NI) Order 1996

Type of Entertainment:

- Dancing, singing or music or any similar entertainment;

It was noted that delegated authority from the Council at its meeting on 29 March 2017 had been sought for the Committee to determine this application.

RECOMMENDED that the application be approved subject to the following:

- 1 The applications being completed satisfactorily with all the Council's requirements being met; and
- 2 The PSNI, Northern Ireland Fire and Rescue Service or members of the public not objecting to the issue of the licence.
- 3 The applicant foregoing his right to appear before and be heard by the Council.

AGREED TO RECOMMEND, on the proposal of Councillor Cathcart, seconded by Councillor Smart, that the recommendation be adopted.

**16. ENTERTAINMENT LICENCE APPLICATION - HARBOUR & CO
(FILE: LR/EL/90101)**

PREVIOUSLY CIRCULATED:- Report dated 22 March 2017 from the Director of Environment stating that the Committee had heard depositions following an objection to the renewal of the entertainment licence for Harbour & Co, 31 The Parade, Donaghadee at their meeting on 9 February 2017.

Depositions had been made by:

1. Mrs S McCoy, 32 The Parade, Donaghadee; and
2. Mr Dennis Waterworth, 5 Shore Street, Donaghadee (applicant).

The application details were:

Type of entertainment: Dancing, singing or music or any similar entertainment

Hours of use: Monday to Sunday during the permitted hours when alcohol may be sold or consumed under the Licensing (NI) Order 1996.

The main grounds for the objection had related to noise from the entertainment entering the adjacent flat owned by Mrs McCoy.

Following the meeting Environmental Health had carried out a sound test at the premises with the support and co-operation of the applicant and the objector. Following the test, it had been recommended that the licence be renewed but that the undernoted additional conditions be applied to it:

The Entertainment Licensee of the premises should ensure that: -

1. The ground floor bar front lobby internal door, ground floor bar front window/bi-folding doors, and the ground floor bar rear lobby internal door remained closed during entertainment.
2. The ceiling speaker in the ground floor bar rear lobby was to be decommissioned.
3. The sound pressure level of entertainment provided in the ground floor bar and first floor restaurant, should not exceed 85db(A) at any time (or 83db(A) LAeq 5 minutes) at a distance of 3 metres from the bass speaker in the ground floor bar, or any first floor speaker.
4. An appropriate sound level meter be provided on the premises and should be available during entertainment.
5. Sound pressure level readings be taken, in each licensed area, at the start of every entertainment event, and at regular times throughout the entertainment, to ensure compliance with condition three. Readings should be recorded and be made available to Council Officers.
6. All artists providing entertainment should only use the approved amplification equipment provided by the licensee on the premises.

7. The use of live drums was prohibited.

Comment

The objector was satisfied for the licence to be renewed with the above conditions.

RECOMMENDED that the licence be renewed.

Members were pleased to hear that the issues at the above premises had been resolved to the satisfaction of both parties.

AGREED TO RECOMMEND, on the proposal of Councillor Ferguson, seconded by Councillor Boyle, that the recommendation be adopted.

**17. ELECTED MEMBER STUDY VISIT TO BRYSON RECYCLING
(FILE: 40001)**

PREVIOUSLY CIRCULATED:- Report dated 24 March 2017 from the Director of Environment stating that as part of the Council's staff development programme, a study trip to Bryson Recycling had been organised for bin collection crews. That would seek to make the connections between what happened at the kerbside during bin emptying operations and the recovery of 'waste' materials for recycling, thereby helping to engage the Council's waste collection employees as fully as possible in the recycling objectives of the Council. The crews would also visit Natural World Products as part of the study trip, where the Council's brown/green bin compostable waste was taken for recycling.

A study trip had been organised for Members the previous year to Natural World Products, just prior to the launch of the Council's food waste recycling campaign. A similar familiarisation trip had now been organised to Bryson Recycling in advance of the go live date for the relaunch of the Council's blue bin recycling service and the launch of the Council's new kerbside glass recycling service. That was open to all Elected Members and had been planned for the morning of Tuesday 16 May 2017; transport would be organised and more details would be made available closer to the time.

RECOMMENDED that the report be noted and the study visit date be marked in diaries.

AGREED TO RECOMMEND, on the proposal of Councillor Cummings, seconded by Councillor Smart, that the recommendation be adopted.

**18. PROPOSALS TO PROCURE CONSULTANCY SERVICE FOR
OFF STREET CAR PARKS IN NORTHERN IRELAND –
OPERATIONAL ARRANGEMENTS (FILE: OSP12/90303)**

PREVIOUSLY CIRCULATED:- Report dated 27 March 2017 from the Director of Environment stating that the current contract with the Department for Infrastructure (DfI) for the provision of the Off-Street Parking Enforcement and Penalty Charge

Notice Processing Service was for a three year period terminating as of 31 October 2019.

The Regional Off-Street Parking Group had been established under SOLACE to provide a vehicle by which Councils could collectively liaise with one another and officials from DfI (formerly DRD/TNI), regarding Off-Street car parking issues.

The Regional Off-Street Parking Group had established a Sub-Group to consider an Exit Strategy and options for delivering Off-Street parking upon termination of the existing contract with the potential of an early exit being one such option. That had been considered to be essential in the preparation of a complex transfer of services in a timely manner and also an important element in establishing that Councils were achieving value for money. As a result of the Sub-Group's deliberations, the Department had agreed that the Agency Agreement between Councils and DfI would include a No-Fault Termination Clause whereby either the Council or DfI may terminate the Agreement by giving the other party not less than nine months' notice on the first or second anniversary of the commencement date, i.e. 31 October 2017 or 31 October 2018. Upon termination, DfI had given an undertaking that they would ensure that NSL would transfer all data in relation to the Agreement and the service to Councils and that all reasonable costs incurred by the parties in relation to early termination should be borne by the parties who had brought about the termination. An Exit Management Plan had to be agreed between DfI and Councils by 30 April 2017.

The Sub-Group had met with representatives of AECOM who were the consultants designated under the Government Procurement SCAPE Framework with a view to them providing a consultancy service for all eleven Councils in respect of tendering for an alternative supplier of the services currently provided by DfI and NSL.

AECOM had now presented a proposal to the Regional Group with a fee proposal of £66,764 in respect of Consultancy Services for Off-Street Car Parking.

The fee was proposed to be shared equally across all eleven Councils and would cover consultation with Councils; best practice options; feasibility and recommendations; the development of detailed specification; the preparation of tender documentation; and tender assessment. The unknowns at this stage included exit costs which had not been provided by DfI/NSL and which may not be supplied within the timeframe of the AECOM commission or indeed within the life of the current contract; and the issue of TUPE as to any level of transfer of staff along with any associated costs.

The Regional Group had recommended the following:

1. The appointment of AECOM under the SCAPE Framework to provide consultancy services for the tender for an alternative supplier in the sum of £66,764 in respect of those matters detailed above, with Armagh City, Banbridge and Craigavon Borough Council acting as the awarding Council;
2. That all Councils act in unison in respect of the Exit Strategy from the current contract; and

3. That whilst, given time limitations, the more realistic option would be to exit the Agency Agreement at the contract expiry date of 31 October 2019, consideration should also be given to the feasibility of exiting in October 2018, if at all possible.

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND, on the proposal of Councillor Cathcart, seconded by Councillor Smart, that the recommendation be adopted.

EXCLUSION OF PUBLIC AND PRESS

AGREED, on the proposal of Councillor Smart, seconded by Alderman Henry, that the public and press be excluded from the meeting for the undernoted item of business.

19. HOLDING KENNEL ARRANGEMENT (FILE: NET1/92012)

*****COMMERCIAL IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

READMITTANCE OF PUBLIC AND PRESS

AGREED, on the proposal of Councillor Smart, seconded by Councillor Edmund, that the public and press be readmitted to the meeting.

20. ANY OTHER BUSINESS

20.1 Brown Bins

Alderman Fletcher noted that some people were experiencing difficulty with their brown bins which were splitting lengthways. The weight of brown bins made them more susceptible to splitting and Council would replace bins when that happened.

NOTED.

20.2 Stricken Vessel in Portaferry

Councillor Boyle asked to be updated on the current situation with the vessel which was lying abandoned in Portaferry Harbour. The Director advised that the responsibility for that vessel lay with the owner and that Council was working closely on that. It was expected that further progress was close to being made, hopefully within the next couple of weeks.

NOTED.

21. TERMINATION OF MEETING

The meeting terminated at 8.22 pm.

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Regeneration and Development Committee was held in the Council Chamber, 2 Church Street, Newtownards on Thursday 6 April 2017 at 7.00pm.

PRESENT:

In the Chair: Alderman Mrs Smith

Aldermen: Irvine
McDowell

Councillors:	Adair	Leslie
	Allen	Menagh
	Armstrong-Cotter (7.02pm)	Smart
	Cooper	Walker
	Cummings	Wilson
	Gilmour	Woods
	Ferguson	

In Attendance: Director of Regeneration, Development and Planning (C Mahon), Head of Regeneration (B Dorrian), Temporary Head of Tourism (S Mahaffy), Head of Economic Development and Tourism (C Magill) and Democratic Services Officer (P Foster)

Also in Attendance: Councillors Cathcart, Douglas and Edmund

CHAIRMAN'S REMARKS

The Chairman made reference to a number of articles which had appeared in the Belfast Telegraph the previous evening referring to the success of the recently refurbished Exploris Aquarium and the Council's Food Conference and Showcase Event. She offered her congratulations to all of those involved, particularly the recent food conference and showcase event.

NOTED.

1. APOLOGIES

An apology for inability to attend was received from Councillor T Smith.

2. DECLARATIONS OF INTEREST

No declarations were notified.

(Councillor Armstrong-Cotter entered the meeting at this stage – 7.02 pm)

3. DEPUTATION

BALLYHALBERT COMMUNITY ASSOCIATION (Appendix I)

The Chairman welcomed Mr Craig Billington and Mr Pete Bleakley of Ballyhalbert Community Association to the meeting and invited them to make their presentation.

Mr Billington stated that he was Chairman of Ballyhalbert Community Association and introduced his colleague Mr Pete Bleakley, Vice Chairman of the Association. Mr Billington then proceeded to make his presentation aided by a visual display of photographs which depicted RAF Ballyhalbert past and present, the Control Tower and Spitfires on the runway at RAF Ballyhalbert.

Continuing, Mr Billington thanked members for the opportunity to address them and stated that Ballyhalbert Community Association had been in existence for 30 years and three years ago he had been appointed Treasurer and last year appointed Chairman. He advised that the Association organised family fun days and liaised with Ards and North Down Borough Council and local MLAs' to promote village renewal. Continuing he stated that Ballyhalbert was situated on the East coast of the Ards Peninsula and home to Burr Point, the most easterly point on the Peninsula and RAF Ballyhalbert.

At this stage Mr Bleakley made reference to RAF Ballyhalbert and informed members that it had been home to the Polish RAF Squadron 303 and 315 in 1944. As such the local Polish community were very aware of their military history at RAF Ballyhalbert. Turning to the Control Tower, Mr Bleakley advised that it was currently in very good condition with plans currently under consideration to turn it into a museum and café in conjunction with the United Ulster History Forum. He noted that Ballyhalbert did not have a village hub and the Association was very keen to address that and it was hoped the proposed redevelopment of the Control Tower would bring visitors to the village.

Mr Billington noted that over the last ten to fifteen years the village had almost doubled in size, a fact acknowledged by Northern Ireland Water which had implemented a plan to improve the existing infrastructure at the village. He stated that the village still lacked infrastructure such as footpaths from new housing developments and recreational facilities for youths such as a football pitch. He noted that recent work undertaken as part of the Village Plan had touched on those issues and it was hoped that could be further developed. From his own point of view there were a number of main areas for consideration including infrastructure along with youth and community facilities. He added that many residents were keen for the Council to reinstate the football pitch which had been removed in 2008 by the legacy Ards Borough Council.

Mr Billington thanked members for the opportunity to address them.

Members were then offered the opportunity to raise any queries they had and the following comments were made:-

- Councillor Adair thanked Mr Billington and Mr Bleakley for their presentation and welcomed the work undertaken to date through the Village Masterplan. He asked if any consideration had been given to a Multi-Use Games Area (MUGA) for the Village. Mr Billington indicated that while that was something which would be welcome, location would be of the utmost importance. He added that the preference amongst villagers was for a multi-use facility where a youth club could meet, meeting spaces readily available for various groups, a café and a hub.
- Councillor Edmund commented that Ballyhalbert was one of the fastest growing villages in the Ards Peninsula and he too expressed disappointed at the decision made by the legacy Ards Borough Council to remove the village's jewel in its crown, that being the football pitch.
- Councillor Smart welcomed Mr Billington and Mr Bleakley to the meeting and referred to Ballyhalbert as being in a perfect storm scenario and sought clarification on whether or not there were any land ownership issues around the airfield. He also sought clarification on the feasibility of the provision of a football pitch at the local school. In response Mr Billington advised that the school did not have the appropriate facilities and while neighbouring Glastry College did, it had its own issues which made it equally unsuitable. In response to the query about land ownership, Mr Bleakley reported that the Association had received an offer for a 99-year lease from the owner of the existing caravan park as it was felt the redevelopment of the Control Tower could bring its own financial benefits to his park. Redevelopment costs for this project had been estimated at £900,000, the majority of which would need to be funded externally. Mr Bleakley added that the Polish community in Northern Ireland had no real footprint however the redevelopment of the Control Tower at RAF Ballyhalbert could provide that Polish footprint for them.
- Councillor Walker sought clarification on what type of facility the Association wished to provide in the village be it a MUGA or a Community Hub. In response Mr Bleakley advised that the redevelopment of the Control Tower could take up to five years to complete whereas a MUGA could be put in place much sooner. Mr Billington acknowledged that a MUGA would be great for the youths living in the village.
- In response to a query from Councillor Menagh, Mr Billington indicated that a possible location for the MUGA would be in front of Victoria Primary School as highlighted in the Village Plan. Councillor Menagh asked if any consideration had been given to siting it at the airfield. In response Mr Billington commented that there may be issues with access as there were multiple landowners abutting the airfield. Councillor Menagh commented that it was a great idea but one which would require a lot money and wished them both well with their plans.

The Chairman expressed her thanks to Mr Billington and Mr Bleakley and wished them well with their plans for the village of Ballyhalbert.

(Mr Billington and Mr Bleakley left the meeting at this stage – 7.15pm)

4. MINUTES OF TOWN STEERING GROUP MEETINGS

4.1 Bangor Town Steering Group held on 13 March 2017 (Appendix II)

PREVIOUSLY CIRCULATED:- Copy of the above.

AGREED TO RECOMMEND on the proposal of Alderman Irvine, seconded by Councillor Gilmour, that the minutes be adopted.

4.2 Holywood Town Steering Group held on 20 March 2017 (Appendix III)

PREVIOUSLY CIRCULATED:- Copy of the above.

AGREED TO RECOMMEND on the proposal of Councillor Gilmour, seconded by Councillor Woods that the minutes be adopted.

5. QUAY STREET CAR PARK CLOSURE - CRUISE SHIP ACCOMMODATION (FILE REF:TO/TD12)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning stating that on 2 March 2017, the Committee was advised on the securement of cruise ships into Bangor in June 2017;

- Monday, 5 June: MV Artania 1,800 passengers and crew.
- Tuesday, 6 June: MV Silver Wind 502 passengers and crew.

The Tourism Manager had been contacted by the Marina Manager regarding the availability of coach parking within Quay Street car park. It was hoped that the car park would accommodate the additional coach requirements of the tour companies, who would be arriving in Bangor to take passengers on tours within and beyond the Borough.

To accommodate this request and after seeking advice from the Licensing and Regulatory Manager this would necessitate closure of the car park from the Sunday 4 June through to evening of Tuesday 6 June. As per normal arrangements for the Sea Bangor event and use of Quay Street car park, advance notice of two weeks would be advertised at the car park entrance with indication of alternative parking availability and the business located in the car park would be notified of such arrangements.

It was envisaged that there would be up to 50 coaches needing to utilise the car park over the two days.

It should be noted that all of the visits were weather dependent and could not therefore be guaranteed, however the car park closure arrangements would be put in place in advance, in anticipation of the required service and arrival of coaches.

RECOMMENDED that the Committee approves the closure of Quay Street car park, Bangor from Sunday 4 June – Tuesday 6 June 2017 inclusive.

Alderman Irvine proposed, seconded by Councillor Wilson that the recommendation be adopted.

Councillor Wilson noted the anticipated visitor numbers of approximately 2,500 who would be arriving in Bangor and asked if there would be an opportunity to distribute tourism information leaflets and vouchers to them.

In response the Temporary Head of Tourism indicated that had recently been discussed with the local Chamber of Trade and it had been agreed that a number of local offers would be made available in Bangor town centre and visitor information leaflets made available to those disembarking from the ships.

(Councillor Cathcart entered the meeting at this stage – 7.16pm)

Continuing, the Temporary Head of Tourism advised members that many of the tours were pre-booked by the cruise operators themselves and also reminded members that the visit was very much weather dependent.

AGREED TO RECOMMEND on the proposal of Alderman Irvine, seconded by Councillor Wilson, that the recommendation be adopted.

6. THE MOST BEAUTIFUL BAYS ASSOCIATION – STRANGFORD LOUGH (FILE REF:TO/TD13)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning stating that in December 2016, the Tourism Manager had been contacted by the Tourism NI Destination Manager regarding an opportunity to meet with two local travel journalists, Patrick and Jane Coyle. The purpose of the meeting was to establish whether the Council and relevant key stakeholders representing Strangford Lough, would be interested in a proposal to become a member of the Most Beautiful Bays of the World Association leading to a nomination for candidacy in September 2017. This proposal had originated from a meeting between Mr and Mrs Coyle and officers from the Office de Tourisme in Vannes, Brittany. Mr and Mrs Coyle had met the Tourism Officers during their attendance at the Festival Interceltique, Lorient whilst discussing the local tourism own membership of the Association as the Bay of Morbihan. It was established that the Bay of Morbihan and Strangford Lough bore striking similarities with regard to land and loughscape.

The Most Beautiful Bays of the World Association was a global organisation, currently had a membership of 41 Beautiful Bays and had a formal partnership with the United Nations Environment Programme. Members must meet certain criteria across a range of areas: level of wildlife and flora, economic potential and natural asset features. Example Bays include: Bay Stockholm Bay Santander, San Francisco Bay and Bantry Bay. The Association was also about making international links and connections and identifying commonalities between nations.

To establish whether the proposal to nominate Strangford Lough for candidacy was appropriate, it would be beneficial for Officers from Office de Tourisme in Vannes to visit the area, to meet with key stakeholders including Newry, Mourne and Down District Council and determine whether the criteria had been met and if so determine whether a candidacy should or could be pursued and indeed confirm potential benefits of any such membership. The Destination Manager of Tourism NI had agreed to facilitate such a familiarisation trip in partnership with the Council, should the Council be agreeable to this approach. The budget for associated costs, which may include travel, accommodation and hospitality would be on a split basis with Tourism NI ie TNI 50% and Council 50% and would be met from existing Tourism budgets. The timeline for the visit had yet to be agreed but it was anticipated that if it was pursued, it would be spring/summer 2017.

RECOMMENDED that the Committee approve a budget of up to £800 to cover associated costs, for a familiarisation trip into the Strangford Lough area in 2017, for representatives from Office de Tourisme, Vannes, subject to Tourism NI contributing at least the equivalent associated budget.

Alderman Irvine proposed, seconded by Councillor Cooper, that the recommendation be adopted.

Councillor Walker asked if there were any ideas of the visitor numbers this may produce.

In response, the Temporary Head of Tourism stated that a corporate benchmarking exercise would be undertaken and the visit progressed in order to learn more about the benefits for the Council to be involved with the Association.

AGREED TO RECOMMEND on the proposal of Alderman Irvine, seconded by Councillor Cooper, that the recommendation be adopted.

7. COASTAL MASTERPLAN – SCULPTURE FEASIBILITY STUDY (FILE REF:TO/TD14)

PREVIOUSLY CIRCULATED:- Report from Director of Regeneration, Development and Planning detailing that in June 2016, the Council was presented with the Mourne Coastal Route Coastal Masterplan Study and approved the use of the study to help inform strategy and planning going forward. The aim of the study was to identify a series of projects with the most potential to attract additional visitors to the Borough. The feasibility study focussed on tactical sites and strategic tourism projects. The following strategic project was recommended for consideration with relevant partners, at the appropriate time juncture:

Public art – the development of a proposal to run an international competition to secure a visitor generating large scale piece of public art located on the Ards Peninsula for example, Angel of the North calibre.

Since publication of the study, the Destination Manager from Tourism NI had liaised with the Arts Council NI, regarding the Public Art project, facilitated an exploratory meeting with the Arts Council and had presented the Tourism Manager with a

Proposition Paper on a phased approach to the potential delivery of a Public Art project.

The Coastal Masterplan report highlighted the lack of an iconic attractor and visitor amenities along the Ards Peninsula section of the route. The report further recommended the undertaking of an International Sculpture Competition to commission an Iconic Art Piece synonymous with the Ards Peninsula and East Coast. It was clear that this was a major undertaking and initial estimates from Arts Council suggested a minimum budget of £5 million. This would include significant pre-development work and full Community engagement as well as the significant competition process, with construction and installation. Tourism NI had proposed that Council lead on an initial phase of the project to establish its feasibility. This would include:

Phase 1

- Appointment of Specialist Consultants
- Feasibility Study to include: Bench Marking Exercise and Fact Finding Journey – determining tourism value and economic impact
- Strategic Outline Business Case – timelines, costings, community engagement plan, art competition and implementation plan

A steering group of agreed members would be established at this stage.

Estimated cost £30,000

The following would be the anticipated stages if the viability of the project was agreed and approved by all partners after phase one.

Phase 2

Based on the outcome of the Feasibility Study, appoint a Project Manager to oversee the entire process.

Estimated cost £40,000 - £100,000

Phase 3

The Arts Council had stressed the need for Community ownership and buy-in to this project. This Phase would see the appointment of an artist in residence to implement the Community Engagement Plan to develop ideas and concepts to inform the Terms of Reference (ToR) for the Art Competition in terms of the sense of place and what the sculpture meant and should represent to the local Community.

The Project Manager should then develop a Terms of Reference approved by the Steering Group to go to competition.

Funding applications to appropriate sources should be undertaken by the Project Manager and an Outline Planning Application progressed.

Estimated Cost - £75,000

Phase 4

Advised and supported by Arts Council NI a full International Art Competition would be undertaken using the Terms of Reference developed previously. A selected panel would assess applications based on concepts and interview. A selected group of around 4/6 artists would be selected to go forward to Competition and funded to develop their concepts to a model/maquette stage for final selection.

Estimated Cost - £500,000

Phase 5

The selected artist moves to construction.

Estimated Cost - £5 million

The Tourism Manager had advised Tourism NI that an investment in a project of this scale, complexity and budget would require full Council and stakeholder support and an interdepartmental approach to delivery, however it was recognised that until the feasibility of the project was determined and potential external funds had been identified, the project could not progress beyond Phase one. On that basis, Tourism NI had agreed to bid for 50% of the fund, within the incoming financial year within their own budgets, to deliver the Sculpture Feasibility Study in partnership with Ards and North Down Borough Council. A budget of up to a maximum of £15,000 had been included in the Tourism budgets for 2017/18 under Tourism Development to fund this project.

It was anticipated that this Feasibility Study would complement the outputs of the Integrated Tourism, Regeneration and Development Strategy 2017-2022.

RECOMMENDED that the Committee approve the delivery of a Sculpture Feasibility Study, in partnership with Tourism NI, at a total budget of £30,000, subject to the confirmation of a £15,000 financial contribution from Tourism NI within 2017/18 financial year.

Councillor Adair proposed, seconded by Councillor Smart that the Council tasks officers to work with Tourism NI to source funding to implement and develop the Coastal Masterplan across the Ards and North Down Borough.

Councillor Adair stated that the Coastal Masterplan was a fantastic document which would be invaluable for the future of tourism throughout the Borough. He stated that the recommendation contained in the report would effectively tie the Council to just one project rather than all of the projects included within the Masterplan. Continuing he expressed the view that the development of a piece of public art would not be the preference of many constituents particularly with a cost of £5M associated with it. Therefore, he felt it would be more beneficial to work with Tourism NI in order to achieve better value for money projects throughout the entire Borough. He added that in his opinion a sculpture would not attract visitors to the Borough.

Alderman McDowell indicated that he too had struggled to support the recommendation contained in the report particularly as Scrabo Tower was considered by many as a key symbol of the Borough. He suggested that more focus was given to the existing natural attributes throughout the Borough such as Scrabo Tower and added that he did not believe the array of public art throughout Belfast attracted visitors to the city. Having said that he acknowledged there may be a place for smaller pieces of public art throughout the Borough but not something at a cost of £5M as that in itself, in his opinion, would not attract tourists.

At this stage Councillor Wilson commented that there may be benefits to the use of smaller pieces of public art similar to that at Bregenz House, Bangor.

Councillor Walker stated that he felt very conflicted in respect of the matter and sought clarification on whether or not the money had already been spent.

In response the Temporary Head of Tourism advised that the Coastal Masterplan had identified a variety of projects and a bid had been made from a pot of money from Tourism NI. That money was to undertake a feasibility study for the piece of public art subject to Tourism NI approving the funding bid. Continuing she confirmed that all of the projects identified within the 2016 Coastal Masterplan would be used to inform and plan going forwards.

At this stage the Director of Regeneration, Development and Planning commented that following the end of the call-in period the Integrated Strategy consultants would be appointed and Public Art would be considered as part of the strategy.

AGREED TO RECOMMEND on the proposal of Councillor Adair, seconded by Councillor Smart, that the Council tasks officers to work with Tourism NI to source funding to implement and develop the Coastal Masterplan across the Ards and North Down Borough.

8. UPDATE ON INTERIM BUSINESS START PROGRAMME (FILE REF: 500516)

PREVIOUSLY CIRCULATED: - Report from the Director of Regeneration, Development and Planning stating that the "Go-For-It" Business Start Up programme was a high profile initiative and the Council, under the transferred Economic Development functions, had a statutory duty to deliver the programme and meet the job creation target set in the Programme for Government.

In October 2016 Ards Business Centre Ltd and North Down Development Organisation Ltd had been appointed as the delivery agent for the Ards and North Down Interim Go-For-It Business Start Programme.

It was agreed by Council that Ards Business Centre Ltd and North Down Development Organisation Ltd be appointed for an initial five month period, with the option to extend the contract on a monthly basis for another six months.

As the new Northern Ireland Business Start-Up Programme, which was currently being developed as an 11-Council joint initiative, would only be in place by the end of June 2017 to replace this interim arrangement, the Economic Development section would extend the current arrangement with the delivery agent as per initial recommendation.

In terms of performance, the Interim “Go-for-It” Start-Up Programme aimed to deliver 55 business plans and to promote the creation of 42 jobs between November 2016 and 31 March 2017.

It must be noted that all 11 Councils experienced a low number of enquiries at the beginning of this interim period and that the associated marketing became effective after the second wave at the end of January 2017.

As a result, the numbers of business plans delivered had been lower than anticipated for the first three months of the programme, but they were now exceeding the quantity the Council would expect to receive on a monthly basis.

Members would be aware that the statutory number of completed business plans stipulated by the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 was 85 for Ards and North Down Borough Council. We had already exceeded this target by delivering 145 business plans in the year up to this point, which represented an achievement of 170% of our original target. It was now anticipated that the Council would have delivered another 37 business plans by 31 March 2017. This would bring the total achievement to 214%. The Council had therefore met its statutory obligations in relation to this programme.

The current performance of the Interim programme was currently as follows (November 2016 to March 2017):

	Original targets From RSI Programme for financial year April 2016 to March 2017	April to October 2016 RSI programme	November to March 2017 INTERIM Go-For-It Programme run by the Council (Not INI)	Total to date of the two programme periods combined (blue and yellow)
Number of approved business plans	85	145	6	151
Number of vouched business plans awaiting decision	N/A	N/A	13	13
Number of plans currently being compiled to be submitted to the	N/A	N/A	18	18

Council by the delivery agent				
Total number of business plans	85	145	37	182
% of achieved jobs against SLA for financial year 2016/17	100%	170%	See total figure in next column	214%

RECOMMENDED that members note the content of the report.

Councillor Cummings proposed, seconded by Councillor Armstrong-Cotter that the recommendation be adopted.

Alderman Irvine took the opportunity to note the success of the Programme to date and welcomed the update report.

AGREED TO RECOMMEND on the proposal of Councillor Cummings, seconded by Councillor Armstrong-Cotter, that the recommendation to adopted.

9. UPDATE ON GO-FOR-IT DIGITAL CAMPAIGN PROGRAMME – (FILE REF: 500516)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning detailing the “Go-For-It” Business Start Up programme was a high profile initiative and the Council, under the Economic Development functions, had a statutory duty to deliver this programme and meet the job creation target set in the Programme for Government.

The Interim “Go-for-It” Start-Up Programme which was agreed by Council in July 2016 aimed to deliver 55 business plans and to promote the creation of 42 jobs by 31 March 2017 (now extended to the end of June 2017 as per first report presented to Committee this month). The new Northern Ireland Business Start-Up Programme, which was being developed as an 11-Council joint initiative and would be part-funded by the European Regional Development Fund (ERDF) and Invest NI, should be in place by the end of June 2017 to replace this interim arrangement. Provision had been made to fund the interim arrangement until September 2017 if necessary, although it was thought very unlikely.

Digital marketing had started in November 2016 with the appointment of a Digital Marketing Officer by Derry City and Strabane District Council for the duration of the Interim Programme on behalf of the participating councils and at a cost of £2,354.03 to Ards and North Down Borough Council. In order to ensure continuity, to optimise the momentum from the current campaign and cover any possible extension of the extension of the interim programme to potentially September 2017, the total cost of delivering the Digital Marketing plans had been revised to £2,551.84. This represented an additional £197.81 to ensure continuity of service.

The main objectives of this digital campaign were to use an array of social media (Go-For-It Website www.goforitni.com, Facebook, Twitter, LinkedIn, Youtube and Google Adwords and Mailchimp) to:

1. Inform potential entrepreneurs about the Programme and the assistance available to them
2. Raise awareness of the programme
3. Encourage people in Northern Ireland to think about starting a business
4. Drive inquiry volumes
5. Reinforce the importance of a business plan as the first step on their start-up journey.

In terms of publicity generated through the Go-For-It Website, members should note that the existing website currently managed by Invest NI Digital Team would expire on 31 March 2017.

The Digital Team in Derry City and Strabane District Council had carried out a procurement exercise to price the cost of developing a new website for the NIBSU programme which would cover the period May 2017 to March 2020.

It was estimated that the cost of developing such a website would come to £2,190 and this cost would be shared, using the proportional formula, between the 11 councils. The cost, which would cover development, hosting and capped maintenance, was estimated to be £163.92 for Ards and North Down Borough Council for the three-year period and would come from existing budgets.

RECOMMENDED that Council agrees:

- (i) the extension of the Digital Campaign Programme Service Level Agreement until September 2017, if necessary, at a total cost of £2,551.84
- (ii) to contribute to the development of new Go-for-It website at a cost of £163.92 from existing budgets.

AGREED TO RECOMMEND on the proposal of Councillor Cummings, seconded by Councillor Woods, that the recommendations be adopted.

10. YEAR 2 UPDATE ON THE EXPLORING ENTERPRISE 3 PROGRAMME (FILE REF: 500539)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning stating that in October 2015, it was agreed that Council provided match funding of £41,244.32 over three years to Ards Business Centre Ltd and North Down Development Organisation Ltd for them to proceed with the delivery of the Exploring Enterprise 3 Programme in the Borough. The programme was centrally managed by Enterprise NI.

This report provided an update on the delivery of the four planned Exploring Enterprise Programmes in the Ards and North Down Borough Council area over the period 1 April 2016 to March 2017.

1. Background information

The Exploring Enterprise³ programme (EE³p) was part funded through the Northern Ireland European Social Fund 2014-2020 Investment for Jobs and Growth Programme, the Department for the Economy and Council and was delivered by Enterprise Northern Ireland through the Local Enterprise Agencies throughout Northern Ireland.

EE³p would provide support to the unemployed or economically inactive individuals of Northern Ireland. It focused on targeting 16 - 65+ from disadvantaged backgrounds with little or no qualifications, to include lone parents, ex-offenders, people who had been made redundant, young people and women. It was designed to fill a gap in the provision of enterprise support and address deprivation, disadvantage and employability barriers.

EE³p provided 143 courses delivered by a network of 25 Enterprise Agencies with 8 of those being ring fenced for Ards and North Down Borough Council area from 2015 to December 2017. The programme was being delivered across Ards and North Down by the below two delivery agencies contracted to deliver EE³p in the area:

- Ards Business Centre Ltd: and
- North Down Development Organisation Ltd.

2. Results and Impact of Year Two EE³P

The Exploring Enterprise³ Programme had had a significant impact in the Ards and North Down Borough Council area. 49 had people received 8.5 hours of pre-training personal development, one to one support and professional guidance. 14 people had been awarded the CCEA accredited Level 1 Certificate in Understanding Business Enterprise, and 21 were awaiting moderation in May 2017. To date 7 participants had secured employment and 8 were progressing to self-employment. Others were pursuing further education and training to include being signposted to the 'Go For It' programme. Post assessment mentoring was ongoing with each participant availing of up to a maximum 16.5 hours of one to one support. When closing the training and development contract with each participant, all would be signposted to the next relevant stage of their journey to help them return to the labour market. A six-month follow up would be completed with all participants to analyse where the participant was at and if they had maintained their outcome status

3. Outcomes of the programme (Year 2)

The outcomes achieved for the four programmes delivered in year two as at the 14/03/2017, were illustrated in the table below;

	Department for the Economy Target	Council Target	Actual (to date)
Year	2016-2017		
Courses Delivered	4	4	4

Individuals achieving QFCF Level 1 in 'Understanding Business Enterprise'	28	40	*35
Study Visit attendees	20	20	**
Develop and upskill knowledge & Business Acumen and create opportunities to pursue further training, self-employment and secure employment opportunities.		40	45
Individuals obtaining employment	4		7
Individuals starting their own business	8		8
Assist participants to explore option of self-employment & express an interest in pursuing other funded initiatives through local, regional and national funding structures.		85%	59%
Participants will demonstrate increased confidence to pursue and access other opportunities such as additional training or employment		75%	65%
Participants register within formal and informal training and education		25%	33%

* 14 successfully moderated by CCEA in January 2016 and 21 would be moderated in May 2017

** study visits were scheduled to take place for North Down Development Organisation on 15 March 2017 and Ards Business Centre on 21 March 2017.

With the close of year 2 programme delivery approaching, the Council was currently sitting at percentage achieved against target, as per the Ards and North Down Borough Council Letter of Offer, as follows:

- Achieved or awaiting Qualification: 88%
- Develop and upskill knowledge & Business Acumen and create opportunities to pursue further training, self-employment and secure employment opportunities: 113%
- Assist participants to explore option of self-employment & express an interest in pursuing other funded initiatives through local, regional and national funding structures: 69%
- Participants will demonstrate increased confidence to pursue and access other opportunities such as additional training or employment: 87%
- Participants register within formal and informal training and education: 132%

It was important to note that collectively the delivery agencies within the Ards and North Down Borough Council area would exceed performance with regards the targets set by the Department for the Economy as follows (final figures would be collated and further presented once the full analysis on participation was complete):

- Achieved or awaiting Qualification: 125%
- Individuals obtaining employment: 175%
- Individuals starting their own business: 100%

4. Participant Outcomes

Participants were at different stages across the four programmes with delivery of year 2 still ongoing until 31 March 2017. However, the Economic Development section was confident that the programme was on target and would be fully delivered in line with the agreed KPIs by December 2017.

5. Benefits to Council/Acknowledgement of funding/Celebration Events

By supporting the programme Ards and North Down Borough Council was being promoted within the Borough as contributing to an initiative to support unemployed and disadvantaged individuals into self-employment and employment opportunities. This was in line with its statutory duties under Transferring Functions.

RECOMMENDED that the Council note the content of the report.

AGREED TO RECOMMEND on the proposal of Councillor Cummings, seconded by Alderman Irvine, that the recommendation be adopted.

11. INDUSTRIAL STRATEGY FOR NI FINAL RESPONSE (Appendix IV)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning stating that the Department for the Economy had recently published a draft Industrial Strategy for Northern Ireland to 2030 which was open to public consultation until 25 April 2017. The draft strategy had been released

to coincide with the publication of the UK wide Industrial Strategy that was announced by the Prime Minister on 23 January 2017. A new overarching draft Economic Strategy for NI was expected to be published in January 2017.

A first draft response to this consultation was submitted at the March Committee and it was agreed that the Council endorsed this first phase response, to be added to, following the specific Signal based Executive Meeting of NILGA on 10 March 2017, which focused exclusively on this draft strategy. It was further agreed that a final response be prepared for the April Committee.

The consultation document contained a number of structured questions to consider as detailed within the attached report.

RECOMMENDED that the Council endorses this final response to the Consultation on the Industrial Strategy.

Councillor Cummings proposed, seconded by Alderman Irvine, that the recommendation be adopted.

Councillor Cummings welcomed the contents of the report commenting that it offered some direction to Local Government and acknowledged the length of the process to date. Continuing he also acknowledged the importance of building a better economy and the development of improved infrastructure in order to build enterprises. He asked that the following comments were incorporated into the Council's response: -

- 1 - Acknowledge the significant role of Local Government leadership in the report which he noted had been quite light up to this point.
- 2 – Demand a greater emphasis on manufacturing.

Councillor Cummings added that he looked forward to reviewing the outcome of the final document.

AGREED TO RECOMMEND on the proposal of Councillor Cummings, seconded by Alderman Irvine, that the recommendation be adopted.

12. TOURISM SERVICE PLAN (FILE REF: TO/TD15) (Appendix V)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning stating that from 2017-18 Service Plans would be produced by each Service in accordance with the Council's Performance Management policy.

Plans were intended to:

- Encourage compliance with the new legal, audit and operational context
- Provide focus on direction
- Facilitate alignment between Corporate, Service and Individual plans and activities
- Motivate and develop staff

- Promote performance improvement, encourage innovation and share good practice
- Encourage transparency of performance outcomes
- Better enable us to recognise success and address underperformance

A Service Unit Plan for Tourism 2017-18 was attached. This plan had been developed to align with objectives of the Corporate Plan 2015-19 and the draft Annual Performance Improvement Plan (PIP) 2017-18. The agreement of the plan would also aid toward achievement of the Council's performance improvement duties under the Local Government Act (NI) 2014.

The Service Plan highlighted where the service contributed to the Corporate Plan and, where that was the case, set out the objectives of the service for the 2017/18 year. It further identified the key performance indicators used to illustrate the level of achievement of each objective, and the targets aligned to each objective, along with key actions required to do so.

The plan had been developed in conjunction with staff, officers and management and consultation with key stakeholders where relevant.

The plan was based on the agreed budget. It should be noted that, should there be significant changes in-year (for example due to Council decisions, budget revisions or changes to the PIP) the plan may need to be revised.

The Committee would be provided with update reports on performance against the agreed plan.

RECOMMENDED that the attached plan is adopted.

Councillor Walker proposed, seconded by Councillor Smart that the recommendation be adopted.

Councillor Walker sought clarification on which key stakeholders had been consulted.

In response the Temporary Head of Tourism confirmed that engagement had been undertaken with Tourism NI as well as consultation with local traders. She added that market research would also be undertaken by way of evaluation of events.

At this stage the Director of Regeneration, Development and Planning commented that it was a standard Council document and consultation had taken place with stakeholders.

Continuing, Councillor Walker referred members to Page 12 of the document which considered PF.01 Engage, Communicate and Listen to our Stakeholders in comparison to Page 15 which considered PF.04 Deliver High Quality Customer Focussed Services and asked for clarification on both matters.

In response the Director of Regeneration, Development and Planning advised the PF.01 defined how engagement was measured, adding that the document detailed the work plan for 2017/18 in line with the development of the Strategy.

Councillor Walker asked again for clarification on who the stakeholders had been.

The Director of Regeneration, Development and Planning referred members to Page 6 of the Plan which detailed each of the relevant stakeholders. She added that it was intended via the Integrated Strategy to facilitate a number of thematic stakeholder groups and informed members that the letter of offer had been sent out earlier that day to the appointed consultant.

Councillor Walker stated that comments had been frequently made to him that consultation was not always comprehensive. Referring to Page 10 and PR.02 Support Business Start-up, Development and Growth, he sought clarification on how skill gaps were identified.

In response, the Director of Regeneration, Development and Planning advised that had been established through Tourism NI and learning from various events which had already taken place throughout the Borough.

Alderman McDowell referred to his suggestion for the establishment of an Economic Development Forum which he had made a number of months ago and asked that relevant stakeholders were brought together. He added that he would also be keen to ensure that no duplication would take place.

At this stage the Director of Regeneration, Development and Planning stated that she was confident there would be no duplication. Continuing she advised that there would be Steering Groups established for elected members as well as a number of Thematic Groups with public consultation to follow. It was noted that an update report would be brought to members' attention in May 2017.

AGREED TO RECOMMEND on the proposal of Councillor Walker, seconded by Councillor Smart, that the recommendation be adopted.

13. ECONOMIC DEVELOPMENT SERVICE UNIT PLAN 2017-2018 **(FILE REF: ED22)** (Appendix VI)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning detailing that from 2017-18 Service Plans would be produced by each Service in accordance with the Council's Performance Management policy.

Plans were intended to:

- Encourage compliance with the new legal, audit and operational context
- Provide focus on direction
- Facilitate alignment between Corporate, Service and Individual plans and activities
- Motivate and develop staff
- Promote performance improvement, encourage innovation and share good practice

- Encourage transparency of performance outcomes
- Better enable us to recognise success and address underperformance

A draft plan for Economic Development 2017-18 was attached. This plan had been developed to align with objectives of the Corporate Plan 2015-19 and the draft Annual Performance Improvement Plan (PIP) 2017-18. The agreement of the plan would also aid toward achievement of the Council's performance improvement duties under the Local Government Act (NI) 2014.

The Service Plan highlighted where the service contributed to the Corporate Plan and, where that was the case, set out the objectives of the service for the 2016/17 year. It further identified the key performance indicators used to illustrate the level of achievement of each objective, and the targets that the Service would try to attain along with key actions required to do so.

The plan had been developed in conjunction with staff, officers and management and consultation with key stakeholders where relevant.

The plan was based on the agreed budget. It should be noted that, should there be significant changes in-year (for example due to Council decisions, budget revisions or changes to the PIP) the plan may need to be revised.

The Committee would be provided with update reports on performance against the agreed plan.

RECOMMENDED that the attached plan is adopted.

Councillor Cooper proposed, seconded by Councillor Menagh that the recommendation be adopted.

As proposer Councillor Cooper welcomed the content of the report and commended officers for their work.

Alderman Irvine referred to Pages 17 and 18 of the report which outlined the establishment of productive partnerships and referred to legacy Council links with Fingal County Council and Finland which had previously been established.

The Head of Economic Development and Tourism commented that following the merger of the two legacy Councils Ards and North Down, those internal linkages had become slightly underutilised, although it was noted that formal contact still remained in place. Continuing she advised that consideration would be given to which models would work and efforts made to retain the current links with both Fingal County Council and Finland.

AGREED TO RECOMMEND on the proposal of Councillor Cooper, seconded by Councillor Menagh, that the recommendation be adopted.

14. DEPARTMENT FOR COMMUNITIES FUNDING UPDATE (FILE REF: 141858)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning detailing that as members would be aware, all five towns had an urban Masterplan, spanning a 15-year development period. This was a flexible plan that could have projects amended, added to or removed as the Town Steering Groups required.

Discussions had been on-going with the Department for Communities (DfC) in the absence of the transfer of regeneration powers to ensure the work identified within the Masterplans could continue.

Officers had been working with DfC to develop a forward work plan which identified projects that may achieve funding, in consultation with each Town Steering Group. The work plan was predicated on funding being available from DfC, which at this stage was unclear given the absence of the Executive and subsequent budget allocations. Discussions with DfC had indicated that a budget allocation may be available by July and that this allocation would be time limited to 31 March 2018, for expenditure and completion.

Given the constraints of both available budget and time limitations, officers had been identifying projects that were ready to go forward quickly and that could be delivered in the timescales set by DfC. Those projects, derived from the Masterplans for each town, would be limited to smaller projects as a substantial number of projects were larger in both budget and project timespan.

A further major issue had now arisen. The limitations for identifying suitable projects was greatly affected by DfC adhering to using the 2015 Area Plan Town Centre Boundaries, as the project areas. This was causing significant difficulties in identifying projects that could be delivered in timescale and that did not require at risk designs to be developed. The previously agreed projects that were identified in each of the “work plans” were as follows:

Donaghadee

- The Moat, subject to alternative funding source (Outside Town Centre Boundary)
- The Boatyard Fence, subject to alternative funding source (Outside Town Centre Boundary)
- Donaghadee Harbour, subject to alternative funding source (Outside Town Centre Boundary)
- Crommelin Sports Hub, subject to interdepartmental meetings and subject to funding (Outside Town Centre Boundary)

Comber

- Restoration of the Council owned dam, subject to alternative funding source (Outside Town Centre Boundary)

- Cycling and Pedestrian links, subject to on-going engagement with Sustrans
- Enler River Park (Urban Section), subject to alternative funding source (Mostly outside Town Centre Boundary)

Newtownards

- Court Square enhancements, possibility to obtain funding for a redesign of Court Square to upgrade and enhance this area
- Queens Hall upgrade/redesign, continue working with Libraries NI to see how this important asset could be upgraded
- Old Market Cross, revisit this important historical landmark with Historical Environment Division to explore restoration and enhancing that as an important gateway feature to the town

Bangor

- Town centre footfall counters, this would provide important footfall information for the Chamber and the on-going Queen's Parade project
- Upgrade the town centre Wi-Fi, as technology improves rapidly, this 5-year-old project required a significant investment to improve the service
- Bangor town centre App, a redesign and relaunch of a town centre App that could deliver a better experience for traders and visitors driving business and utilising social media channels

Holywood

- Redburn Square Public Realm scheme, completion of this scheme to improve this area and made this an attractive gateway to the town
- Laneways, to lobby DfC to fund an improvement of two linkage laneways to the main shopping core by improving surfacing and lighting (Patton's Lane and Gray's Lane)
- Redburn Square revitalisation scheme, as with the other Public Realm Schemes lobby DfC to fund a small shop frontage scheme for traders affected by the disruption of the current scheme

The officers would continue to work with the Town Steering Groups and DfC through a round of workshops to examine the possibility to add projects to the Masterplan (within the Town Centre Boundary). Any additional projects identified would be worked up over the next three months with a view to applications being made to DfC for funding, but being mindful that the project must be deliverable in a short time span. As the previous £2m allocation for physical regeneration to that area would not be available, any projects submitted would be assessed on a competitive basis with other Council areas.

The Council would be required to establish matched funding for those projects at the rate of 10% and currently discussions were on-going as to offsetting officers' time and revenue contributions towards this matched funding requirement. A budget was available for this in the next financial year.

RECOMMENDED that that the Council notes the report.

Councillor Cooper proposed, seconded by Councillor Gilmour that the recommendation be adopted.

Referring to the suggested 'work plans' for Donaghadee, Councillor Walker noted that all four sat outside the town centre boundary and therefore it would appear that Donaghadee would not see those works completed in the near future.

Councillor Smart expressed the view that the report made devastating reading for each of the towns in the Borough and suggested that the Council needed to do something to secure the required funding as the current situation was, in his opinion, unacceptable.

The Head of Regeneration shared the frustration of members in respect of the delay to the Masterplans and reassured them that efforts were being made in each of the towns to consider if there were any further suitable projects. Continuing he advised that during the next six weeks meetings would be held with each of the Town Steering Groups to reconsider each of the current Masterplans, which members were reminded were living documents which could be altered at any time. It was noted that the definition of a 'town centre boundary' had been set by the Department's Central Policy.

At this stage Councillor Gilmour expressed her thanks to the Head of Regeneration for his efforts to date, adding that as had previously been suggested a meeting with the Minister may have proved useful in this regard. Referring to the upgrade of existing Wi-Fi in the towns she sought clarity on when an upgrade would be available for Holywood.

In response the Head of Regeneration confirmed that as Bangor had been the first town to have Wi-Fi installed it would be first on the upgrade list of works with the rest of the towns following on afterwards.

Councillor Cummings referred to Comber and the proposed ongoing engagement with Sustrans in respect of cycle links and asked if that would impact on proposals between Newtownards and Comber.

The Head of Regeneration informed members that the matter was being taken forward by the Council's Community and Wellbeing directorate.

AGREED TO RECOMMEND on the proposal of Councillor Cooper, seconded by Councillor Gilmour, that the recommendation be adopted.

15. REGENERATION AND DEVELOPMENT BUDGETARY CONTROL REPORT (FILE REF: FIN45)

PREVIOUSLY CIRCULATED:- Report from the Director of Regeneration, Development and Planning detailing that this Regeneration and Development Budget Report covered the 11 month period 1 April 2016 to 28 February 2017 and

was set out on page 2. The Net Cost of Services was showing an under spend of £210,497 (5.8%).

Explanation of Variance

In addition, a Budgetary Control Report by Income and Expenditure for Regeneration and Development was shown on page 3 which analysed the overall favourable variance (£210,497) by expenditure (£18,776 favourable) and income (£191,722 favourable).

Regeneration & Development

Expenditure - £18.8k (0.4%) better than budget to date. This favourable variance was mainly made up of the following:-

1. Regeneration- £127.3k adverse.
 - a. Donaghadee THI £129.8k adverse but that was offset by grant income (see 3a below).
 - b. Project 24 £54.7k adverse but that was, also, offset by grant income (see 3a below).
 - c. Chamber of Trade was £36.7k favourable.
 - d. Masterplan expenditure was £25.0k under budget.
2. Economic Development & Tourism - £142.3k favourable. There were a number of favourable and adverse variances which offset each other but the overall variance could be summarised by:-
 - a. Payroll £105.0k favourable mainly due to vacancies in Tourism and Economic Development. Restructuring of the Tourism unit would be progressed later this year.
 - b. Creative Industries Project was £41.6k under budget but that was partially offset by a reduction in income (see 4a below).
 - c. Exploris severance £91.3k adverse – this had not been budgeted for.
 - d. Tourism Somme event £64.3k favourable – this event did not take place due to logistical reasons.

Income - £191.7k (30.2%) better than budget to date. This favourable variance was mainly made up of the following:-

3. Regeneration - £232.6k favourable.
 - a. Comber Traffic Assessment project grant £30.2k favourable in respect of the 2015/16 year; Donaghadee THI grant income £131.8k favourable (see 1a above); Project 24 grant income £55.7k favourable (see 1b above).
4. Economic Development- £40.9k adverse.
 - a. Creative Industries Project is £28.7k adverse. This was more than offset by a reduction in expenditure (see 2b above).
 - b. Innovative Development Project was £17.4k adverse.

BUDGETARY CONTROL REPORT						
By Directorate and Service						
Period 11 - February 2017						
Note	Year to Date Actual £	Year to Date Budget £	Variance £	Annual Budget £	Variance %	
Regen & Development						
300 Regen, Dev & Planning HQ	128,356	132,100	(3,744)	144,000	2.8	
310 Regeneration	968,531	1,073,850	(105,319)	961,300	9.8	
320 Econ Dev & Tourism	2,292,116	2,393,550	(101,434)	2,853,900	4.2	
Totals	3,389,003	3,599,500	(210,497)	3,959,200	5.8	

BUDGETARY CONTROL REPORT						
By Income and Expenditure						
Period 11 - February 2017						
Note	Actual £	Expenditure Budget £	Variance	Actual	Income Budget	Variance £
Regen & Development						
300 Regen, Dev & Planning HQ	128,356	132,100	(3,744)	-	-	-
310 Regeneration	1,348,713	1,221,450	127,263	(380,182)	(147,600)	(232,582)
320 Econ Dev & Tourism	2,738,055	2,880,350	(142,295)	(445,939)	(486,800)	40,861
Totals	4,215,124	4,233,900	(18,776)	(826,122)	(634,400)	(191,722)

RECOMMENDED that the Committee notes this report.

AGREED TO RECOMMEND on the proposal of Councillor Adair, seconded by Councillor Gilmour, that the recommendation be adopted.

16. NOTICE OF MOTION

16.1. Notice of Motion submitted by Councillor Cathcart, Councillor Douglas, Alderman Henry, Alderman Irvine, Councillor McClean and Councillor Robinson

Councillor Cathcart proposed, seconded by Councillor Douglas that this Council, as part of the planned regeneration of Bangor Seafront and marketing of 'Bangor by the Sea', tasks officers to liaise with Quay Marinas Ltd and BJ Marine to explore greater public access to the Marina and seafront. Discussions to explore the potential of a continuous public path around the Marina, from Pickie to the Long Hole; public access to the central pier; as well as the reorganisation of the boatyard to regain seaviews and Bangor's place as a seaside town.

Councillor Cathcart stated that he wished to propose the motion as worded on the agenda that was in his name and the name of every Councillor in the Bangor Central DEA. He commented that the joint nature of this motion highlighted the joint determination to ensure that 'Bangor by the Sea' was now being marketed, returned to being a genuine seaside town, and he looked forward to removing the barriers that currently disconnect the town from the seafront. It was noted the motion followed a series of discussions and meetings with FABB and interested members of the public.

Continuing he stated that as members would be aware when the then Department for Social Development carried out a public consultation on the future of the Queens Parade site it soon became clear that the Council could not achieve what it wanted to achieve at Queens Parade without also redeveloping the Marine Gardens. He noted the real sense of disconnect between the town and the seafront, and particularly that the current car park acted as a barrier to the sea. He noted that last week had seen the deadline for bids for the Queens Parade project, the development brief called for plans to remove that disconnect, to create an outward facing place which reconnected the town centre with the seafront and the marina. He stated that had been a long time coming but agreed that it was an exciting time and he looked forward to hearing about the proposals.

Referring to his motion he commented that the location in which it referred to was beyond the Queens Parade site, the area from Bregenz House to the Long Hole, which experienced the exact same issue of a disconnect between the town and the seafront. He commented that if you were to walk around the Marina you would eventually hit a wall with a bricked up doorway near Bregenz House and similarly if you wished to continue around the Marina to the Eisenhower Pier or the Long Hole you would have to wander through cars in the car park or go back onto Quay Street and around. The dead end at the Marina which that had created had become a hotspot for alcohol consumption and Anti-Social Behaviour (ASB) and subsequently the Marina operators had to spend a lot of time having to deal with that problem. He suggested that by removing that dead space and having a continuous path around could actually help the operators tackle the ASB. He added that people were continually passing it and if it was more publically open it was less likely that people would gather there. Furthermore, a continuous path would boost the tourist offering as it would bring people to an area of historical interest at the Eisenhower Pier as well as the Long Hole which had become a hidden, almost forgotten gem of Bangor. Councillor Cathcart queried how many people had wandered over the years from Pickie and came to this dead end and assumed it was the end of the seafront and headed back therefore missing those areas of interest.

Continuing he stated that his motion also referred to the Central Pier which currently had no public access whatsoever. He made reference to the earlier report which detailed the arrival of cruise ships to Bangor with quite significant number of passengers who currently disembarked on the central pier where temporary railings were put in place to allow that to take place, which in his opinion undermined the argument that this area was not safe enough for the public. Furthermore, he stated that if Bangor was to become a destination for cruise ships it must be considered whether the Council wished to create a more permanent tourist welcome to the town. He indicated that was something he wished to be explored alongside public access to the Central Pier.

Lastly he stated that his motion referred to the Boatyard where the current placing of the boats visually blocked the sea from the town. He suggested that it should be explored to see if some form of reorganisation could take place to regain the sense that Bangor was 'by the Sea.' He acknowledged that the Council was of course under contract with operators in the Marina and therefore it would be inappropriate to go into detail about contractual issues as the meeting was not in confidence. However, the motion itself tasked officers to explore the potential of greater public access, while not setting specific targets because certain elements may not be possible. He noted that of course the operators would want to ensure the security of the very expensive boats in the Marina as well as maintaining public safety.

In summing up, Councillor Cathcart acknowledged that the proposers to this motion were big fans of the Marina and though it was a huge plus for the town it was important to get the balance right, particularly as the impression amongst many Bangorians was that the Marina was a place they were not allowed near. The old joke was of course, that Bangor was divided between the 'haves' and the 'have yachts'. He shared the view that the exploration of greater public access was in the mutual interest of the Council and the Marina operators. Greater public access did not have to result in a large cost, indeed it could be relatively inexpensive but they believed it would ultimately lead to the betterment of the town and would help create what was being marketed, that Bangor was 'by the Sea.'

Councillor Douglas stated that she rose to second the motion as proposed by Councillor Cathcart to the committee, which as he had highlighted, was supported by their fellow Councillors and Aldermen in the Bangor Central DEA.

The motion before members for consideration, had emerged from numerous discussions with local residents, over recent months. She stated that the residents were passionate, like them, about their town. They were keen to work in partnership with Council to enhance not just the physical quality of the environment of the town and seafront, and to make it aesthetically pleasing; but also, to make living, working and spending leisure time in Bangor a positive and life-enhancing experience. An experience which children, young people and adults would choose to repeat time and time again. Councillor Douglas acknowledged that the Council's constituents' vision for Bangor reflected its own, in that Bangor should become a destination, a town which attracted more residents, visitors, tourists and businesses. A town which showcased its natural and beautiful resources such as the magnificent coastline and the marina, which of course was central to the Council's current marketing of 'Bangor by the Sea'.

Continuing, Councillor Douglas noted that it was important to acknowledge that the residents were mindful that plans to redevelop Queen's Parade and Marine Gardens were imminent and they were fairly optimistic about that substantial development. Their feedback to Councillors was to ask them to consider some way of opening up the Central Pier and the Marina to the members of the public who currently did not have access, other than members of Bangor Marina. She added that while she did not wish to rehearse what Councillor Cathcart had already covered so eloquently, regarding the challenges and mechanics of making one's way from Pickie Fun Park to the Long Hole, and the lack of a continuous pathway along the seafront, anyone who had visited Bangor would have realised the obstacles. So instead Councillor

Douglas indicated that her focus was placed upon the experiential learning from the walkabout one Saturday morning. She stated that she had not fully appreciated the nature and extent of the issues and essence of the residents' representations until she along with Councillor Cathcart had joined the residents and gained access to the Marina, and the Central Pier where they had spent a number of hours with constituents in the locality. She noted at this juncture, the staff member from the Marina had been incredibly welcoming and accommodated the Council's request to view the Marina beyond the gates, and access the Central Pier. Being alongside the boats at the water's edge, right in the heart of the Marina had made her feel completely immersed and she acknowledged that of course, this would have been the focus of the architect's experiential design. She expressed some regret that not everyone would have the opportunity to share in that experience and be impressed.

Moving on, Councillors had then gained access to and walked along the Central Pier and the views of which had been stunning across the harbour and across the town. There was a sense of feeling part of the Marina, and very much connected to the town. The Group then came across a visiting group of 'Twitchers' who were on-site to observe the colony of Black Guillemots nesting along the Pier. Councillor Douglas stated that the difference between Central Pier and the North Pier was significant as when you located to the North Pier there was the sense of being on the periphery, nearly detached from the marina. It was that sense of disconnect which the residents had observed and highlighted to them as Councillors for the DEA. The constituents had wondered at that stage what might be possible.

Councillor Douglas reported that the visit to the marina and central pier had reinforced their ideas that greater public access than was currently available, in consultation with the Marina. Alongside that, would be a request to explore if a continuous path along the seafront, uninterrupted might be feasible and with perhaps a more modest request of Council Officers being able to engage the owner of the boatyard in dialogue with a view to re-siting one or two of the larger boats stationed in the yard which clearly blocked the sea views from Quay Street.

In summing up Councillor Douglas commented that the joint notice of motion, brought by the Councillors of Bangor Central DEA, would go some way to helping address the issue of public access and enabling more people to enjoy Bangor by the Sea. She thanked the Chairman, Aldermen and fellow Councillors for their time and due consideration in this respect.

Councillor Cooper rose in support of the motion adding that it was an excellent facility.

Councillor Smart commended Councillor Cathcart for bringing forward the motion adding that it was very worthwhile and noted the cohesive nature of Councillors working together for their District Electoral Area (DEA).

Also rising in support Councillor Wilson expressed his thanks to Councillor Cathcart adding that he had received hundreds of emails about the sea view being blocked by the boats at Bangor Marina.

Alderman Irvine then thanked Councillors Cathcart and Douglas for coming together to present the proposal and acknowledged their bid to reinvigorate the marketing of the town as 'Bangor by the Sea'. He added that many people came to the town to see the sea view and while congratulating Quay Marinas on the work it had undertaken to date, he encouraged the proposed discussions to take place.

Councillor Leslie referred to a recent presentation made to the Council during which it was revealed that there were plans in the pipeline to refurbish elements of the existing marina. Therefore, in light of that he would be supportive of liaison with Quay Marinas Ltd and BJ Marine to explore greater public access to the marina and seafront.

Councillor Gilmour rose to offer her congratulations to the proposer and seconder for bringing the proposal forward. She too noted proposals to upgrade the existing pontoons at the marina and was supportive of the suggested liaison to take place. Continuing she also acknowledged that the proposal would not commit the Council in any way and instead it would just be initial exploratory talks at this stage.

At this stage the Chairman commented that there seemed to be a lot of new life being breathed into the town with many new shops opening up.

AGREED TO RECOMMEND that this Council, as part of the planned regeneration of Bangor Seafront and marketing of 'Bangor by the Sea', tasks officers to liaise with Quay Marinas Ltd and BJ Marine to explore greater public access to the Marina and seafront. Discussions to explore the potential of a continuous public path around the Marina, from Pickie to the Long Hole; public access to the central pier; as well as the reorganisation of the boatyard to regain seaviews and Bangor's place as a seaside town.

EXCLUSION OF PUBLIC/PRESS

AGREED TO RECOMMEND on the proposal of Councillor Cummings, seconded by Councillor Cooper, that the public/press be excluded during the discussion of the undernoted items of confidential business.

17. ARMED FORCES DAY (FILE REF: 171574)

***** IN CONFIDENCE *****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

18. ANY OTHER BUSINESS

Queens Parade Update

*****IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

RE-ADMITTANCE OF PUBLIC/PRESS

AGREED TO RECOMMEND on the proposal of Councillor Cummings, seconded by Councillor Smart that the public/press be re-admitted to the meeting.

Bangor Court House

Alderman Irvine noted that it had been reported that the Open House Festival had launched a bid to take over the former Bangor Court House to transform it into a new culture complex. In light of that he asked for a report to be brought back to the Committee detailing how the Council may assist that to be a success.

The Director of Regeneration, Development and Planning Committee advised that as far as she was aware this was being facilitated by a community asset transfer and would be taken forward via the Community and Wellbeing Directorate and Committee.

NOTED.

Donaghadee's Big Weekend

Councillor Walker took the opportunity to express his thanks to officers for their work in ensuring Donaghadee's Big Weekend had been the success that it was.

NOTED.

TERMINATION OF MEETING

The meeting terminated at 8.41 pm.

ITEM 7.5

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Corporate Services Committee was held in the Council Chamber, 2 Church Street, Newtownards on Tuesday, 11 April 2017 at 7.00 pm.

PRESENT:

In the Chair: Councillor McIlveen

Aldermen: Gibson Keery
Graham

Councillors: Barry Kennedy
Brooks Muir (7.15pm)
Chambers (7.11pm) Smart
Gilmour Smith

In Attendance: Alderman Irvine
Councillor Cathcart
Councillor Walker

Officers: Director of Organisational Development and Administration (W Monson), Interim Director of Finance and Performance (J Pentland), Head of Human Resources and Organisational Development (R McCullough), Head of Administration (A Martin) and Democratic Services Officer (E Brown)

1. APOLOGIES

Apologies for inability to attend were received from Alderman Carson.

NOTED.

2. DECLARATIONS OF INTEREST

The Chairman asked for any Declarations of Interest and none were advised.

NOTED.

3. BUDGETARY CONTROL REPORT – FEBRUARY 2017 (FILE: FIN45)

PREVIOUSLY CIRCULATED:- Report dated 11 April 2017 from the Interim Director of Finance and Performance stating that the Budget Report covered the eleven-month period 1 April 2016 to 28 February 2017 and the Revenue Budgetary Control Report by Directorate was set out below. The Net Cost of Services was showing an under spend of £880,068 (2.5%) (box C). In addition, £1,137,905 (box D) of

favourable variances on Capital Financing and District Rates resulted in the Council having a full surplus at the end of February of £2,667,866 (box A) compared with a budgeted surplus for the same period of £649,894 (box B) resulting in a favourable variance on expected surplus of £2,017,972 (box E).

Explanation of Variance

A Budgetary Control Report by Income and Expenditure by Directorate was shown below which analysed the overall favourable variance (£2,017,972 – box E) by expenditure (£1,271,356 favourable – box F) and income (£746,617 favourable – box G).

COMMUNITY AND WELLBEING

Expenditure - £356.0k (3.1%) better than budget to date. That favourable variance was mainly made up of the following:-

1. Community and Culture - £114.1k favourable.
 - a. Payroll £53.7k favourable due to vacancies in Arts and Museums and Externally Funded Programmes.
 - b. Guitar Festival £7.0k under spend, which had been offset by a similar reduction in income.
 - c. Community Development £56.0k underspend. There were underspends to date on Community Activity Programmes (£12.0k), Community Summer Programmes (£14.6k), Volunteer Support (£13.4k) and Community Partnership (£25.0k though that was offset by a similar reduction in income).
2. Leisure and Amenities - £246.8k favourable. There were a number of favourable and adverse variances which had offset each other but the overall variance could be summarised by: -
 - a. Energy costs £42.3k (excluding Ards LC and Comber LC) under budget due to lower tariffs than budgeted for.
 - b. Euro Football Championships screens **£27.2k** adverse. Those were events which had been agreed after the budgets had been set.
 - c. Parks and Cemeteries £183.2k under budget. That was mainly due to payroll being £192.0k under budget. The payroll budget had assumed transformation of service from 1 April 2016. That had not happened as planned but was progressing. In addition, vacant posts had been mostly filled by agency staff at lower cost.
 - d. Ards LC (£54.4k) and Comber LC (£19.6k) running costs were £74.0k under budget. Expenditure was being closely managed to help offset the adverse income variances below.
 - e. Bangor Aurora (**£31.2k** adverse) and Bangor Sportsplex (**£21.9k** adverse) had had works carried out which had not been included in service budgets but were to be funded by an ear-marked fund. That accounting treatment meant that the service was charged the expenditure so appeared over budget but there would be no impact on the Council's overall performance as those costs would be funded by an ear-marked fund.

Income - £158.6k (4.4%) worse than budget to date. That adverse variance was mainly made up of the following: -

3. Leisure and Amenities - £190.2k adverse.
 - a. Ards LC £144.1k adverse (momentum fitness £82.9k, café/vending £24.8k, swimming pool £11.5k); Comber LC £26.9k adverse (momentum fitness £17.7k). Promotions were being run for momentum fitness and expenditure was being closely managed to help offset the adverse income variances. Londonderry Park £29.7k adverse although it was expected that the monthly income targets for the winter months would be achieved.
4. Environmental Health - £54.1k favourable. Food Rating and Food Hygiene Rating grants received were higher than budget (£30.7k). In addition, Home Safety grants (£11.4k) and Affordable Warmth grants (£4.8k) were higher than budget to date.
5. Community and Culture - £22.3k adverse. Community Partnership grant was £25.0k adverse (offset by a similar reduction in expenditure) and Guitar Festival income was £8.0k adverse (offset by a similar reduction in expenditure).

ENVIRONMENT

Expenditure - £64.3k (0.3%) better than budget to date. That favourable variance was mainly made up of the following: -

6. Waste and Cleansing Services - £214.6k favourable.
 - a. A combined summary of the Brown Bin Recycling initiative and ban on commercial vans at HRC's was set out in the table below.

	£'000	Commentary
Landfill	907.4	8.3k tonnes less than budget
Brown/green bin waste	(372.5)	6.9k tonnes over budget
Kitchen caddies and caddy liners	(179.8)	Financed from savings on landfill
Brown bins	(94.7)	Financed from savings on landfill)
HRC waste	(40.4)	Higher tonnage than budget
Total	220.0	

It was expected that as the year progressed the favourable landfill variance would continue to increase and the adverse HRC waste variance would reduce due to the ban on commercial vans.

- b. Blue bin waste (collected from the kerbside) was £55.1k adverse because tonnage was 504 tonnes over budget;
- c. Garden waste (collected at the HRCs) was £18.5k favourable (356 tonnes less than budget). That had been consistently under budget thus far that year;
- d. Black and blue bins purchases were £11.5k under budget.
- e. Weighbridge upgrades at North Road Depot and Balloo were £50.9k adverse. Skip repairs at Household Recycling Centres were £26.0k adverse.

- f. Payroll was £88.1k favourable to date.
- 7. Assets and Property Services - **£288.7k** adverse.
 - a. Payroll £96.6k favourable largely due to vacancies in Property Maintenance which were in the process of being filled.
 - b. Technical Services **£307.6k** adverse to date due to additional unplanned projects occurring during the year (**£289.3k**) (including Bloomfield Pavilion refurbishment, Millisle and Castle Park toilet block refurbishments, additional compliance works for North Down pavilions, cleaning and repairs to Bangor Seafront and play equipment at Harbour Rd, Portavogie and Castle Park) and additional spend on Christmas Lights (**£20.0k**).
 - c. Property Operations was £15.4k favourable and Fleet Management **£89.2k** adverse (mainly more vehicle parts purchased year to date than planned).
- 8. Building Control, Licensing and Neighbourhood Environment - £128.8k favourable.
 - a. Payroll £116.6k favourable largely due to vacancies in Building Control £76.4k and Neighbourhood Environment £29.8k which were in the process of being filled.

Income - £102.6k (3.0%) worse than budget to date. That adverse variance comprised:

- 9. Waste and Cleansing Services - **£143.6k** adverse. Mainly due to scrap metal income (**£53.1k**) and Trade Waste income (**£79.7k**) being worse than budget to date.
- 10. Assets and Property Services - **£46.0k** adverse. Mainly due to wind turbine income being behind target to date due to a lower wind regime than normal resulting in lower than expected production.
- 11. Building Control - £87.0k favourable. Building Control income (£60.0k) and Property Certificates income (£16.4k) were better than budget year to date due to a buoyant local housing market. Car park income £32.6k favourable to date (mainly PCN's) with licensing income **£17.1k** adverse (pavement café income).

REGENERATION, DEVELOPMENT AND PLANNING

Expenditure - £88.4k (1.6%) better than budget to date. That favourable variance was mainly made up of the following: -

- 12. Regeneration- **£127.3k** adverse.
 - a. Donaghadee THI **£129.8k** adverse but that was offset by grant income (see 15a below).
 - b. Project 24 **£54.7k** adverse but that was, also, offset by grant income (see 15a below).
 - c. Chamber of Trade was £36.7k favourable.
 - d. Masterplan expenditure was £25.0k under budget.

13. Economic Development and Tourism - £142.3k favourable. There were a number of favourable and adverse variances which had offset each other but the overall variance could be summarised by: -
- a. Payroll £105.0k favourable mainly due to vacancies in Tourism and Economic Development. Restructuring of the Tourism unit would be progressed later that year.
 - b. Creative Industries Project was £41.6k under budget but that was partially offset by a reduction in income (see 16a below).
 - c. Exploris severance **£91.3k** adverse – that was not budgeted for.
 - d. Tourism Somme event £64.3k favourable – that event did not take place due to logistical reasons.
14. Planning - £69.6k favourable.
- a. Payroll £104.9k favourable due to vacancies. Those would be filled as the year progressed;
 - b. Legal fees were **£32.0k** adverse as there had been a number of contentious enforcement cases which had required significant legal input.

Income - £203.9k (13.4%) better than budget to date. That favourable variance was mainly made up of the following: -

15. Regeneration - £232.6k favourable.
- a. Comber Traffic Assessment project grant £30.2k favourable in respect of the 2015/16 year; Donaghadee THI grant income £131.8k favourable (see 12a above); Project 24 grant income £55.7k favourable (see 12b above).
16. Economic Development- **£40.9k** adverse.
- a. Creative Industries Project was **£28.7k** adverse. That was more than offset by a reduction in expenditure (see 13b above).
 - b. Innovative Development Project was **£17.4k** adverse.
17. Planning - £12.2k favourable.
- a. Planning Property certificate income was £42.0k better than budget.
 - b. Planning fee income was **£29.8k** worse than budget. It was hoped that that adverse variance would reduce as a number of larger planning applications were expected before the end of that financial year

FINANCE AND PERFORMANCE

Expenditure - £76.3k (2.6%) better than budget to date.

18. The over spend in Finance and Performance headquarters was more than mitigated by the under spends in Internal Audit and Performance and Projects.

ORGANISATIONAL DEVELOPMENT AND ADMINISTRATION

Expenditure - £277.0k (7.2%) better than budget to date. That favourable variance was mainly made up of the following: -

19. Administration and Customer Services - £272.0k favourable. Payroll £79.0k due to vacancies which were to be filled as the year progressed; Bangor Town Hall £40.1k and Church Street Offices £36.0k (both due principally to lower utilities and running costs); Insurance £26.5k; Customer Services £29.8k.

Income - £32.9k (11.9%) better than budget to date. That favourable variance was mainly made up of the following: -

20. Administration and Customer Services - £31.9k favourable.
a. GRO income £33.2k better than budget year to date.

NON SERVICE INCOME AND EXPENDITURE

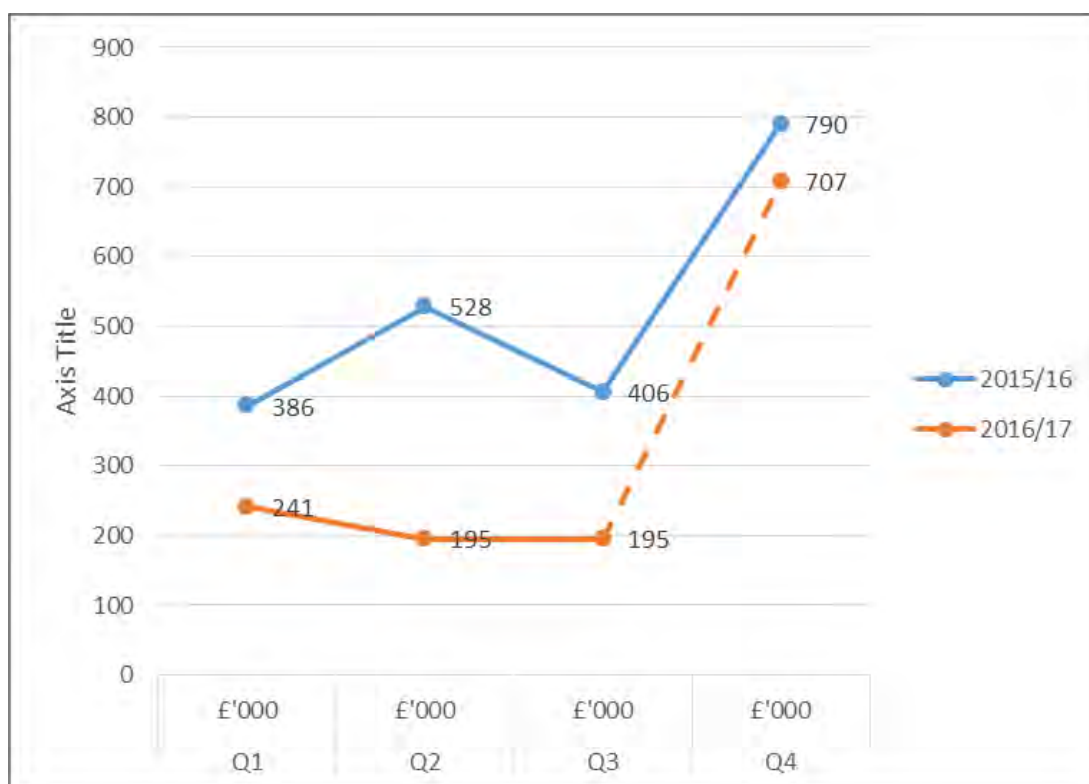
Expenditure - £370.3k (6.3%) better than budget to date.

21. That favourable variance was due to interest payable being under budget (£395.7k) as a result of the Council not yet needing to take out new borrowings to finance capital projects to date. The budget, which had been based on the Council's Capital Investment Plan, had assumed that the Council would have incurred new borrowings early in the year.

Income - £767.6k (1.8%) better than budget to date.

22. As had previously been reported at recent meetings of the Special Corporate Services Committee the Council had been receiving early indications that the APP finalisation was going to be higher than the £195k that had been advised by LPS to date. Although not yet finalised the positive statements being made by LPS were such that Officers believed that their latest estimate should now be reflected in the Budgetary Control Report.

The Council had been advised that it should expect to receive a positive Actual Penny Product (APP) finalisation (£707k) and De-Rating Grant finalisation (£55.3k) for 2016/17. The APP finalisation reflected that month was, therefore, £512k higher than the previous month and was based on latest information from LPS on the level of write-offs required. A similar situation had arisen the previous year as demonstrated in the graph below.



In the 2017/18 Estimates process Officers had endeavoured with LPS to reflect increases arising from new developments and, also, challenge the level of write-offs that LPS was providing for throughout the year. It was, therefore, hoped that such large revisions to the APP that had been experienced in the previous two years could be reduced.

BUDGETARY CONTROL REPORT
By Directorate and Service

Period 11 - February 2017

	Note	Year to Date Actual £	Year to Date Budget £	Variance £	Annual Budget £	Variance %
Community & Wellbeing						
100 Community & Wellbeing HQ		125,504	128,500	(2,996)	143,100	2.3
110 Environmental Health		1,260,834	1,307,000	(46,166)	1,425,100	3.5
120 Community and Culture		1,564,010	1,655,724	(91,714)	1,762,300	5.5
130 Leisure and Amenities		4,587,335	4,643,900	(56,565)	5,313,700	1.2
Totals		7,537,683	7,735,124	(197,441)	8,644,200 ✓	2.6
Environment						
200 Environment HQ		127,263	136,900	(9,637)	150,400	7.0
210 Waste and Cleansing Services		11,651,236	11,722,300	(71,064)	12,959,900	0.6
220 Assets and Property Services		4,658,079	4,323,316	334,763	4,745,300	7.7
230 Building Control, Licensing & Neighbour		(96,418)	119,300	(215,718)	166,100	180.8
Totals		16,340,160	16,301,816	38,344	18,021,700 ✓	0.2
Regen, Development & Planning						
300 Regen, Dev & Planning HQ		128,356	132,100	(3,744)	144,000	2.8
310 Regeneration		968,531	1,073,850	(105,319)	961,300	9.8
320 Econ Dev & Tourism		2,292,116	2,393,550	(101,434)	2,853,900	4.2
330 Planning		393,242	475,000	(81,758)	586,500	17.2
Totals		3,782,244	4,074,500	(292,256)	4,545,700 ✓	7.2
Finance & Performance						
400 Finance & Performance HQ		192,646	101,700	90,946	111,300	89.4
410 Internal Audit		50,443	72,000	(21,557)	79,400	29.9
420 Finance	✓	1,090,857	1,092,200	(1,343)	1,272,000	0.1
430 Performance & Projects		1,467,873	1,615,600	(147,727)	1,881,200	9.1
Totals		2,801,819	2,881,500	(79,681)	3,343,900 ✓	2.8
Org Development & Administration						
500 OD & Admin HQ		112,477	112,100	377	122,200	0.3
510 HR & OD		657,472	663,825	(6,353)	736,100	1.0
520 Administration & Customer Svcs		2,491,533	2,795,500	(303,967)	3,261,100	10.9
Totals		3,261,482	3,571,425	(309,943)	4,119,400 ✓	8.7
Chief Executive						
600 Chief Executive		214,364	206,600	7,764	225,600	3.8
610 Community Planning		132,704	155,600	(22,896)	178,700	14.7
620 Corporate Communications		356,942	380,901	(23,958)	449,700	6.3
Totals		704,010	743,101	(39,091)	854,000	5.3
NET COST OF SERVICES		34,427,397	35,307,465	C (880,068)	39,528,900 ✓	2.5
Non Service Income and Expenditure						
910 Capital Financing		5,476,774	5,844,400	(367,626)	6,386,600	6.3
920 Bank Interest		(62,782)	(62,200)	(582)	(63,400)	(0.9)
930 Year End Transactions		38,671	46,000	(7,329)	85,000	15.9
940 District Rates & Grants		(42,547,926)	(41,785,559)	(762,367)	(45,437,100)	(1.8)
940 CIES Reconciliation		(37,095,264)	(35,957,359)	D (1,137,905)	(39,028,900)	(3.2)
Grand Totals		A (2,667,866)	B (649,894)	E (2,017,972)	500,000 ✓	(310.5)

BUDGETARY CONTROL REPORT
By Income and Expenditure

Period 11 - February 2017

	Note	Actual £	Expenditure Budget £	Variance	Actual	Income Budget	Variance £
Community & Wellbeing							
100 Community & Wellbeing HQ		125,504	128,500	(2,996)	-	-	-
110 Environmental Health		1,775,391	1,767,500	7,891	(514,557)	(460,500)	(54,057)
120 Community and Culture		2,220,931	2,335,000	(114,069)	(656,921)	(679,276)	22,355
130 Leisure and Amenities		6,824,568	7,071,400	(246,832)	(2,237,234)	(2,427,500)	190,266
Totals		10,946,394	11,302,400	(356,006)	(3,408,711)	(3,567,276)	158,565
Environment							
200 Environment HQ		127,263	136,900	(9,637)	-	-	-
210 Waste and Cleansing Services		12,787,662	13,002,300	(214,638)	(1,136,426)	(1,280,000)	143,574
220 Assets and Property Services		4,783,354	4,494,616	288,738	(125,275)	(171,300)	46,025
230 Building Control, Licensing & Neighbour		1,972,239	2,101,000	(128,761)	(2,068,657)	(1,981,700)	(86,957)
Totals		19,670,518	19,734,816	(64,298)	(3,330,358)	(3,433,000)	102,642
Regen, Development & Planning							
300 Regen, Dev & Planning HQ		128,356	132,100	(3,744)	-	-	-
310 Regeneration		1,348,713	1,221,450	127,263	(380,182)	(147,600)	(232,582)
320 Econ Dev & Tourism		2,738,055	2,880,350	(142,295)	(445,939)	(486,800)	40,861
330 Planning		1,291,011	1,360,600	(69,589)	(897,769)	(885,600)	(12,169)
Totals		5,506,135	5,594,500	(88,365)	(1,723,891)	(1,520,000)	(203,891)
Finance & Performance							
400 Finance & Performance HQ		192,646	101,700	90,946	-	-	-
410 Internal Audit		50,443	72,000	(21,557)	-	-	-
420 Finance		1,092,481	1,092,200	281	(1,624)	-	(1,624)
430 Performance & Projects		1,469,628	1,615,600	(145,972)	(1,755)	-	(1,755)
Totals		2,805,198	2,881,500	(76,302)	(3,379)	-	(3,379)
Org Development & Administration							
500 OD & Admin HQ		112,477	112,100	377	-	-	-
510 HR & OD		658,472	663,825	(5,353)	(1,000)	-	(1,000)
520 Administration & Customer Svcs		2,800,863	3,072,900	(272,037)	(309,330)	(277,400)	(31,930)
Totals		3,571,812	3,848,825	(277,013)	(310,330)	(277,400)	(32,930)
Chief Executive							
600 Chief Executive		214,364	206,600	7,764	-	-	-
610 Community Planning		132,704	155,600	(22,896)	-	-	-
620 Corporate Communications		356,942	380,901	(23,958)	-	-	-
Totals		704,010	743,101	(39,091)	-	-	-
NET COST OF SERVICES		43,204,067	44,105,141	(901,074)	(8,776,669)	(8,797,676)	21,007
Non Service Income and Expenditure							
910 Capital Financing		5,476,774	5,844,400	(367,626)	-	-	-
920 Bank Interest		-	-	-	(62,782)	(62,200)	(582)
930 Year End Transactions		43,345	46,000	(2,655)	(4,674)	-	(4,674)
940 District Rates & Grants		-	-	-	(42,547,926)	(41,785,559)	(762,367)
940 CIES Reconciliation		5,520,118	5,890,400	(370,282)	(42,615,382)	(41,847,759)	(767,623)
Grand Totals		48,724,185	49,995,541	F (1,271,356)	(51,392,052)	(50,645,435)	G (746,617)

RECOMMENDED that the report be noted.

AGREED TO RECOMMEND on the proposal of Councillor Barry, seconded by Alderman Gibson, that the recommendation be adopted.

4. 2017/18 GRANTS RECEIVABLE (Appendix I)

PREVIOUSLY CIRCULATED: - Report dated 31 March 2017 from the Interim Director of Finance and Performance stating that, given the uncertainty over Government Department 2017/18 budgets and the potential impact on Council services, the attached document listed the grants to be received by the Council which had been included in its 2017/18 Budget. The potential risk to the Council was that it incurred expenditure which was not subsequently funded by grant due to cuts in Government Department budgets.

Column 3 showed the amount budgeted to be received by Directorate for 2017/18 and columns 1 and 2 showed the spend profile and associated grant received dates for 2016/17.

Council Officers were actively seeking clarification from Government Departments on the likely impact, if any, on those grants. For some services letters of offer had been received for three months instead of the normal twelve months (Community Development) or letters of comfort had been received (PCSP, Home Safety).

Council Officers would continue to closely monitor that issue and would keep the appropriate Committee informed as new information or updated letters of offer became available.

RECOMMENDED that the report be noted.

Councillor Smith asked whether there had been any indication by Stormont about the situation with grants and he was referred to the appendix which detailed the situation to date.

He then asked whether there was any cause for concern and the Interim Director of Finance and Performance responded that currently there were no serious alarm bells ringing. However, he advised that the situation would continue to be monitored so that spending did not overrun, particularly in the event that funding did not materialise.

Councillor Smart queried whether recipients had been warned about the situation and the Interim Director advised that he was not aware that had been the case. He further advised that the following month each committee would have its own report on the grants budget and would be in a position to answer members' questions then.

The Chairman commented that the departments had done all they could do at the current time and reassured members that just because grants had not been issued yet did not mean they would not be in due course.

AGREED TO RECOMMEND on the proposal of Councillor Smart, seconded by Councillor Kennedy, that the recommendation be adopted.

5. EMERGENCY PLANNING – FUTURE EMERGENCY PLANNING GROUP MODEL (Appendix II)

PREVIOUSLY CIRCULATED: - Report dated 30 March 2017 from the Director of Organisational Development and Administration stating that correspondence had recently been received from Solace in Northern Ireland with regard to the future structure of Emergency Planning Groups (EPGs) in Northern Ireland.

A recommendation had previously been made by PSNI through the Civil Contingencies Group (NI) seeking for the alignment of the local government structures with PSNI operational areas, in order to ensure a joined-up approach was more easily achievable when responding to emergencies.

As part of the review of Civil Contingencies from Northern Ireland, it had previously been agreed to appoint a Regional Officer who would co-ordinate the local government response to emergencies on a regional basis. That post had been advertised in the local media in the previous few weeks. One of the first responsibilities of the new post holder would be to conduct a review of the future structures and how those would operate in the future.

Therefore, while that had been discussed and agreed in principle by Solace, approval was also required by each Council in order for the development of a transition plan to take forward that matter.

As the current EPG arrangements were 100% funded through Department for Communities there were no budget implications for the Council.

RECOMMENDED that the Council supports the recommendation to align the EPG structures with those of PSNI, with a formal review of the future structures to be undertaken by the Regional Officer – Local Government Civil Contingencies, once appointed.

AGREED TO RECOMMEND on the proposal of Councillor Barry, seconded by Councillor Smart, that the recommendation be adopted.

6. ARMED FORCES DAY - UPDATE

PREVIOUSLY CIRCULATED: - Report dated 30 March 2017 from the Director of Organisational Development and Administration stating that at the March meeting of the Committee a report had been tabled containing information on plans for

Armed Forces Day in Bangor and specifically on those “civic” aspects of the events in which members would be invited to participate.

At that meeting, the question had been raised as to whether any part of the Armed Forces Day events would be held in Newtownards. It had been reported at the time that consideration was being given to holding an event in Newtownards on Friday, 23 June 2017 but that that would be subject to the availability of military bands.

It was now confirmed that there were firm plans to have a range of military vehicles on display, along with some musical entertainment in Conway Square, during the afternoon of Friday, 23 June 2017. Later in the afternoon, stands and displays would be provided by the 152 Regiment Royal Logistical Corp, the 206 Battery Royal Artillery and the 591 Squadron Royal Engineers.

Members and guests from the Armed Forces would then be invited to attend an informal reception at the Town Hall Arts Centre. The Mayor would be asked to make a welcome address in Conway Square to those representatives of the Armed Forces in attendance, followed by a response from a senior Armed Forces representative. The event would culminate with a musical set being delivered by the Pipes and Drums of the 2nd Battalion The Royal Irish Regiment, starting at approximately 7.00pm.

At this stage, timings are approximate and may be subject to change. Members will be issued with invitations closer to the date.

RECOMMENDED that the report be noted and members save the date in their diaries.

Councillor Smart wished to highlight, as Councillor Armstrong-Cotter had done at the Regeneration and Development Committee, that more had to be done to build up the event in Newtownards to ensure that there was a worthwhile programme of events to attend.

In response, the Head of Administration advised that every effort was being made on the itinerary to create a full programme.

AGREED TO RECOMMEND on the proposal of Alderman Keery, seconded by Councillor Smart, that the recommendation be adopted.

7. EQUALITY COMMISSION FOR NORTHERN IRELAND – MENTAL HEALTH CHARTER (Appendix III)

PREVIOUSLY CIRCULATED: - Report dated 3 April 2017 from the Director of Organisational Development and Administration stating that at the Corporate Services Committee meeting in February 2017, Members had agreed in principle to adopt and implement the Equality Commission for Northern Ireland’s Mental Health Charter, subject to a report outlining the resource implications.

By signing up to Mental Health Charter the Council would be working towards putting the five Charter Commitments in place:

- To create an open and inclusive workplace culture which displayed respect for those with mental ill health
- To promote equality of opportunity and challenge discrimination in the workplace
- To promote equality of opportunity in recruitment and selection for those with mental ill health
- To identify and provide sources of information and support regarding mental ill health
- To adopt Every Customer Counts recommendations – working towards taking positive steps to make services accessible to people with mental ill health

The Mental Health Charter was a voluntary commitment to developing best practice in the workplace.

Consultation had taken place with the key Officers who would be involved in implementing the five Charter Commitments. It was broadly agreed that, through the on-going work of the Human Resources, Health and Wellbeing and Equality Sections, as well as key projects undertaken by the Health and Wellbeing Group and the Customer Services Working Group, many of the main aspects were already being carried out by the Council.

It was envisaged that through the continued work of the above Sections and Groups, as well as on-going cross-sectional collaboration, the Council would be able to implement the best practice measures outlined in the Charter with minimal additional resource implications.

RECOMMENDED that the Council illustrates its commitment by signing up to the Equality Commission for Northern Ireland's Mental Health Charter and adopts and implements the measures therein.

AGREED TO RECOMMEND on the proposal of Councillor Smith, seconded by Alderman Keery, that the recommendation be adopted.

8. NOTICES OF MOTION

8.1 Notice of Motion submitted by Councillor Barry and Councillor Woods

“As part of the Council's project to refurbish existing War Memorials in the Borough to mark the centenary of World War I next year, that any surplus budget available be used to assist in the building of a new War Memorial in Conlig village; and that the Council liaise with and assist the Conlig War Memorial Project Group in their efforts to build a monument to the seventeen men who are known to have lost their lives in World War I.”

Councillor Barry apologised for the absence of Councillor Woods who was due to second the motion and he advised that Councillor Gilmour would now second the motion. He handed over to the seconder to speak first.

Councillor Gilmour rose to speak to the motion and in the first instance she advised that she wished to add a small amendment to the motion to “agree in principle, subject to a report containing further information such as costing and other potential funding sources.” The reason for the amendment was that at present it was not known how much the project was likely to cost, and also there was no policy currently in place to deal with a situation where others may be seeking assistance for similar projects and it was not known what other funding sources may be available for the project.

She then went on to commend Conlig War Memorial Project Group for its enthusiasm for the project, including that the Group had brought together people from across the village to have input into the early stage of the process. She believed that the motion and the war memorial project was timely given that it was currently the centenary period of remembrance and commemoration of the Great War. She noted that the loss and sacrifice of the First World War should never be forgotten. She believed that it was only right that the 17 soldiers identified as being from Conlig should be permanently remembered and recognised in their home village.

Councillor Barry advised that he was happy to accept the amendment to his motion. He echoed the comments of Councillor Gilmour and also congratulated Conlig War Memorial Project Group for bringing the matter to the fore. He stressed that no village should be left behind when it came to commemorating men from the village and remembering their sacrifice. He commended the Group on the extensive research it had undertaken and the level of community consultation it had engaged in. He was keen for the Council to offer the services of its Officers in respect of identifying sources of funding, logistics and other things in order to help the Group realise its plan.

AGREED TO RECOMMEND on the proposal of Councillor Barry, seconded by Councillor Gilmour, that the amended motion be adopted.

8.2 Notice of Motion submitted by Alderman Irvine

“That this Council notes with concern the number of road traffic accidents that continue to occur on the A2 Bangor to Belfast dual carriageway and calls on the department of infrastructure to implement measures to improve safety for road users along this extremely busy arterial route.”

Alderman Gibson seconded the motion.

Alderman Irvine spoke to his motion stating that there had to be a call for safety measures to be introduced on the A2 to help reduce the number of accidents. It was

one of the busiest roads in Northern Ireland with approximately 45,000 vehicles travelling on the route daily. He advised that the collision history from April 2011 to March 2016 from the Dee Street junction, Belfast to Shaftesbury Road, Bangor included a total of 225 collisions; two fatal, eleven serious and 212 slight. With respect to injury history, Alderman Irvine advised that there had been two fatal injuries, twelve seriously injured and 394 slightly injured; a total of 408 injuries. Furthermore, there had been two fatalities since March 2016, the most recent one being Neil Young who was killed near Ballyrobert on 23rd January 2017.

(Councillor Chambers entered the meeting at this stage – 7.11pm)

Continuing, he highlighted that the A2 had danger hotspots including the Devil's Elbow. He advised that he had called for a central reservation to separate traffic at that section of the carriageway. Furthermore, the junctions at Larch Hill, Kinnegar and the entrance and exit from the Culloden Hotel and the loading and unloading of vehicles at the Ballyrobert garage also posed a problem. He concluded that speed was also an issue on the A2 with over 1100 speeding fines being issued during 2016.

Rising in support, Alderman Gibson commented that it was a long and hilly stretch of road which had been the cause of over 800 injuries over the years. He stressed that efforts had to be made to improve the road and that Transport NI had to be encouraged to address the problem there.

(Councillor Muir entered the meeting at this stage – 7.15pm)

Also rising in support, Councillor Smart commended Alderman Irvine for bringing this motion which called for action to address the serious problems associated with that well known road. He sought clarity about whether the motion was seeking a review of the road or of aspects of a review that had already taken place.

Alderman Graham reported that since the average speed cameras had been introduced on the A2 and a cream surface had been applied to the road, it had reduced the number of accidents on the bend in the road outside his house, which had always been a problematic stretch of road. He then referred to the section known as Devil's Elbow and noted that it had been a hotspot area since he was a child and the right hand turn into the hotel was also a big issue. He believed the problem largely stemmed from the way people drove which could often be over the speed limit and carelessly and that people had to have more respect for the road. He fully supported the motion and stated that the matter had to remain highlighted, particularly as this road was a main arterial route, and also looking forward to when new developments were built in Bangor.

In summing up, Alderman Irvine responded to Councillor Smart's query and advised that he was not aware of a review having taken place, however he was happy to include that in the motion. He thanked members for their comments.

AGREED TO RECOMMEND on the proposal of Alderman Irvine, seconded by Alderman Gibson, that the motion be adopted.

8.3 Notice of Motion submitted by Alderman Irvine and Councillor Cathcart

"That this Council expresses its concern at the closure of two Ulster Bank premises in the Borough, in Bangor and Kircubbin, for its customers and staff but also the future use of the Grade B1 Listed Building in Main Street, Bangor. The Council therefore agrees to write to the Chief Executive of Ulster Bank asking that the reasons for the closures are outlined, along with the future provision for its customers, the future of the staff in the affected branches and to provide information as to the future plans for its listed premises in Main Street, Bangor."

Alderman Irvine spoke to his motion commenting that he would focus on speaking about the impact on customers and staff at Ulster Bank and Councillor Cathcart would focus on the future of the building, in respect of the decision announced by Ulster Bank to close nine of its branches in Northern Ireland, including two in the Borough. Whilst he recognised that the way people did banking had changed, with more and more people banking online and that banks themselves had to look at their overheads and how their businesses was structured. There had to be realisation amongst the likes of the Ulster Bank that not everybody wanted to go down the route of online/ telephone banking. Given that online fraud and identity theft continued to be a major problem traditional banking still had its place and no doubt particularly for the elderly who preferred the traditional way of carrying out transactions over a counter. An extra layer of security codes and passwords were generally required for online/telephone banking which was often off putting for people. Whilst an ATM was sometimes left in place after a closure not all transactions could be done through an ATM and it did not afford customers the privacy that a bank did. Though the impact of the two closures would no doubt be felt more in Kircubbin where choice of other bank services was limited and people had to travel miles to avail of banking services, Ulster Bank customers in the Bangor area still wanted to access their local Bank at a location that had bus and rail services located nearby, though the Ulster Bank presence in the town was being maintained by the retention of the Springhill branch the Ulster Bank on Main Street certainly was a prime and prominent spot within Bangor Town Centre. The customers from the Ulster Bank supported other shops/ businesses in the town centre nearby and with the closure that important footfall would be lost. Ulster Bank had to be clear on what provision it was making for those who would be disadvantaged by that move and how they could access that provision. It was also a worrying time for staff who were waiting to see if they could be accommodated elsewhere within the company thus certainty over job security would also be welcomed. Though there had been a haemorrhaging of businesses in the town centre, things were beginning to turn the corner with the Queens Parade project progressing, the sale of the Royal Hotel and the potential new use for the Courthouse. He was keen to hear the plans that the Ulster Bank had for the listed building as it would be a shame if a historic building in the middle of the town centre was to lay vacant.

As seconder, Councillor Cathcart spoke to the motion stating that the building in Main Street, Bangor currently occupied by Ulster Bank was a Grade B1 Listed Building.

He, as he was sure many had when the news had broken, had assumed it was the Springhill Branch that was closing and not the town centre branch. When he phoned Ulster Bank to confirm which branch was closing the lady who worked at Ulster Bank had also assumed it was the Springhill branch before she checked and confirmed that it was indeed the Main Street branch.

That was obviously a blow to the bank's customers and staff as well as to local traders and to business services in the town but it also brought into question the future of one of Bangor's most recognisable buildings. The Ulster Bank branch was a landmark building and a part of the town's heritage.

The bank was situated at 75 Main Street, Bangor in a prominent position on the east side of the street. The three Storey building had been purpose-built for Ulster Bank in 1920 to designs by James Hanna. The building had been awarded a B1 listing in 1989.

Whilst he did not wish to go into great detail about why the building had been listed, the listing basically stated that the building contained a range of neo-classical features. It also contained several fine pieces of stonework carvings, Venetian marble as well as some Ulster Bank features such as its coat of arms and 'Ulster Bank Limited' in moulded lettering to the entrance bay. The public's support for the building had been shown in 1990 when plans to demolish the bank were met with fierce public outcry; the bank had decided instead to extend to the rear of the current site.

As previously stated, the building was in a prominent site in Bangor Town centre. As the building had been purpose built as a bank there were concerns about its adaptability for other purposes, leading many to believe that that listed building would simply be left derelict; an eyesore in the centre of town just at a time when great progress was being made in removing Bangor's current eyesore at Queens Parade.

The building simply could not be allowed to stay closed and allowed to become derelict. Another opportunity had to present itself through a new buyer or tenant. Recently in Holywood, at Stewart's Place, a listed building had been left to ruin and long term lack of maintenance had created not only an eyesore but also health and safety issues and widespread disruption.

The first branch of the Ulster Bank in Bangor had been opened in 1917. It was a great shame that Ulster Bank was marking the centenary by abandoning the town centre. The bank must not be allowed to simply abandon the building; it had to maintain it as long as it was in the bank's hands or if sold the new owners had to continue to maintain it as well as finding a suitable use of that key building.

Councillor Cathcart believed as a first step the Council should write to Ulster Bank to seek its intentions for the future of that building. In recent years in Bangor public realm work had been completed, Pickie Fun Park Refurbished and Aurora and the walled garden opened. More recently new owners had bought the Flagship and appeared keen to improve the centre. Exciting announcements in relation to the old Court House had been made and bids had been submitted for the Queens Parade project. He concluded that it would be a great shame after that progress that a listed building which was a part of the town's heritage and located on a key site in the town was to go to ruin. He believed it was important not to sit back and he hoped that all members would support the motion.

Rising in support, Councillor Brooks stated that Donaghadee had previously experienced the loss of both of its banks and the subsequent impact of that. He noted that prior to the closure of Ulster Bank in Donaghadee, he along with other Elected Members and members of the Chamber of Commerce had met with senior management at the bank to appeal to them to stay. Furthermore, at that meeting certain promises and assurances had been made by the bank, some of which had been honoured and some that had not. He advised that that bank had also been located in a listed building, which now had new ownership and was in the process of being converted into a residential home. He was glad that at least the building would be occupied.

Continuing, he advised that the bank had promised those at the meeting that if they could develop a plan for the building, the bank would be prepared to sell it to them at a knock down price; even though a plan was developed the bank did not honour that promise. Furthermore, the bank had also withdrawn its ATM earlier than the agreed time. The result of all that was that local businesses had suffered and local people who would have met regularly whilst using services at the bank, now no longer saw each other as much. Councillor Brooks reported that he also now had to use the branch at Springhill, Bangor instead of a local branch. He was optimistic that the building would be used for another purpose and would generate some form of income.

Also rising in support, Councillor Barry commented that people were now up against technology and the changing ways that things were done. In addition to banks, schools and police stations were also closing and moving out of some areas. He believed the Council had little power to compel Ulster Bank to change its decision to close branches, particularly as more people were preferring using digital services. He referred to the impact of online shopping on retail centres such as the Flagship Centre and other retail areas in the town. He also referred to Stewart's Place, Hollywood which had fallen into disrepair and he noted that the developer had very few statutory obligations in respect of upkeep and maintenance.

(Councillor Smith left the meeting at this stage – 7.28pm)

The Chairman highlighted that the peninsula was a remote part of the Borough and unfortunately people living there had to travel to Newtownards and Bangor etc. to do their banking. He expressed concern that those communities would end up being

cut off from banking services. He noted that Donaghadee was serviced with a mobile banking service and he asked Alderman Irvine if he would be happy to include in his motion, that similar provision be made for Kircubbin.

Alderman Irvine confirmed he was happy to include that and he thanked members for their input.

AGREED TO RECOMMEND on the proposal of Alderman Irvine, seconded by Councillor Cathcart, that the motion be adopted subject to the above amendment.

(Councillor Smith returned to the meeting at this stage – 7.35pm)

8.4 Notice of Motion submitted by Councillor Walker and Councillor Wilson

“That this Council recognises its responsibility to maximise income with a view to maintaining or reducing domestic and commercial rates bills and therefore tasks Officers to identify as wide a range of advertising and sponsorship opportunities on Council estate as possible for consideration and report back on their monetary value along with a scoring of the potential positive/negative impact on Council. Identified opportunities should include - but not be limited to - sponsorship of waste disposal and dog-poo bags: advertising on the Council website: sponsorship of Council events (for example the Sports Awards): the placing of 48-sheet billboards on Council property and carrying advertising on Council vehicles. Additionally, the report should recommend a policy around any restrictions on sources of advertising and a cost-effective method of maximising advertising/sponsorship sales at minimum cost.”

Councillor Muir seconded the motion.

Councillor Walker spoke to his motion and made reference to Chichester District Council (CDC) in England. He reported that CDC had a similar demographic and population to the Borough and had successfully identified a variety of advertising and sponsorship opportunities which had been profitable for CDC.

Continuing, he advised that he had contacted CDC and had requested information on its policy and strategy to maximise opportunities and also the level of sales to date. CDC had responded that during the five years the service had been operating, it had generated hundreds of thousands of pounds in total; CDC also employed two part-time officers to run the scheme. CDC advised the Council not to be too ambitious and in the first instance to try to identify easy hits and then build on those. The Officer at CDC had also offered her assistance to the Council, should it be agreed to develop the idea.

Councillor Walker was confident that something similar could be done in the Borough and whilst he acknowledged that clarity was needed on some matters, he believed such a scheme could benefit the Borough.

Rising in support, Councillor Smart affirmed that it was an interesting idea and he looked forward to seeing a report on the matter. He wondered how things would work now that the Council had planning powers and he sought clarity on the sponsorship element of the motion.

Councillor Barry believed that it was an innovative idea and that it could be a unique selling point for the Council. He had three queries which he hoped would be addressed in the report, namely (1) what where the associated risks (2) would there be a certain category of goods and services excluded e.g. alcohol (3) would there be scope to offer free advertising for community or sports groups, for example, which would be subsidised by the paid advertising. He admitted that he was slightly conflicted about the motion and was concerned that there was no private abuse of public services. However, he believed that the two could be combined in an innovative way.

Councillor Chambers supported the motion in the main however he was slightly concerned that it may impede the Council in respect of fully advertising its own services, events and messages. He was keen that the report considered that.

Alderman Gibson believed the idea was worth considering, although he purported that CDC was responsible for more services and therefore would have more opportunities. He imagined that the Council would not have the same level of opportunities and as such the outcome here would be different. Furthermore, he was not sure that it was ideal for councils in Northern Ireland which had smaller powers than councils on the mainland and it was difficult to identify funding streams.

At this stage in the meeting, the Director of Organisational Development and Administration advised that the Corporate Communications Manager along with Heads of Service had formed a working group with the purpose of forming ideas around the sentiment of the motion and as such some work had already taken place and the motion would inform the work of the group.

The Chairman queried the timescale covered by the turnover at CDC mentioned earlier by Councillor Walker and whether it included ancillary costs. He also asked about the size of CDC.

In response, Councillor Walker advised that the turnover covered a five-year period and that costs had not been mentioned by the Officer at CDC. He asserted that he had only mentioned the case study at CDC to provide an example to members of something that had worked at another Council, with a similar demographic and size of Borough to Ards and North Down. He stressed that he did not want the motion to conflict with anything Officers were already working on.

In response, the Director confirmed that the group had only recently formed and as such the motion would inform its work.

In summing up, Councillor Walker stated that the report would highlight many factors for consideration. Furthermore, if the Council did proceed with such a scheme, it

would be the only Council in Northern Ireland to do so and that could have a spin off effect which the Council could take advantage of.

AGREED TO RECOMMEND on the proposal of Councillor Walker, seconded by Councillor Muir, that the motion be adopted.

8.5 Notice of Motion submitted by Councillor Walker and Councillor Muir

“That this Council agrees to commence the process with a view to asserting the path around Portavo Reservoir as a Right of Way.”

Councillor Walker proposed an amendment to the motion to read, “That this Council requests Officers to bring a report on the possibility of asserting the path around Portavo Reservoir as a Right of Way.”

Councillor Walker spoke to his motion and he provided a brief summary of the history of Portavo and in particular the changes in ownership over the years. He noted that currently the path was used by many people and he believed that it could be a very valuable piece of the land for the Council. As such, he maintained that the Council had a responsibility to retain and use the land for as wide a number of people as possible for as long as possible and the only way to do that would be to assert a Right of Way.

In seconding the motion, Councillor Muir affirmed that Portavo Reservoir had been surplus to NI Water’s requirements for many years. He explained that the current situation was that a legal judgement had been given and as such NI Water had no other option than to sell the land back to its previous owner. He stressed that a way had to be found to ensure that the public continued to have access to the site and he believed the motion presented a pragmatic way forward. He added that unfortunately NI legislation in respect of Rights of Way was outdated and therefore it was likely to take a long time to assert it.

Alderman Graham expressed reservations about supporting the motion because of the legal process that had been administered to date. He imagined that the new owners would not be keen to allow a public right of way, given that they would view the land as an investment for themselves. He noted the new owners had a variety of options for what they could do with the land and he suspected that they would be vociferous. As such he was concerned that the Council could end up in a long legal wrangle with no guarantee that it would win in the end. He believed the best option, if the water was retained, would be to enter into negotiations with the new owners in order to secure access for walkers rather than go down the Right of Way route. Like others, he was keen to see the public having access but he did not want the Council to enter into a protracted legal battle, particularly as getting a new Right of Way was new territory for the Council.

Alderman Gibson shared similar views to Alderman Graham and he noted that if the Right of Way had already been established then it would be a different matter for the Council if the original owners were being offered first refusal of the land. He advised

that legacy Ards Borough Council had been involved in asserting existing Rights of Way but had not financed that process and had never established a Right of Way. He foresaw problems with establishing a Right of Way and that the Council could be viewed as a 'big brother' demanding the land.

Rising in support of the amended motion, Council Barry reminded members that the motion was seeking a report from Officers so that members could be more measured in considering various options which would include costings amongst other things. He had an opposing view to that of Alderman Gibson purporting that it was a moral matter, given that it was public land which should remain open to the public.

Councillor Smith also supported the amended motion although he expressed concern about raising the public's expectation if the Council began a process to assert a Right of Way which then did not happen.

The Chairman advised all that would be addressed in the report.

At this stage the Head of Administration clarified that the two legacy Councils had dealt with Rights of Way in different ways and Officers were currently in the process of developing a single policy that would come to the Committee for approval in due course. She advised that if the motion was agreed that night, it would be addressed in the context of the new policy which would hopefully come into effect in May/June 2017.

In summing up, Councillor Walker advised that the present land owner was not the owner of the original estate and therefore did not have an expectation to get the land back. He commented that the report would address all the issues raised and he reiterated that it was an important piece of land for the Council.

The amended motion was put to the vote and with 8 voting FOR, 2 AGAINST, 2 ABSTAINING and 2 ABSENT, the motion was declared CARRIED.

AGREED TO RECOMMEND on the proposal of Councillor Walker, seconded by Councillor Muir, that the amended motion be adopted.

EXCLUSION OF PUBLIC/PRESS

AGREED TO RECOMMEND on the proposal of Councillor Barry, seconded by Alderman Graham, that the public/press be excluded during discussion of the undernoted items of confidential business.

(Councillors Barry and Muir left the meeting at this stage – 8.01pm)

9. IIP 40 ONLINE SURVEY (FILE REF: HR0001)

***** STAFF IN CONFIDENCE *****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

10. REGINA CAELIS, COOK STREET JETTY, PORTAFERRY (FILE REF: CX117)

***** LEGAL IN CONFIDENCE *****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

RE-ADMITTANCE OF PUBLIC/PRESS

AGREED TO RECOMMEND on the proposal of Councillor Gilmour, seconded by Alderman Keery, that the public/press be re-admitted to the meeting.

11. ANY OTHER BUSINESS

There were no other items of business.

TERMINATION OF MEETING

The meeting terminated at 8.02pm.

ARDS AND NORTH DOWN BOROUGH COUNCIL

A meeting of the Community and Wellbeing Committee was held in the Council Chamber, 2 Church Street, Newtownards on Wednesday, 12 April 2017 at 7.00pm.

PRESENT:

In the Chair: Councillor Dunne

Aldermen: Irvine
Smith

Councillors: Adair
Boyle
Douglas
Edmund
Kennedy
Martin

McAlpine
Menagh
Muir
Smart
Thompson
Woods

Officers: Director of Community and Wellbeing (G Bannister), Head of Community and Culture (J Nixey), Head of Leisure and Amenities (I O'Neill) and Democratic Services Officer (J Glasgow)

1. APOLOGIES

Apologies for inability to attend were received from Councillors Brooks, Chambers and Cooper.

2. DECLARATIONS OF INTEREST

Councillor Muir declared an interest in Item 13.1 – Home to School Transport Assistance.

Alderman Irvine declared an interest in Item 15 – Update on Bangor Aurora Aquatic and Leisure Complex – Building Matters.

NOTED.

3. COMMUNITY AND WELLBEING BUDGETARY CONTROL REPORT - FEBRUARY 2017 (FIN 45)

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing covering the 11-month period 1 April 2016 to 28 February 2017. The Net Cost of Services was showing an under spend of £197,441 (2.6%).

Explanation of Variance

A Budgetary Control Report by Income and Expenditure for the Directorate analysed the overall favourable variance (£197,441) by expenditure (£356,006 favourable) and income (£158,565 adverse).

COMMUNITY & WELLBEING

Expenditure - £356.0k (3.1%) better than budget to date. The favourable variance was mainly made up of the following:-

1. Community & Culture - £114.1k favourable.
 - a. Payroll £53.7k favourable due to vacancies in Arts and Museums and Externally Funded Programmes.
 - b. Guitar Festival £7.0k under spend, which had been offset by a similar reduction in income.
 - c. Community Development £56.0k underspend. There were underspends to date on Community Activity Programmes (£12.0k), Community Summer Programmes (£14.6k), Volunteer Support (£13.4k) and Community Partnership (£25.0k though that was offset by a similar reduction in income).
2. Leisure & Amenities - £246.8k favourable. There were a number of favourable and adverse variances which offset each other but the overall variance could be summarised by:-
 - a. Energy costs £42.3k (excluding Ards LC and Comber LC) under budget due to lower tariffs than budgeted for.
 - b. Euro Football Championships screens **£27.2k** adverse. These were events which were agreed after the budgets were set.
 - c. Parks and Cemeteries £183.2k under budget. That was mainly due to payroll being £192.0k under budget. The payroll budget assumed transformation of service from 1 April 2016. That had not happened as planned but was progressing. In addition, vacant posts had been mostly filled by agency staff at lower cost.
 - d. Ards LC (£54.4k) & Comber LC (£19.6k) running costs were £74.0k under budget. Expenditure was being closely managed to help offset the adverse income variances below.
 - e. Bangor Aurora (**£31.2k** adverse) and Bangor Sportsplex (**£21.9k** adverse) have had works carried out which were not included in service budgets but are to be funded by an ear-marked fund. The accounting treatment meant that the service was charged the expenditure so appeared over budget but there would be no impact on the Council's overall performance as those costs would be funded by an ear-marked fund.

Income - £158.6k (4.4%) worse than budget to date. The adverse variance was mainly made up of the following:-

3. Leisure & Amenities - **£190.2k** adverse.

- a. Ards LC **£144.1k** adverse (momentum fitness **£82.9k**, café/vending **£24.8k**, swimming pool **£11.5k**); Comber LC **£26.9k** adverse (momentum fitness **£17.7k**). Promotions were being run for momentum fitness and expenditure was being closely managed to help offset the adverse income variances. Londonderry Park **£29.7k** adverse although it was expected that the monthly income targets for the winter months would be achieved.
4. Environmental Health - £54.1k favourable. Food Rating and Food Hygiene Rating grants received are higher than budget (£30.7k). In addition, Home Safety grants (£11.4k) and Affordable Warmth grants (£4.8k) were higher than budget to date.
5. Community and Culture - **£22.3k** adverse. Community Partnership grant was **£25.0k** adverse (offset by a similar reduction in expenditure) and Guitar Festival income was **£8.0k** adverse (offset by a similar reduction in expenditure).

BUDGETARY CONTROL REPORT By Directorate and Service						
Period 11 - February 2017						
Note	Year to Date Actual £	Year to Date Budget £	Variance £	Annual Budget £	Variance %	
Community & Wellbeing						
100 Community & Wellbeing HQ	125,504	128,500	(2,996)	143,100	2.3	
110 Environmental Health	1,260,834	1,307,000	(46,166)	1,425,100	3.5	
120 Community and Culture	1,564,010	1,655,724	(91,714)	1,762,300	5.5	
130 Leisure and Amenities	4,587,335	4,643,900	(56,565)	5,313,700	1.2	
Totals	7,537,683	7,735,124	(197,441)	8,644,200	2.6	

BUDGETARY CONTROL REPORT By Income and Expenditure						
Period 11 - February 2017						
Note	Actual £	Expenditure Budget £	Variance	Actual	Income Budget	Variance £
Community & Wellbeing						
100 Community & Wellbeing HQ	125,504	128,500	(2,996)	-	-	-
110 Environmental Health	1,775,391	1,767,500	7,891	(514,557)	(460,500)	(54,057)
120 Community and Culture	2,220,931	2,335,000	(114,069)	(656,921)	(679,276)	22,355
130 Leisure and Amenities	6,824,568	7,071,400	(246,832)	(2,237,234)	(2,427,500)	190,266
Totals	10,946,394	11,302,400	(356,006)	(3,408,711)	(3,567,276)	158,565

RECOMMENDED that the Committee notes this report.

AGREED TO RECOMMEND on the proposal of Councillor Smart, seconded by Councillor Edmund, that the recommendation be adopted.

4. UPDATE ON THE AFFORDABLE WARMTH SCHEME 2017/18
(CW8)

Appendix I

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing attaching note to local Councils AWS Funding 2017/18. The report detailed that since the last Committee meeting, the Department for Communities (DfC) had contacted Councils to advise that they had set a reduced target of 25 referrals per month for the first quarter of 2017/18 but in that communication, they failed to confirm the corresponding financial remuneration for that. In the light of the adverse impact that would have on the Affordable Warmth Scheme in the area, the Head of Service wrote to the Permanent Secretary of DfC on 27 March 2017 requesting clarification of the funding and corresponding targets in a letter of comfort for the first 6 months.

That action overlapped with a subsequent note to Councils dated and received from DfC on 29 March advising that in return for the 75 referrals in the first quarter, a payment of £13575 would be made. Members were already aware that level of funding (£181 per referral) was insufficient to run the service and strains on resources were more pronounced with lower targets.

The Head of Service was continuing to work with other Senior Council Officers from all 11 Councils to negotiate improved funding and clarification on the 2017/18 proposals at the earliest possible stage.

RECOMMENDED that the Council notes the above.

Councillor Adair stated that he wished to put forward an amendment and it was proposed by Councillor Adair, seconded by Alderman Irvine that the Council writes to the Department of Communities to seek a meeting regarding the future delivery of the scheme.

Councillor Adair stated that the scheme had been very successful in alleviating fuel poverty and expressed concern regarding its future delivery. He therefore wished for the Council to be proactive and seek a meeting with relevant officials. Fuel poverty was defined as a household that spent more than 10% of its income on fuel to heat the home. Councillor Adair stated many people were in fuel poverty and the scheme had particularly benefited a number of his constituents in the Ards Peninsula. Councillor Adair encouraged Members to support his amendment.

Alderman Irvine reinforced the success of the scheme for people within the Borough and the importance of its future delivery.

AGREED TO RECOMMEND that the recommendation be adopted and that the Council writes to the Department of Communities to seek a meeting regarding the future delivery of the Affordable Warmth Scheme.

5. COMMUNITY CENTRE UTILISATION (FILE CW66)

Appendix II

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing attaching utilisation figures October 2016 – February 2017. The report detailed that following a request from Members, Council Officers committed to bring regular updates on percentage utilisation of the Councils Community Centres. The appendix showed the utilisation at each of the centres based on any hours used at each centre from October 2017 until February 2017.

West Winds Community Development Association

Council Officers attended a meeting on 15th March 2017 with West Winds Community Development Association and took the opportunity to highlight the low percentage utilisation and to encourage better usage by the local Community. That was a very productive meeting and it was hoped that would lead to higher usage figures than currently being recorded for this particular facility.

Kilcooley and Skipperstone Community Centre's

Members would note the drop in utilisation in January 2017 at Kilcooley Community Centre and in February 2017 at Skipperstone Community Centre. Both sites were closed for a three-week period for essential maintenance and refurbishment work in line with the previously approved Assets and Property Services maintenance strategy.

Ballygowan Village Hall

As part of a pilot initiative which was partly to increase utilisation at Redburn Community Centre through the establishment of a user's forum, a meeting was held with Ballygowan and District Community Association and North Down Community Network, facilitated by Council officers, in order to share experiences of the group in Ballygowan who had had a joint Council forum for some years. Discussion would continue with the Ballygowan group in that regard and also in connection with the Motion agreed by Council in November 2016 to commence negotiations with BDCA on the possibility of an extension and improvements to Ballygowan Village Hall. However, members would note from that report that Ballygowan Village Hall was currently less than 20% utilised on average over the last five months and therefore the case for an extension could be difficult to make. Members would also recall from its December 2016 Committee meeting that improvements to the hall had already been carried out in the last 24 months by way of a new kitchen, the exterior repainted and a reconfigured and upgraded office and meeting room. Furthermore, a new gas heating system was to be installed in the summer of 2017. Therefore, currently Ballygowan scores 7.50 out of 10 in terms of its condition and any further improvements at that stage would be contrary to Councils proactive maintenance policy for community centres

RECOMMENDED that Council notes this report.

Proposed by Councillor Douglas, seconded by Councillor Menagh that the recommendation be adopted.

Councillor Douglas expressed her disappointment in respect of the usage figures and asked if there were any plans in place to address the underutilisation.

The Head of Leisure and Amenities advised that there were no plans in place to address the underutilisation. The community centres were there to be utilised and the figures displayed the response to public need. The available opening hours of the centres were 9am – 10 pm and there were peaks and troughs throughout those hours. The Head of Service reminded Members that the section was still going through a period of transformation, two systems operated within the two legacy areas in respect of the community centres and therefore what Officers could do was somewhat limited. He was unsure if the extra time devoted to the Redburn Community Centre would result in extra bookings.

Councillor Menagh stated that he had recently attended a meeting of the Westwinds Development Association, that had been a positive meeting and items had been discussed to encourage usage of the Community Centre within that area. He noted that the Community Centres listed had all undergone refurbishment in recent years and were good facilities. Councillor Menagh noted that if a policy change on the use of community centres was to occur that needed to be across all of the Centres.

Councillor Adair felt Members needed to be mindful that the Centres were community facilities. He was disappointed with the utilisation figures and asked what the plans were in terms of Portaferry Market House. In response the Head of Leisure and Amenities explained that facility would be modernised to bring up to the same standard as the other community facilities. It was hoped that would increase the usage of the facility however he was mindful that there were other community facilities as alternatives in the locality.

Councillor Adair suggested advertising the community centres in the Borough Magazine including information for residents on how to book etc.

Alderman Smith also voiced her disappointment and questioned if there was need to re-think the usage of the community centres. She noted that the Redburn Centre was being progressed due to the enthusiasm of individuals within that centre.

The Director stated that at this stage in the development of the organisation there were no plans for a policy change given the priority to harmonising services. However, there were two focused projects underway which could result in better use of those facilities, i.e. Redburn with a community engagement pilot and Portaferry with a refurbishment project using heritage funding that should also support a wider regeneration potential.

The Head of Leisure and Amenities stated that within his section he currently did not have the resources to address the underutilisation. Council were well equipped with community facilities to deal with the requirements across the Borough.

The Chairman felt that the Centres were valuable facilities within each of the communities.

AGREED TO RECOMMEND on the proposal of Councillor Douglas, seconded by Councillor Menagh, that the recommendation be adopted.

6. IN BLOOM FUNDING (CG11101A)

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing detailing that in order to support local community groups with providing floral displays in their respective areas, the Council recently placed an advert in the local press inviting groups to apply for In Bloom funding.

The following applications had been received:-

- **Helens Bay and Crawfordsburn Residents Association**
£350 requested for the completion of floral and environmental work within the Helens Bay and Crawfordsburn village area. This funding represents 75% of the project costs which includes insurance cover costs.
- **Ballywalter Community Action Group**
£990 requested for continued planting in the Peace and Memorial Garden in Ballywalter. This funding applies to 100% of project costs. Insurance cover is in place.
- **Millisle and District Community Association**
£1,000 requested for hanging baskets and planters to be positioned along the Main St of the village. This funding applies to 100% of project. Insurance cover is in place.
- **Groomsport Village Association**
£1,000 requested for continued floral development along the main thoroughfare of the village. This will build on constructive feedback from Ulster In Bloom judges last season. The funding represents 100% of project. Additional request for £131.40 insurance grant has been submitted.
- **Kilcooley Womens Centre**
£500 requested for the development of the Secret Garden project. The funding represents 100% of project. Insurance cover is in place.
- **Portavogie Culture and Heritage Society**
£210 requested to carry out planting at Lawson Gardens, Portavogie. The funding represents 100% of project. Insurance cover is in place.
- **Portaferry In Bloom**
£1000 requested for continued planting and maintenance in Portaferry. This funding applies to 100% of project. Additional request for £135 insurance grant has been submitted.

- **Rathgill Community Association**
£1,000 requested to increase the number hanging baskets and planters throughout Rathgill Estate, Bangor. This funding applies to 100% of the project. Insurance cover is in place.
- **Comber Commerce Group**
£980 requested for the provision of hanging baskets on retail properties within the town. This funding applies to 100% of the project. Insurance cover is in place.
- **Ballygowan and District Community Association**
£220 requested to plant raised planters at the front of Ballygowan Community Centre. This funding applies to 100% of the project. Insurance cover was in place.
- **Lisbarnett and Lisbane Community Association**
£250 requested to carry out planting around the village. This funding applies to 100% of the project. Insurance cover is in place.
- **Redburn and Loughview Community Forum**
£980 requested to carry out replanting within a community social housing area. This funding applies to 40% of the project. Additional funding was being provided by NIHE. Insurance cover was in place.
- **Comber Regeneration**
£1000 requested to carry out replanting of the Glen Link gateway area. The funding applied to 100% of the project. Insurance cover was in place.
- **RECON – Hollywood**
£500 requested for the provision of flowers and planters in the communal areas within the local area. The funding applied to 100% of the project. Insurance cover was in place.

The funding applications received amount to £9,980 and the insurance grants amount to £266.40. The budget provision for the In Bloom Funding initiative was £15,000. The representative projects enable the Parks team to further enhance the appearance of the towns and villages in a sustainable manner with excellent community buy in.

It should be pointed out that funding was dependent upon the submission of appropriate receipts and the total funding allocation might not be attained for some of the projects.

RECOMMENDED that Council approves the above applications as described in the report and funding allocated accordingly.

Councillor Adair welcomed the funding and the number of groups that had been successful which would be used to enhance the towns and villages.

Councillor Boyle also welcomed the fourteen areas that had been awarded funding and asked if £1,000 remained the limit.

The Head of Leisure and Amenities thanked elected Members for the work they had undertaken encouraging groups to apply for the funding. The funding round had been very successful. He confirmed that £1,000 remained the limit that was in place and he assured the Members that all the monies would be spent on related activities during the year.

AGREED TO RECOMMEND on the proposal of Councillor Adair, seconded by Alderman Smith, that the recommendation be adopted.

7. ARDS AND NORTH DOWN SPORTS FORUM (FILE SD93) Appendix III

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing detailing that Members would be aware that on the 26th August 2015 Council delegated authority to the Ards and North Down Sports Forum, in order to allow it to administer sports grants funding on behalf of the Council. £25,000 had been allocated within the 2016/2017 revenue budget for that purpose.

The Council further authorised the Forum under delegated powers to award grants of up to £250. Grants above £250 still required Council approval. In addition, the Council requested that regular updates were reported to members.

During February 2017, the Forum received a total of **15** grant applications; **12** of which were for travel and accommodation, **2** were for coaching and **1** was for Gold Cards. There were no equipment, events, seeding or anniversary grants applications.

A summary of the applications were detailed in the appendix, February 2017.

A total of **7** of the applications failed to meet the specified criteria. The reasons for the unsuccessful applications were detailed on the appendix, Sports Forum Applications Failed February 2017.

For information, the annual budget and spend to date on grant categories was as follows:

February 2017	Annual Budget	Awarded To Date	Opening Budget	Proposed Funding for February 2017	Proposed Remaining Budget
Travel and Accommodation	14,000.00	£9,308.96	£4,691.04	£720	£3971.04
Coaching	3,000.00	£1,599.38	£1,400.62	£547.50	£853.12
Equipment	3,000.00	£3,653.20	-£653.20	£0	-£653.20
Events	3,000.00	£3,062.16	-£62.16	£0	-£62.16
Seeding	1,000.00	£0	£1,000	£0	£1,000
Anniversary	1,000.00	£0	£1,000	£0	£1,000

	Gold Cards Issued during the period February is 1
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The proposed remaining budget for Travel & Accommodation of **£3971.04** included a proposed deduction of **£720** in the period. The proposed remaining budget for Coaching of **£853.12** included a proposed deduction of **£547.50** in this period.

RECOMMENDED that Council notes the attached applications for financial assistance for sporting purposes approved by the forum (valued at below £250), there were no applications for financial assistance for sporting purposes valued above £250 in this period.

Proposed by Councillor Menagh, seconded by Councillor Smart that the recommendation be adopted.

Alderman Irvine was disappointed that the Billiards Players had not been granted funding. He stated that Association had been successful in its funding applications for a number of years.

The Head of Leisure and Amenities noted that it was disappointing for the individuals concerned. However, he explained that during the assessment of the application it had been found that unfortunately the person who had submitted the application had falsified the information provided. Information had been supplied on headed paper of an Association which the applicant was no longer a member of.

AGREED TO RECOMMEND on the proposal of Councillor Menagh, seconded by Councillor Smart, that the recommendation be adopted.

8. PILOT SCHEME REDBURN USERS FORUM (FILE CW92)

Appendix IV

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing attaching Terms of Reference. The report detailed that Council Officers were approached by Holywood Shared Town requesting the introduction of a user group forum for Redburn Community Centre.

The Users felt that the Centre could be better utilised by the local Community and wished to work with Council to maximise the utilisation of the facility going forward. They also wished to understand Councils approach to Community Centre provision including pricing policy, facility developments and operational procedures. Several meetings had taken place to discuss expectations from both Council and Redburn users. Terms of reference were agreed and all regular users of Redburn Community Centre were invited to a meeting on 1st March 2017.

The meeting was attended by 14 representatives from a variety of Redburn user groups as well as Council Officers and the Manager of the North Down Community Network. The meeting was very successful with a real sense of willingness by all present to work collaboratively, within Council policies, to improve utilisation of the Centre. It was agreed to run a pilot scheme for one year commencing from 1st April 2017.

If the initiative was well supported by the local user groups and successful in improving utilisation and service quality Council Officers would intend to extend this opportunity to other Council Community Centres where the same level of support could be encouraged.

RECOMMENDED that Council agrees to the pilot scheme as described and following evaluation, gives authority to Council officers to explore further opportunities in relation to other centres as appropriate in the future

Councillor Muir thanked the Officers for work that had been undertaken in progressing the scheme.

AGREED TO RECOMMEND on the proposal of Councillor Muir, seconded by Councillor Douglas, that recommendation be adopted.

9. NEW LIFE GARDEN (FILE CG10551)

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing advising that in the past number of years, Council had partnered with the Northern Ireland Transplant Forum and developed a small garden area adjacent to Kiltonga Hall, Newtownards. An approach had been made by the Northern Ireland Kidney Patients Association (NIPKA), who were represented in the forum, seeking approval to place a stone sculpture within the area.

The forum had been approached by the creator of a National Organ Donor Commemorative garden in Galway and offered stone for a sculpture, to represent the work of both donor gardens. That would be displayed in the New Life Garden at Kiltonga and would signify the 25th anniversary of NIPKA. Council had an association with the National Organ Donor Garden in that a tree was sponsored by Ards Borough Council in 2014.

The proposed sculpture would be a standing stone displaying the Butterfly logo of NIPKA. All installation costs would be covered by the association.

The recommended location for the stone would provide a balance at the entrance to the site and complement the stone which was already in place as previously approved by Ards Borough Council.

RECOMMENDED that Council agree to the installation of the stone sculpture as outlined in the report.

Councillor Smart stated he was looking forward to seeing the stone sculpture in place.

Councillor Menagh highlighted the beauty of the area and encouraged Members to visit and walk around.

AGREED TO RECOMMEND on the proposal of Councillor Smart, seconded by Councillor Menagh, that the recommendation be adopted.

10. IPB PRIDE IN PLACE AWARDS (CW 90)

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing detailing that Pride in Place was in its 15th successive year and was an all-island competition sponsored by IPB. Ards and North Down Borough Council had received an invitation from the Chair of the Pride in Place initiative, which was run in conjunction with Co-operation Ireland, to support the initiative.

The IPB Pride in Place initiative was open to all local community groups and Local Authorities and County Councils could nominate entrants to a number of categories. The process of nominating entrants will vary from Council to Council. Some areas have their own “mini” Pride in Place competitions, which act as preliminary heats to the all-island competition. Others would select entrants directly based on their knowledge of communities and groups with whom they were involved.

This year there were five categories, three single issue categories with designated themes, a Housing Estates category, an Island and Coastal communities category and an Urban Neighbourhood category making eleven categories in total. The three last named categories were not population specific.

Category	Population
1	0-300
2	300-1,000
3	1,000-2,000
4	2,000-5,000
5	Over 5,000

Category	Theme
6	Community Based Youth Initiative
7	Creative Place Initiative
8	Community Reaching Out Initiative

Category	Non Population
9	Housing Estates
10	Island and Coastal Communities
11	Urban Neighbourhoods

Each Local Authority or County Council could nominate groups in up to a maximum of five categories, with one entry only, in any individual category. Co-operation Ireland organised the judging and the Awards ceremony which was taking place this year in Letterkenny, Co Donegal. The first prize in each category was a large trophy and a cash prize of 1,000 euro or sterling equivalent.

In addition to managing an agreed nomination process the Council would be required to cover the cost of each entry at £500. There would also be additional costs including judge's costs such as accommodation and costs associated with entrants attending the final Award ceremony in Letterkenny.

It should be noted that costs in relation to the Pride in Place initiative had not been budgeted for in the 2017/2018 financial year. Also the Council already supported a number of awards and recognition schemes including the Mayors Civic Awards, Sports Awards, Best Kept Awards, Volunteer Awards, in Bloom and Ulster in Bloom as well as numerous grant schemes including Live Here Love Here, Community Development Grants, Community Festival Grants and Sport Grants.

It was therefore recommended that the Council does not support the Pride of Place initiative at this time.

RECOMMENDED that Council does not support the Pride in Place initiative at this time.

AGREED TO RECOMMEND on the proposal of Councillor Martin, seconded by Councillor Edmund, that the recommendation be adopted.

11. ARTS BURSARIES (ART4)

Appendix V

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing attaching background on bursaries. The report detailed that in March 2017 the Council offered three creative bursaries to artists in the Borough: The Tyrone Guthrie Centre – two, two-week bursaries and Ballinglen Arts Foundation – one, two-week bursary

Applicants were asked to clearly demonstrate their experience and how they would use the bursary to further their professional practice.

Members of the Arts and Cultural Advisory Panel met on Thursday 23 March to assess ten applications received; six applications for the Tyrone Guthrie Bursary and four applications for the Ballinglen Bursary.

The panel comprised the following Elected Members and Arts Panel Members:

- Alderman Robert Gibson
- Fiona Cullen
- Lee Boyd
- Robin Masefield

The meeting was facilitated by Arts Officer, Patricia Hamilton and Arts Assistant, Lauren Dawson.

Applications were scored against set criteria and the following highest scoring applications from residents of the Borough are recommended for approval by the assessment panel.

Ballinglen Bursary	Two week bursary: Adele Pound
Tyrone Guthrie Bursary	Two week bursary: Michael Geddis
	One week bursary: Cresson McIver
	One week Bursary: Myra Zeph

The panel have recommended that the the second two-week bursary was split into two one-week bursaries as the applications from, Cresson MCiver and Myra Zeph were of so similar quality. The panel felt that both applicants could benefit greatly from a one-week experience at the Centre in line with their proposals.

RECOMMENDED that Council approves the recommendations of the scoring panel detailed in this report.

AGREED TO RECOMMEND on the proposal of Alderman Smith, seconded by Councillor Woods, that the recommendation be adopted.

12. COMMUNITY FESTIVAL FUND 2017-2018 (FILE CG10231)

Appendix VI

CIRCULATED:- A3 versions of the Community Festival Fund recommendations.

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing attaching Community Festival Fund recommendations. The report detailed that the Community Festivals Fund (CFF) was jointly supported by the Department for Communities Arts Branch and the Council. The fund was established in recognition of the positive contribution that festivals could make to communities and to the local economy. The Council had allocated a budget of £41,900 for community festival during 2017/18. Due to political difficulties with the NI Assembly, a formal Letter of Offer from DfC had yet to be received. It was expected that the DfC funding allocation would reflect 2016/17 allocation of £33,100. That would provide an overall CFF budget of £74,000.

The Council publically invited applications for the 2017-18 Community Festival Fund on 23 February 2017 with a closing date of Thursday 16 March 2017 and workshops were facilitated by officers to support and advise potential applicants.

The CFF criteria invited applications under the following types for festivals:

- Local Festivals; of up to £1,500 for a local community festival that attracts up to 1,500 attendees
- Neighbourhood Festivals; up to a maximum of £5,000 attracting between 1,501 - 5,000 attendees from neighbouring areas/towns/villages
- Large Scale Festivals; up to £15,000, at least three days in duration and attracting a minimum of 5,000 attendees.

In total 41 applications were received requesting funding totalling £127,849.

The applications were assessed and scored by an assessment panel comprising of the Community Development Manager, Community Development Officer, Parks Manager, and Finance Officer - Rural Programme, under the following criteria:

Grant Criteria

Points

Aim and benefits to community	4
Need and benefits of festival	4
Outcomes and impacts	4
Promotes cultural tradition	4
Equality / community cohesion	4
Tackling poverty and social exclusion	4
Encourages participation / attendance	4
Opportunities to improve skills / training	4
Value for money	4
Total	36

The marks were totalled and calculated as a percentage.

A further 4 marks were available to festivals with a commemoration element and a 20% weighting was applied to:

- i) applications for festivals taking place in the top 10% of the most deprived wards in the Council area, (using the DfC Recommended Weighting) and
- ii) from festivals that specifically target those who are socially excluded.

The assessment panel agreed a pass mark of 40%.

There was a broad spectrum of applications received, some of which were very detailed and strong in meeting the DfC criteria and others were less so.

On the completion of the assessment process, which included a value for money review the assessment panel recommends:

- 28 successful applications
- 2 applications were deemed ineligible as based on the criteria for the fund
- 11 applicants did not reach the pass mark of 40%.

The total of successful applications was valued at £79,190, which was broken down into the three categories of festivals, as follows:

- 22 Local Festival applications totalling £27,664,
- 2 Neighbourhood Festivals totalled £7,130 and
- 4 Large Festivals valued at £44,370.

Therefore, as in previous years the funding programme was oversubscribed. It was recommended that all funding awards for Local and Neighbourhood Festivals were funded 100% and that a 90% allocation was awarded to Large Festivals, (on the basis that these applicants receive additional funding from other sources).

The panel's recommendations, listed the groups which applied, the panel scores, the funds requested and the recommended amount to be allocated based on the funds available.

At the time of writing the Council's Letter of Offer (LoO) from DfC Arts Branch had not been received. Therefore, subject to Council approval it was recommended that CFF Letters of Offer were issued to successful applicants on an interim basis for

50% of the funding awarded, (which in effect was the Council's contribution to the community festival programme) and that the further 50% would be awarded subject to the Council receiving, accepting and processing the LoO from DfC.

Members should note that advance payments (of up to 80%) would be available to groups, that would be calculated on the interim 50% funding award until the DfC LoO was received.

RECOMMENDED that the Council approves the attached Community Festival Fund Recommendations. Furthermore, that interim Letters of Offer are issued to all successful applicants for 50% of the funding awarded and finally applicants are advised that the DfC proportion of the amount requested is subject to confirmation from the Department.

Whilst welcoming the number of successful applications, Alderman Irvine noted his disappointment to those applicants who had missed out with the scoring being very close to the threshold.

The Head of Community and Culture explained that the applications were scored by a panel consisting of a cross departmental group of Council Officers. When she had seen the scoring of the applications she had raised questions regarding the closeness to the threshold of some of the unsuccessful applications and those applications had been re-looked at. The budget was £75,000 and the totality of the successful allocations had come close to the total budget. In terms of the applications process the Head of Community and Culture explained that Officers undertook their best efforts in support of the applicants. Workshops were organised to provide guidance to those completing the applications and feedback was provided. Having looked at the applications she stated that in quite a lot of cases the applications contained one lined answers and lacked comprehensive detail. The information required was all re-enforced at the workshops.

Whilst understanding the rationale, Councillor Boyle voiced his disappointment with some of the outcomes. As examples he referred to Portaferry Sails and Sounds which had been deemed ineligible due to being tourism related. The Carol Ship Festival also received match funding in the past from Newry and Mourne District Council and he felt that funding could be in jeopardy given that the application had been unsuccessful. In terms of the Portaferry Gala it had been recommended to the applicant to accumulate their events across the year to submit one funding application and he felt that had resulted in the events losing out on funding. Furthermore, the Portaferry Ulster Scots Night had previously been a well-attended event and he was disappointed that event too had not met the criteria. Councillor Boyle welcomed the groups that had been awarded the funding as there were a good number of strong events. However, noted his disappointment for those groups that had been unsuccessful which he considered to be major events.

The Head of Community and Culture advised that applicants were given an opportunity for feedback and there was also an appeals process. She reminded Members that the fund was for community festivals and the application needed to demonstrate community investment and benefit.

Councillor Muir echoed the sentiments already expressed regarding the applications that were ineligible and those that did not meet the threshold. He referred to the Carol Ship Festival and highlighted that in recent years that had become a significant event which he recalled the BBC had covered. To see such events not been funded he found that regrettable in particular given the work people put into those events. Councillor Muir asked why the Carol Ship Festival application had been turned down.

The Head of Community and Culture advised that application had lacked significant detail.

The Chairman asked the reasoning for the ineligibility of the Holywood Harmony Festival. The Head of Community and Culture explained that based on the information supplied within the application the festival was considered to be commercial based rather than community led.

AGREED that the recommendation be adopted.

Having declared an interest in the undernoted item, Councillor Muir withdrew from the meeting during its consideration – 7.34 pm.

13. CONSULTATION DOCUMENTS

13.1 Home to School Transport Assistance – Online application consultation questionnaire (FILE CW91)

PREVIOUSLY CIRCULATED:- Report from the Director of Community and Wellbeing detailing that following a successful pilot in the Dungannon area and then further roll out with 50 post primary schools, the Education Authority now intended to provide facilities for online application for transport assistance for all pupils across Northern Ireland for the new school year starting in September 2017. That would mean that all applications for transport assistance would have to be made online.

Transport assistance was provided in accordance with the Department of Education's Circular 1996/41 School Transport (updated 2009).

Following the establishment of the Authority in April 2015, a project supporting the 'Programme for Governments Transformation of Services' (which includes home to school transport), has been progressed by the Authority to provide parents with the facility to apply for transport assistance online.

Supported by Land and Property Services (LPS), a full review and update of the walking route network had been completed and would underpin all future home to school measurements. In 2016 the Authority completed an extensive pilot scheme of the online Transport App for a number of Post Primary Schools.

The App allowed parents to make applications for transport assistance on-line and receive an initial assessment indicating whether their child/children were eligible for transport assistance.

The consultation would close at 4.00pm on Monday 8th May 2017.

In order to inform the EA of any thoughts or concerns the public may have in respect of this procedure the education authority has invited comments by completing a questionnaire via the following link

<https://www.surveymonkey.co.uk/r/TransportOnlineApp>

RECOMMENDED that the Council notes this report.

AGREED TO RECOMMEND on the proposal of Councillor Smart, seconded by Councillor Menagh, that the recommendation be adopted.

14. NOTICE OF MOTION

14.1 Notice of Motion submitted by Councillor Martin

"Council notes the recent decision by the High Court to grant pre-emptive rights to a third party regarding the purchase of Portavo Reservoir. It notes that this judgement is a disappointing decision for both this Council and NIW. It further writes to Northern Ireland Water and the Minister for Infrastructure Chris Hazzard to ascertain whether they intend to appeal the decision. Finally, Council reaffirms its expression of interest in acquiring Portavo for the residents of the Borough subject to a favourable economic appraisal".

Given that the situation had evolved, Councillor Martin wished to amend his motion to read:-

"Council notes Northern Ireland Waters decision not to Appeal the High Court judgement made against it regarding Portavo Reservoir. It now requests an urgent meeting with both the Chief Executive and the Chair of NIW to clarify the reasons for not appealing the judgement and for considering its sale to a local developer. Council reaffirms its expression of interest in Portavo and requests that NIW enters into immediate and meaningful discussions with Officers to explore every possibility before Portavo is permanently lost as a public asset within the Borough".

The amended Notice of Motion was seconded by Councillor Edmund.

Councillor Martin spoke to his motion providing a brief overview of the background of situation. He explained that Portavo had been identified as surplus by NI Water on their asset register. NI Water had been taken to Court by the landowner (Portavo Estates Ltd) and had lost the case that now meant Portavo Estates Limited had pre-emptive rights if the area was sold. Councillor Martin believed if it was sold, it would be privatised for development which would be a great shame for the beautiful asset. The asset was given to the then Donaghadee Urban Council in the 1920's and he believed the asset should be held onto. The Chief Executive, Director of Community and Wellbeing and himself had attended a meeting with NI Water when they did advise of their intention to sell. At the proposed future meeting he wished for NI Water to explore all opportunities including a leasing agreement. NI Water had no legal obligation to sell Portavo and he would dispute their judgement to sell. Councillor Martin advised that Portavo would have low capital costs and had great

potential in terms of environmental trails and nature walks. The area was a great asset and he encouraged Members to support his motion.

Councillor Edmund noted the importance of the asset as a lifestyle for the users. Those users have taken ownership of Portavo and it was an important asset to them. He emphasised that the Council needed to save Portavo on behalf of the community.

Rising in support of the motion, Councillor Smart stated that Portavo was a great asset to the Borough and was concerned about Northern Ireland Water's need to sell it on through legal obligation.

(Councillor Menagh withdrew from the meeting – 7.44 pm)

Councillor Muir stated that due to the current situation where there was no devolved government, NI Water was calling the shots and that a similar situation had arisen with respect to Cairn Wood which was then reversed. He stated that he was happy to support the motion and welcomed that engagement would occur with NI Water.

(Councillor Menagh re-entered the meeting - 7.45 pm)

As a Council, Councillor Muir emphasised that it needed to be clear on its position in respect of Portavo.

Alderman Irvine also rose in support of the motion, he stated that Portavo was a great natural asset and he felt the longer it stayed in the hands of the public the better.

On summing up, Councillor Martin welcomed the comments of Members. In terms of the Court judgement he stated that he did not dispute that but he did dispute NI Water selling the asset and questioned did they need to sell the asset and did they have a legal argument to sell? In terms of the meeting with NI Water it was important that elected representatives did their best to save Portavo as it was their responsibility to support the constituents as best they could.

AGREED:- that Council notes Northern Ireland Waters decision not to Appeal the High Court judgement made against it regarding Portavo Reservoir. It now requests an urgent meeting with both the Chief Executive and the Chair of NIW to clarify the reasons for not appealing the judgement and for considering its sale to a local developer. Council reaffirms its expression of interest in Portavo and requests that NIW enters into immediate and meaningful discussions with Officers to explore every possibility before Portavo is permanently lost as a public asset within the Borough.

EXCLUSION OF PUBLIC/PRESS

AGREED TO RECOMMEND on the proposal of Councillor Edmund, seconded by Councillor Douglas, that the public/press be excluded during the discussion of the undernoted items of confidential business.

Having declared an interest in the undernoted item, Alderman Irvine withdrew from the meeting during the discussion – 7.49 pm.

15. UPDATE ON BANGOR AURORA AQUATIC AND LEISURE COMPLEX – BUILDING MATTERS (FILE 140980)

*****IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

16. TENDER FOR THE REDEVELOPMENT OF THE EXISTING PLAY AREA AT WEST WINDS, KINGSLAND AND COTTOWN

*****IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

17. MINUTES OF WWI PROJECT STEERING GROUP DATED 5 APRIL 2017
Appendix VII

*****IN CONFIDENCE*****

*****NOT FOR PUBLICATION*****

Schedule 6 – Information relating to the financial or business affairs of any particular person (including the Council holding that information).

18. ANY OTHER BUSINESS

- (i) Update on Playparks and Muga funding**
- (ii) Flute Band Event**
- (iii) Update on Portavogie and Peninsula 3G pitches development progress**
- (iv) Outstanding request for report – Drainage, Kircubbin**

*****NOT FOR PUBLICATION*****

TERMINATION OF MEETING

The meeting terminated at 8.23 pm.

ITEM 8.1

Good afternoon Stephen,

We at Contact are currently developing our campaign call for a Suicide Prevention Bill for NI based on a zero suicides approach, which has been supported by cross party MLAs at the All Party Group on Suicide Prevention in the last mandate. On this issue we have already presented to councillors in Derry, Omagh and Enniskillen. We are also set to present to a community planning committee meeting with Mid and East Antrim council in May, and at the NILGA AGM in June, NILGA having been very supportive to us on this issue.

At Contact we currently provide the Lifeline service, NI's regional 24/7 crisis counselling helpline and face to face counselling, staffed by fully trained counsellors, under license to the Public Health Agency. The call for a Suicide Prevention Bill for NI is to guarantee clinical duties of Candour, Competence and Cooperation from every crisis care provider, for every person suffering suicidal distress.

The NI coroner recorded 318 deaths by suicide here in 2015, the highest rate for any UK region. We firmly believe this long overdue change in the law is the only way to facilitate unhindered continuity of care at crisis point. Legislation that will work to replace current pessimism for the preventability of suicide, with the international 2014 World Health declaration that suicide is a preventable harm.

To this end I would like to request your support for Contact to present to your council chamber at a meeting at your convenience. Your guidance on this is greatly appreciated.

Kind Regards

Paula

Paula Beattie

[Contact](#)

Head of Public Affairs & Campaigns

paula.beattie@contactni.com

Telephone – 028 9074 4499

Mobile – 07792251892

Lifeline - 0808 808 8000

lifelinehelpline.info

Subject: FAO Chief Executive - Battle of Messines Centenary Pilgrimage

Dear Chief Executive & Members' Services

I have been asked to contact you on behalf of the Director of the Somme Association to let you know that we are considering a Battlefield tour for the forthcoming centenary of the Battle of Messines. The trip would be departing Belfast on 6th June and returning on 9th June.

The trip would include a black-tie dinner on the evening of 6th June and the state commemorations on 7th June, both will be attended by VVIP guests. The travel arrangements have not yet been made but will most likely be Belfast – London, the Euro Star to France, the accommodation will be 4 Star in Belgium or on the French/Belgian border.

At the moment we are trying to get an idea of the number of people who may be interested in taking part in this event and as you know we don't have time on our side. I would be grateful if you would let me know if your Council would be interested and if so, approximate numbers.

Yours sincerely,

Claire

Claire McWhirter
PA to Director
Somme Association
Somme Museum
233 Bangor Road
NEWTOWNARDS
BT23 7PH
02891823202

www.sommeassociation.com

FaceBook: The Somme Association

Twitter: @SommeAssoc

Councillor Emma Coffey

49 Fair Street, Drogheda, Co. Louth

By email.

10/03/2017

**Re: Mna Na hEireann 2017 - Celebrating Women in Modern Ireland
Conference Dates: Friday 19th and Saturday 20th May 2017**

Dear Sir/Madam,

I would be most grateful if you would present the attached conference information to the relevant personnel for Approval for Councillors to attend. I believe that the Conference would be of value, benefit and be relevant to County Councillors particularly female Councillors.

Many Thanks

Councillor Emma Coffey

Fianna Fail

Conference Co-ordinator Phone No: 089 4214394

Cllr Coffey Mobile No: 087 1940837

Phone No: 041 9847002

Email: emma.coffey@louthcoco.ie

Emma Coffey Solicitors, 49 Fair Street, Drogheda, Co. Louth

Mna na hEireann 2017
THE DUNDALK WIDOWS GROUP
WITH THE SUPPORT OF CLLR EMMA COFFEY

**“MNA NA HEIREANN 2017” - A CONFERENCE ON THE THEME OF
WOMEN IN MODERN IRELAND**

**TO EXPLORE THE ROLES OF WOMEN IN THE CONTEXT OF HISTORY, POLITICS
AND INDUSTRY IN MODERN IRELAND. SPEAKERS AT THE CONFERENCE
INCLUDE;**

- **MARIAN HARKIN MEP,**
- **ARLENE FOSTER MLA,**
- **HISTORIAN SINEAD MCCOOLE,**
- **JOURNALIST SUSAN MCKAY,**

AND WOMEN FROM MANY DISCIPLINES IN THE ISLAND OF IRELAND

**THE CONFERENCE WILL TAKE PLACE ON FRIDAY 19TH & SATURDAY 20TH MAY
2017, AT AN GRIANAN, THE I.C.A. HEADQUARTERS IN TERMONFECKIN, CO.
LOUTH.**

THE FEE PER DELEGATE INCLUDING ALL MEALS ETC IS €180.00.

The Conference will concentrate on the gender equality, diversity and inclusion issue and on encouraging women to enter and progress in the role of a public representative, in areas such as the political field, boards of management and public/ voluntary committees.

Drawing on analysis of candidate data and electoral results from the 2014 local elections, it shows that women's political representation currently stands at just under 21 %, which is a record high for women's participation in the elected structures of county and city councils.

The conference through a series of lectures and Q+A sessions will evaluate the lessons learned about political parties, gender and candidate recruitment at the 2014 local elections and the impact of 'Gender Quota' system on the 2016 General election. Is the Gender Quota system working as the main driving force behind women's increased participation in elections?

The conference will highlight the administrative structures of local authorities, where men dominate senior management positions. Recent years have shown an increasing numbers of women are accessing senior management roles however, gender barriers remain.

For more Information please contact

Conference Coordinator Number: 089 4214394

Or

Cllr.Emma Coffey, 0871940837 emma.coffey@louthcoco.ie

From: Patricia.Oakes@nmandd.org [<mailto:Patricia.Oakes@nmandd.org>] **On Behalf Of**
Liam.Hannaway@nmandd.org
Sent: 13 April 2017 16:34
To: Brendan Hegarty; David Jackson; Suzanne Wylie; anthony.tohill@midulstercouncil.org;
jacqui.dixon@antrimandnewtownabbey.gov.uk; john.kelpie@derrycityandstrabanedistrict.com;
roger.wilson@armaghbanbridgecraigavon.gov.uk; Reid, Stephen;
theresa.donaldson@lisburncastlereagh.gov.uk; Joan Martin; sneely@donegalcoco.ie;
chayes@sligococo.ie; fcurran@leitrimcoco.ie; tryan@cavancoco.ie; eosullivan@monaghancoco.ie
Cc: Pamela
Subject: Border Corridor Event - 4 May 2017

Dear colleagues,

Just a short note on progress to date regarding the above. Pamela has forwarded the invitation and agenda to all of you. (Attached)

There has been widespread interest in the event resulting in requests from other organisations to attend on the day but we have kept the attendance list strictly to elected members and officials from the border councils and Chambers of Commerce from the border councils (limit of two per chamber). We have stated that there may be further opportunities for these organisations to take part in any future events which may be organised by the councils.

We are also producing a short brochure outlining the key facts from the Ulster University study for distribution to attendees on the day.

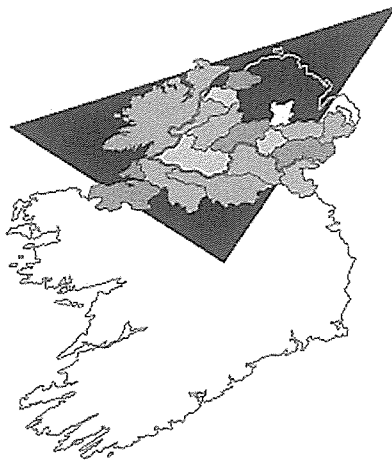
In order to facilitate catering for lunch at the event and general arrangements we require a ball park figure of those attending. Could a member of your staff provide numbers to Pamela by close of business Monday 24th April 2017? It would be useful if this person made contact with Pamela beforehand to let her know that they are dealing with this matter.

I will update you further closer to date. Wishing you all a well deserved Easter Break.

Regards

Liam

(See attached file: Agenda.docx)(See attached file: Invite.docx)



You are cordially invited to

'Brexit and the Ireland/N Ireland Border Corridor'

What next for Local Government and Business?

***An event organised by the Ireland/N. Ireland Border Corridor Local
Authorities***

on

Thursday 4th May 2017

10.30am – 1.15pm (Lunch)

(Registration from 10.00am)

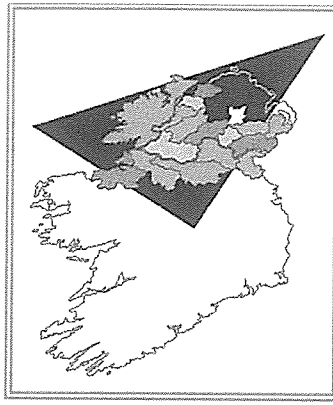
at

Lough Erne Resort, Enniskillen, County Fermanagh

Please rsvp by 14th April 2017

Tel: (NI 028/ ROI 048) 30 252684

Email: sharon@eastborderregion.com



Brexit and the Ireland/N Ireland Border Corridor

What next for Local Government and Business?

An event organised by the Ireland/N.Ireland Border Corridor Local Authorities

4th May 2017

Lough Erne Resort, Enniskillen, County Fermanagh

Draft Agenda

- | | |
|---------|--|
| 10-00am | Registration Tea/Coffee |
| 10-30am | Introduction and Welcome - Chairman, Fermanagh and Omagh District Council |
| 10-35am | Local Authority context - Local Authority Chief Executive |
| 10-40am | Current position on Brexit: <ul style="list-style-type: none">- N Ireland representative- Irish representative |
| 11-00am | Current Business Analysis on the island of Ireland. <ul style="list-style-type: none">- Mr Aidan Gough, Director Intertrade Ireland |
| 11-15am | Summary of the key findings on the potential impact of Brexit on the Ireland/ N Ireland Border Corridor. <ul style="list-style-type: none">- Mr Eoin McGuinness, Senior Economist, Economic Policy Centre, Ulster University |
| 12-15pm | Facilitated discussion led by Local Authority Chief Executive |
| 1-00pm | Summary and Way Forward |
| 1-15pm | Lunch |

ITEM 12

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Council
Date of Meeting	26 April 2017
Responsible Director	Director of Organisational Development and Administration
Responsible Head of Service	Head of Administration
Date of Report	24 April 2017
File Reference	CG 12172
Legislation	Local Government Act (NI) 2014
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input checked="" type="checkbox"/>
Subject	Notice of Motions
Attachments	Notice of Motions - Status Report

Please find attached a Status Report in respect of Notice of Motions.

This is a standing item on the Council agenda each month and its aim is to keep members updated on the outcome of motions. Please note that as each motion is dealt with it will be removed from the report.

RECOMMENDATION

It is recommended that the Council notes the report.

NOTICE OF MOTIONS UPDATE – APRIL 2017

TO BE POPULATED BY DEMOCRATIC SERVICES								
DATE RECEIVED	NOTICE	SUBMITTED BY	COUNCIL MEETING DATE	COMMITTEE REFERRED TO	OUTCOME OF COMMITTEE WHERE NOM DEBATED	RESPONSIBLE DIRECTOR	MONTH IT WILL BE REPORTED BACK TO COMMITTEE	OTHER ACTION TO BE TAKEN
07/11/14	Investigate concept behind innovation lab	Councillor Walker	04/12/14	Governance 18.12.14	Agreed	Chief Executive	Ongoing	
29/03/15	To ask officers to draft a Community Charter for the new Council	Councillor Barry	29/04/15	Council 27.05.15 & 26.08.15	Agreed	Community and Wellbeing	Ongoing	
31/05/15	Permanent recognition of Rory McIlroy in Holywood	Councillor Muir	24/06/15	Corporate Services 13.10.15	Agreed	Organisational Development and Administration	Ongoing	
15/3/16	Development of Park Run in	Councillor Dunne	Council March 2016	Community & Wellbeing 13.4.16	Agreed	Community & Wellbeing	Feb 2017	

TO BE POPULATED BY DEMOCRATIC SERVICES								
DATE RECEIVED	NOTICE	SUBMITTED BY	COUNCIL MEETING DATE	COMMITTEE REFERRED TO	OUTCOME OF COMMITTEE WHERE NOM DEBATED	RESPONSIBLE DIRECTOR	MONTH IT WILL BE REPORTED BACK TO COMMITTEE	OTHER ACTION TO BE TAKEN
	Ballymenoch Park, Holywood							
05/10/2016	Cafeteria and family area at Island Hill	Councillor Cooper	Council October 2016	Regeneration and Development Nov 2016	Agreed	Regeneration and Development	April 2017	
11/11/2016	Set up of Economic Development Forum	Alderman McDowell	Council October 2016	Regeneration and Development Committee November 2016	Amended at Regeneration and Development Committee – November 2016	Regeneration and Development	April 2017	
05/10/2016	Negotiations for the Proposed Extension and Improvements in Ballygowan Village Hall	Alderman Fletcher	Council October 2016	Community and Wellbeing November 2016	Amended	Community and Wellbeing	April 2017	
05/10/2016	Upgrade of Play Facilities at Park Way, Comber	Alderman Fletcher	Council October 2016	Community and Wellbeing	Amended	Community and Wellbeing	June 2017	

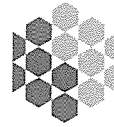
TO BE POPULATED BY DEMOCRATIC SERVICES								
DATE RECEIVED	NOTICE	SUBMITTED BY	COUNCIL MEETING DATE	COMMITTEE REFERRED TO	OUTCOME OF COMMITTEE WHERE NOM DEBATED	RESPONSIBLE DIRECTOR	MONTH IT WILL BE REPORTED BACK TO COMMITTEE	OTHER ACTION TO BE TAKEN
	including 'Muckers'			November 2016				
15/11/2016	That Council considers the purchase of a number of Commemorative benches (to remember our Fallen from all wars and conflicts) for appropriate locations throughout the Borough.	Councillor Martin	Council November 2016	Corporate Services December 2016	Amended	Organisational Development and Administration	June 2017	
13/12/16	Asserting Cushies Lane, Groomsport	Councillor Chambers	Council January 2017	Corporate Services Committee February 2017	Report to be prepared by officers	May 2017		

TO BE POPULATED BY DEMOCRATIC SERVICES								
DATE RECEIVED	NOTICE	SUBMITTED BY	COUNCIL MEETING DATE	COMMITTEE REFERRED TO	OUTCOME OF COMMITTEE WHERE NOM DEBATED	RESPONSIBLE DIRECTOR	MONTH IT WILL BE REPORTED BACK TO COMMITTEE	OTHER ACTION TO BE TAKEN
18/01/2017	Equality Commission – Mental Health Charter	Alderman Henry	Council January 2017	Corporate Services Committee February 2017	Adopted in principle pending report	May 2017		
30/1/17	Smart Pass Equality Campaign	Councillor Boyle	Council February 2017	Corporate Services Committee March 2017	Letter to be sent			
1/2/2017	Portavo Reservoir	Councillor Martin	Council February 2017	Community and Wellbeing March 2017	Deferred to Community and Wellbeing in April 2017 - Amended			
14/2/17	Post Box at Station Road, Craigavad	Councillor Muir	Council February 2017	Corporate Services Committee March 2017	Letter to be sent			
24/2/17	Council support – Crohn's and Colitis UK campaign	Councillor Cathcart	Council March 2017	Environment Committee April 2017	Agreed			

TO BE POPULATED BY DEMOCRATIC SERVICES								
DATE RECEIVED	NOTICE	SUBMITTED BY	COUNCIL MEETING DATE	COMMITTEE REFERRED TO	OUTCOME OF COMMITTEE WHERE NOM DEBATED	RESPONSIBLE DIRECTOR	MONTH IT WILL BE REPORTED BACK TO COMMITTEE	OTHER ACTION TO BE TAKEN
28/2/17	The Point, Groomsport	Councillor Chambers	Council March 2017	Environment Committee April 2017	Deferred to Environment Committee in May 2017			
28/2/17	War Memorial – Conlig	Councillors Barry and Woods	Council March 2017	Corporate Services Committee April 2017	Agreed in principle pending report			
7/3/17	Speaking Rights at Planning Committee	Alderman Fletcher and Alderman Carson	Council March 2017	Planning Committee April 2017	Fell			
10/3/17	Road traffic accidents A2 Bangor to Belfast road	Alderman Irvine	Council March 2017	Corporate Services Committee April 2017	Agreed			
13/3/17	Closure of two Ulster Bank premises in Bangor and Kircubbin	Councillor Cathcart and Alderman Irvine	Council March 2017	Corporate Services Committee April 2017	Agreed			

TO BE POPULATED BY DEMOCRATIC SERVICES								
DATE RECEIVED	NOTICE	SUBMITTED BY	COUNCIL MEETING DATE	COMMITTEE REFERRED TO	OUTCOME OF COMMITTEE WHERE NOM DEBATED	RESPONSIBLE DIRECTOR	MONTH IT WILL BE REPORTED BACK TO COMMITTEE	OTHER ACTION TO BE TAKEN
15/3/17	Domestic and commercial rates bills	Councillor Walker and Councillor Wilson	Council March 2017	Corporate Services Committee April 2017	Agreed			
21/3/17	Marketing of Bangor by the Sea	Councillor Cathcart, Councillor Douglas, Alderman Henry, Alderman Irvine, Councillor McClean and Councillor Robinson	Council March 2017	Regeneration & Development Committee April 2017	Agreed			
21.3.17	Assertion of path at Portavo Reservoir as Right of Way	Councillor Muir and Walker	Council March 2017	Corporate Services Committee April 2017	Amended and agreed			

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**Southern Division
Traffic & Network Development**

Mr Stephen Reid
Chief Executive
Ards and North Down Borough Council
Town Hall
The Castle
Bangor
BT20 4BT

Chief Executive's Office

30 MAR 2017

RECEIVED

Rathkeltair House
Market Street
DOWNPATRICK
BT30 6AJ

Tel: 028 44812609

Your reference:

Our reference: TM30516DB55

28th March 2017.

Dear Mr Reid,

DISABLED PERSONS PARKING PLACES ON ROADS

Please see attached map showing an amendment to the description only of an accessible parking bay in the vicinity of 20 Bruce Avenue, Comber BT23 5BW. There is Legislation for this existing bay but the measurements were incorrect, it measures at 34m instead of 32m for a distance of 6m instead of 6.5m.

Col 1	Col 2	Col 3	Col 4
Ref	Street Name	Side of Street	Location
736	Bruce Avenue, Comber	South Side	from a point 34 metres east of its western junction with De Wind Drive, for a distance of 6 metres.

I intend to submit this to RSHQ for inclusion in the next Order and would value your comments.

Regards

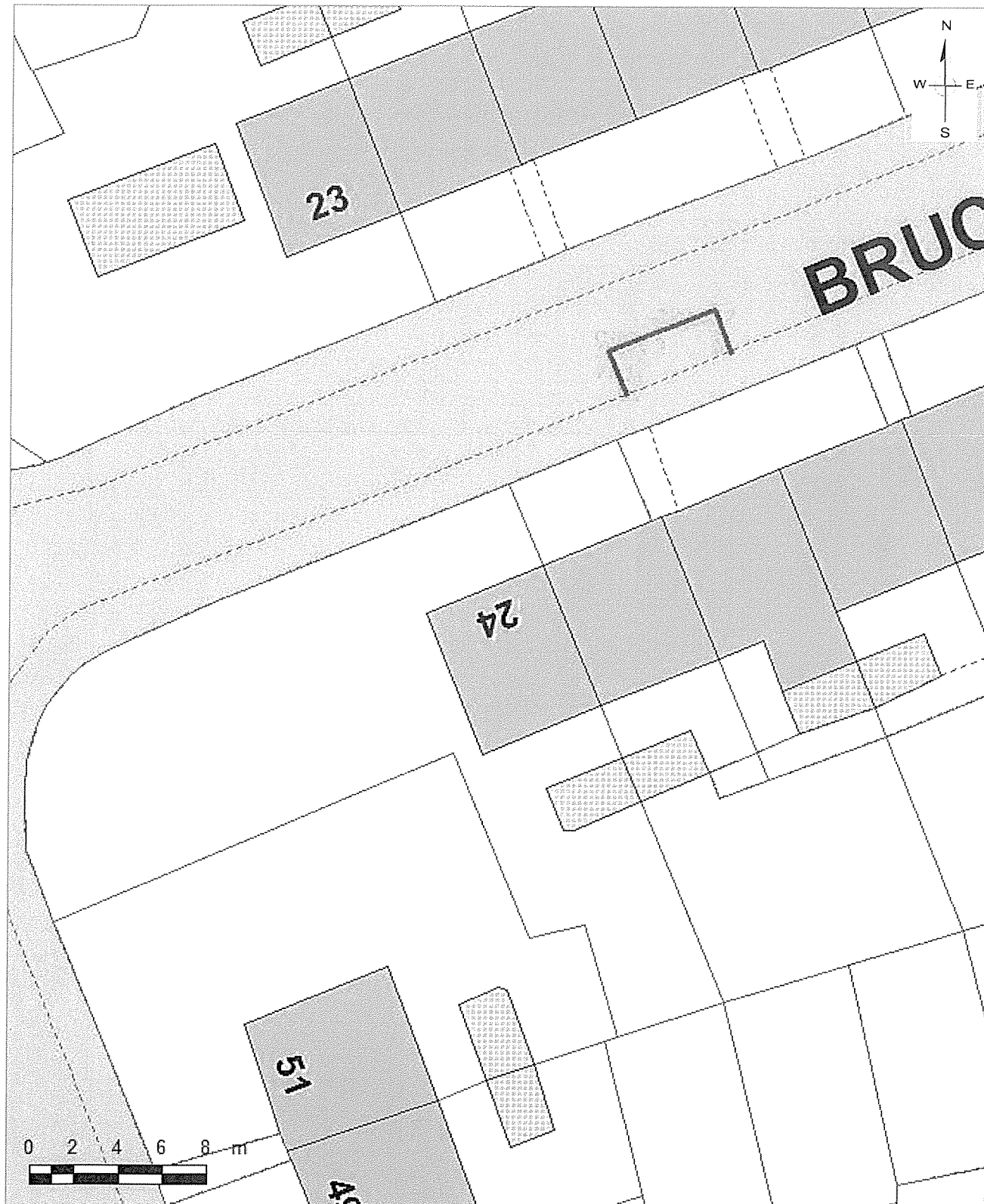
Yours sincerely,

Trevor Maxwell

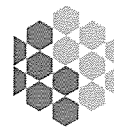
Traffic and Network Development

Bruce Avenue, Comber.

Amendment to description of existing Legislation for an accessible parking bay



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Infrastructure

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**Southern Division
Traffic & Network Development**

Mr Stephen Reid
Chief Executive
Ards and North Down Borough Council
Town Hall
The Castle
Bangor
BT20 4BT

Rathkeltair House
Market Street
DOWNPATRICK
BT30 6AJ

Tel: 028 44812609

Your reference:
Our reference: TM40517DB01

11th April 2017.

Dear Mr Reid,

DISABLED PERSONS PARKING PLACES ON ROADS

Please see attached map showing proposed accessible parking bay at 102 Downshire Road, Holywood BT18 9LY.

I intend to submit this to RSHQ for inclusion in the next Order and would value your comments.

Regards

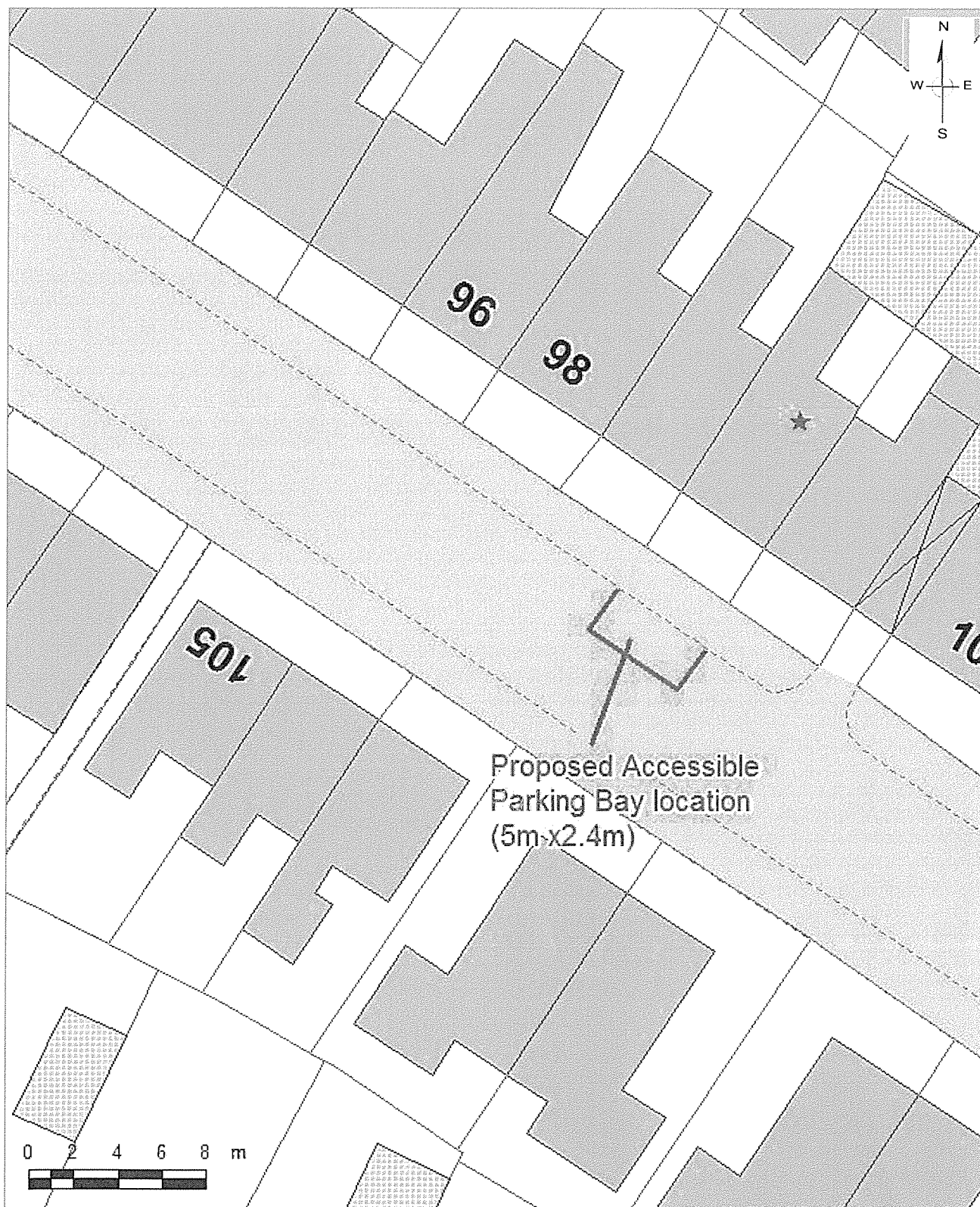
Yours sincerely,

Trevor Maxwell
Traffic and Network Development



102 Downshire Road, Holywood.

Proposed disabled/accessible parking bay



Department for
Infrastructure

Scale: 1:250

Date: 11th April 2017

Coords: x 339979.18
y 378821.49

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C)

From: Teresa Connolly [<mailto:Teresa.Connolly@eani.org.uk>]
Sent: 14 April 2017 13:00
Cc: Pat Ward <Pat.Ward@eani.org.uk>; Cathy Lavery <Cathy.Lavery@eani.org.uk>
Subject: EA PreSchool

Dear stakeholder

As you are aware, the Education Authority began the Strategic Review of Nursery Provision in Special Schools in October 2016. Due to the election in March 2017 and the pre-election period, the consultation process could not begin in January 2017 as planned.

This means that the review cannot be completed within the original timeframe. It is likely that the consultation will begin in September 2017 with implementation of a new framework planned from September 2018. Interim arrangements will be put in place to meet demand for places in September 2017. See attached equality screening of these interim arrangements.

Regards,

Pat Ward | Assistant Senior Education Officer

Children & Young Peoples Services | Education Authority – Omagh Office | 1 Hospital Road | Omagh | BT79 0AW | tel: 028 8241 1485 | e: pat.ward@eani.org.uk | www.eani.org.uk



please consider the environment – do you need to print this email?

Policy Title	Early Years Special Education - Interim Arrangements for September 2017
Policy Reference Number	
Policy Owner	Director of Children and Young People's Services
Owning Department	Children and Young People's Services
Policy Author	Director of Children and Young People's Services
Policy Aim	The Policy outlines interim arrangements for Early Years Special Education for September 2017.
Related Policies	<ul style="list-style-type: none"> • The Education (Northern Ireland) Order 1996; • The Special Educational Needs and Disability (Northern Ireland) Order 2005 (SENDO) • The Education (Special Educational Needs) regulations (Northern Ireland) 2005; • The Special Educational Needs and Disability Tribunal Regulations (Northern Ireland) 2005; • The Code of Practice on the Identification and Assessment of Special Educational Needs (issued under the 1996 Order) 1998; and • The Supplement to the Code (2006 (issued under the 1996 Order, following changes made by SENDO) 2005.
Date of Screening (Section 75)	29 March 2017
Approved by (name of Committee)	N/A
Date of Approval	30 March 2017
Date Approved by Board	30 March 2017
Implementation Date	September 2017
Date of Review	Ongoing

POLICY SCREENING TEMPLATE (Education Authority)

PART 1 - POLICY INFORMATION

A. Policy Details

Name of Policy: Early Years Special Education - Interim Arrangements for September 2017

Is it an existing, revised or new policy? New

What does it seek to achieve? (Intended Aims and Outcomes)

The Policy outlines interim arrangements for Early Years Special Education for September 2017.

The Education Authority (EA) commenced a Strategic Review of Nursery Provision in Special Schools in October 2016. It was intended that implementation of a new framework would commence in September 2017, with full implementation by September 2018. Whilst the engagement phase of the work had been completed in line with the original timeline for the Strategic Review, the EA could not commence public consultation in January 2017 as planned. This was due to the NI Assembly election of March 2017 and the preceding period of purdah, which prohibits new public consultations on significant policy proposals being launched during an election period.

There is not sufficient time now to obtain Board approval, complete an eight week consultation, review responses, and prepare for implementation in line with the original timeframe. Therefore, the consultation is likely to commence in September 2017 and interim arrangements are required.

To this end, this paper sets out a proposed process for moving forward with interim arrangements for Early Years SEN provision for September 2017. Specifically, the paper addresses interim arrangements for placement / support of children in their pre-school year who can avail of a nursery place in the 2017/18 year, and for whom a special school placement has been deemed appropriate.

The EA is also aware that there are children, who are not yet in their pre-school year, who could benefit from early intervention and support. In this regard, arrangements to enable these children to access EA Early Years SEN support services, as well as other identified support, will be developed as a further interim and enabling measure to provide earlier intervention for children and their families.

The proposed interim arrangements require the implementation of five key enabling measures to ensure appropriate support and/or placement of children with SEN in 2017/2018; including:

- Establishment of a single centralised Management Information System (MIS);
- Establishment of an interim Early Years SEN Panel;
- Clarity on Special School Arrangements for Pre-school Placements in September 2017;
- Communication with Parents and Key Stakeholders; and
- EA Early Years SEN Support Services.

These arrangements are designed to ensure effective plans are in place for September 2017 and to give parents clarity, transparency and confidence in relation to the EA's planning framework.

Are there any Section 75 categories which might be expected to benefit from the policy?
If so, briefly explain how:

Section 75 categories – age and disabled.

It is expected that pre-school age children (in their immediate pre-school year), including those with a recognised disability, who have been assessed as requiring a special school placement, will benefit from this policy.

The policy will also benefit children who are not yet of pre-school age (0-3 years), as arrangements to enable these children to access EA Early Years SEN support services, as well as other identified support, are being developed as further interim and enabling measures to provide earlier intervention for children and their families.

Who initiated/wrote the policy? Director of Children and Young People's Services

Who owns and who implements the policy? Director and ASEOS of Children and Young People's Services

B. Implementation Factors

Are there any factors that could contribute to/detract from the intended aim/outcome of the policy?

If YES, are they:

☒

Financial

☒

Legislative

☐

Other, please specify _____

C. Main Stakeholders Affected

Who are the internal and external stakeholders (actual and potential) the policy will impact upon?

☒

Staff & Employer

☒

Service users

☒

Other public sector organisations

☐

Voluntary/community/trade unions

☒

Other, please specify: Schools / Parents/ Guardians and Children

D. Other Policies with a Bearing on this Policy

What are these policies, please list:

- The Education (Northern Ireland) Order 1996;
- The Special Educational Needs and Disability (Northern Ireland) Order 2005 (SENDO)
- The Education (Special Educational Needs) regulations (Northern Ireland) 2005;
- The Special Educational Needs and Disability Tribunal Regulations (Northern Ireland) 2005;

- The Code of Practice on the Identification and Assessment of Special Educational Needs (issued under the 1996 Order) 1998;
- The Supplement to the Code (2006 (issued under the 1996 Order, following changes made by SENDO) 2005;
- The SEND Act 2016; and
- Human rights Act (1998).

Who is the policy lead/owner: Director of Children and Young People's Services

E. Available Evidence

What evidence/information (quantitative/qualitative) have you gathered to inform this policy? Specify details for each of the Section 75 groups.

Throughout this screening document Controlled school pupil numbers are used as a proxy for members of the Protestant community and Maintained school pupil numbers are used as a proxy for members of the Catholic community. However it should be noted that both Controlled and Maintained schools are open to pupils of all faiths and none.

Engagement took place with special schools and EA staff, as well as other advocacy groups, including:

- Face to face engagement with:
 - early Years SEN Services staff;
 - special school principals;
 - EA Psychology Service staff;
 - EA Special Education Service staff;
 - advocacy groups (SENAC, NICCY, CLC);
 - Equality Commission NI; and
 - Political representatives.
- Other key stakeholders were communicated and engaged with, including: DE, equality consultees, Health, Human Rights Commission, Early Years Organisation, parent consultative groups (Mencap, PEEC, CiNI), and unions.

Section 75 Category	Details of Evidence/Information
Religious belief	<p>NI School Census data indicates that in 2015/16: The NI Schools' Census for 2015-16 revealed that out of a total school population of 324,255: Catholic pupils account for 51% of places while Protestants make up 37%. The other 12% are pupils of other Christian denominations, non-Christian, no religion and whose religion has not been disclosed.</p> <p>EA Workforce statistics Community Background (total staff 31,367 Fair Employment Monitoring Return 1 Jan 2016) 47.4% Protestant (14,872), 47.1% Roman Catholic (14,775) 5.5% whose community background cannot be determined (1,720)</p> <p>Teaching workforce statistics Data not available for Teaching Staff as Article 71 of the Fair</p>

	<p>Employment and Treatment (NI) Order 1998 makes schools exempt from the requirement to monitor the community background of their teaching staff.</p> <p>These proportions are largely reflective of Special Schools.</p>
Political opinion	<p>Data not available. However, in general terms there is a correlation between community background and political opinion and this is supported by findings from the NI Life and Times Survey which shows that Unionists/Loyalists are predominantly Protestant and nationalists/republicans are predominantly Catholic.</p>
Racial group	<p>NI School Census data indicates that in 2015/16:</p> <ul style="list-style-type: none"> • There are approximately 12,500 pupils in schools in Northern Ireland recorded as “non-white”, and this represents 3.7% of the school population. • There is also a rise year-on-year in the number of pupils whose first language is not English. In 2015/16, there are more than 80 first languages spoken by pupils, with Polish and Lithuanian being the most common behind English. • As such, there has been an increase in the number and proportion of newcomer pupils in schools in Northern Ireland. A newcomer pupil is one who has enrolled in a school but who does not have the satisfactory language skills to participate fully in the school curriculum. In 2015/16, there are approximately almost 13,000 newcomer pupils accounting for 3.8% of the school population. <p>EA Workforce Statistics Data incomplete (optional element of Equality Opportunities Monitoring Questionnaire).</p> <p>The Northern Ireland Census 2011 revealed that 1.8% of the usual population of Northern Ireland belonged to minority ethnic groups, more than double the proportion in 2001 (0.8%). There may be added difficulty for those with language barriers.</p>
Age	<p>DE School enrolment bulletin 2016/17 There are 171,615 pupils in primary schools (years 1-7), and this continues to increase even though there are fewer primary schools year on year. This equates to 55% of the overall pupils.</p> <p>In total 140,417 pupils are enrolled in post-primary schools. This equates to 45% of the overall pupils. (<i>Total 312032</i>)</p> <p>In 2016/17, there are over 300 children of pre-school age (from 3 to 4 years) who have been assessed as requiring a special school placement – attend Special Schools across EA. This figure can vary as new children are identified.</p> <p>EA Workforce statistics <i>EA workforce profile 5 May 2016 (total staff 34,713 - The total EA</i></p>

	<p><i>workforce can fluctuate due to seasonal variations).</i></p> <p>25 and under = 3013 (8.7%) 26 – 35 = 5505 (15.9%) 36 – 45 = 7779 (22.4%) 46 – 55 = 10779 (31.1%) 56 – 65 = 6262 (18.0%) 66 and above = 1375 (4.0%)</p> <p>Teaching Workforce statistics Figures by age range for 2015/2016: 24 and under = 365 (1.8%) 25 to 29 = 1943 (9.8%) 30 to 34 = 3185 (16.1%) 35 to 39 = 3562 (18.0%) 40 to 44 = 3367 (17.0%) 45 to 49 = 2963 (14.9%) 50 to 54 = 2188 (11.0%) 5 to 59 = 1766 (8.9%) 60 and above = 505 (2.5%) Total = 19,844</p> <p>(DE stats: Teacher Workforce Statistics in Grant-Aided Schools in Northern Ireland)</p>
Marital status	<p>EA Workforce statistics <i>EA workforce profile 5 May 2016 (total staff 34,713 - The total EA workforce can fluctuate due to seasonal variations).</i></p> <p>Civil partner 0.01% Divorced 1.69% Married 46.09% No record 28.29% (did not record marital status on declaration form) Separated 0.66% Single 18.44% Unknown 4.29% (did not complete a declaration form) Widowed 0.53%</p>
Sexual orientation	<p>Data not collected.</p> <p>NI population estimate is that 1 in 10 of the population is Lesbian, Gay, Bisexual or Transgender. The Shout Report stated that, “analysis of the 2001 Census indicates that between 2% and 10% of the population may be lesbian, gay or bisexual.”</p>
Gender	<p>NI School Census data 2015/16 indicates that: 90,667 Males / 87,555 Females in primary schools 70,052 Males/ 71,060 Females in post primary schools Overall totals 160,719 males / 158,615 females - broadly equitable.</p> <p>EA Workforce Statistics Gender (total staff 31,367 Fair Employment Monitoring Return 1 Jan 2016) 82.7% female (25,946)</p>

	<p>17.3% male (5,421)</p> <p>Teaching Workforce Statistics Male – 4,610 (23%) Female – 15,234 (77%) The proportion of teachers working in schools, who are male, has been declining over the past five years. Most notable is the absence of male teachers in nursery schools.</p> <p>57.2% of all principals are female and 42.8% are male. The number of principals in all school phases, who are male, has declined since 2014/15.</p>
Disability	<p>NI School Census data indicates that in 2015-16, 22% of pupils in schools have some form of special educational needs. In total, 74,760 pupils in schools have some form of special educational needs. Of this, more than 16,500, or 4.9% of pupils, have a statement of special educational needs</p> <p>Approximately 5,200 pupils are enrolled in 39 dedicated special schools. In addition to this, more than 1,700 are educated in learning support centres in primary and post-primary schools across 88 schools.</p> <p>EA Workforce Statistics <i>EA workforce profile 5 May 2016 (total staff 34,713 - The total EA workforce can fluctuate due to seasonal variations).</i> Total people with a disability 1.96% No declaration (did not complete a declaration form) 3.61% No record (did not record a disability on the declaration form) 66.93% No disability (declared no disability on the declaration form) 27.50%</p> <p>The Northern Ireland Census found that just over one in five of the resident population (21%) had a long-term health problem or disability which limited their day-to-day activities.</p> <p>More than one person in five (300,000) people in Northern Ireland has a disability. The incidence of disability in Northern Ireland has traditionally been higher than Great Britain Persons with limiting long term illness 20.36% in Northern Ireland.</p> <p>Among those of working age, 30% of those with a work-limiting disability are working. A further 15% lack, but want, paid work but 55% do not want paid work. (The Poverty Site / Labour Force Survey 2011). The Northern Ireland Census found that just over one in five of the resident population (21%) had a long-term health problem or disability which limited their day-to-day activities.</p>
Dependants	<p>Data from the 2011 NI census indicates that 12% of the population provided unpaid care, around a quarter of whom did so for 50 or more hours per week. 34% of households contain dependent children.</p>

NI populations statistics provided by NISRA from 2011 Census

EA workforce statistics - employment monitoring information.

DE stats - Teacher Workforce Statistics in Grant-Aided Schools in Northern Ireland 2015/16 (DE website)

DE stats – Annual enrolments are grant-aided school in Northern Ireland 2016/17 and 2015/16 – NI School Census

F. Needs, Experiences and Priorities

Based on the information in the preceding table, what are the different needs, experiences and priorities of each of the following categories in relation to this particular policy?

Specify details for each of the Section 75 groups:

Sec 75 Category	Details of Needs/Experiences/Priorities
Religious belief	There is no evidence to suggest different needs/experiences/priorities.
Political opinion	There is no evidence to suggest different needs/experiences/priorities.
Racial group	There is no evidence to suggest different needs/experiences/priorities.
Age	<p>The policy will affect children of pre-school age, who have been assessed as requiring a special school placement. These pupils require reasonable adjustments which are matched against their complexity of need and the professional advice received.</p> <p>The policy will also affect children who are not yet of pre-school age (0-3), as arrangements to enable these children to access EA Early Years SEN support services, as well as other identified support, will be developed as a further interim and enabling measure to provide earlier intervention for children and their families.</p>
Marital status	There is no evidence to suggest different needs/experiences/priorities.
Sexual orientation	There is no evidence to suggest different needs/experiences/priorities.
Gender	There is no evidence to suggest different needs/experiences/priorities.
Disability	There is a higher proportion of registered disabled pupils within the Special School sector. These pupils require reasonable adjustments which are matched against their complexity of need. This is reflected in the professional advice which is received.
Dependants	There is no evidence to suggest different needs/experiences/priorities.

PART 2 - SCREENING QUESTIONS

A. What is the likely impact on equality of opportunity for those affected by this policy, for each one of the Section 75 equality categories?

Sec 75 Category	Details of Policy Impact	Level of Impact? None/Minor/Major ¹
Religious belief	The overall Policy will apply equally to all EA Special School Early Years Settings, as well as children aged 0 to 3 years who have been referred to EA Early Years SEN support services for early intervention and support.	None

¹ The terms 'none/minor/major' are explained at pages 9 - 12

Political opinion	As above.	None
Racial group	As above.	None
Age	<p>The policy will affect children of pre-school age who have been assessed as requiring a special school placement.</p> <p>The policy will also affect children who are not yet of pre-school age (0-3), as arrangements to enable these children to access EA Early Years SEN support services, as well as other identified support.</p>	Minor Positive
Marital status	The overall Policy will apply equally to all EA Special School Early Years Settings, as well as children aged 0 to 3 years who have been referred to EA Early Years SEN support services for early intervention and support.	None
Sexual orientation	As above.	None
Gender	As above.	None
Disability	Data would suggest potential for a high proportion of pupils with a recognised disability to benefit from this Policy.	Minor Positive
Dependants	The overall Policy will apply equally to all EA Special School Early Years Settings, as well as children aged 0 to 3 years who have been referred to EA Early Years SEN support services for early intervention and support.	None

B. Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

Sec 75 Category	If Yes, provide details	If No, provide details
Religious belief		
Political opinion		
Racial group		
Age	Yes (see below)	
Marital status		
Sexual orientation		
Gender		
Disability	Yes (see below)	
Dependants		

The policy will better promote equality of opportunity for children who are not yet of pre-school age (0-3 years), as arrangements to enable these children to access EA Early Years SEN support services, as well as other identified support, will be developed as a further interim and enabling measure to provide earlier intervention for children and their families.

C. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	Details of Policy Impact	Level of Impact? None/Minor/Major
Religious belief	None	None
Political opinion	None	
Racial group	None	

D. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	If Yes, provide details	If No, provide details
Religious belief		No
Political opinion		
Racial group		

E. Multiple Identity

People can and do fall into more than one Section 75 category. Taking this into consideration are there any potential impacts of the policy on people with multiple identities?(e.g. disabled minority ethnic people, disabled women, young Protestant men and young LGBT people)

Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

Section 75 Category
Details of data on the impact of the policy on people with multiple identities
Young disabled children Data would suggest potential for a high proportion of pre-nursery (0 to 3 years) and pre-school (final pre-school year) pupils, with a recognised disability, who have been assessed as requiring a special school placement, to benefit from this Policy.

F. Disability Duties

- i) Does this policy provide an opportunity to promote positive attitudes towards disabled people?

Yes ☐ No ☒

If yes, please elaborate:

- ii) Are there any barriers in this policy which may discourage positive attitudes towards disabled people?

No

- iii) Does this policy provide an opportunity to encourage disabled people to participate in public life?

Yes ☐ No ☒

- iv) Are there any barriers in this policy which may discourage disabled people from participating in public life?

No

PART 3 - SCREENING DECISION

A. Policy does not require an EQIA(In favour of 'None')

In this situation you must provide details of the reason for this decision

This Policy does not require an EQIA and does not negatively impact on any Section 75 groups. The policy should have a positive impact based on age and disability.

The EA has a statutory duty to identify pupil need and to make provision for September 2017. To this end, this paper sets out a proposed process for moving forward with interim arrangements for Early Years SEN provision for September 2017. Specifically, the paper addresses interim arrangements for placement / support of children in their pre-school year who can avail of a nursery place in the 2017/18 year, and for whom a special school placement has been deemed appropriate.

The EA is also aware that there are children, who are not yet in their pre-school year, who could benefit from early intervention and support. In this regard, arrangements to enable these children to access EA Early Years SEN support services, as well as other identified support, will be developed as a further interim and enabling measure to provide earlier intervention for children and their families.

These arrangements are designed to ensure effective plans are in place for September 2017 and to give parents clarity, transparency and confidence in relation to the EA's planning framework.

B. Policy has minor equality impacts which can be mitigated/provided by an alternative policy and therefore does not require an EQIA(In favour of 'Minor')

In this situation you must provide details of the reason for this decision together with the proposed changes/amendments for alternative policy to be introduced

--

C. Policy requires an EQIA(In favour of 'Major')

Please provide details of the reason for this decision

--

D. Timetabling and Prioritising

If option C has been selected under Screening Decision, then complete the following table: On a scale of 1 - 3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority Criterion	Rating (1 - 3)
Effect on equality of opportunity and good relations	
Social Need	
Effect on people's daily lives	

E. Is the Policy affected by the Best Value Programme?

Yes

☐

No

☒

If yes, please elaborate:

--

F. Is the policy affected by the timetable established by other relevant statutory agencies in relation to common functions?

Yes

☐

No

☒

If yes, please elaborate:

--

G. What is the scale of expenditure incurred by the policy?

N/A

PART 4 - MONITORING

Effective monitoring will help identify any future adverse impact arising from the policy which may lead the Board to conduct an equality impact assessment, as well as help with future planning and policy development.

The ECNI recommends that where a policy has been amended or an alternative policy introduced, the public authority should monitor more broadly for adverse impact.

See: ECNI. Monitoring Guidance for use by Public Authorities (July 2007) Pages 9 - 10, paragraphs 2.13 - 2.20

A. What data are required to ensure effective monitoring of the equality impact(s) of this policy?

Data relating to the range of Comments and Complaints about this policy will be gathered and monitored.

This policy will be monitored on an ongoing basis using the nature of feedback received from key stakeholders including schools and parents.

The imperative to ensure that the EA can fulfil its statutory duty to meet the needs of children who have more complex needs for whom an early years' special school placement is required necessitates an annual analysis of the capacity of the current special schools' who provide early years classes. This information will be used for monitoring purposes.

B. Who is responsible for monitoring and reporting on the implementation of this policy?

CYPS Directorate.

PART 5 – DATA PROTECTION REVIEW/SELF ASSESSMENT PROTOCOL

A. Has appropriate legal advice been given due consideration?

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Yes

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No

☐

Not applicable

B. Has due consideration been given to information security in relation to this policy?

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Yes

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No

☐☐

Does this policy touch on any of the European Convention on Human Rights (ECHR) as incorporated in the Human Rights Act 1998? (See 'Convention Check List' at page 26)

☐

Yes

☒

No

If Yes: Complete ECHR Checklist/Form A and attach to this report

PART 7 – APPROVAL AND AUTHORISATION

Screened by:*

Name/Job Title: Pat Ward, ASEO, CYPS

Name/Job Title: Sheila Gamble, Adviser, CYPS

Name/Job Title: Cathy Lavery Corporate Services/Equality

Date: 29 March 2017

Approved by:

Name/Job Title: EA SMT

Date: 13 April 2017

Note: The Screening template, which should be completed for each policy screened, should be submitted to the Senior Management Team for 'sign off' and approval. (The Senior Manager, with responsibility for the specific area, will normally 'sign off' and approve the screening template).

A copy of the completed screening template and any other associated documentation should be forwarded to the Regional Equality Unit, in order that the process can be completed. The Regional Equality Unit will also make the completed screening template available on request and in alternative formats.

EUROPEAN CONVENTION ON HUMAN RIGHTS CHECKLIST

Policy Title: Early Years Special Education - Interim Arrangements for September 2017

Department: CYPS

Policy audited by: Pat Ward, Sheila Gamble and Cathy Lavery

Date audited: 29 March 2017

SECTION 1

The Screening Panel must consider the European Convention on Human Rights Checklist set out below and must be satisfied that the policy does not interfere (unless justified by a legitimate, necessary and/or proportionate aim) with any of the rights listed.

Article		Relevant Yes/No
Article 2:	Every person's life shall be protected by law.	No
Article 3:	No one shall be subjected to torture or to inhuman or degrading treatment or punishment.	No
Article 4:	No one shall be subjected to slavery or forced labour.	No
Article 5:	Everyone shall have the right to liberty and security of person.	No
Article 6:	Everyone is entitled to a fair and public hearing when facing a criminal charge or where their civil rights are at stake.	No
Article 7:	No one shall be subject to retrospective criminal offence or penalty.	No
Article 8:	Everyone has the right to respect for their private and family life, their home and correspondence.	No
Article 9:	Everyone has the freedom of thought, conscience and religion.	No
Article 10:	Everyone has the right to freedom of expression.	No
Article 11:	Everyone has the right to freedom of peaceful assembly, to form and to join trade unions and to associate with others.	No
Article 12:	Everyone has the right to marry and to found a family.	No
Article 13:	The right to an effective remedy (not part of UK Human Rights Act).	No
Article 14:	The rights contained in the Convention shall be secured without discrimination on any grounds such as sex, race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, property, birth or other status.	No
Protocol 1, Article 1	Everyone is entitled to peaceful enjoyment of his or her possessions. No one shall be deprived of his or her possessions without compensation.	No
Protocol 1, Article 2	No person shall be denied the right to education. The State shall respect the right of parents to ensure the education of their children in conformity with their religious and philosophical convictions.	No
Protocol 1, Article 3	Everyone has the right to participate in free elections conducted with a secret ballot.	No

If you have answered Yes to any of the questions in Section 1, please complete Section 2

SECTION 2

- A. With which Human Right(s) does the policy aim or decisions/actions taken within the policy interfere or limit?

B. Who would be a potential victim in such interference or limitation?

C. How would interference occur under this policy? (Cite action/inaction etc.)

D. Is such an action prescribed by law, bye-laws, regulations, guidance etc.? (Cite basis)

E. Does such an action pursue a legitimate aim? (Cite aim)

F. How is the interference necessary, proportionate and reasonable in pursuing the legitimate aim?

G. Could the policy result in people being treated differently in relation to any of the Convention Rights? Article 14 does not allow discrimination in the exercise of any of the other Convention Rights. (Equality issues. Cite article affected. Describe how people are treated differently? Identify is this justifiable?)

Legal Advice Sought

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Yes

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No