

June 9th, 2016

Notice Of Meeting

You are requested to attend a Meeting of the

Mid and East Antrim Operational Committee

to be held on **Monday, 13th June 2016** at **7:00 pm** in **The Council Chamber, Town Hall, Carrickfergus.**

Yours sincerely



Anne Donaghy,
Chief Executive, Mid and East Antrim Borough Council.

Agenda

1 NOTICE OF MEETING

2 APOLOGIES

3 DECLARATIONS OF INTEREST

Members and Officers are invited to declare any pecuniary and non-pecuniary interests (including gifts and hospitality) they may have in respect of items on this Agenda.

4 ITEMS FOR CONSIDERATION AND DECISION

- Regulatory Services

4.1 Grant of Occasional Entertainment Licence - report circulated

[Occasional Entertainment Licence Report.pdf](#)

Page 1

4.2 Grant of Outdoor Entertainment Licence - report circulated

[Outdoor Entertainment Licence Report.pdf](#)

Page 3

4.3 Occasional Licence to sell Intoxicating Liquor - report circulated

[Occasional Licence to sell Intoxicating Liquor Report.pdf](#)

Page 4

4.4 Grant of Petroleum Licence - report circulated

[Petroleum Licences Report.pdf](#)

Page 5

4.5 Registration of Skin Piercing Businesses - report circulated

[Registration of Skin Piercing Businesses Report.pdf](#)

Page 6

- 4.6 Naming of proposed housing development at Old Belfast Road - report circulated**
- [Street Naming of New Development at Old Belfast Road, Larne Report.pdf](#)* Page 8
- [Street Naming of New Development at Belfast Road Location Map Attachment.pdf](#)* Page 10
- [Street Naming of New Development at Belfast Road - email from Agent Attachment.pdf](#)* Page 11
- [Street Naming of New Development at Belfast Road - email from Local Historian Attachment.pdf](#)* Page 12
- 4.7 Naming of proposed housing development at Cushendall Road - report circulated**
- [Street Naming of New Development at Cushendall Road Report.pdf](#)* Page 13
- [Street Naming of New Development at Cushendall Road Site Location Map Attachment.pdf](#)* Page 15
- [Street Naming of New Development at Cushendall Road Site Layout Attachment.pdf](#)* Page 16
- [Street Naming of New Development at Cushendal Road - email from JFM Construction Attachment.pdf](#)* Page 17
- 4.8 Naming of proposed housing development at Portglenone Road - report circulated**
- [Street Naming of New Development at Portglenone Road, Ahoghill Report.pdf](#)* Page 18
- [Street Naming of New Development at Portglenone Road Emails from Thomas Hill Attachment.pdf](#)* Page 20
- [Street Naming of New Development at Portglenone Road Site Location Map Attachment.pdf](#)* Page 24
- [Street Naming of New Development at Portglenone Road Site Layout Attachment.pdf](#)* Page 25
- Open Spaces**
- 4.9 Permissive Path Temporary Closure - report circulated**
- [Permissive Path Temporary Path Closure Report.pdf](#)* Page 26
- 4.10 Blackhead Path - report circulated**

4.11 Use of Carnfunnock Country Park - report circulated

[Use of Carnfunnock CP for Charity Collection Report.pdf](#)

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[Use of carnfunnock CP - Ulster Bank Email attachment.pdf](#)

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- Culture, Arts & Leisure

4.12 Making Heritage Matter - report circulated (09.06.16)

[Making Heritage Matter Report.pdf](#)

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[Making Heritage Matter Scoring Matrix Appendix 1 attachment.pdf](#)

Page 39

[Making Heritage Matter Fixed Heritage Asset Audit & Summative Report - Appendix 2 Attachment.pdf](#)

Page 41

[Making Heritage Matter Planners Reference Map - Appendix 3 Attachment.pdf](#)

Page 119

[Making Heritage Matter Summarative Report - Appendix 4 Attachment.pdf](#)

Page 120

[Making Heritiage Matter Study Visit Report Lodzkie Region - Appendix 5 - Attachment.pdf](#)

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4.13 Mid and East Antrim Museum & Heritage Service Forward Plan 2016 - 2019 - report circulated (09.06.16)

[Museum and Heritage Service Forward Plan 2016 - 2019 Report.pdf](#)

Page 201

[Museum & Heritage Leisure, Arts & Culture Business Plan 2016-2017 \(2016-04-20\)- Appendix 1.pdf](#)

Page 203

[Museums & Heritage - NI Museums Poliicy - Appendix 2.pdf](#)

Page 231

[Museums & Heritage Asset Audit Report and scored sites - Appendix 3.pdf](#)

Page 250

[Museums & Heritage - Making Heritage Work Appendix 4.pdf](#)

Page 334

[Museum and Heritage Forward Plan 2016-19 - Appendix 5.pdf](#)

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4.14 Leisure Centres' Budget Analysis - report circulated (09.06.16)

[Leisure Centres Budget Analysis Report.pdf](#)

Page 511

[Leisure Centres Analysis at Period 12 Attachment.pdf](#)

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4.15 Mid Antrim Heritage Advisory Panel report - to follow (Additional Item 09.06.16)

5	UPDATES FOR MEMBERS	
5.1	Northern Ireland Commonwealth Youth Games - report circulated	
	<i><u>NI Commonwealth Youth Games Update Report.pdf</u></i>	Page 523
5.2	Greenway Funding Application - report circulated	
	<i><u>Greenway Funding Application Report.pdf</u></i>	Page 525
	<i><u>Greenway Funding Location Maps Attachment.pdf</u></i>	Page 527
5.3	Food Hygiene Rating Scheme - report circulated	
	<i><u>Food Hygiene Rating Scheme Update Report.pdf</u></i>	Page 528
5.4	Dog and Litter Service Requests - report circulated	
	<i><u>Dog and Litter Service Requests Update Report.pdf</u></i>	Page 530
5.5	Northern Ireland Local Authority Municipal Waste Management Statistics - report circulated	
	<i><u>NI Local Authority Municipal Waste Management Statistics Update Report.pdf</u></i>	Page 533
6	CORRESPONDENCE	
6.1	Response letters received from Department of Justice and Department for Social Development in relation to the level of fines imposed on a landlord under the Private Tenancies (NI) Order 2006 - circulated	
	<i><u>DSD Private Tenancies Level of Fines response letter.pdf</u></i>	Page 535
	<i><u>Corres - Department of Justice Response Letter re Level of Fines.pdf</u></i>	Page 536
7	ITEMS FOR INFORMATION AND NOTING - See Appendix	
	<i><u>Appendix.pdf</u></i>	Page 538
	<i><u>Operational Committee - 09 May 2016.pdf</u></i>	Page 539

<u>APSE Briefing - Local Authority Parks & Green Spaces Services.pdf</u>	Page 556
<u>APSE Briefing - Making Things Last - Scotland's Circular Economy Strategy.pdf</u>	Page 577
<u>arc21 Members Bulletin.pdf</u>	Page 582
<u>Public Health Summit Overview Report.pdf</u>	Page 585
<u>NI Recycling Gap Study Overview Report.pdf</u>	Page 587
<u>NI Recycling Gap Study - Project Scope Attachment.pdf</u>	Page 589
<u>NI Recycling DOE Letter Attachment.pdf</u>	Page 594

8 TABLED QUESTIONS

None to date.

Meeting in Reserved Matters

9 ITEMS FOR CONSIDERATION/DECISION (Continued)

- 9.1 **The Supply and Delivery of Wheeled Refuse Collection Containers, Bottle Banks and Other Supplies Contracts - report circulated**
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|---|----------|
| <u>Supply and Delivery Contracts Report.pdf</u> | Page 596 |
|---|----------|
- 9.2 **Cemetery Provision Update - report circulated**
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| <u>Cemetery Provision Update Report.pdf</u> | Page 598 |
| <u>Cemetery Provision - Carrickfergus Locations Attachment.pdf</u> | Page 601 |
| <u>Cemetery Provision - Larne Locations Attachment.pdf</u> | Page 602 |
- 9.3 **Off-Street Parking - proposed Conversion of Church Street 1 & 2 from Pay on Foot to Pay and Display - report circulated (09.06.16)**
- | | |
|---|----------|
| <u>Off Street Car Parking Conversion Report.pdf</u> | Page 603 |
| <u>Report to Operational Committee January 2016.pdf</u> | Page 606 |

<u>Email Response from Elected Member Attachment.pdf</u>	Page 608
<u>Letter from Ballymena BID and Ballymena Borough Chamber of Commerce and Industry Attachment.pdf</u>	Page 609
<u>Draft Response to letter from BID & Chamber of Commerce Attachment.docx.pdf</u>	Page 612
<u>Income of Pay-on-Foot and Pay-and-Display Car Parks, Ballymena Town Centre Attachment.pdf</u>	Page 615
<u>Budget Report Detail for Periods 1 to 12 attachment.pdf</u>	Page 616
<u>Costs to Remove Pay-on-Foot Equipment Attachment.pdf</u>	Page 618
<u>Car Park Business Case.pdf</u>	Page 619

Open Committee

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