

May 12th, 2025

To Each Member of Council

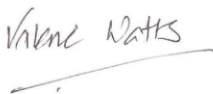
**NOTICE OF MEETING**

You are requested to attend a Meeting of the

Mid and East Antrim Borough Council

to be held on Monday, 12th May 2025 at 6:30 pm in Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access.

Yours sincerely



Valerie Watts  
Interim Chief Executive, Mid and East Antrim Borough Council

# Agenda

## 1 FORMALITIES AND ANNOUNCEMENTS

### 1.1 Notice of Meeting

### 1.2 Apologies

### 1.3 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.

### 1.4 Minutes of Council Meetings

#### 1.4.1 Council Meeting held on 31 March 2025 - circulated

 03-25 Full Council Mins (31.3.25).pdf

*Not included*

#### 1.4.2 Special Council held on 3 April 2025 - circulated

 Spc Council (installation of Myr) 3Apr25.pdf

*Not included*

#### 1.4.3 Reconvened Council Meeting held on 3 April 2025 - circulated

 04-2025 Reconvened Full Council Mins.pdf

*Not included*

### 1.5 Mayor's Announcements

## 2 QUESTIONS

### 2.1 Members

#### 2.1.1 Tabled Question in the Name of Cllr P Johnston (additional item 08.05.25) - circulated

“Following the notice of motion on the 25<sup>th</sup> November 2024 regarding overgrown grass verges, paths and hedges, which received unanimous support for council officers to:

- utilise existing resources to GIS map the land in council ownership in order to:
- better understand responsibilities between statutory bodies in terms of ownership
- better engage with the public for reporting
- explore new models with other statutory agencies to ensure main arterial routes into our towns are better

maintained.

Will the Chief Executive provide an update to each of these actions?"

**Answer:**

At present, work on the Council's GIS system is progressing at a steady pace. Council currently have an extensive interactive mapping system constructed from the ground up, comprising of 50+ individual data layers ranging from accurate maps of the Council's estate to the location of our park benches.

The GIS Officer has established several DSAs with other statutory bodies such as the NIHE and NI Water, giving him access to their assets. The project in relation to grass cutting is one of several projects currently in progress but due to the extensive nature of the task and the current resourcing level (i.e. there is one GIS officer for the whole of Council) this will take time to complete in full.

Our GIS Officer is currently undertaking several projects for officers across Council in addition to grass cutting, examples are listed below:

- Council Climate Change Project
- Labour Market Survey Mapping
- MEA Tree Survey Project
- Legionella and Fire App
- Rights of Way Mapping
- AED Mapping
- City Deal Vacancy Project
- Carrickfergus Walls Project
- MEA Asset Database Updating
- MEA Leases & Licenses Updating
- MEA Waste Bin Mapping
- MEA War Memorial Mapping
- Plus, General Mapping Requests (Land Sales/Lease Maps etc.)

Additional note –

In relation to access to the GIS system as it presently stands, the system is security locked as it contains sensitive information such as names, legal documents etc. Our GIS Officer has previously proposed the idea of a GIS system that Elected Members and staff can access that holds the core data without the sensitive documents and information, etc.(A GIS System Basic) that would be added to the Council's SharePoint system, this would need SMT approval to proceed. I have already run this idea past the Legal Department and Policy both of which think this would be a good progression of the system. Although this Basic system, that would be available to Elected Members and Staff, would not contain 3<sup>rd</sup> Party datasets such as land boundaries of the NIHE/ NI Water etc. as this would be in breach of Council's DSAs with them.

If this update does not suffice it would be proposed to run a workshop for Elected Members, whereby our GIS Officer could provide a run through of the system, however, the GIS Officer has advised that a number of Members have seen how the GIS system works through subcommittees such as the Memorial sub committee.

## **2.2 Public**

### **3 MINUTES OF COMMITTEE MEETINGS**

#### **3.1 Planning Committee held on 3 April 2025 - circulated**

 *04-25 Planning Minutes.pdf*

*Not included*

#### **3.2 Corporate Resources, Policy and Governance Committee held on 7 April 2025 - circulated**

 *04-25 Mins CRPG.pdf*

*Not included*

#### **3.3 Neighbourhoods and Communities Committee held on 8 April 2025 - circulated**

 *04-25 NC Mins.pdf*

*Not included*

#### **3.4 Environment and Economy Committee held on 14 April 2025 - circulated**

 *04-25 Mins E & E .pdf*

*Not included*

#### **3.5 Audit and Scrutiny Committee held on 15 April 2025 - circulated**

 *04.25 Audit Scrutiny Committee Minutes.pdf*


*Not included*

### **4 POLICY FRAMEWORK AND BUDGET**

### **5 STRATEGIC ISSUES**

### **6 ITEMS FOR DECISION - OPEN COUNCIL**

#### **6.1 Inclusion & Equality Sub-Committee Update - circulated**

 *Inclusion & Equality Sub-Committee Update - May FC.pdf*

*Not included*

 *Notes and Actions Inclusion Equality Sub-Committee 28 April 2025.pdf*

*Not included*

#### **6.2 AGM Preparation**

##### **6.2.1 Mid and East Antrim Sub-Committees - circulated (08.05.25)**

 *Mid and East Antrim Sub-Committees.pdf*

*Not included*

 *Appendix 1 MEA Sub-Committees 2024-25 v2.pdf*

*Not included*

Appendix 2 - MEA Sub Committee Membership 11.4.25.pdf *Not included*

**6.2.2 Public Questions Protocol - circulated (08.05.25)**

Council - Protocol for Public Questions.pdf *Not included*

Appendix 1 - Protocol for Public Questions 2025 V0.2.pdf *Not included*

**6.2.3 Elected Member Annual Information Checklist - circulated (07.05.25)**

Council - Members Annual Checklist V0.1.pdf *Not included*

Appendix 1 - Member Annual Checklist.pdf *Not included*

**6.3 Response to Notice of Motion re Inheritance Tax - circulated**

Reply from Department re Inheritance Tax.pdf *Not included*

**6.4 Revision of MEA Scheme of Councillors' Allowance updated for LG Circular LG12/25 changes - circulated**

May 2025 Full Council - Revision of MEA Scheme of Councillors Allowances updated for LG Circular LG 12 25 changes v2.pdf *Not included*

Appendix 1 - Scheme of Allowances Payable to Councillors 2025.26\_.pdf *Not included*

Appendix 2 - LG Circular 12 25 Consolidated Councillor Allowances Circular Updated April 2025.pdf *Not included*

**6.5 Memorial Sub-Committee Action Notes 23 Jan 2025 - circulated**

23 01 25 - Memorial Sub-Committee Action Notes.pdf *Not included*

**6.6 Approval process for requests to the flying of flags (additional item 07.05.25) - circulated**

Council - Flag requests V0.2.pdf *Not included*

**7 MOTIONS**

**7.1 Notice of Motion proposed by Cllr M Donnelly, seconded by Cllr M Armstrong (deferred from 31 March 2025)**

"This council supports the spirit of Caleb's Cause NI, a grass roots movement started by Caleb's mother, Alma White, whose son is autistic and has learning disabilities. At its core, Caleb's Cause aims to close

the disparity in opportunities for young adults with disabilities accessing further education opportunities and to develop as individuals.

Caleb's Cause calls for the introduction of legislation to bring in post-19 Education Health (EHC) and Care Plans for these young people.

As a show of support this council will:

1. Pass this motion showing its support for Caleb's cause demonstrating the Council's commitment to improving post-19 provision for individuals with Special Educational Needs.
2. Write to the Minister for Economy, the Minister of Health and the Minister of Education urging them to consider introducing legislation to introduce post-19 Education Health and Care Plans and furthermore asks them to prioritise cross-departmental collaboration on planning and implementing any changes given the cross-cutting nature of this request."

## 7.2 Notice of Motion proposed by Cllr A Skinner, seconded by Cllr C Harwood

"Mid & East Antrim expresses concern at the unaffordable rents and inadequate protections for many of the 21,500 private renters in our borough.

We recognise that the significant imbalance between supply and demand for rental properties is driving up monthly rents and leaving many tenants struggling to make ends meet. We further recognise that too many private renters face unacceptable delays to access the basic repairs necessary to make their homes habitable and safe; and agrees to write to the Minister for Communities to call for:

- A review of minimum fitness standards in the private rented sector
- Statutory timeframes for private landlords to carry out essential repairs
- Measures to boost the supply of affordable rental properties, including a cap on short-term holiday lets and the creation of an Empty Homes Taskforce to help bring more empty homes back into use."

## 8 SEALING

(i) Mid and East Antrim Borough Council - and - Kompan: Tender for Broughshane Play Park Refurbishment - Form of Deed

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***Closed Council - In accordance with Council policy, members of the press will not be in attendance for this section of the Meeting.***

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## 9 STRATEGIC ISSUES - CLOSED

### 9.1 Capital Reallocation - circulated (08.05.25)

📎 *May 2025 Full Council - Capital Reallocation Paper.pdf*

*Not included*

📎 *Appendix 1 Capital Plan 2526.pdf*

*Not included*

## 9.2 Carnfunnock Country Park Redevelopment Project - circulated (08.05.25)

📎 *Carnfunnock Country Park Redevelopment Project.pdf* *Not included*

📎 *Appendix 1 CCP Redevelopment Economic App.pdf* *Not included*

## 9.3 Notice of Motion – Dog Faeces Collection and Disposal Unit - circulated

📎 *Notice of Motion - Dog Faeces Collection and Disposal Units.pdf* *Not included*

## 10 ITEMS FOR DECISION - CLOSED

### 10.1 Lease of Café Lamont Building, Ballymena - circulated

📎 *Lease of Cafe Lamont Building, Ballymena - CLOSED.pdf* *Not included*

📎 *Appendix 1 - Lamont House.pdf* *Not included*

📎 *Appendix 2 - Cafe Lamont, Floor Plan.pdf* *Not included*

### 10.2 Business Cases - Corporate Core - circulated

📎 *Corporate Core Business Cases.pdf* *Not included*

📎 *Appendix A - Technology One Implementation.pdf* *Not included*

📎 *Appendix B Risk Mitigation.pdf* *Not included*

### 10.3 Business Case - Increase Contract Value for Minor Works Contractors Framework - circulated

📎 *Report to Council - Increase Contract Value for Minor Works Contractors Framework\_.pdf* *Not included*

📎 *Appendix 1 - Business Case - Minor Works Contractors Framework.pdf* *Not included*

📎 *Appendix 2 - Bus Case - Minor Works Contract Min Ext - E&E March 2024.pdf* *Not included*

### 10.4 Business Case – Purchase of Bin Receptacles using ESPO Framework (Refuse & Recycling products) agreement - circulated (07.05.25)

📎 *FC report - Purchase of Bin Receptacles using a Framework Agreement.pdf* *Not included*

**10.5 Contract Award - Sullatober Loading Services - circulated**

REPORT - Sullatober Loading Services.pdf

Not included

**10.6 Contract Award - Select List for Fleet Repairs, Inspections, Parts and Spares to Small Vehicles, Large Vehicles, Sweeper Vehicles, Plant and Machinery - circulated (08.05.25)**

FC Report - Contract Award - Select List for fleet repairs.pdf

Not included

**10.7 Gobbins Bridge 1 Economic Appraisal (additional item 08.05.25) - circulated**

Gobbins Bridge 1 Repairs Economic Appraisal Report.pdf

Not included

Gobbins Bridge 1 Economic Appraisal.pdf

Not included

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**Open Council**

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