

October 14th, 2025

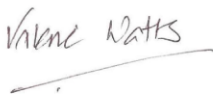
**NOTICE OF MEETING**

You are requested to attend a meeting of the

Mid and East Antrim Corporate Resources, Policy and Governance Committee

to be held on **Monday, 20th October 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 NOTICE OF MEETING

## 2 APOLOGIES

## 3 DECLARATION 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 / DECISION

### 4.1 Notion of Motion: Trauma-Informed Borough - Circulated

 *Notice of Motion Trauma Informed Borough.pdf* *Not included*

 *Appendix 1 - Notice of Motion.pdf* *Not included*

 *Appendix 2 SBNIs Trauma informed approach summary.pdf* *Not included*

### 4.2 Quarterly Information Governance Performance Report (Q1 April 2025 – June 2025 & Q2 July - September 2025) - Circulated

 *Quarterly Information Governance Performance Report.pdf* *Not included*

### 4.3 Ulster Scots Leid Week information - Circulated

 *Ulster Scots Leid Week Information.pdf* *Not included*

 *Appendix 1.pdf* *Not included*


### 4.4 Update on OD & Learning and Development – Q1 & Q2 - To follow

### 4.5 Information Governance: Draft Records Management - Circulated

 *Information Governance Draft Records Management Policy.pdf* *Not included*

 *Appendix 1 - Draft Records Management Policy v1.pdf* *Not included*

 *Appendix 2 - 2025-10-10 EQIA Screening.pdf* *Not included*

 *Appendix 3 - 2025-10-10 DPIA Screening.pdf* *Not included*

Appendix 4 - 2025-10-10 RNIA.pdf Not included

Appendix 5 - 2025-10-10 - Sustainable Development Screening.pdf Not included

#### 4.6 Annual Complaints Handling Data – for Publication on Corporate Website - Circulated

Annual Complaints Handling Data for Publication on Corporate Website.pdf Not included

24-25 Annual Report - Customer Dashboard.pdf Not included

#### 4.7 Public Consultation Briefing

Public Consultation Briefing.pdf Not included

Appendix 1 - Consultation Summary Report.pdf Not included

Appendix 2 - Response to ECNI Legal Paper.pdf Not included

Appendix 3 - Draft response to Waterways Ireland.pdf Not included

Appendix 4 - Draft response to ICO.pdf Not included

### 5 ITEMS FOR RECOMMENDATION TO COUNCIL

#### 5.1 Minutes of the Elected Member Development Charter Sub-Committee held Thursday 16 October 2025 - To follow

#### 5.2 Request from Northern Ireland Housing Council for Use of Council Chamber - To follow

### 6 TABLED QUESTIONS

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

### 7 ITEMS FOR CONSIDERATION / DECISION – CLOSED COMMITTEE

#### 7.1 Procurement Update - Circulated

Procurement Update.pdf Not included

#### 7.2 IT Cyber Security - Six Monthly Update - To follow

### 7.3 Reserves Policy - Circulated

📎 *Reserves Policy.pdf* *Not included*

📎 *Appendix 1 - Reserves Policy Oct 25.docx* *Not included*

### 7.4 Licences/Agreements enacted under Scheme of Delegation - Six Monthly Update

📎 *Licences Agreements enacted under Scheme of Delegation.pdf* *Not included*

📎 *Appendix 1 - Licensor MEA 04.25 - 09.25.pdf* *Not included*

📎 *Appendix 2 - Licencee MEA 04.25 - 09.25.pdf* *Not included*

### 7.5 Debt Write-Off Report - To follow

## 8 ITEMS FOR RECOMMENDATION TO COUNCIL – CLOSED COMMITTEE

### 8.1 Deed of Variation – Ballee and Harryville Community Enterprises, Ballee South Premises - Circulated

📎 *Deed of Variation Ballee & Harryville Community Enterprises.pdf* *Not included*

📎 *Appendix 1 Site plan, Ballee South Premises, Ballymena.pdf* *Not included*

### 8.2 Transfer of Lands at 20 Linn Road, Larne - Circulated

📎 *Transfers of land at 20 Linn Road, Larne.pdf* *Not included*

📎 *Appendix 1. - Proposed & Current Location Map.pdf* *Not included*

### 8.3 Options for Tullygarley Playing Fields, Ballymena - Circulated

📎 *Options for Tullygarley Playing Fields, Ballymena.pdf* *Not included*

📎 *Appendix 1 - site plan.pdf* *Not included*

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### *Open Committee*

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## 9 FORWARD PLAN FOR CORPORATE RESOURCES, POLICY & GOVERNANCE COMMITTEE - Circulated

📎 *Forward Plan October 2025.pdf* *Not included*