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February 5th, 2019

To Each Member of Committee

**NOTICE OF MEETING**

You are requested to attend a

Mid and East Antrim Policy and Resources Committee Meeting

to be held on Monday, 11th February 2019 at 7:00 pm in Chamber, Smiley Buildings, Larne.

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 CONSULTATIONS

### 4.1 Consultations Register - Circulated

 *Consultation Register Summary Report (February 19).pdf*

*Not included*

## 5 ITEMS FOR CONSIDERATION AND DECISION

### 5.1 Review of Standing Orders - Report circulated

 *Report Review of Standing Orders 2019.pdf*

*Not included*


 *Appendix 1 - Revised Standing Orders Feb 2019.pdf*

*Not included*

### 5.2 Draft Elected Member and Officer attendance at Events Guidelines - Report circulated

 *Attendance at Events Report.pdf*

*Not included*

 *Appendix 1 - Draft Elected Member and Officer Attendance at Events Guidelines.pdf*

*Not included*

### 5.3 Openness by Design - Draft Access to Information Strategy - Report circulated

 *Openness by design.pdf*

*Not included*

 *Appendix 1 - Openness by Design - our draft access to information strategy.pdf*

*Not included*

 *Appendix 2 - Proposed Council Response.pdf*


*Not included*

### 5.4 Strategic Communications Action Plan - Report to follow

## 6 UPDATES FOR MEMBERS


### 6.1 Equality Screening Report - October to December 2018 - Report circulated

 *Equality Screening Report.pdf* *Not included*

 *Appendix 1 - Equality Screening Report Oct - Dec1819.pdf* *Not included*

### 6.2 Rural Needs Annual Monitoring Report - Report circulated

 *Rural Needs Annual Monitoring Report.pdf* *Not included*

 *Appendix 1 - DAERA\_RuralNeedsAnnualReturn\_1718.pdf* *Not included*

### 6.3 Access to Information - Annual Progress Update - Report circulated

 *Access to Information.pdf* *Not included*

### 6.4 Complaints, Comments and Compliments Policy - Annual Progress Update - Report circulated

 *Complaints Comments Compliments Policy (002).pdf* *Not included*

### 6.5 Communications Update - Quarter 3 - 2018/19 - Report circulated

 *Communications Update - Qtr 3 - 2018-19.pdf* *Not included*

 *Appendix 1 - MEA Digital Communications Scorecard - Qtr 3 - October November and December 2018 Analytics Overview.pdf* *Not included*

### 6.6 Grants Support Scheme - Approvals via Scheme of Delegation - Report to follow

## 7 TABLED QUESTIONS

## 8 ITEMS FOR INFORMATION AND NOTING - See Appendix

 *Appendix.pdf* *Not included*

 *P&R Jan 2019.pdf* *Not included*

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

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## **9 ITEMS FOR CONSIDERATION AND DECISION (Continued)**

### **9.1 Indoor Leisure Pricing Policy and Membership Review - Report circulated**

 *Indoor Leisure Pricing Policy and Membership Review..pdf* *Not included*

 *Appendix 1 Draft Prices 2019-20.pdf* *Not included*

 *Appendix 2 Membership Comparison.pdf* *Not included*

 *Appendix 3 Membership Facilities.pdf* *Not included*

### **9.2 Private Coaching Policy - Report circulated**

 *Private Coaching Policy.docx.pdf* *Not included*

 *Appendix 1 Private Coaching Analysis.pdf* *Not included*

 *Appendix 2 Draft Terms and Conditions for Private Coaching.pdf* *Not included*

### **9.3 Draft Bus Shelter Policy - Report to follow**

### **9.4 Trade Waste Pricing - Report to follow**

### **9.5 Approval of Grants through the Grants Support Scheme - Report circulated**


### **9.6 Attendance Policy - Report to follow**

### **9.7 Annual Leave Carry Forward at 31 March 2019 - Report to follow**

### **9.8 Boundary Rectification of Lands at Dunluskin Gardens, Carrickfergus - Report circulated**

 *Dunluskin Gardens Report V2.pdf* *Not included*

 *Appendix 1 - Dunluskin map1.pdf* *Not included*

 *Appendix 2 - Dunluskin map 2.pdf* *Not included*

 *Appendix 3 - Dunluskin map 3.pdf* *Not included*

### **9.9 Access Ramp at Bryan Street, Ballymena - Report to follow**

## **10 UPDATES FOR MEMBERS**

**10.1 Management Accounts 2018/19 of Mid and East Antrim Borough Council: Quarter 3 - Report to follow**

**10.2 Non-Domestic Vacant Properties - Report to follow**

**10.3 Grants Support Scheme - Financial Update 2018/19 - Report to follow**