



Ref: DMcC/KS

11 February 2010

**To: Chairman - Councillor J Smyth**  
**Vice-Chairman - Councillor D Ritchie**

**Alderman - M Rea**  
**Councillors - A K Brady, T A Burns, T Clarke, H Cushinan,**  
**O C J Keenan, D Kinahan, A A Lawther, P Lewis,**  
**M Lucas**

Dear Member

**NOTICE** is hereby given that the Monthly Meeting of the **Resources Committee** of Antrim Borough Council will be held in The Round Tower Chamber, Antrim Civic Centre, 50 Stiles Way, Antrim on **Thursday 18 February 2010 at 2pm** for the transaction of business as listed on the Agenda.

Please note that a member of staff can be available on request prior to or following the meeting to facilitate members' enquiries.

Yours sincerely

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**Chief Executive**



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11 February 2010

**To: Aldermen - S Dunlop, R J Loughran**  
**Councillors - A Cochrane-Watson, D Ford, B Graham, A Logue,**  
**S Nicholl**

Dear Member

**NOTICE** is hereby given that the Monthly Meeting of the **Resources Committee** of Antrim Borough Council will be held in The Round Tower Chamber, Antrim Civic Centre, 50 Stiles Way, Antrim on **Thursday 18 February 2010 at 2pm** for the transaction of business as listed on the Agenda.

As a Non-Committee Member you may of course attend but on the basis that you would not have any voting rights.

Please note that a member of staff can be available on request prior to or following the meeting to facilitate members' enquiries.

Yours sincerely

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**Chief Executive**

**RESOURCES COMMITTEE MEETING**  
**THURSDAY 18 FEBRUARY 2010 AT 2PM**  
**THE ROUND TOWER CHAMBER, ANTRIM CIVIC CENTRE**

**A G E N D A**

- 1 Apologies.

**REPORTS**

- **ADMINISTRATION**

- 2 Financial Assistance Requests:
  - (a) Race Against Multiple Sclerosis (RAMs). *(Proforma Enclosed)*
  - (b) Riding for the Disabled Association. *(Proforma Enclosed)*
- 3 Cemeteries - Review of Charges. *(Report Enclosed)*
- 4 Relocation of Antrim Information Centre to Former Courthouse. *(Report Enclosed)*

- **FINANCE**

- 5 Monthly Payments Report. *(Enclosed)*
- 6 Monthly Budget Report. *(Enclosed)*

- **HUMAN RESOURCES**

- 7 Monthly Recruitment Schedule. *(Enclosed)*
- 8 Skills Active: Professional Development Scheme Pilot. *(Report Enclosed)*
- 9 Business Case: Review of Health and Well Being. *(Confidential Report Enclosed)*

**RESOURCES SUB-COMMITTEE / AUDIT COMMITTEE**

- 10 To agree date for Audit / Resources Sub-Committee Meetings.

**INFORMATION MANAGEMENT SUB-GROUP**

**POLICY AND STRATEGY**

**BUSINESS PERFORMANCE**

**EQUALITY**

## **TENDERS**

- 11 To consider Tender Report T/13: Provision of Hygiene Services. (*Enclosed*)
- 12 To consider Tender Report T/4: Provision of Broking Services incorporating Insurances. (*Enclosed*)
- 13 To consider Tender Report T/31: Risk Management Information Software. (*Enclosed*)

## **LEGAL MATTERS**

- 14 Update: McQuillan Envirocare. (*Verbal Report*)

## **CORRESPONDENCE**

**ANY OTHER RELEVANT BUSINESS** which the Chairman considers Important.

## **ITEMS ENCLOSED FOR INFORMATION**

- 15 Letter from DFP Rating Policy Division: Review of Non-Domestic Vacant Rating and Exclusion of Companies in Administration.
- 16 Update Report - New Employees, Leavers and Transfers (16/1/2010 - 10/2/2010)
- 17 Electoral Office for Northern Ireland: NI Assembly Elections - Use of Council Premises.
- 18 Update Report - Equality in Employment and Disability Action Plan.