



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN  
MOSSLEY MILL ON TUESDAY 28 MAY 2019 AT 6.30 PM**

**In the Chair** : The Mayor (Alderman J Smyth)

**Members Present** : Aldermen – F Agnew, P Brett, T Burns, T Campbell, M Cosgrove, M Girvan, T Hogg, D Kinahan and J McGrath  
Councillors – J Archibald, A Bennington, L Clarke, M Cooper, H Cushinan, P Dunlop, G Finlay, S Flanagan, R Foster, J Gilmour, P Hamill, N Kelly, R Kinnear, A Logue, R Lynch, M Magill, P Michael, J Montgomery, V McAuley, N McClelland, D McCullough, T McGrann, V McWilliam, S Ross, L Smyth, M Stewart, R Swann and R Wilson

**Officers Present** : Chief Executive – J Dixon  
Deputy Chief Executive – M McAlister  
Director of Organisation Development – A McCooke  
Director of Operations – G Girvan  
Director of Finance and Governance – S Cole  
Head of Governance - L Johnston  
ICT Manager – P Allan  
ICT Business Support Officer – J Brown  
Media and Marketing Officer – J Walmsley  
Member Services Officer – S Boyd  
Mayor and Member Services Officer – S Fisher

**1 BIBLE READING, PRAYER AND WELCOME**

The Mayor welcomed everyone to the meeting and advised Members of the audio recording procedures.

The meeting opened with a Bible reading and prayer by Reverend Michael Gregory.

Councillors Lynch, Kelly, Cushinan, Kinnear, McAuley and McGrann joined the meeting at this point.

## **MAYOR'S REMARKS**

The Mayor congratulated the Council's Human Resources team which was shortlisted for three prestigious Chartered Institute of Personnel and Development Awards and were highly commended for their Health and Wellbeing initiatives.

The Mayor expressed his delight that the Council had received the Autism Impact Award Champion which highlighted the Council's support for those with additional needs and that there are now dedicated Autism Champions at each Council venue to help make them more welcoming and accessible.

He also advised that he attended the opening of a new factory in Kilbegs Business Park in Antrim for packaging giant Huhtamaki. The facility will produce paper straws for McDonalds and create 100 jobs, which he welcomed.

### **2 APOLOGIES**

Councillors Goodman and Webb

### **3 DECLARATIONS OF INTEREST**

None

### **4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING**

Moved by Alderman Campbell  
Seconded by Councillor Hamill and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 29 April 2019 be taken as read and signed as correct.**

NO ACTION

### **5 MINUTES OF THE ANNUAL MEETING OF ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL**

Moved by Alderman Cosgrove  
Seconded by Councillor Magill and

**RESOLVED - that the Minutes of the proceedings of the Annual Meeting of Antrim and Newtownabbey Borough Council Meeting of Monday 13 May 2019 be taken as read and signed as correct.**

NO ACTION

### **6(a) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 1**

Moved by Alderman Brett  
Seconded by Councillor Lynch and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 20 May 2019, Part 1 be taken as read and signed as correct.**

NO ACTION

**6(b) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 2**

Moved by Alderman Brett  
Seconded by Councillor Lynch and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 20 May 2019, Part 2 be approved and adopted.**

NO ACTION

**7. ITEMS FOR DECISION**

**7.1 TO APPROVE THE SEALING OF DOCUMENTS**

Members were advised that there were no items for signing and sealing by Council.

**7.2 L/LEI/OO/007 SUPER CUP NI**

Members were advised that the Super Cup NI (previously known as the Milk Cup) will be held across various Council areas from 28 July – 2 August 2019.

An invitation had been received to attend the Super Cup NI VIP hospitality event on Friday 2 August 2019 (circulated) at a preferential discounted rate of £58.50 per person or £585 for a table of 10.

The fee included the following:

- access to Super Cup NI VIP hospitality suite and meal.

At the September 2018 Council meeting a new Protocol for Attendance at Events was approved. In line with the protocol, the Super Cup event is deemed to be a 'Special Event', and as such the invitation can be considered.

In 2018 Council approved attendance by the Mayor, Chair and Vice Chair of Operations at a total cost of £175.50.

Moved by Alderman Burns  
Seconded by Alderman Cosgrove and

**RESOLVED – that Council approves attendance at the Super Cup NI Hospitality event on Friday 2 August by the Mayor, Chair and Vice Chair of Operations Committee (or their nominees) as an approved duty at a total cost of £175.50.**

ACTION BY: Member Services

### **7.3 G/MSMO/23 THE SOMME ASSOCIATION ANNUAL SUBSCRIPTION**

Members were advised that an invoice had been received from The Somme Association (circulated) for £1000 (plus VAT) in respect of the "Friends of the Somme" yearly subscription for April 2019 – March 2020.

The Somme Association is a registered charity formed in 1990 to co-ordinate research into Ireland's part in the First World War and was created to ensure that the sacrifices of all those from Ireland who served in the War - and those of their families - would continue to be honoured and remembered.

The Somme Association has responsibility for the Somme Museum, formerly the Somme Heritage Centre at Conlig in County Down, the Ulster Memorial Tower on the site of the Battle of the Somme near Thiepval in France, and Thiepval Wood.

An update on events planned by the Somme Association (circulated) provided further information and advised that the Somme Association would be holding its annual services in France on the 1st July at 2.30pm at the Ulster Tower and at 4.45pm at Guillemont and that, although the Association no longer runs pilgrimages as it was not seen as their core business by the Charity Commission, it would assist any Council Representatives who wished to attend the Services, and a reserved seat would be provided if names were submitted to the Somme Association. The flight costs were in the region of £196 (from Dublin) or £216 (from Belfast) and the hotel was approximately £60 per night.

Moved by Alderman Cosgrove  
Seconded by Alderman Campbell and

**RESOLVED – that the Council subscribes to the Somme Association at a cost of £1000 (plus VAT) per annum. Eight Councillors attend the event in July and all parties be invited to send representatives proportionately.**

ACTION BY: Member Services

### **7.4 EH/PHWB/2 HOME ACCIDENT PREVENTION**

Members were reminded that the Council provides free home safety checks for anyone over the age of 65 or classed as a vulnerable adult. With the client's permission, the Home Safety Officer can make onward referrals to a range of support services, including the Northern Health and Social Care Trust Occupational Therapy Service.

The Occupational Therapy Service supports individuals to live safely and independently within their own home. Following assessment by an Occupational Therapist, interventions may include advice, equipment or recommendations for adaptations to the home environment.

Currently, if the Council's Home Safety Officer believes there is a need for adaptations such as grab rails or a second handrail for stairs, a referral will be made to the relevant Occupational Therapy team. The client will then be added to a waiting list for assessment, which can take several weeks. Following the Occupational Therapist assessment, if adaptations are recommended, the client may wait a further period before they are fitted.

Environmental Health has been working with the Northern Health and Social Care Trust to set up a three-month pilot to establish a new improved way of working. The aim of the pilot, which is the first of its kind in Northern Ireland, is to test if a mutually beneficial arrangement between the two services could provide efficiencies in the process of providing minor adaptations for clients.

This pilot scheme will see the Home Safety Officer select the appropriate minor adaptation from a list of options and make the referral directly to the fitting service. This should reduce waiting times for clients who only require minor adaptations and free the Occupational Therapist's time to deal with cases that are more complex. If the Home Safety Officer identifies requirements that cannot be covered by the scope of the pilot then these cases will be referred for a full Occupational Therapy assessment.

It was proposed the pilot will commence in June 2019 with an evaluation completed at the end of the three-month period.

A Memorandum of Understanding had been developed to cover the pilot between Council and the Northern Health and Social Care Trust (circulated).

Moved by Councillor Michael  
Seconded by Councillor Logue and

**RESOLVED – that the Memorandum of Understanding for the pilot referral scheme between Council and the Northern Health and Social Care Trust Occupational Therapy Service be approved.**

**ACTION BY:** Wendy Brolly, Environmental Health Manager (Health and Wellbeing)

## **7.5 ED/ED/140 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES**

Members were advised that the Partnership and Working Group Minutes as listed below could be viewed in the new electronic folder called "**Partnership Minutes for Members Information**" on Members iPads.

<b>Economic Development</b>		
<b>File Ref</b>	<b>Date of Meeting</b>	<b>Name of Partnership</b>
ED/MI/250	8 March 2019	GROW Local Action Group Meeting
ED/MI/250	12 April 2019	GROW Local Action Group Meeting

<b>Tourism, Town Centres</b>		
<b>File Ref</b>	<b>Date of Meeting</b>	<b>Name of Partnership</b>

ED/REG/005	28 January 2019	Antrim Town Team
ED/REG/006	6 March 2019	Randalstown Town Team
<b>Economic Development</b>		
<b>File Ref</b>	<b>Date of Meeting</b>	<b>Name of Working Group</b>
ED/TOU/43	27 February 2019	Ballyclare May Fair
ED/TOU/43	28 March 2019	Ballyclare May Fair

Moved by Councillor Clarke  
Seconded by Alderman Cosgrove and

**RESOLVED - that**

- a) the GROW Local Action Group Minutes be noted.**
- b) the Town Team Meeting Minutes as listed be approved.**
- c) the Ballyclare May Fair Minutes as listed be approved.**

ACTION BY: Kim Murray, Business Support

#### **7.6 ED/ED/19 THE PRINCE'S TRUST DEVELOPMENT AWARDS**

The Prince's Trust is a charity that supports young people who are unemployed, unskilled and at risk of exclusion. The Council had previously sponsored delivery of the charity's Development Awards throughout the Borough which contributes to the key pillars and objectives of the Council's Community Plan and Economic Development Strategy.

The 2019-20 Development Awards scheme is aimed at young people (16-30 years) from disadvantaged backgrounds including ex-offenders, those moving out of residential care and long-term unemployed in the Antrim and Newtownabbey Borough Council area.

In 2018-19 the Prince's Trust made Development Awards to 34 disadvantaged young people in the Borough; 90% of the young people who benefitted have indicated either a return to further education or success in accessing employment. This year's ambition is for 40 young people from the Borough to be in receipt of Development Awards to 31 March 2020.

The Development Awards provide small grants averaging £200, (with a maximum up to £500) to help benefactors towards the cost of a course and professional fees, equipment needed for a qualification or job, interview attire, short-term childcare or travel costs essential to help young people develop their skills and qualifications and enhance their ability to gain employment.

This programme offers an effective intervention and efficient delivery mechanism for the Council with 80% of the Council's programme budget strategically directed to benefit local young people most in need. The Council only releases funding on the basis of Development Grants awarded. Development Awards also act as a potential entry point to access other

employability and skills services being developed by the Council or part of the Belfast Region City Deal in the future.

The total budget for the 2019-20 Development Awards Programme is £10,000. This consists of £8,000 towards Development Awards for participants and £2,000 towards overheads, administration and expenses incurred by the Prince's Trust.

Moved by Councillor Montgomery  
Seconded by Councillor Kelly and

**RESOLVED - that the Council agrees to support Development Awards for up to 40 disadvantaged young people in the Antrim and Newtownabbey area to 31 March 2020, at a total cost of £10,000, provision for which exists in the Economic Development budget for 2019-20.**

ACTION BY: Seonaid Rooney, Economic Development Officer

## **7.7 ED/TOU/055 PROPOSED SHOPFRONT SCHEME FOR FOUNTAIN STREET, ANTRIM**

Members were aware that funding had been secured for an Environmental Improvement Scheme in Fountain Street, Antrim. The Department for Communities (DfC) had invited the Council to submit an application for funding towards a separate storefront improvement scheme. This will be similar to the previous scheme rolled out in High Street in 2015. The DfC had advised that all shopfronts under any proposed scheme must be complete by 31 March 2020. The proposed scheme would be complementary to the Environmental Improvement Scheme in Fountain Street which had already been approved and was expected to commence late July.

The area to be considered within the town for the Shopfront Improvement Scheme includes the junction of Castle Way that meets Church Street and Fountain Street. The DfC had indicated a contribution of up to £90,000 with the Council to consider a £12,000 contribution to the scheme. It was anticipated that grants can be awarded of up to £5,000 for each approved property.

The requirements to be eligible for the storefront improvement scheme are:

- Existing commercial premises within the scheme boundary
- Both tenants and landlords can apply
- Vacant units are eligible

Properties that are ineligible to apply include residential, banks, building societies and multiple use buildings.

Commencement of any future storefront improvement scheme would depend on the timescale for application, appraisal and award letter to the Council from the DfC. Completing the project by end of March 2020 may be challenging due to the requirement for property owners / tenants to secure planning permission. Members were reminded that Antrim Town Centre is a

Conservation area and this will have an impact on the approval of any shopfront schemes requiring structural works.

Each of the property owners/tenants had been invited to submit an application at risk until such times as the DfC and the Council funding is considered. The closing date for receipt of necessary supporting information from property owners/tenants is 29 May 2019. A market test was carried out earlier in the year and Officers anticipated up to 16 properties may apply.

If funding was secured Officers would phase implementation of the Shopfront Improvement Scheme in parallel with completion of the Fountain Street Environmental Improvement Scheme.

To ensure quality of service provision and to minimise the resource input by property owners/tenants Officers were investigating the option to invite suitable contractors onto a Council select list, specific to the programme.

A steering group for the Shopfront Improvement Scheme would be set-up by Officers to meet the conditions of the funder. This would include multi-disciplinary interests for the successful completion of the scheme and business representation from Antrim Town Team. For added control, management and verification of applications to the scheme and verification of spend/value for money it was proposed that an independent Quantity Surveyor be appointed to the project with the costs met via the £102,000 total project cost.

Moved by Councillor Dunlop  
Seconded by Councillor Montgomery and

**RESOLVED - that the Council**

- (a) agrees to submit an application to the Department for Communities for a Shopfront Improvement Scheme in Fountain Street as described**
- (b) provides funding of £12,000 towards the cost of implementing the scheme, provision for which exists in the 2019-20 Economic Development budget**

ACTION BY: Karen Uprichard, Tourism, Town Centre and Regeneration Officer

**7.8 ED/REG/005 VOL 4 ANTRIM TOWN STREET ART PROJECTS**

Following the opening of the new Lidl store in Antrim the Company had approached the Council to support developments within the town as part of its corporate social responsibility. Officers had identified two art projects which if completed could deliver visual improvements to the town centre.

Halls Bridge alleyway is a potential project. This access point could benefit from visual improvements to make it more inviting and encourage people to use the boardwalk, Forum, car park and other areas of Antrim. The project would include community engagement with local young people to discuss

ideas and images to create a piece of artwork along the alleyway that respects and enhances the area.

Another area considered for enhancement was the gable wall adjacent to Pogue's Entry. The project proposal was to honour a portrait to local author Alexander Irvine, adjacent to his former home at Pogue's Entry.

The total estimated budget for both projects was £3,680.

Moved by Councillor Montgomery  
Seconded by Councillor Kelly and

**RESOLVED - that the Council accepts the offer of support from Lidl and progresses the projects as outlined.**

ACTION BY: Karen Uprichard, Tourism, Town Centre and Regeneration Officer

#### **7.9 ED/ED/080 VOL 3 CORPORATE EVENTS SPONSORSHIP**

Members were reminded that the Council agreed in November 2018 to publish a call for applications for the Corporate Events Sponsorship Programme. A maximum award of sponsorship in the sum of £10,000 per event is available. The sponsorship fund was operating on a rolling basis to reflect the timetabling demands of key events.

An application had been received from Dundrod & District Motorcycle Club for the Ulster Grand Prix, a summary of the assessment process carried out by Officers is outlined in the table below.

APPLICANT	EVENT NAME	LOCATION/DATE	SCORE (PASS RATE = 50%)	AMOUNT REQUESTED	AWARD RECOMMENDED
Dundrod & District Motorcycle Club	Ulster Grand Prix	Ulster Grand Prix – Dundrod & proposed related events at Antrim Castle Gardens/ Mossley Mill/ The Junction 3-10 August 2019	47.5%	£10,000	£NIL: Did not meet the threshold for funding

The main regional event is held outside the Borough in Dundrod. There were reservations that the proposed events within the Borough were the type of events to generate visitor spend in the local economy (i.e. ride-out and free exhibition). The application did not adequately demonstrate evidence of economic additionality generated by the proposed smaller-scale events in the Borough compared to what the regional event in Dundrod would already generate. Projected visitor numbers to the Borough were not particularly high, reflecting the localised nature of the events planned for Antrim and Newtownabbey Borough Council.

Moved by Alderman Campbell  
Seconded by Alderman Hogg and

**RESOLVED - that the application from Dundrod & District Motorcycle Club be declined, as it did not meet the 50% threshold for sponsorship.**

ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration Manager

Councillor Montgomery left the Chamber

## **7.10 ED/ED/141 STRATEGIC ECONOMIC DEVELOPMENT UPDATE**

Members were aware that as a Belfast Region City Deal (BRCD) Partner the Council's Head of Economic Development and Strategic Business Investment & Engagement Officer attended the MIPIM Conference from 12 - 14 March 2019. The Council supported the initiative to promote Antrim and Newtownabbey Borough Council as an investment location and to create and enhance relationships with investors and key stakeholders.

Officers conducted pre-arranged meetings with both national and international contacts including foreign direct investment consultants, corporate expansion and investment promotion services, construction consultants, commercial law firms and business liaison managers from the City of London.

At MIPIM 2019 Officers brokered strategic conversations with regional partners, property developers and agents, these included Colliers International, Aecom and Oakland Holdings. This helped identify synergies in infrastructure and barriers to capital development in the Borough. A willingness was expressed by developers and agents to participate in a Borough Developer and Agent's Forum to share information on policy and infrastructure opportunities to collectively support economic regeneration.

As part of the BRCD conversation there was engagement with Queen's University Belfast (QUB) regarding the current site analysis for the QUB Advance Manufacturing Innovation Centre and consideration of opportunities to work more collaboratively on entrepreneurial development in the Borough. Officers are also engaging with Invest NI regarding another potential £90M investment in the Borough.

There was an opportunity at the conference to profile the Borough's Tourism and Economic Strategies to Tourism NI, Visit Belfast and Invest NI.

Prior to participation in MIPIM 2019 CBRE provided insights to the Economic Development Team to inform opportunity sites for promotion. The site information was profiled on an interactive screen on the stand at MIPIM and the Antrim and Newtownabbey locations are profiled on the Council website ([www.antrimandnewtownabbey.gov.uk/invest](http://www.antrimandnewtownabbey.gov.uk/invest)).

Following the success of MIPIM 2019 and directional advice from CBRE, Officers are developing an investment narrative for Antrim and

Newtownabbey based on our location as an easily accessible cost effective out of city location. It is anticipated that messaging will be supported by a partnership engagement plan linking internationally with NI Connections, Invest NI International Office Network and NI Bureau amongst others.

To support the investment promotion Officers are also developing a Borough proposition which would be made available to businesses via the Council's Economic Development team. It will be tailored support targeted at investments of scale by Foreign Direct Investors or Indigenous Businesses wishing to expand their commitment to the Borough. The Council's proposition to such investors may include careers fairs, local meet the buyer events, marketing services and community engagement services, each provided at the appropriate time of the client's development process. A client management system is being explored to manage business referrals between the Planning Section and Economic Development team to ensure a seamless and joined up service is provided to businesses and investors.

This direction of travel will support the future Local Development Plan by enabling capital investment in business infrastructure. International Trade Development and Innovation are two further international vehicles through which Council can deliver the Economic Development Strategy. Near-market and international market opportunities are being considered as trade development destinations for our local business-base. Officers are also considering how best to establish relationships with international business leaders on a sectoral basis who have an affiliation to the Borough and who could act as experienced chaperones to our businesses in international markets. Through this engagement we will also identify national and international venture capitalists and profile our local entrepreneurial talent for investment.

The Council's outward Civic engagement with existing partners, Gilbert Arizona, Dorsten, Germany and Rybnik, Poland will continue to positively profile the Borough internationally.

An executive leadership programme, involving the Chief Executive, Directors and Members, was continuing in liaison with the Town Manager, Patrick Banger. The programme included seminars on the rise and decline of American cities, in-sight into the application of Smart Technologies and engagement with businesses and tourism providers to show-case the Borough. Those businesses who participated in the trade mission would also update on their success so far.

Participation at MIPIM 2019 had helped frame this direction of travel for the Council. In summary, the key learning points were

- The need to develop a more defined, cross-Council investment narrative to the benefit of Antrim and Newtownabbey as a supply location to the Belfast Metropolitan Area promoting quality of life, affordability, accessibility, access to skills and talent;
- The need to explore near-markets such as London, Cardiff or Edinburgh on a business trade development and Civic Executive Leadership level;

- Private sector is keen to support the Council in identification of barriers to further development of commercial infrastructure across the Borough and there is a willingness from them to have representation on a forum to discuss the issues towards resolution where possible;
- Local Government is more adaptable to tailor broader and more flexible support to investors and there is an opportunity to develop a commercial advantage through products and services to investors focusing on marketing support, skills and supply chain.

Moved by Alderman Hogg  
 Seconded by Councillor McWilliam and

**RESOLVED - that**

- the outcomes relating to participation in MIPIM 2019 as part of the BRCD and the direction of travel for future investment and international activities are noted.**
- a costed work plan for 2019-20 (and beyond) which sets out the proposed actions for the delivery of the Council's Economic Strategy including the promotion of investment and international relations be presented to a future meeting of the Council.**

ACTION BY: *Craig Mullan, Strategic Business Investment and Engagement Officer*

**7.11 CE/OA/005 NORTHERN IRELAND LOCAL GOVERNMENT ASSOCIATION (NILGA)**

In January 2016 Council agreed to support the annual running costs of NILGA for the period to March 2019 at an annual cost averaging £44,000 per year. During that time Council had agreed and participated in a number of NILGA led working groups and member development initiatives. There were currently eight members that represent Council on NILGA.

The NILGA investment and workplan for 2019/20 was presented at the February 2019 Policy and Governance Committee for information.

A copy of the NILGA invoice for 2019/20 was circulated.

Moved by Councillor Logue  
 Seconded by Alderman Cosgrove and

**RESOLVED - that the Council supports the annual costs of NILGA's core services at a cost of approximately £44,000 per annum for the term of the Council.**

ACTION BY: *Denise Lynn, PA to Director of Finance and Governance*

**7.12 G/MSMO/21 NATIONAL ASSOCIATION OF COUNCILLORS (NAC)  
 SUBSCRIPTION**

Members were advised that an invoice had been received from the National Association of Councillors (NAC) in respect of their subscription for April 2019 – March 2020.

Council had eight members on the NAC nominated annually.

Moved by Alderman Hogg  
Seconded by Councillor Flanagan and

**RESOLVED - that the Council continues to subscribe to the National Association of Councillors at the cost of £3,200 per annum for the term of the Council.**

ACTION BY: Denise Lynn, PA to Director of Finance and Governance

#### **7.13 AC/ACG/016 NORTHERN IRELAND TOURISM AWARDS 2019**

Members were advised that the Northern Ireland Tourism Awards 2019 in association with Diageo Northern Ireland are being held on Thursday 30<sup>th</sup> May 2019 in Armagh Palace Demesne with a Gala Dinner and awards presentation in 12 categories. This annual award ceremony is about recognising the very best within the tourism industry, and Tourism NI encourages businesses of all sizes and shapes to enter with the achievement of an award proven to bring business benefits and positive publicity.

Members were reminded that Antrim Castle Gardens was Highly Commended in the category NI Tourism Heritage Property of the Year with Crumlin Road Gaol taking the top prize at the Tourism NI 2018 Awards. This category recognised the hard work involved in managing historical buildings, and highlighted the importance of built heritage to maintaining a unique sense of place for visitors.

The 2019 award categories were launched in January and Heritage Property of the Year was not included. However, an application for Antrim Castle Gardens to the Authentic NI Experience of the Year – Site Based was submitted.

Entries to this category were invited from organisations actively engaged in creating a unique Northern Ireland experience; one that is authentically local, that captures the spirit of the people and conveys a sense of the place called home. An experience to inspire the visitor. Entrants for this category had to be able to demonstrate:

1. That the experience was authentically local, provides visitors with a real sense of place and creates memories and associations, which are specific to Northern Ireland.
2. That the experience was Immersive, providing visitors with the opportunity to engage with the landscapes, heritage and culture.

Shortlisting was carried out in two stages: firstly written applications were assessed to create an initial shortlist, which Antrim Castle Gardens was successfully included in. This was followed by a second stage where the

Head of Arts and Culture was invited to deliver a 30 minute presentation to the Tourism NI judges. Correspondence from Tourism NI was received on 2 May advising that the application was one of three to make it to the final stage with the winner to be announced at the Gala Dinner in May. The other finalists are Armagh Georgian Festival – Armagh City, Banbridge & Craigavon Borough Council and RSPB Rathlin West Light Seabird Centre.

Tickets for the event were £65 per person or a table of 10 could be purchased for £650. It was proposed to purchase at least 5 places with the Mayor, Chair and Deputy Chair of the Community Planning and Regeneration Committee, or their nominees, along with appropriate officers invited to attend this event.

Moved by Alderman Cosgrove  
Seconded by Councillor Magill and

**RESOLVED - that the attendance at the event of the Mayor, Chair and Vice Chair of the Community Planning and Regeneration Committee or their nominees, along with the appropriate officers, be approved.**

ACTION BY: Ursula Fay, Head of Arts and Culture

#### **7.14 ED/TOU/056 HALLOWEEN SPOOKTACULAR AT THE JUNCTION 2019**

Members were reminded that a Halloween Spooktacular event takes place annually at The Junction in Antrim attracting over 10,000 spectators. The Halloween Spooktacular is organised in partnership with The Junction who have agreed to contribute £10,000 towards the costs of children's entertainment, a radio roadshow and fireworks display. The Junction also spends an additional £10,000 on marketing the event. The net cost of the event to the Council is £18,000 for which there was provision in the 2019-20 Economic Development budget.

It was proposed to hold the Halloween Spooktacular at The Junction on Thursday 24 October 2019 as part of the Council's Halloween programme of activities and events. The event format would feature a range of family entertainment, Halloween themed attractions and a fireworks finale.

This event would complement the Borough's other large scale family event, Spooked Out, which is planned for V36 on Thursday 31 October 2019.

Moved by Councillor Logue  
Seconded by Councillor Michael and

**RESOLVED - that the Halloween Spooktacular event at The Junction on 24 October 2019 be approved, up to a maximum cost of £18,000 for which provision has been made in the 2019-20 Economic Development budget.**

ACTION BY: Karen Steele, Tourism, Town Centre and Regeneration

**7.15 G/MSMO/21 NATIONAL ASSOCIATION OF COUNCILLORS UK – CONFERENCE 2019**

Members were advised that correspondence has been received from the National Association of Councillors UK (circulated) advising that the Regeneration of Towns and Villages Conference would take place from 28-30 June 2019 in the Royal Clifton Hotel, Southport. The delegate fee for the Conference was £350 plus VAT and accommodation was available at the conference hotel at £60 plus VAT per night.

Members were advised that this conference is not usually attended.

Moved by Alderman Cosgrove  
Seconded by Alderman Campbell and

**RESOLVED – that the report be noted.**

NO ACTION

*Alderman Brett left the Chamber.*

**ITEMS FOR INFORMATION**

**8.1 CE/PERS/005 CHURCH OF THE SACRED HEART, BALLYCLARE**

Correspondence had been received from The Rev J Rooney of the Parish of Ballyclare & Ballygowan thanking Members and the Chief Executive for the support received following the recent paint attack on the Church of the Sacred Heart, Ballyclare.

A copy of the letter was circulated for Members' information.

Moved by Alderman Girvan  
Seconded by Councillor McClelland and

**RESOLVED - that the report be noted.**

NO ACTION

*Councillor Brett returned to the Chamber.*

**8.2 FI/FIN/4 BUDGET REPORT – APRIL 2019**

A budget report for April 2019 was circulated for Members' information.

The Council's variance on Net Cost of Services for the period to the end of April was £17k favourable. In setting the Estimates for the year, Council had budgeted to apply a credit balance from reserves of £700k, equating to £58k for the month of April.

Taking account of the credit balance application and the income from District Rates and the De-Rating grant being on budget for the period, the overall position of the Council was a decrease of £41k to the General Fund.

Moved by Alderman Cosgrove  
Seconded by Councillor McWilliam and

**RESOLVED - that the report be noted.**

NO ACTION

### **8.3 APPOINTMENT OF CHAIRPERSON FOR PCSP 2019/20**

At the annual meeting of Antrim and Newtownabbey Council held on 13 May 2019, 10 members were nominated to PCSP.

	<b>PARTY</b>	<b>NOMINATION</b>
1	DUP	Cllr P Dunlop
2	UUP	Ald D Kinahan
3	Alliance	Cllr J Gilmour
4	DUP	Cllr M Cooper
5	Sinn Féin	Cllr M Goodman
6	DUP	Cllr D McCullough
7	UUP	Cllr L Smyth
8	SDLP	Cllr N McClelland
9	Alliance	Cllr G Finlay
10	DUP	Cllr L Clarke

The appointments were based on the d'Hondt method. The Justice Act 2011 states that the position of Chairperson of the PCSP is held by an Elected Member for a period of 12 months at a time and in turn by each of the 4 largest parties represented on the Council immediately after the local general election. The position of Vice Chairperson is held by an Independent Member, elected by the Independent Members.

Members were advised that the nominating officer for the DUP had nominated Councillor Dunlop to the position of Chairperson of the PCSP for year 1. The nominating officer for the UUP had amended the nominations to PCSP to Councillor Smyth and Alderman Kinahan.

Moved by Councillor Hamill  
Seconded by Alderman Campbell and

**RESOLVED - that the report be noted.**

NO ACTION

**MOTION TO PROCEED 'IN COMMITTEE'**

Moved by Councillor Magill  
Seconded by Councillor Foster and

**RESOLVED - that the Council proceeds to conduct the following business 'In Committee'.**

Members were advised that the audio recording would cease at this point.

**ITEMS IN COMMITTEE**

**9.1    IN CONFIDENCE PK/GEN/074 QUEEN'S AWARD FOR VOLUNTARY SERVICE**

Members were advised that the Queen's Award for Voluntary Service (QAVS) is the highest award given to local volunteer groups across the UK to recognize outstanding work done in their communities. It was created in 2002 to celebrate the anniversary of The Queen's coronation. Any group doing volunteer work that provided a social, economic or environmental service to the local community could be nominated for the award. Each group is assessed on the benefit it brings to the local community and its standing within that community.

Members were advised that Tidy Randalstown and Monkstown Boxing Club were among a small number of recipients from Northern Ireland to receive the Queens Award for Voluntary Service in 2019. The awards would be presented to the groups later in the year.

It was proposed to support the delivery and planning of these presentation events to the groups in a number of ways including:

- Provision of a council venue to Tidy Randalstown at no cost, including required staffing and technical support (venue to be agreed)
- Assistance with a family fun day at Monkstown Boxing Club
- Provision of the required hospitality to support the events
- Assistance in putting together programmes
- Provision of communications and PR support in the form of event branding, issue of invitations, photography and PR

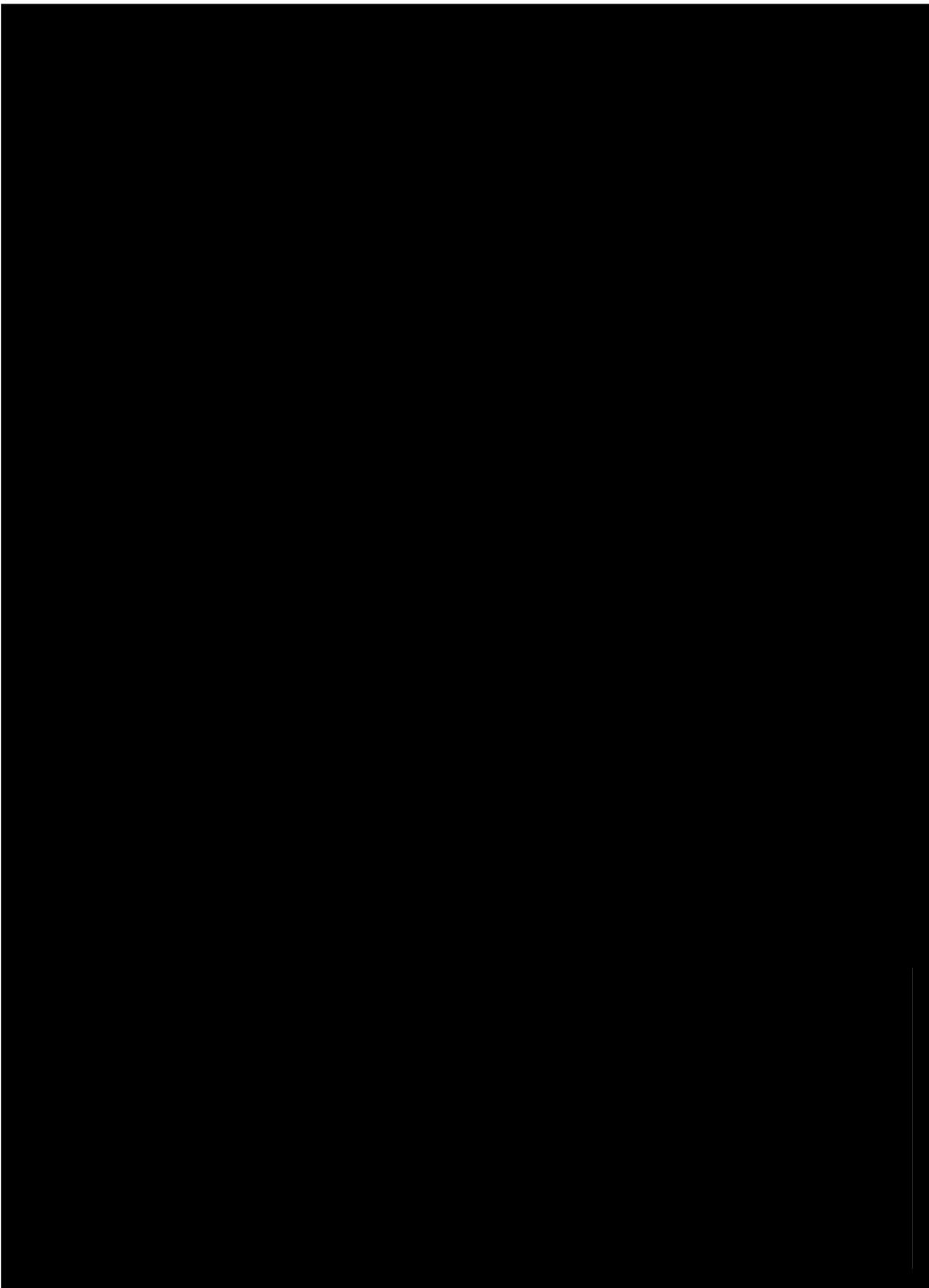
Moved by Councillor Clarke  
Seconded by Councillor Foster and

**RESOLVED - that assistance with events for Monkstown Boxing Club and Tidy Randalstown for the presentation of the Queens Awards for Voluntary Service, as set out above, be approved.**

ACTION BY: Geraldine Girvan, Director of Operations

Councillor Montgomery returned to the Chamber.

**9.2 IN CONFIDENCE L/LEI/AF/011 ANTRIM STADIUM TRACK REPLACEMENT**



[REDACTED]

[REDACTED]

Moved by Alderman McGrath  
Seconded by Alderman Cosgrove and

ACTION BY: Matt McDowell, Head of Leisure

**9.3 IN CONFIDENCE FI/PRO/TEN/281 TENDER FOR THE SUPPLY, DELIVERY, AND MAINTENANCE OF A RANGE OF VEHICLES**

In line with the ongoing fleet replacement programme, a tender was prepared to prioritise operational requirements and to provide best value for money.

Five tenders for the supply, delivery, and maintenance of a range of vehicles were opened via eTenders NI on 12 April 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two-stage basis as follows:

**STAGE 1 – SELECTION STAGE**

The tenders were evaluated on a pass/fail basis for tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, confirmations of compliance, and declarations and form of tender. One tender failed to meet the requirements of Stage 1 and did not proceed further in the evaluation. The remaining four tenders met the requirements of Stage 1 and proceeded to Stage 2. The tenders were evaluated as follows:

**STAGE 2 – AWARD STAGE**

**Sub-Stage 1 – Technical Assessment**

The tenders were evaluated on a pass/fail basis for compliance with the specification for all lots and service, maintenance and repairs package (SMR) for lots 1-3. One tenderer in lot 3 failed to meet the requirements and therefore did not proceed to the next stage in that lot. The remaining



tenderers met the requirements of this stage and proceeded to the next stage of evaluation for their respective lots.

### **Sub-Stage 2 – Commercial Assessment**

The tenders were evaluated on the basis of lowest estimated total overall cost (100%) and the recommendation is as follows:

<b>Lot</b>	<b>Recommendation</b>	<b>Total Cost of Vehicle(s) and Optional Extras (£) (excl. VAT)</b>	<b>Estimated Total Cost of Maintenance (£) (excl. VAT)</b>
Lot 1 - 4 x Small (5T) Sweepers w/ 5 year SMR package	McCreath Taylor (NI) Ltd.	[REDACTED]	[REDACTED]
Lot 2 - 2 x Large (15T) Sweepers (with the option to purchase up to 4 further vehicles of the same specification, to be delivered in April 2020) w/ 5 year SMR package	McCreath Taylor (NI) Ltd.	[REDACTED]	[REDACTED]
Lot 3 - 1x 32T Hookloader w/ 5 year SMR package	RD Mechanical Services Ltd	[REDACTED]	[REDACTED]
Lot 4 - 1 x 7.5T Box Van (with the option to purchase up to 1 further vehicle of the same specification, to be delivered in April 2020) w/ maintenance during the warranty period.	NI Trucks Ltd.	[REDACTED]	[REDACTED]
Lot 5 - 2 x 3.5T Crew Cab Vehicle (with the option to purchase up to 2 further vehicles of the same specification, to be delivered in April 2020) w/ maintenance during the warranty period.	NI Trucks Ltd.	[REDACTED]	[REDACTED]

Moved by Alderman Campbell  
Seconded by Alderman Agnew and

**RESOLVED - that**

**For Lots 1 and 2, awards be made to McCreath Taylor (NI) Ltd who submitted the lowest estimated total overall cost, subject to a successful demonstration.**

**For Lot 3, an award be made to RD Mechanical Services Ltd who submitted the lowest estimated total overall cost for the lot.**

**For Lot 4 and 5, awards be made to NI Trucks Ltd who submitted the lowest estimated total overall cost for each lot.**

ACTION BY: *Melissa Kenning, Procurement*

**MOTION TO PROCEED 'OUT OF COMMITTEE'**

Moved by Councillor Magill  
Seconded by Councillor Foster and

**RESOLVED - that the Council proceeds to conduct any remaining business 'In Public'.**

Members were advised that the audio recording would restart at this point.

The Mayor thanked everyone for attending and the meeting concluded at 7.16 pm.

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**MAYOR**

***Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.***