



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
ANTRIM CIVIC CENTRE ON TUESDAY 29 MAY 2018 AT 7.04 PM**

- In the Chair** : The Mayor (Councillor P Hamill)
- Members Present** : Aldermen – F Agnew, W Ball, P Barr, T Burns, T Campbell, M Cosgrove, W DeCourcy, M Girvan, J Smyth and R Swann
Councillors – D Arthurs, A Ball, J Bingham, J Blair, P Brett, L Clarke, H Cushinan, B Duffin, R Foster, T Girvan, M Goodman, J Greer, T Hogg, D Hollis, N Kells, A Logue, R Lynch, S McCarthy, N McClelland, V McWilliam, M Magill, M Maguire, P Michael, J Montgomery, M Rea, D Ritchie, S Ross and B Webb
- Officers Present** : Chief Executive - J Dixon
Director of Operations - G Girvan
Director of Organisation Development – A McCooke
Director of Community Planning and Regeneration – M McAlister
Head of Governance – L Johnston
Borough Lawyer – P Casey
ICT Officer – J Higginson
Media and Marketing Manager - N McCullough
Governance Support Officer - D Conlan
Member Services Manager – V Lisk

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 Rev Dr Ivan Neish.

2 APOLOGIES

Councillor Kelly.

3 DECLARATIONS OF INTEREST

Item 10.3 – Alderman Agnew.

4 MINUTES OF THE SPECIAL COUNCIL MEETING

Moved by Councillor Bingham
Seconded by Alderman Smyth and

RESOLVED - that the Minutes of the proceedings of the Special Council Meeting of Monday 30 April 2018 be taken as read and signed as correct.

NO ACTION

5 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Councillor Duffin
Seconded by Councillor Webb and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 30 April 2018 be taken as read and signed as correct.

NO ACTION

6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING

Moved by Councillor Kells
Seconded by Councillor Duffin and

RESOLVED - that the Minutes of the proceedings of the Policy & Governance Committee Meeting of Tuesday 8 May 2018 be approved and adopted.

NO ACTION

7 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Foster
Seconded by Councillor Rea and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Wednesday 9 May 2018 be approved and adopted.

NO ACTION

8 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE MEETING

Moved by Councillor McCarthy
Seconded by Councillor Logue and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting of Monday 14 May 2018 be approved and adopted.

NO ACTION

9(a) MINUTES OF THE PLANNING COMMITTEE, PART 1

Moved by Councillor Brett
Seconded by Councillor Bingham and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 21 May 2018, Part 1 be taken as read and signed as correct.

NO ACTION

9(b) MINUTES OF THE PLANNING COMMITTEE, PART 2

Moved by Councillor Brett
Seconded by Councillor Bingham and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 21 May 2018, Part 2 be approved and adopted.

NO ACTION

10 REPORT ON BUSINESS TO BE CONSIDERED

10.1 TO APPROVE THE SEALING OF DOCUMENTS

Members were advised there were no items for signing and sealing this month.

Moved by Councillor Duffin
Seconded by Councillor Kells

NO ACTION

10.2 EH/GEN/007 THE ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010: PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS FOR SPECIAL EVENTS

Members were reminded that the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 came into force in September 2017. This new legislation introduced powers to prohibit or restrict the use of public roads for the purpose of holding special events on them. Special events are defined as:

- Any sporting event, social event or entertainment which is held on a public road; or
- The making of a film on a public road - including the making of TV programmes, films or advertisements.

At the November 2017 meeting of the Council it was resolved that, a draft working policy on the Prohibition or Restriction of Use of Public Roads for Special Events be approved and a review carried out following 6 months of its implementation.

The policy sets out what the legislation covers, the consultations and advertising required by the legislation, the timeframe for the application process and associated costs.

It was agreed by Council that small events as defined in Appendix 1 of the policy would not attract any administrative or advertising charges, whilst all other events would be charged at £165 for administration and would incur the cost of advertising the proposed Closure Order in one local newspaper, as required by the legislation.

The Director of Operations and the Head of Environmental Health have delegated authority to grant applications where these have been made without objection. Where written representations have been received, the application would be referred to Council for decision.

Since November 2017, Council had received applications for six Closure Orders from three organisations. Of these, only two met the criteria of a small event, with the cost of advertising totalling £200 being borne by the Council.

Whilst the financial cost to the Council had been minimal, the impact in terms of Officer time in processing the applications had been more significant, although it was anticipated that this would reduce as the application process beds in with event organisers and the consultees.

Applicants must also leave sufficient time for the necessary advertising and consultation periods to be carried out. The draft working policy states that this should be a minimum of twelve weeks to allow potential objections to be taken before a meeting of the full Council. Event organisers should consider this when planning an event and not commit resources to the event until approval for the Closure Order has been obtained.

A communications plan had been developed targeting potential applicants to reiterate the need to leave sufficient time for approval to be granted. Social media along with the Council's website and Borough Life magazine would be used to raise awareness around this issue. Currently officers are working closely with PSNI and event organisers to ensure that in this period of transition, that as much help is given as possible.

A working group set up by SOLACE to ensure that these new powers are implemented in a consistent manner across all eleven councils, would continue to raise concerns regarding the costs to community groups associated with this legislation. These include the cost of Traffic Management Plans, associated signage and in some cases, the cost of policing the event.

A copy of the amended working policy was circulated for consideration. Amendments, annotated in red, are minor in nature.

Moved by Councillor Blair
Seconded by Councillor Brett and

RESOLVED - that the revised working policy for the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010: Prohibition or Restriction of Use of Public Roads for Special Events be approved.

ACTION BY: Clifford Todd, Head of Environmental Health

Councillor McWilliam arrived during the next item.

10.3 L/LEI/006 HAZELBANK PAVILION: NEWTOWNABBEY MEN'S SHED

Members were reminded that following a Council decision in October 2016 the potential for storage facilities for Mossley Men's shed be investigated at Hazelbank Pavilion; the matter was deferred due to estimated costs.

It was subsequently agreed in May 2017 that the Group be supported to complete a business plan to assist both the Group and Council to consider the best way forward whilst they were temporarily relocated to a unit in the Valley Business Park. The plan was also to "Consider suitable options for the future location of the project including the proposed Hazelbank option".

The Group had been progressing the development of this plan and was currently focusing on opportunities for external funding. They were promoting two particular funding streams, both of them through Big Lottery:

- i) Awards for All Northern Ireland (grants of £300 to £10,000)
- ii) People and Places: Large Grants (grants of £100,001 to £500,000)

The first application would seek to support the Men's Shed in their operational funding gap this year. The second application would seek funding to develop premises.

To submit an application to People and Places: Large Grants the Groups require security of land tenure. In this regard, the Group had sought a letter from Council to identify that suitable tenure arrangements would be accommodated at the Hazelbank Pavilion site if funding was confirmed.

Moved by Councillor Hogg
Seconded by Alderman Smyth and

RESOLVED - that Council approves provision of a letter of support to the Newtownabbey Men's Shed indicating that, subject to a successful application for funding to the People and Places: Large Grants scheme for a workshop and ancillary provisions, that Council would make sufficient land available at Hazelbank Pavilion.

ACTION BY: Ivor McMullan, Head of Parks

10.4 PK/GEN/032 REQUEST TO USE JORDANSTOWN LOUGH SHORE PARK - CIRCUS

An application had been received from Tom Duffy's Circus to hold a circus event at Jordanstown Lough Shore Park, on the green area.

The Circus had indicated that they would like access to the site from midnight on Wednesday 6 June 2018, through to midnight on Sunday 10 June 2018. This time includes set up and recovery of the site for installation of a 'Big Top' and associated circus vehicles.

If approved, the Circus would open to the public from 2.00pm on Thursday 7 June through to 10.00pm on Sunday 10 June 2018.

As normal, a bond of £1,000 is payable by the circus owners in lieu of any damage to the site – in addition to normal booking charges.

Councillor Blair requested that information regarding the use of animals be included in future reports relating to circuses. Officers agreed to this, clarified that this circus would use domestic animals only and confirmed that this was in line with Council policy.

Moved by Alderman Cosgrove
Seconded by Alderman Campbell that

Council approves the booking application from Tom Duffy's Circus for Jordanstown Lough Shore Park between midnight on Wednesday 6 June and Sunday 10 June 2018.

On the proposal being put to the meeting, and a recorded vote having been requested by Councillor Blair, Members voted as follows:

In favour of the Proposal 26 Members viz	Against the Proposal 13 Members viz	Abstentions 0 members viz
Aldermen Ball, Burns, Agnew, Cosgrove, Swann, Campbell, DeCourcy, Smyth Councillors McWilliam, Logue, Cushinan, Goodman, Duffin, McClelland, Lynch, Rea, Maguire, Foster, Bingham, Ritchie, Hamill, Michael, Montgomery, Arthurs, Kells, Ball	Alderman Barr, Girvan Councillors Blair, Webb, Hollis, McCarthy, Clarke, Greer, Brett, Ross, Girvan, Magill, Hogg	

The proposal was accordingly declared carried and it was

RESOLVED - that Council approves the booking application from Tom Duffy's Circus for Jordanstown Lough Shore Park between midnight on Wednesday 6 June and Sunday 10 June 2018.

ACTION BY: Ivor McMullan, Head of Parks, Operations Department

10.5 PT/CI/015 CORPORATE PLANNING WORKSHOP 2018

Members were reminded that a performance management timetable was approved by the Audit Committee in March 2018 as part of the governance arrangements to support the corporate improvement process. The timetable was circulated for Members' information.

In line with the agreed timetable, it was proposed that the Corporate Planning Workshop is held on Friday, 19 October 2018, from 9.00 am – 5.00 pm in the Council Chamber, Mossley Mill.

Moved by Councillor Webb
Seconded by Councillor McClelland and

RESOLVED - that the Corporate Planning Workshop be held on Friday 19 October 2018, 9.00 am – 5.00 pm, in the Council Chamber, Mossley Mill.

ACTION BY: Helen Hall, Head of Performance and Transformation

10.6 PK/CEM/013 CHILDREN'S FUNERAL FUND

Members were advised that a Children's Funeral Fund had been established in England.

This development brings England in line with Wales and followed a cross-party campaign to remove burial fees for those under the age of 18. Under the scheme, parents would no longer have to meet the costs of burials or cremations as fees would be waived by all local authorities and met instead by Government funding.

In Northern Ireland each Council still decides its own fees. Currently this Council applies the following fees for children up to the age of 12 months;

- resident child burials - no charge
- non-resident child burials - charged 50% of burial fees

It was proposed that the Council do not charge the costs of burials or cremations and accordingly that all costs related to those services be waived for residents up to the age of 18 years.

Belfast City Council, Armagh City, Banbridge and Craigavon Council, Mid and East Antrim Borough Council and Newry, Mourne and Down District Council have all recently reviewed child burial fees.

Moved by Councillor Michael
Seconded by Councillor Logue and

RESOLVED - that the Council do not charge for the costs of burial or cremations and all costs related to those services be waived for residents up to the age of 18 years.

ACTION BY: A McCooke, Director of Organisation Development

10.7 OA/G/136 LOCAL GOVERNMENT TRAINING GROUP – BUDGET FOR THE FINANCIAL YEAR 2018/19

Members were reminded that the functions of the Local Government Training Group (LGTG) would be managed by the Board of the LGTG and administered by Lisburn and Castlereagh City Council up to 31 March 2019.

A full review of the needs for learning and development within Local Government would be undertaken this year on behalf of and involving all 11 Councils. The review would give direction for future needs, structures and contributions from 2019 forward.

A Service Level Agreement for the period 2018/19 is in place and the membership fees for 2018/19 for Antrim and Newtownabbey Borough Council shall remain at £16,122, as calculated by the LGTG Board. This was based on

the Council's percentage rateable value in relation to all ratepayers across Northern Ireland and applied to the total amount agreed to run the LGTG up to March 2019. There is budgetary provision for the LGTG services.

Moved by Alderman Smyth
Seconded by Councillor Kells and

RESOLVED - that, on receipt of an invoice, payment of £16,122 be made to Lisburn & Castlereagh City Council in respect of the fees for the Local Government Training Group for 2018/19.

ACTION BY: Laura Campbell, PA to the Director of Organisation Development

10.8 G/MSMO/18 NILGA ANNUAL CONFERENCE AND AWARDS DINNER – BUILDING SUSTAINABLE COMMUNITIES. DELIVERING A BETTER NORTHERN IRELAND FOR EVERYONE

Members were advised that information had been received on the NILGA Annual Conference being held on 11 October 2018 in the Armagh City Hotel.

The Conference runs from 8.30am to 5.00pm followed by the Gala Awards Dinner. The cost of the full event is £125.00 + VAT and the cost of a day delegate is £75 + VAT. A copy of the draft programme was circulated.

Moved by Alderman Cosgrove
Seconded by Councillor Brett and

RESOLVED - that Members who are NILGA Representatives attend the Conference and Gala Awards Dinner, including an overnight stay with breakfast, as an approved duty and that any Member who had confirmed attendance be invoiced for the full costs in the event of their non-attendance.

ACTION BY: Member Services

10.9 HR/LD/019 PRINCE'S TRUST – FAIRBRIDGE PROGRAMME

The Prince's Trust is a youth charity that helps young people to access jobs, education and training, and it participates on the Council's Community Plan Outcome Delivery Group (Achieving Full Potential).

Members were reminded that the Council had supported, and continues to support, the Prince's Trust Development Awards Programme which offers small grants to cover costs such as course fees, new equipment for a qualification or job and short term childcare; practical issues that support a young person to succeed in securing a job.

Following a recent review of its Fairbridge Programme, the Prince's Trust had submitted a proposal outlining an opportunity to pilot the Programme, in partnership with the Council in the Antrim Area. The proposal seeks to pilot a

regional delivery model which would deliver two cohorts of up to 13 young people; one cohort in July 2018 and one in November 2018.

The Prince's Trust Fairbridge Programme specifically seeks to empower disengaged and marginalised young people aged 16-24, through a combination of one-to-one support and group activities, to help them gain the personal, social and life skills needed to stabilise their life circumstances, and eventually move into education, employment, training or volunteering.

Typically, many young people involved in Fairbridge have previously struggled with more structured programmes. They may have little to no educational achievements, experience challenging lifestyles, including poor mental health, have an offending history or addiction challenges and because they are either not aware of, or unable to overcome these problems in their lives, they are far away from achieving their potential.

Currently, the programme is delivered by the Princes' Trust in the Belfast Centre with young people travelling from the Borough to attend, and the majority would travel from the Newtownabbey area.

The proposal to pilot Fairbridge delivery to Antrim would be based on a tailored approach with the following delivery model for the area:

Outreach and Induction

Up to 13 young people would be recruited to participate on the Programme. The Prince's Trust have a wide network of referral partners in the Antrim and Newtownabbey Borough Council area and our staff would work closely with them to refer young people to the programme. Induction would primarily focus of the development of soft skills to include communication, working with others, setting and achieving goals, managing feelings, and confidence.

Access course

Participants would complete a 5 day Access Course. This comprises of challenging activities providing opportunities to build relationships, increase confidence and develop personal and social skills.

One-to-one support

Throughout the whole tailored programme, all of the young people would have support from a dedicated member of staff, providing a holistic, innovative approach to develop particular skills/goals including improved self-esteem, drug and alcohol awareness, and motivational skills.

Follow-on sessions

These sessions would cover a period of 3-4 weeks and facilitate personal and social development through adventurous activities, sport, arts, technology or music, and they help to impart relevant life skills such cooking and independent living. The sessions also present opportunities for the young people to start to develop literacy, numeracy and digital skills. Young people would also be able to work towards a qualification in Personal Development and Employability at entry level 3.

Progression

The timing of the programme would mean that on completion participants would have the option of progressing to The Prince's Trust Team Programme with start dates of October 2018 and February 2019.

Team is a full-time 12-week programme offering work experience, qualifications, practical skills, community projects and a residential week. The programme aims to increase young peoples' confidence, motivation and skills through stabilising their lives through development of social skills and achievement of personal goals whilst on the Fairbridge programme. This process supports young people to progress into employment, education, training, volunteering or apprenticeships.

Delivery of the programme over the Summer months would also support school-leavers and other unemployed/ economically inactive young people, including those at risk of disengaging with further education/ training, ensuring they remain focused and engaged in the period up to their course commencement from September.

If approved, this pilot would support the delivery of a key priority within the Council's Community Plan since it would offer our most marginalised young people further support, in an area of the Borough with the lowest rates of academic achievement at school leaving age, so that they can access opportunities which would help them to fulfil their potential.

Members were advised that, if approved, the Council would provide a suitable venue for programme delivery. The remaining programme costs were approximately £22,326 and the Prince's Trust was proposing to fund £8,206 of this and it was seeking a contribution from Council of £14,120.

An evaluation report would be made to Members in the New Year regarding the outcome of the pilot Fairbridge Programme.

Members welcomed this programme to the Borough and commended Councillor Montgomery and the Director of Organisation Development for their hard work in relation to this.

Moved by Councillor Montgomery
Seconded by Alderman Smyth and

RESOVED - that

(a) the Council supports a pilot of the Fairbridge Programme, in partnership with the Prince's Trust, and provides a suitable venue for programme delivery and contributes £14,120 towards costs.

(b) an evaluation report be made to Members in the New Year in relation to the Fairbridge Programme.

ACTION BY: Andrea McCooke, Director of Organisation Development

10.10 AC/EV/7 ENCHANTED WINTER GARDEN EVENT PROPOSALS AND GLENGORMLEY CHRISTMAS MARKET ATTRACTIONS

Members were reminded that it was agreed in February that following the success of the 2017 Enchanted Winter Garden event, that an event of similar size, scale and net cost to the Council (£46,000) was approved in principle for 2018.

Pre-market questionnaires were issued in order to establish availability and to get an idea of projected costs to inform proposals for Committee's consideration. These had now been obtained and were set out below.

Event Format

Having reviewed arrangements for 2017, it was proposed to operate this year's event on a similar basis and the estimated cost and income projections, which follow, were based on the following proposed arrangements:

- Dates and Times – The event to run from Friday 7 December 2018 to Tuesday 18 December 2018, 4pm until 9pm daily with an 'inclusive' Enchanted Winter Garden experience held on the last evening Tuesday 18 December.
- Event Layout – a similar layout as 2017 to be used with the Barbican Gate used as the entrance to the event and town centre parking available for free as well as a Park n Ride service from The Junction.
- Ticketing – An admission charge of £2 per adult and £1 per child to apply with advance booking promoted.
- Activity Charges – The attractions would again have individual admission charges set with proposed rates for individual attractions included with the financial projections.

Estimated Event Cost

Based on the review of 2017, pre- market questionnaires, additional market research and an event format and duration of 12 evenings as above the following budget for the event was proposed:

Event Element		Estimated Cost
Attractions	Ferris Wheel, Wave Swinger, Carousel, Helter Skelter, Smaller Children's Rides	£100,000
Lighting Installation	Enhanced Wonderland Wood area, improved entrance at Barbican Gate and lighting projection features	£60,000
Security/Stewarding	Event Support, Car Parking and Overnight Security	£20,000

Infrastructure	Barriers, Perimeter, Portable Toilets, Ticket Kiosks and Signs	£20,000
Entertainment	Face Painting, Children's Characters, Balloon Modelling, Arts and Crafts	£20,000
Street Theatre	Fire Performers and other characters to animate the event experience	£30,000
General Expenses	First Aid, Consumables, Fire Burners, Props, Tokens.	£15,000
Total estimated cost		£265,000

This represents an increase of £59,000 on last year's event, principally invested in lighting and street theatre and the increase is offset against additional income projections as outlined below. These projections were based on actual experience of the 2017 event and project additional income as there were three additional large scale attractions as well as the Ferris Wheel when compared with the 2017 event when there was only the addition of the Christmas Boat.

Income Projections

A tender exercise (see separate report) had now been completed for the large attractions and a cost of £87,000 obtained for a Ferris Wheel, Helter Skelter, Wave Swinger and Carousel (images circulated) leaving £13,000 to fund smaller attractions for the younger visitors such as Sparkling Swings and a Santa Train.

The following income projections were based on a 50% uptake of all the attractions throughout the event:

Possible Attractions	Projected Capacity and Charge	Income
Ferris Wheel	Estimated that 300 people each hour at £3 per person	£54,000
Wave Swinger	Estimated that 225 people per at £2 per person	£27,000
Carousel	Estimated that 250 people per hour at £2 per person	£30,000
Helter Skelter	Estimated that 100 people each hour at £2 per person	£12,000
Smaller rides including Santa Train and Sparkling Swings, Santa's Grotto	Estimated income based on 2017 charging £1 and £2 per child depending on ride	£20,000
Total		£143,000

Income- Admission Charge

For the purposes of budgeting the cost of admissions, £2 and £1 is retained and the income from admissions is estimated at the same level as 2017, namely, £85,500

Weather Risk

As was the experience in 2017, an outdoor event in December carries a significant weather risk. Extremely low temperatures, snow and ice at Christmas resulted in the opening evening having to be postponed and 5 successive evenings of yellow weather warnings due to the very cold and icy conditions. In spite of this ticket income was sustained with most tickets purchased in advance. However, financial analysis showed that the additional income generated by the attractions was adversely affected by the extreme weather as visitor numbers tailed off early in the evening due to the temperatures falling below zero.

Sponsorship

An application for event sponsorship was submitted to Tourism Northern Ireland and an offer of £4,000 had been made. In addition, The Junction had once again indicated that it would offer £2,500 in respect of the inclusive evening.

2018 Event Estimated Budget Summary

Expenditure	Amount
Estimated Total Expenditure	£265,000
Less Agreed Budget	£46,000
Costs	£219,000
Estimated Income	
Admission	£85,500
Attractions	£143,000
Tourism NI Funding	£4,000
The Junction Sponsorship	£2,500
Estimated Total Income	£235,000
Projected surplus	£16,000

Glengormley Christmas Festivities

The tender exercise carried out to obtain costs for the Ferris Wheel and other attractions for the Enchanted Winter Garden event also sought costs for the same large scale attractions for inclusion within the Glengormley Christmas Market, taking into account the event space with a view to securing suitable attractions for the available space having also taken access to the area into account. The market is scheduled for Lillian Bland Community Park on Saturday 17 November 2018, which coincides with the Christmas Lights switch on. It was proposed to hire the Wave Swinger and Carousel, which would be included in the Enchanted Winter Garden event, at a cost of £5,000 for the Glengormley Christmas Market and operate them on a pay per play basis at a cost of £2 per person, which based on the numbers attending the market in 2017 should return 50% of the cost in income.

Officers in both Arts and Culture and Tourism, Town Centre and Regeneration teams worked together in relation to arrangements.

The tender report followed as item 10.22 reference FI/PRO/TEN/193.

Moved by Alderman Cosgrove
Seconded by Alderman Smyth and

RESOLVED - that

(a) the Enchanted Winter Garden event 2018 proceeds as set out above;

(b) the hire of the Wave Swinger and Carousel for the Glengormley Christmas Market in Lillian Bland Community Park on Saturday 17 November, to be operated on a pay per play basis at £2 each, be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture, Operations Department

10.11 ED/ED/126 ULTRA FAST BROADBAND IN BALLYCLARE: REQUEST FROM VIRGIN MEDIA FOR WAYLEAVE CONSENT

As part of Virgin Media's expansion plans in the Borough, the company had approached the Council seeking permission for wayleaves across Council owned lands to enable the necessary infrastructure to be installed that would connect Ballyclare town to its 'ultrafast' broadband network. The company was keen to progress this work at the earliest opportunity.

It was proposed that the main cable feed for the town would follow the Templepatrick Road from Bridge End Road to Mill Road. In order to serve the north side of the Sixmilewater River, the company requires a crossing point to take the main cable to this side of the town. Rather than disrupt the town centre public realm scheme, the company had sought out alternative options. Pursuing an alternative solution via a private wayleave across Avondale Drive had proven unsuccessful to date. To ensure that the roll out of the new network was not delayed, an alternative option had been identified utilising the car park and grass area of the Sixmilewater Park, requiring wayleave consent across Council owned lands. Virgin Media would be keen to commence works at the earliest opportunity following satisfactory resolution through a wayleave agreement.

Virgin Media was proposing to cross the Sixmilewater Park through the car park and footbridge adjacent to 135 Mill Road. The company would intend to use an open cut approach across the grassed area shown on the circulated photos and leave the park on the north side of the river. The option of less invasive directional drilling, using 'mole' technology had been explored but was not considered viable in this location. The method of construction would require a single 96mm polyurethane duct to be laid at a depth of 250mm below the surface and 450mm through the carpark. The company would be responsible for the full and satisfactory reinstatement of any footpath, car park and grassed areas impacted during the completion of works. Further details of the proposed works including the proposed route through the park were circulated.

If approved, all works would be conducted in line with the Code of Practice set out by the Northern Ireland Roads Authority and Utilities Committee

(NIRAUC) and enforced by Transport NI. A full risk assessment would also be conducted by Virgin Media prior to any work commencing and all necessary measures required to mitigate any risks if identified would be put in place for both wildlife and pedestrians/users. Virgin Media would also be responsible for notifying any affected properties in advance of works commencing.

For a period of 2-3 days approximately, 14 parking spaces would need to be temporarily closed off while the proposed work takes place, with all necessary signing, lighting and guarding to be in place for the duration of works. A safe zone for pedestrians would be provided surrounding the site in accordance with the New Roads and Street Works Act 1995. In addition, a company representative would be on site for the duration of works, and it is expected that the works would last no longer than 5 working days.

Mechanical operated machinery would be used to complete the works to ensure timely completion and to re-open the car park at the earliest opportunity. Any works on both sides of the river bank would be hand dug to ensure no contaminants or lubricants enter the ecosystem.

Benefits to ratepayers

- *As part of a UK wide £3 billion pound investment programme, Virgin Media has identified Ballyclare as a priority area for roll out of their FTTP broadband, TV and telephone service.*
- This investment will extend residential and small business broadband speeds to up to 350Mbps.
- Whilst immediate term plans are for Ballyclare only, the company will work to identify further surrounding areas where the network can be extended.
- This investment will boost the local economy and provide for improved supplier choice for broadband through an independent network, and will provide TV service not affected by inclement weather.

Fibre to the Premise (FTTP) technology would help to futureproof the network, allowing for future speeds of up to 1Gbps to be accommodated as new technologies and faster speeds emerge and become available.

Land & Property Services had been asked to provide a valuation for the Council to facilitate this wayleave, and it was anticipated that this would be available within a week.

Members welcomed this initiative to Ballyclare and highlighted the need to continue to pursue coverage for all of the Borough.

Moved by Alderman Girvan
Seconded by Councillor Bingham

RESOLVED - that the Council agrees 'in principle' to issue Virgin Media with a wayleave agreement relating to Council owned lands identified in this report, to facilitate the roll out of an ultrafast broadband network in Ballyclare town subject to an agreed cost, to be delegated to the Chief Executive and Mayor. Officers to inform Virgin Media regarding the use of the park on 12 July.

ACTION BY: Alastair Law, Innovation & Funding Officer

10.12 G/BCEP/1 EMERGENCY PLANNING: PROPOSAL TO DEVELOP A NEW LOCAL GOVERNMENT RESILIENCE RESOURCING MODEL

Background

In light of local government reform in April 2015, the Business Consultancy Service of the Department of Finance and Personnel undertook an independent review of the local government civil contingencies arrangements in Northern Ireland. The recommendations from this report aimed to provide direction for local government to ensure fit for purpose, collaborative multi-agency working arrangements could be implemented for the good of the people and communities of Northern Ireland. All councils endorsed the recommendations emanating from this review.

In 2016, PSNI advised that the model of five Emergency Preparedness Group areas (EPGs) did not fit well with how PSNI co-ordinate their response. A disconnect existed between the planning areas and the police area co-ordination tiers and consequently the PSNI response model. Furthermore, there was significant resource required to support the five EPGs with some duplication of effort, therefore the reduction in the number of EPG to 3 areas was proposed. (endorsed by P&G Committee, April 2017)

In August 2017, a Regional Officer was appointed to co-ordinate and oversee the delivery of local government's civil contingencies work programme following the priorities set by SOLACE.

One of the first priorities was to ensure a seamless transition to this new model, which came into effect in January 2018. The new EPG structures are jointly chaired by the PSNI and local government, with representation from all the emergency services, health sector, Department for Infrastructure, NI Water, NI Housing Executive, Met Office, Utilities, Voluntary sector and other relevant organisations essential to ensure an integrated approach to emergency planning, e.g. airports, ports.

The introduction of these new structures requires a new local government-resourcing model to provide adequate programme management of these new areas and sufficient resources to enable an effective response to emergencies. The desired outcomes of this new model are to:

- Provide confidence and assurance for Councils and their CEOs that multi-agency plans are in place which complement arrangements existing within councils;
- Include sufficient resilience to provide adequate cover, particularly during response to emergencies;
- Embed adequate governance arrangements to ensure consistency and performance management across all EPG areas;
- Align as best as possible with other organisations planning and response structures to allow for effective planning and response

Key Issues

To enable these outcomes to be achieved, it was recommended that any proposed model be based on a regional service hosted by a single council, where all officers would be employed through and DfC funding drawn down. This would prevent the current duplication of financial and HR resources across the five legacy employer councils and enhance accountability and governance arrangements. This concept had been successfully employed for other shared service functions, e.g. Animal Welfare and potentially the Houses of Multiple Occupation (HMO) function.

Consultation with the councils and other key partners had been undertaken in tandem with a risk to resource assessment. This considered the risk categories as detailed within the 2013 NI Risk Assessment and cross-referenced these with the geography and demography of the new EPG areas.

To summarise, this model establishes a regional team, employed through a single council and reporting to the Regional Officer, whilst working across the three EPG areas. The Regional Officer would report to a relevant Director within the employer council and an executive steering group consisting of CEOs from the three EPG areas and the SOLACE lead for this function. Each EPG would have a Resilience Manager, who would be responsible for the programme management of the EPG and co-ordinate planning, response and recovery activities across this area. A Resilience Officer who would be responsible for taking forward specific work streams, including training, exercising and task and finish functions would support them. Each EPG would require one Resilience Officer, with the Southern EPG requiring an additional officer, as evidenced by the risk to resource assessment.

The report to Develop a New Local Government Resilience Resourcing Model (dated 11 May 2018) was circulated.

Resource Implications

Financial: A business plan was agreed in 2016 to fully fund this function until 2021. Liaison is ongoing with DfC and The Executive Office (TEO) to secure sustainable funding on a longer term. The Regional Officer had confirmed that there were no foreseen additional costs to Antrim and Newtownabbey Borough Council to enable the implementation of this new model.

Human resources: The implementation of this model would be conducted as a TUPE transfer. There were no anticipated HR implications for Antrim and Newtownabbey Borough Council regarding the implementation of this new model.

Members welcomed this Council-led initiative.

Moved by Alderman Smyth
Seconded by Councillor Lynch and

RESOLVED - that Council note the attached report and agree the proposed way forward, subject to funding. These include the agreement of a single employing authority and the need for the development of a service level agreement between the employer council and the other 10 councils.

ACTION BY: Liz Johnston, Head of Governance

10.13 PT/GEN/013 MJ ACHIEVEMENT AWARDS 2018

Members were advised that the Council entered into the MJ Achievement Awards 2018 in the category of "Senior Leadership Team".

The MJ is an information intelligence and news resource for the UK's local authorities.

The Council had received notification that it had been commended for its entry to this year's awards.

Moved by Councillor Kells
Seconded by Councillor Bingham and

RESOLVED - that the report be noted.

NO ACTION

10.14 FI/FIN/4 BUDGET REPORT – APRIL 2018

A budget report for April 2018 was circulated for Members' information.

When setting the estimates for the 2018/19 financial year, the Council budgeted to make a contribution to reserves of £747k in respect of Rates Issues and for Strategic Projects. This report included the monthly contribution to this earmarked reserve of £62,215 for the month of April.

The Council's variance on Net Cost of Services was £49k favourable, with income from District Rates and the De-Rating grant being on budget for the period, resulting in an increase to the Council's General Fund of £49k.

Members congratulated Officers on the budget report.

Moved by Councillor Duffin
Seconded by Councillor Lynch and

RESOLVED - that the report be noted.

NO ACTION

10.15 CCS/CIV/007 ROYAL AIR FORCE CENTENARY CIVIC EVENT

Members were reminded that the Council agreed to host a civic reception for the Royal Air Force (RAF) Centenary, which was originally scheduled for 11 May 2018.

After further discussions with the RAF it was now planned to include as part of the event a concert by the RAF Saloon Orchestra. To facilitate this arrangement, the event would now be held on 3 July 2018 at the Old Courthouse, Antrim.

An allocation of free tickets would be available to the general public and these would be available online in due course.

In addition to this event, commemorative community flowerbeds were being designed which would be located at the Dublin Road, Barbican Gate, Antrim.

Members welcomed the amended arrangements.

Moved by Councillor Rea
Seconded by Councillor Kells and

RESOLVED - that the report be noted.

NO ACTION

10.16 PT/CI/013 CORPORATE IMPROVEMENT PLAN (DRAFT FOR CONSULTATION) 2018-19

Members were reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a new framework to support the continuous improvement of Council services, in the context of strategic objectives and issues.

Section 85 of the Act requires a Council, for each financial year, to set itself improvement objectives for improving the exercise of its functions and to have in place arrangements to achieve those objectives. These objectives must be framed so that each improvement objective bring about improvement in at least one of the specified aspects of improvement as defined in Section 86:

Strategic Effectiveness; Service Quality; Service Availability; Fairness; Sustainability; Efficiency; Innovation.

Guidance from the Department of the Environment, indicated that Councils should *'develop an on-going dialogue with our communities and areas that it serves, so that the setting of improvement objectives is a jointly owned process centred on a balanced assessment of the needs of the community as a whole, rather than any particular organisation or interest group within it.*

A Corporate Improvement Plan (Draft for Consultation) 2018-19 was brought

for Members' consideration in February 2018 and it was agreed to conduct a twelve-week consultation exercise to encourage feedback from our stakeholders.

On 1 March 2018 officers initiated a 12-week public consultation to derive feedback from Elected Members; Residents and Stakeholders; Local Businesses; Statutory and other community planning partners; and other bodies with which collaborative working is taking place or is being planned.

An online questionnaire on the Council's corporate website / consultation hub enabled the Council to seek opinions on the range of corporate improvements as set out in the draft Plan. An article was included in the Council's magazine 'Borough Life', and was advertised on social media (Facebook and Twitter) and the Council's employee app 'iConnect'. In addition, officers emailed a copy of the Plan to all their key stakeholders for their comment and feedback.

The public consultation closed on 24 May 2018 and 52 responses were received. A summary of the consultation responses was circulated for Members' information.

The Corporate Improvement Plan 2018-19 would be amended accordingly and a revised draft Plan would be brought to the June Council meeting for approval. Other comments and feedback would be incorporated into the implementation plans derived out of the final Corporate Improvement Plan 2018-19.

Officers responded to Members' enquiries and clarified that the level of response had increased from last year and may increase in the future with the development of the new Council website and Residents' App.

Moved by Councillor Kells
Seconded by Councillor Lynch and

RESOLVED - that the report be noted.

ACTION BY: Helen Hall, Head of Performance and Transformation

The Chief Executive provided clarification for Members in relation to items being taken In Confidence.

Councillor Ritchie left during the next item.

11. **MOTION**

Proposed by Alderman Burns
Seconded by Councillor Maguire

Members request that a representative from Land and Property Services (LPS) attend at a Council meeting in the near future, to brief all Members on two

main aspects of rates valuation.

1. Actual and potential controls currently in place at LPS, to avoid significant adverse financial consequences to Councils, such as the £959,000 provision that Antrim and Newtownabbey Borough Council had to make in 2016/17 Financial Accounts, following the successful appeal by one business (Belfast International Airport) against the LPS rateable value for the period 2010/11 to 2014/15.

2. The outcome and potential effect to Antrim and Newtownabbey Borough Council of the proposed next rating revaluation of all non-domestic (business) properties in Northern Ireland (Reval 2020), as described in LPS letter to Chief Executive dated 20 April 2018.

Members note that Mr Alan Bronte, Commissioner of Valuation in Northern Ireland, will already have briefed representatives for District Council Finance Officers at the Penny Product Working Group on 3 May 2018, and Members request an urgent meeting with a representative from LPS before commencing the February 2019 rates estimates process.

On the Motion being put to the meeting, and a recorded vote having been requested by Councillor Maguire, Members voted as follows:

In favour of the Motion 2 Members viz	Against the Motion 30 Members viz	Abstentions 6 members viz
Alderman Burns Councillor Maguire	Aldermen Swann, Agnew, Ball, Barr, Cosgrove, Girvan, Smyth, Campbell, DeCourcy. Councillors Foster, Brett, Ball, Hogg, Hollis, Rea, McCarthy, Magill, Girvan, Greer, Clarke, Ross, Kells, Hamill, Duffin, McClelland, Lynch, Blair, Webb, Arthurs, Michael	Councillors Bingham, Goodman, Logue, Cushinan, McWilliam, Montgomery

The Motion was accordingly not carried.

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Alderman Smyth
Seconded by Councillor McCarthy 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.

10.17 **IN CONFIDENCE** FI/PRO/TEN/178 TENDER FOR THE PROVISION OF A CORPORATE WEBSITE Contract Period 11 June 2018 to 31 October 2022

Three tenders for the provision of a corporate website (building, designing, hosting, training, support and maintenance) were opened via the E-Tenders NI Portal on 1 May 2018 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, previous relevant experience, management systems and practices, and declarations and form of tender.

One tenderer did not meet the requirements of Stage 1 in full and therefore did not proceed to Stage 2 Award Stage. The remaining two tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

Both tenderers confirmed that their tenders met all the essential requirements of the Specification.

Stage 2 Quality/Commercial Assessment (70%/30%)

Presentations of proposed systems were given by both Service Providers to the Evaluation Panel and used as a means of underpinning award criteria information within the tender submissions.

Service Provider	Quality Assessment (out of 70%)	Cost Assessment (out of 30%)	Total % Score	Total Cost for 4 Years (£) (Excl. VAT)
Simply Zesty Limited	59%	30%	89%	£46,378.00
██████████	████	████	████	████

Moved by Alderman Smyth
Seconded by Councillor Kells and

RESOLVED - that having achieved the highest score of 89%, Simply Zesty Limited be appointed for the provision of a corporate website (building, designing, hosting, training, support and maintenance) for the period 11 June 2018 to 31 October 2022.

ACTION BY: Julia Clarke, Procurement Officer and Nicola McCullough, Media and Marketing Manager

10.18 IN CONFIDENCE FI/PRO/TEN/205 SUPPLY, DELIVERY, INSTALLATION AND MAINTENANCE OF GPS, CCTV CAMERAS & TRACKING FOR A RANGE OF VEHICLES AND MOBILE PLANT

CONTRACT PERIOD: 4 June 2018 – 31 May 2021 with the option to extend for up to a further 24 Months, subject to review and performance

Council had previously approved the procurement of GPS and all around vision cameras at an estimated cost of £[REDACTED].

The Council sought tenders through a further competition exercise under YPO Framework 750 Lot 1: Vehicle Telematics.

Three tenders for the supply, delivery, installation, and maintenance of GPS, CCTV cameras, and tracking were received and opened via the YPO procurement portal on 22 May 2018 and referred to the evaluation panel for assessment. The tenders were evaluated on a single stage basis as follows:

AWARD STAGE

Technical Assessment

The three tenders were evaluated on the basis of compliance with the specification and confirmation of local presence. Two tenderers failed to comply with the specification and did not proceed further in the evaluation process. The remaining tenderer complied with all aspects of the specification, provided all confirmations and therefore proceeded to the next stage of the assessment.

Quality/Commercial Assessment

The tender was evaluated on the basis of service delivery proposals (30%) and cost (70%). Details are as follows:

Supplier	Quality Assessment (out of 30%)	Cost Assessment (out of 70%)	Total % Score	Total Overall Cost for Initial 3 Year Period to Include Hardware, Software, CCTV Cameras and Panic Alarms and all Maintenance (£) (excl. VAT)
Teletrac Navman (UK) Ltd	20.00%	70.00%	90.00%	£191,078.72

Moved by Alderman Campbell
 Seconded by Alderman Smyth and

RESOLVED - that having achieved an acceptable score of 90.00%, Teletrac Navman (UK) Ltd be appointed to supply, deliver, install, and maintain GPS, CCTV Cameras and tracking for a range of vehicles and mobile plant at the tendered rates for the period of 4 June 2018 – 31 May 2021 (with the option to extend for up to a maximum of 24 months, subject to review and performance).

ACTION BY: Melissa Kenning, Procurement

10.19 IN CONFIDENCE ED/REG/037 FORMER GLENGORMLEY POLICE STATION – EXPRESSION OF INTEREST

Members were reminded that an Expression of Interest process was undertaken in November/December 2017 to establish the level and range of interest in the redevelopment of the former Police Station site in Glengormley. This process sought to establish an outline of the development proposals including the scale of financial investment and the job opportunities that would be realised both during and post construction.

Six Expressions of Interest were received and it was subsequently agreed at the Community Planning & Regeneration Committee in February 2018 that these should be reviewed in line with the Council's main Strategies.

A summary of the review was circulated for Members' consideration. The Expression of Interest proposing the development of [REDACTED] achieved the highest score.

It was proposed that Officers meet with the developer to discuss the proposal in further detail including the preferred model through which it may be delivered e.g. [REDACTED].

Moved by Councillor Brett
 Seconded by Alderman Cosgrove and

RESOLVED - that Officers meet with the preferred developer to discuss the proposal in further detail including the preferred model through which it may be delivered, eg [REDACTED], and that the preferred developer be asked to submit a full proposal within 6 months.

ACTION BY: M McAlister, Director of Community Planning and Regeneration

10.20 IN CONFIDENCE FI/PRO/TEN/183 PROCUREMENT OF A PERFORMANCE MANAGEMENT SYSTEM

The Council has a statutory duty under Part 12 of the Local Government Act (Northern Ireland) 2014 to set improvement objectives and have arrangements in place to secure their achievement.

In Section 3 of the most recent audit for 2017/18, "Key audit and assessment findings", the following recommendation as made:

"Continue to prioritise the development of its performance management system to enable the performance of all its functions and services to be measured, to support the identification of those areas which would benefit most from improvement."

In Section 7 it also stated that three key areas of information should be collected and compared year on year to measure performance and demonstrate improvement:

- Local, non-statutory performance indicators and standards;
- Improvement objectives – with specific associated performance measures and indicators;
- Statutory and local performance indicators and standards.

Having accurate and accessible management information such as previous year data, relational data, and benchmarking, is key to allowing the Council to achieve this duty. When using and storing information, information should be valid, timely, fit-for-purpose, accessible, accurate, relevant and from a reliable source.

A business case was prepared, which was circulated for Members' attention and a procurement exercise was undertaken to procure a performance management system.

Two tenders were opened via the E-Tenders NI Portal on 4 April 2018 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, previous relevant experience, management systems and practices, and declarations and form of tender.

Both tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

Both tenderers confirmed that their tenders met all the essential requirements of the Specification.

Stage 2 Quality/Commercial Assessment (40%/60%)

Presentations of proposed systems were given by both Service Providers to the Evaluation Panel and used as a means of clarifying award criteria information within the tender submissions.

Service Provider	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Total Cost for 4 Years (£) (Excl. VAT)
Team Solutionz Limited	40%	48.56%	88.56%	£61,500.00
██████████	████	████-	████	██████████

Moved by Councillor Brett
Seconded by Councillor Duffin and

RESOLVED - that having achieved the highest score of 88.56%, Team Solutionz Limited be appointed for the provision of a performance and business planning system for the period 4 June 2018 to 31 May 2020 with an option, by the Council, to extend for up to a maximum of 24 months, subject to review and performance.

ACTION BY: Helen Hall, Head of Performance and Transformation

10.21 **IN CONFIDENCE** FG/AUD/2 INDEPENDENT AUDIT COMMITTEE MEMBER

Members were reminded that the CIPFA Audit Committee guidance advised that the appointment of an Independent Member was beneficial to the Audit Committee in that it would:

- bring additional knowledge and expertise to the Committee;
- reinforce the political neutrality and independence of the Committee; and
- maintain continuity of Committee membership where membership is affected by the electoral cycle.

In addition to the CIPFA guidance, the Local Government Auditor also recommended appointing an Independent Audit Committee Member as a

means of strengthening its independence and widening the range of specialist skills.

In January 2015, the Council approved the appointment of an Independent Member to the Audit Committee. The current Independent Member was appointed in April 2015 and attended their first Audit Committee in June 2015. The term of this appointment was four years, with the appointment due to end in March 2019.

Officers had reviewed the arrangements for when the current Independent Member's appointment comes to an end, to ensure the Audit Committee's composition includes an Independent Member, in line with the guidance above.

There two options available to the Council:

1. Recruit a New Independent Member

The Council can recruit (through Human Resources) a new Independent Member. This appointment would be on the same terms as that of the 2015 recruitment.

If we recruit, the timeframe for this exercise would be:

- Advertise in January 2019;
- Interviews in February / March 2019;
- Appointment and notification to Council in March / April 2019; and
- Independent Member attending their first Audit Committee in June 2019.

or

2. Extend the Current Appointment

The Council can extend the appointment of the current Independent Member. The term of the extension would be two years, with an option to extend for a further two years.

Section 7.13 of the CIPFA Audit Committee guidance, as referenced above, allows the Council the opportunity to extend the appointment of the Independent Member.

It was proposed that the Council extends the appointment of the current Independent Member.

The current Independent Member brings key knowledge and skills to the Audit Committee, which is required to ensure appropriate challenge is undertaken and that the Council promotes good governance and financial management.

In addition to the above, due to the Council Elections in May 2019, the Council and therefore the Audit Committee makeup would potentially change. Extending the current Independent Member would ensure continuity and consistency of the Audit Committee going forward.

Moved by Councillor McClelland
Seconded by Councillor Webb and

RESOLVED - that the appointment of the current Independent Audit Committee Member be extended for two years, with an option to extend for a further two years.

ACTION BY: Paul Caulcutt, Head of Internal Audit

10.22 IN CONFIDENCE FI/PRO/TEN/193 TENDER FOR THE PROVISION OF A FERRIS WHEEL AND ADDITIONAL ATTRACTIONS FOR THE ENCHANTED WINTER GARDEN AND GLENGORMLEY CHRISTMAS MARKET EVENTS 2018

Two tenders for the provision of a Ferris Wheel and additional attractions for the Enchanted Winter Garden and Glengormley Christmas Market events 2018 were opened via the E-Tenders NI Portal on 18 May 2018 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, previous experience, management systems and practices, delivery timescale, health & safety and risk assessment, operation, inspection and testing of equipment, emergency procedures and declarations and form of tender.

The two tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

Both tenderers confirmed that their tenders met all the requirements of the Specification.

Stage 2 Quality/Commercial Assessment (30%/70%)

A number of cost options, including individual costs for Ferris Wheel, Helter Skelter, Carousel and Wave Swinger, were requested as below:

Option A – Enchanted Winter Garden Event for the period Friday 7th December 2018 to Tuesday 18th December 2018 (inclusive).

Option B – Enchanted Winter Garden Event for the additional period of Wednesday 19th December 2018 to Tuesday 1st January 2019 (inclusive) (closed on Tuesday 25th December 2018 and Wednesday 26th December 2018).

Option C – Glengormley Christmas Market Event for the period of Saturday 17th November 2018 only.

Option D – Glengormley Christmas Market Event for the period of Saturday 17th November 2018 to Saturday 24th November 2018 (inclusive).

The Evaluation Panel propose awarding Option A for the Enchanted Winter Garden Event 2018 for the Ferris Wheel, Helter Skelter, Carousel and Wave Swinger and Option C for the Glengormley Christmas Market 2018 for the Carousel and Wave Swinger.

Option A – Enchanted Winter Garden Event 2018

Service Provider	Quality Assessment (out of 30%)	Cost Assessment (out of 70%)	Total % Score	Total Cost for Ferris Wheel, Helter Skelter, Carousel & Wave Swinger (£) (Excl. VAT)
G Force Amusements Limited	30%	70%	100%	87,000.00
██████████ ██████	████	██████	██████	██████

Option C – Glengormley Christmas Market Event 2018

Service Provider	Quality Assessment (out of 30%)	Cost Assessment (out of 70%)	Total % Score	Total Cost for Carousel & Wave Swinger (£) (Excl. VAT)
R&E Amusements Limited (Dizzylands Funfair)	30%	70%	100%	5,000.00
██████████ ██████████ ██████	████	██████	██████	██████

Council would collect all takings at both events to offset the associated costs.

Moved by Councillor Kells
Seconded by Councillor Magill and

RESOLVED - that having achieved the highest score of 100%, G Force Amusements Limited be appointed for the provision of a Ferris Wheel and additional attractions for the Enchanted Winter Garden Event 2018 (Option A) and having achieved the highest score of 100%, R&E Amusements Limited be appointed for the provision of a Carousel and Wave Swinger at the Glengormley Christmas Market 2018 (Option C).

ACTION BY: Julia Clarke, Procurement Officer

10.23 **IN CONFIDENCE** PK/CEM/004/VOL2 CARMONEY CEMETERY PROVISION

Background

Members were reminded that in 2016 council agreed that to extend the usage at Carnmoney Cemetery that the following would be progressed:

- i) Areas of land on the fringes of the cemetery would be developed
- ii) Acquisition and development of land at Carnmoney North East (Selby Smith) would be progressed
- iii) Investigation and approval to install a first phase of an infrastructure subterranean system (Council June 2016)

To date; all land in fringe areas have been developed and sold, Carnmoney North East had been developed but burials were currently suspended due to flooding (further test digs to be carried out at the end of May to inform a decision on resumption of sales) and the construction of 160 subterranean burial plots was approved which are due to be completed by the autumn.

Current Position

One final area of previously unsuitable land remains to potentially be developed using a subterranean system. It was estimated that this final phase would cost £[REDACTED] for an additional 130 plots.

An Economic Appraisal and Business case and EQIA form were circulated.

Moved by Alderman Smyth
Seconded by Alderman Cosgrove and

RESOLVED - that approval is given for the development, of phase II of a subterranean system burial at an estimated cost of £[REDACTED] for 130 plots.

Councillor Blair requested that his objection be recorded in relation to the continued capital investment and development of Carnmoney Cemetery.

ACTION BY: Ivor McMullan, Head of Parks, Operations Department

10.24 **IN CONFIDENCE** CE/STC/88 ORGANISATION STRUCTURES AND SEVERANCE

A report relating to organisational structures and severance was tabled at the meeting.

Moved by Councillor Arthurs
Seconded by Councillor Kells and

RESOLVED – that

- a) the final amended structure for Allen Park and Ballyearl Leisure Centre be approved (Paper 1 - appendix 1)**
- b) the structure for Waste Management be approved**

(Paper 1 - appendix 3)

- c) the severance cases in (Paper 2 - appendix 1) be approved and that a suitable termination date be agreed with the post holders.**

ACTION BY: Joan Cowan, Head of Human Resources

MOTION TO PROCEED 'OUT OF COMMITTEE'

Moved by Councillor Kells
Seconded by Councillor Duffin 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 8.09 pm.

MAYOR

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