



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
MOSSLEY MILL ON MONDAY 30 AUGUST 2016 AT 6:30 PM**

- In the Chair** : The Mayor (Councillor J Scott)
- Members Present** : Aldermen - F Agnew, W Ball, P Barr, T Campbell,
M Cosgrove, W DeCourcy, M Girvan, J Smyth and R Swann
- Councillors - A Ball, T Beatty, J Bingham, J Blair, P Brett,
H Cushinan, B Duffin, M Goodman, P Hamill, T Hogg, N Kells,
N Kelly, B Kelso, A Logue, M Magill, M Maguire,
J Montgomery, N McClelland, V McWilliam, P Michael, M
Rea, D Ritchie and W Webb
- In Attendance** : Mr Brian McCalmont – Head of Water
Mr Paul Davison – Head of Water Capital Procurement
Dr Steve Blackwell - Head of Strategic Investment Planning
- Officers Present** : Chief Executive - Mrs J Dixon
Director of Community Planning & Regeneration -
Ms M McAllister
Director of Organisation Development - Mrs A McCooke
Director of Operations - Ms G Girvan
Head of Communication and Customer Services – Mrs T
White
Legal Services Manager - Mr P Casey
Senior ICT Officer - Mr P Allan
Senior Administrative Assistant - Mrs S McAree
Member Services Officer – Mrs D Hynes

1 BIBLE READING, PRAYER AND WELCOME

The meeting opened with a Bible reading and prayer by Rev Campbell Dixon MBE.

Councillors Cushinan, Goodman, Kelly and Logue joined the meeting.

MAYOR'S REMARKS

2 APOLOGIES

Aldermen – T Burns,
Councillors – D Arthurs, L Clarke, R Lynch, T Girvan, D Hollis and S Ross

3 DECLARATIONS OF INTEREST

6.20 – Councillor Goodman
6.27 – Alderman Campbell

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Councillor Duffin
Seconded by Councillor Beatty and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting held on Monday 25 July 2016 be taken as read and signed as correct.

NO ACTION

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

Moved by Councillor Webb
Seconded by Councillor Duffin and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting held on Monday 15 August 2016, Part 1 be taken as read and signed as correct.

NO ACTION

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

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting held on Monday 15 August 2016, Part 2 be approved and adopted.

NO ACTION

6.1 NI WATER

Members were reminded that it was agreed in October 2015 that NI Water be invited to make a presentation to the Council regarding NI Water's activities within the Council area.

The following representatives from NI Water were in attendance to make the presentation:

Brian McCalmont – Head of Water
Paul Davison – Head of Water Capital Procurement
Dr Steve Blackwell - Head of Strategic Investment Planning

Mr McCalmont presented NI Water's customer promises and gave details of the capital spend. He provided information on the service improvements that NI Water has made and continue to make. He also presented details of the current education activity and public initiatives. The presentation closed with dedicated contact details for members.

Councillor Logue congratulated the representatives on their very prompt service and on her request for information on checking water quality the process was explained.

Councillor Blair asked if NI Water had had an increase or decrease in funding and Mr McCalmont explained that various departments had been asked to make efficiency savings.

Councillor Webb sought confirmation that the activity relating to fracking at Woodburn had finished and Mr McCalmont stated that the work had ceased on 16 June 2016.

6.2 TO APPROVE THE SEALING OF DOCUMENTS

Members were advised of the undernoted items for signing and sealing by Council, approval having been previously granted and all necessary legislative requirements being met:-

1. Catering Franchise Agreement, Castle Gardens, Clotworthy
2. Deed of Rectification – NIHE Land at Forthill Park, Ballyduff
3. Lough Neagh Rescue Extension to Agreement
4. Deed re Land at Knockenagh Avenue, Rathfern
5. Conveyance re land at rear of 67 Whitehouse Park, Newtownabbey
6. NILGOSC Agreement re admission of arc21
7. Contract for Antrim Forum and Valley Park Hockey Pitch Resurfacing Works

Moved by Councillor Beatty
Seconded by Councillor Bingham and

RESOLVED - that the sealing of documents be approved.

ACTION BY: Paul Casey

6.3 G/LEG/CS COUNCIL SEAL

Members were reminded that in January 2015, the Council agreed to adopt the charter and seal of Antrim Borough Council in order to pursue Borough status. Thereafter Borough status was duly obtained by the new Council.

The Council has now obtained a new seal for Antrim and Newtownabbey Borough Council. This seal contains the Councils coat of arms.

Moved by Councillor Webb
Seconded by Councillor Brett and

RESOLVED: that Members approve the adoption of the new seal as the official seal for Antrim and Newtownabbey Borough Council for it to be used in accordance with section 120 of the Local Government Act (Northern Ireland) 1972 and in accordance with the Councils Protocol for Use of the Council Seal.

ACTION BY: Paul Casey

6.4 G/LEG/25/arc21 ADMISSION OF ARC21 TO THE LOCAL GOVERNMENT PENSION SCHEME NI - GUARANTEE AGREEMENT

The former arc21 had to be dissolved as a consequence of local government reform. The new arc21 was constituted as a body corporate and all the staff, assets and liabilities etc. were transferred from the old arc21 to the new arc21. The old arc21 participated in the Local Government Pension Scheme NI and it was desired that the new arc21 should also participate so that existing members could continue to contribute and new members of staff could be admitted to the Scheme. As it is a new legal entity, there is a requirement for the new arc21 to apply to the Northern Ireland Local Government Officers Superannuation Committee (NILGOSC) for admission to the Scheme. NILGOSC operate the pension scheme on behalf of councils.

The principal Regulations governing the Scheme at present are the Local Government Pension Scheme Regulations (NI) 2014, as amended. The Regulations require that for admission agreements, there must be a risk assessment taking into account actuarial advice of the level of risk if the body were to become insolvent or otherwise cease to exist or participate in the Scheme. The risk assessment is to be conducted by the admission body to the satisfaction of NILGOSC. Where the level of risk is such as to require it, the admission agreement must provide for a bond or indemnity to be put in place or, if this is not desirable, a guarantee. The purpose of this requirement in the Regulations is to safeguard the other 170 employers in the Scheme, so

that in the event of an admission body failing and defaulting on part or all of its liabilities the Fund would have recourse to the provider of a bond, indemnity or guarantee rather than the liabilities falling upon the other employers.

NILGOSC agreed to admit the new arc21 subject to a number of conditions. These included the completion of an admission agreement (as required by the Regulations), an apportionment agreement and a guarantee agreement (to satisfy the Regulations). The purpose of the apportionment agreement was to ensure that the pensions liabilities under the Scheme of the old arc21 transferred to the new arc21 without any deficit crystallising, which would have resulted in a large sum falling due for payment. The admission agreement and the apportionment agreement have been duly completed and executed as deeds by all parties, in April of 2015.

It is one of the terms of the admission agreement, as well as being a condition of the approval of the admission (to fulfil the requirement under the Regulations), that a guarantee agreement be provided by each of the Participant Councils of arc21.

NILGOSC took specialist legal advice on the appropriate form for the guarantee, which resulted in the document that is now before you for execution (circulated). Its terms were agreed by arc21 and its legal advisers.

It was of interest to note that it in all recent admissions to the Scheme, there had been a guarantee sought and provided.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that Members agree to the execution of the Guarantee Agreement as required by NILGOSC in order to allow arc21 to enter into the Local Government Pension Scheme.

ACTION BY: Paul Casey

6.5 G/MSMO/7/VOL2 TESCO NI – PRESENTATION REQUEST

Correspondence had been received from Tesco NI advising that since its entry into the local market 20 years ago and its subsequent acquisition of Stewarts and Crazy Prices it has grown to become one of the region's largest employers with more than 9,000 locally-based staff throughout its 55 stores and in its NI HQ at Newtownabbey.

As part of Tesco NI's 20th anniversary in the province they have requested the opportunity to meet with the Council to share information of the role Tesco plays within the local community in terms of employment, supporting local businesses and assisting locally based charities.

Moved by Councillor Brett

Seconded by Alderman Cosgrove and

RESOLVED: that TESCO NI be invited to present to a future Council meeting.

ACTION BY: Member Services

6.6 CE/GEN/61 CORPORATE PLANNING WORKSHOP

Members were reminded that the annual Corporate Planning Workshop is a key element of the Council's Performance Management Framework.

It was therefore proposed to hold a Corporate Planning Workshop on Thursday 13 October 2016, Council Chamber, Mossley Mill from 9.30 am – 4.30 pm.

Moved by Councillor Magill
Seconded by Councillor McWilliam and

RESOLVED: that the Corporate Planning Workshop is held on Thursday 13 October 2016, Council Chamber, Mossley Mill from 9.30 am – 4.30 pm.

ACTION BY: Helen Hall

6.7 G/MSMO/8/VOL2 CIVIL FAMILY JUSTICE REVIEW

Correspondence has been received advising that Lord Justice Gillen has been leading a Review of Civil and Family Justice at the behest of the Lord Chief Justice.

The Civil and Family Justice Review Group has prepared a preliminary Family Justice Report which includes the terms of reference for the Review. A Civil Justice Report is in the final stages of being drafted and will be issued when complete.

The Review team is writing to relevant organisations, groups and individuals with an interest in family justice in Northern Ireland. The list of those being approached is not meant to be exhaustive or exclusive and responses are welcomed from anyone with views on the subject covered by this Report. A copy of this Report is available on our website www.jsbni.com/civilandfamilyjusticereview

The Review welcomes views on any issue raised by this Report and responses are welcomed from both organisations and individuals.

The closing date for responses is **Friday 28 October 2016**. Responses should be sent to:

By email: civildfamilyjusticereview@courtsni.gov.uk

By post: Secretariat to the Civil Family Justice Review
Office of the Lord Chief Justice
Room 2.14, 2nd Floor
Royal Courts of Justice
Chichester Street
Belfast
BT1 3JF

Moved by Councillor Webb
Seconded by Councillor Kelly and

RESOLVED: that members respond on an individual or party political basis.

NO ACTION

6.8 CD/PM/84 PROPOSED RANDALSTOWN PITCH DEVELOPMENT

Members were reminded that discussions had taken place with key sports groups in Randalstown regarding the potential for pitch development at Neillsbrook. Members were further reminded that provision of £750,000 had been made in the capital estimates on a likely project cost of £1.5 million.

At the Community Planning and Regeneration Committee meeting in June 2016 it was agreed that a phased approach be adopted as outlined below:

- a) The MUGAs be converted to a practice pitch with a new 3G carpet either on the current footprint or a larger one. Final design and costs to be reported to the Council in August.
- b) A design for car parking and landscaping of the remaining site be developed and reported to the Committee when available.
- c) A draft pricing schedule for the new practice pitch and proposed 3G pitch be developed and reported to the Operations Committee in due course.

This report related to items (a and b) above and the cost of converting the existing MUGAs into a larger practice pitch with a new 3G carpet which is estimated to be £135,000. This cost included increasing the pitch surface by approximately 30% from 1,395m² to 1,820m², improvements to the sub-base, shockpad and drainage if necessary, storage facilities, professional fees and a general contingency for unforeseen items. Detailed drawings were shown and circulated. No allowance had been made for upgrading floodlighting as it's understood current lux levels were satisfactory.

Subject to approval to proceed with the practice pitch a consultant would be appointed. The consultant would also be asked to develop a concept design for parking and landscaping the remaining ground to the rear of the community centre. A report would be presented to the Community Planning and Regeneration Committee in due course.

Following completion of the design and planning process works are anticipated to commence on site in March 2017 with completion due in May 2017. An earlier start is not recommended due to the risk of poor weather which would impact negatively on the carpet laying.

With respect to item (c) above it was proposed that a draft pricing schedule for the new practice pitch and proposed 3G pitch be presented to the Operations Committee in due course.

Moved by Councillor Beatty
Seconded by Councillor Kelly and

RESOLVED: that:-

- a) the MUGAS's be converted to a larger practice pitch with a new 3G carpet at an estimated cost of £135,000**
- b) a consultant be appointed to develop design and costs for the practice pitch, car park and landscaping.**

ACTION BY: Reggie Hillen

6.9 ED/ED/42 GILBERT SISTER CITIES

Members were reminded that the Council had agreed to review the partnership arrangements with its three international partners.

Partnership agreements were formerly exchanged between Antrim and Newtownabbey and Dorsten, Germany and Rybnik, Poland at Mossley Mill in December 2015.

The Council had been invited to send a delegation to Gilbert, Arizona from 16 – 19 November 2016 to take part in a number of meetings related to the following:

- Civic leadership, governance and working relationships with central government
- Best practice discussion on Planning and Community Planning
- Economic Development and Regeneration

An event would also be held during the visit to formally exchange a new partnership agreement (copy circulated).

Moved by Councillor Brett
Seconded by Alderman Campbell and

RESOLVED: that the Mayor, Mayoress and Deputy Mayor and Council Partnership Panel representative together with the Chairs and Vice-Chairs of the Planning and Community Planning and Regeneration Committees and the appropriate officers participate in the visit.

ACTION BY: Member Services/Jacqui Dixon

6.10 ED/ED/14 ANNUAL NI ECONOMIC CONFERENCE

Members were advised that the annual NI Economic Conference 2016 will take place in the City Hotel, Derry/Londonderry on Wednesday 19 October 2016. The major theme of this year's conference will be UNCERTAINTY, a copy of the event agenda was circulated. A discounted rate of £165 (+VAT) per delegate applies to local government representatives.

Moved by Councillor McWilliam
Seconded by Councillor Duffin and

RESOLVED: that the Chairman and Vice Chairman of the Community Planning and Regeneration Committee, or their nominees, together with the appropriate officers attend as an approved duty.

ACTION BY: Member Services

6.11 CP/GR/32, CP/GR/33, CP/GR/34, GOOD RELATIONS GRANT AID CP/GR/35, CP/GR/36 & CP/GR/37

Members were reminded that the annual Good Relations Action Plan submitted to the Office of the First Minister and Deputy First Minister contains a budget of £25,000 for the implementation of a Good Relations Grant Aid Programme to support community and race relations locally. This is a rolling Programme open until December 2016 subject to budget availability.

A summary of the Good Relations applications received in August and an overview of the assessment and funding details was circulated for information. Members would be aware that a pass threshold of 50% for Good Relations Grant Aid applications was agreed at the Community Planning and Regeneration Committee in November 2014. Six applications have been received in August requesting a total amount of £14,291.68 leaving a current remaining budget of £10,708.32.

Moved by Councillor Bingham
Seconded by Councillor Beatty and

RESOLVED: that the proposed funding awards be approved.

ACTION BY: Louise Moore

6.12 P/PLAN/13 PLANNING COMMITTEE MEETINGS

Members recalled that it was agreed at the July Council meeting to amend the start time of Planning Committee meetings from September to 5.30 pm. This was to enable Officers and Members to deal with 'in confidence' items including enforcement prior to the Part 1 business which is open to the public, thereby making the meetings more efficient. Discussion at the Council meeting indicated that facilitating the public to attend was a very important aspect of the meeting and that this business should commence at 6.30 pm as normal.

Further discussion with the Chairperson and Vice Chairperson had indicated that the 'in confidence' items should last no more than 30 minutes and therefore a start time of 6pm would be more appropriate.

Moved by Councillor Beatty
Seconded by Alderman Campbell and

RESOLVED: that Planning Committee meetings from September 2016 should commence at 6.00 pm with 'in confidence' items. Part 1 items and any other Part 2 items will then follow from 6.30 pm as normal.

ACTION BY: *Majella McAlister/Member Services*

6.13 CS/MK/172 CHARTERED INSTITUTE OF PUBLIC RELATIONS, NORTHERN IRELAND PRIDE AWARDS 2016

Members were advised that the Council had been shortlisted for two awards in the Chartered Institute of Public Relations (CIPR) Pride Awards 2016.

The CIPR Pride Awards recognised outstanding work in public relations across the United Kingdom, in both the public and private sectors.

The two award categories were:

1. Best Event: The Official Opening of V36.
2. Public Sector Team of the Year

Category winners will be announced at the Northern Ireland Pride Awards Dinner on Friday 21 October 2016 at the Culloden Estate and Spa. The cost options to attend the Awards Dinner are:

- Individual reservations @ £104.00 +VAT

- Table of 10 @ £ 988.00 +VAT
- Table of 12 @ £ 1,144.00 +VAT

Moved by Councillor Blair
 Seconded by Councillor Kelly and

RESOLVED: that

- a) a table of 12 be booked**
- b) nine places be reserved for officers directly involved in achieving the shortlist for the awards**
- c) the Mayor, Deputy Mayor and the Chairman of the relevant Committee take up the other three places.**

ACTION BY: Andrea McCooke/Member Services

6.14 HR/GEN/2 SOLACE CONFERENCE

Correspondence had been received from Solace outlining details of their conference 'Solace in Northern Ireland – Leading Systems not Hierarchies' (copy circulated).

The aim of the conference was to consider one year on from the new Council arrangements, and provide the opportunity for Solace members and partners to meet to discuss the challenges and impacts on communities, with attention on new structures and powers in place for Planning & Community/Economic Regeneration.

The conference will be held on Thursday 3 November 2016 in the Hilton Hotel, Templepatrick. The delegate fee for staff and Members is £99.00 plus VAT and will be met within current budgets.

Moved by Alderman Cosgrove
 Seconded by Councillor McWilliam and

RESOLVED: that any Members wanting to attend do so as an approved duty.

ACTION BY: Member Services

6.15 G/MSMO/18 NILGA CONFERENCE 25-26 OCTOBER 2016

Correspondence had been received from NILGA outlining details of their annual conference 'Excellence in Local Government'.

The event is being held at The Hilton Hotel, Templepatrick on 25-26 October 2016 and a limited number of complimentary invitations are available.

A copy of the conference programme was circulated for consideration.

Moved by Councillor Bingham
Seconded by Councillor Beatty and

RESOLVED: that any Member wanting to attend do so as an approved duty.

ACTION By: Member Services

6. 16 WM/GEN/2 RECYCLING AND WASTE MANAGEMENT SHOW 2016

In recent years a number of Elected Members attended the Recycling & Waste Management (RWM) Show at the Birmingham NEC. This year's show will be held from Tuesday 13 to Thursday 15 September 2016 in the same venue and includes over 500 exhibitors and expert speakers from the waste management sector. Information relating to the show and free seminars is available at the following link:

<http://www.rwmexhibition.com/>

Registration and entry into the exhibition and seminars is free. At the time of writing prices for return flights (14 September 2016) between Northern Ireland and Birmingham International Airport were being quoted at £71.98 or £83.98 per person depending on the airport of departure (Belfast International Airport and Belfast City Airport).

Financial provision had been made within the 2016/2017 estimates for attendance at waste management events.

Moved by Councillor Montgomery
Seconded by Councillor Brett and

RESOLVED: that the Chair and Vice Chair of Operations Committee, or their nominees, and an appropriate officer attend the show as an approved duty.

ACTION BY: Member Services

6. 17 WM/WM/4 ARC21 GOVERNANCE ARRANGEMENTS - UPDATED STANDING ORDERS

arc21 had adopted a set of draft standing orders under which the proceedings of the Joint Committee would be regulated.

The draft (circulated) had been approved by the Joint Committee and approval by participant councils was now required.

The key change to be considered was Clause 9 - the Quorum for meetings. In order to bring this into line with Clause 6.3 of the Terms of Agreement 2015 the Standing Orders set out that a quorum shall be six elected Members, nominated to

the Joint Committee provided that at least four participant Councils are represented.

Moved by Councillor Bingham
Seconded by Councillor Webb and

RESOLVED: that the draft Standing Orders, as enclosed, for the regulation of the arc21 Joint Committee be approved.

ACTION BY: Paul Casey

6.18 L/SAP/1 BEAT THE STREET PROGRAMME – INTELLIGENT HEALTH

Council had been approached by Intelligent Health – a Reading based company - which has been funded by the National Charity Partnership (Diabetes UK, British Heart Foundation and Tesco) to run a project called 'Beat the Street' in the greater Belfast and surrounding Council areas. An overview of the scheme which operated in Reading in 2015 had been left in the Members Room for reference purposes.

The programme operated as a game which encourages walking and cycling. It uses schools and community organisations as a mechanism to recruit participants with a range of prize incentives. Participants register their 'Beat the Street' card and over a period of 7 weeks (14th September to 2nd November) electronic Beat Boxes will be located on lampposts across the target area. Participants tap the box with their card to log their activity. The activity programme is followed by a 7 month period when the Beat the Street team encourages participants to sustain their physical activity by engaging with local service providers such as leisure centres, walking groups and cycling clubs.

50 of the 363 Beat Boxes would be located in the Borough in an area designated by the *Beat the Street* team. The area which stretches from Sandyknowes to Jordanstown Loughshore Park had been identified as it meets the criteria of the programme in terms of population and need.

Officers had requested that the scheme be extended to other areas of the Borough and had been advised that this will not be possible under this scheme as it is an urban scheme due to need to obtain critical levels of engagement both numerically and geographically. Beat-boxes will also be located across Belfast and in urban parts of Lisburn and Castlereagh Ards and North Down Councils. The map showing the project area was circulated (please note that the final location of boxes is not fully confirmed).

Approximately 1 in 25 residents of Antrim and Newtownabbey suffer from either diabetes or coronary heart disease. The designated area includes Mossley, Monkstown and Rathcoole, all of which would have a higher prevalence of poor health. This programme provides an opportunity at no cost to the Council to support an initiative which has the potential to impact

positively on levels of physical activity and health in a fun and engaging manner.

All engagement, recruitment of participants and communications activity is undertaken by a team employed by Intelligent Health.

In supporting the initiative, the Council can:

- Retain the materials for participants to sign up to the programme in the Leisure Centres and Council facilities in the target area.
- Facilitate Beat the Street to promote the programme at Council events
- Promote its support of the initiative through its social media channels

Moved by Councillor Logue
Seconded by Councillor Kelly and

RESOLVED: that the 'Beat the Street' programme is supported by the Council, as set out above and that the possibility of introducing the initiative to other parts of the Borough next year be investigated.

ACTION BY: Ivor McMullan

6.19 L/LEI/2 BALLYCLARE RUGBY CLUB

Correspondence had been received from Ballyclare Rugby Club regarding a pre-match lunch event on Saturday 24th September. Legacy Newtownabbey Borough Council provided support and approval was given by Council in 2015 to take a table. The Mayor and Ballyclare DEA Members were nominated to attend. The Club had requested that Council considers taking a table for 8 at a cost of £350.

Moved by Councillor Hogg
Seconded by Alderman M Girvan and

RESOLVED: that the Council book a table for eight for the Mayor, Deputy Mayor, the Ballyclare DEA members and an appropriate officer.

ACTION BY: Geraldine Girvan/Member Services

6.20 EH/EHS/10 IMPLEMENTATION OF PAVEMENT CAFÉS ACT (NI) 2014

Members were reminded that it was reported to the Operations Committee in March 2016 that the implementation of the Pavement Cafés Act (NI) 2014 was delayed until October 2016. Members were also advised that Environmental Health staff were continuing to work with the other 10 Councils as well as colleagues from Planning and Economic Development to ensure a consistent approach to the implementation of this new legislation.

The statutory duty to regulate pavement licencing in the Borough was contained within the Licencing of Pavement Cafés Act (NI) 2014 and comes fully into operation on 1 October 2016.

This duty would include:

- Administration of the new licensing system and enforcement of the legislation regarding any issues of non-compliance.
- Consultation with Transport NI and, where the premises is licenced for sale of alcohol, with the PSNI.
- Enforcement of the licence through, for example, imposing a range of licence conditions and the power to vary suspend or revoke a licence in certain conditions.

This report outlined the provisions relating to the duration of the licence and options around fees associated with the business.

In summary, there are two decisions to be taken:

(a) Licence Fee Options

- (i) To charge a fee calculated at approximately £300 of staff time for an application to run a Pavement Café under the Pavement Café Licensing Act (NI) 2014
- (ii) Council absorbs the administration fee

(b) Duration of Licence Options

- (i) Open Ended Licence
- (ii) Annual Licence
- (iii) Initial 3 year licence followed by an Open Ended Licence subject to continued compliance

In considering the licence fee Officers had taken into account that businesses in the Borough pay rates, a proportion of which Council receives, that we are emerging from difficult economic conditions and that there was a relatively small number of applications expected.

The duration of the licence had raised a number of issues to be considered including burden on businesses, encouraging pavement cafes in appropriate locations due to the economic development benefits, etc.

Moved by Councillor Beatty
Seconded by Alderman Cosgrove and

RESOLVED: that

- a) Council absorbs administrative costs in relation to applications received under the Pavement Cafés Act (NI) 2014 and consults for a period of 28 days as required by the legislation, on the proposal of a zero fee for Pavement Cafés in the Borough.
- b) Council grants Pavement Café Licences for a period of three years and that thereafter an open ended licence be issued subject to continued compliance with licence conditions.

NOTED: An extensive awareness campaign in relation to this matter be undertaken

ACTION BY: Clifford Todd

6.21 L/LEI/VLC/36 V36 - VALLEY LEISURE CENTRE - PUBLIC TOILETS

INTRODUCTION

Members recalled, approval was given in June 2015 through the Community Planning and Regeneration Committee for the existing changing pavilion to the rear of the Valley to be reconfigured, providing toilet facilities with easy access for the public at a reasonable cost and with minimum disruption to the users of the Park. The proposal, estimated to cost £128,000 would include accessible male and female toilets and baby changing facilities.

The economic appraisal had been completed (circulated) and the capital team are progressing the delivery of the scheme.

Moved by Councillor Duffin
Seconded by Alderman M Girvan and

RESOLVED: that the economic appraisal for the reconfiguration of the pavillion at the Valley to provide toilets is approved.

ACTION BY: Reggie Hillen

6.22 CP/CD/65 DUNANNEY CENTRE – REPORT ON ‘GIFTING’ AND RELATED MATTERS

Members were reminded that correspondence was received on 8 March 2016 from Rathcoole Churches Community Group seeking the Council's interest in the 'gifting' of the Dunanney Centre, Rathcoole. Following consideration at the Council meeting on 21 March 2016, it was agreed that £5,000 support be approved to enable this offer to be explored, including a conditions survey of the building, exploration of the legal implications of such a 'gift' and consideration any other related transfer issues.

Officers and the appointed consultant Lorraine McCourt, had subsequently engaged with the RCCG board and collated the information necessary to consider this 'gift' in full. A summary of the considerations were outlined in the remainder of the report and a copy of the status report, the conditions survey and

the audited accounts for year end 31 March 2016 were circulated for Members consideration.

Background

- (i) The Dunanney Centre is a two storey community building located at Rathmullan Drive in the centre of Rathcoole. The Centre has been successfully managed by the Rathcoole Community Churches Group since its establishment. The Groups annual accounts for 2015/16 record the value of this asset to be £780,329.

The recently completed conditions survey, indicated that the building overall is in good structural condition however, some works were required to improve the facility in the short term with ongoing maintenance thereafter. The investment required was estimated to be as follows:

- Year 1 £28,150
- Year 2 £47,350 (includes windows replacement)
- Year 3 £6,850
- Year 4 £5,850
- Year 5 £41,350 (includes roof repairs and resurfacing carpark)
- Years 6-10 £16,750

- (ii) With respect to the operation of the Centre, Members were advised that there are 2 permanent employees and 1 temporary member of staff employed through an agency. These are summarised as follows:-

- 1 x cleaner x 10 hours per week (Monday to Friday)
- 1 x cleaner and maintenance officer x 20 hours per week (Monday to Friday)
- 1x Admin Assistant x 37.5 hours (Monday to Friday)

Under existing TUPE legislation should the 'gifting' of the Centre be approved, it is proposed that the 2 permanent members of staff would transfer to the Council and that the employment of the temporary staff member would be employed by the Council for a further 6-12 month period and reviewed thereafter, to enable a full understanding of the operation to be developed. The estimated costs of these posts include employer costs over a 12 month period are outlined as follows:

- 2 x Part Time Cleaners for 6 months - £7,511 or 12 months - £15,064
- 1 x Full time Administrator for 6 months - £9,816 or 12 months - £19,632

Members were advised that the estimated staff costs may be subject to change, should these services be reviewed and evaluated in line with Council procedures.

- (iii) In addition to staffing costs the general costs of operating the Centre are approximately £30,000 as outlined below:-

Expenditure	2015/16 Cost
Insurance	£6,893
Office Equipment	£418
Heating	£1,363
Water Charges	£652

Electricity	£3,681
Telephone	£2,951
Service and Maintenance	£5,124
Repair Costs*	£4,685
Stationary and Postage	£209
Audit and Professional Fees	£2,578
Bank Charges	£244
Miscellaneous expenses	£1,476
TOTAL	£30,274

- (iv) To offset the operational costs Members were advised that there are a number of existing tenants in the Centre as well as a number of 'ad hoc' users. These include Bryson Future Skills, Surestart and the Citizens Advice Bureau. Maximising the rental potential of the Centre will be a key objective should the 'gifting' proceed, in light of the fact that 35.5% of the total space (or 141.39 sq metres) is vacant.

Based on the information provided it was anticipated that the annual cost of operating the Centre would be in the region of £64,970 against a projected income of £38,727. The cost to the Council would therefore be in the region of £26,243.

By way of comparison, the Council owns 9 other community centre buildings across the borough; 6 in legacy Antrim are directly operated by the Council whilst 3 in Newtownabbey are operated by groups on behalf of the Council (Ballyduff to revert to Council at the end of September). The cost to the Council for the operation of these facilities i.e. expenditure less the income generated is outlined below:

Community Centre	Annual Expenditure £	Annual Income £	Annual Net Cost £
Ballyduff	13,578	7,999	5,579
Rathfern	19,216	6,549	12,667
Monkstown	18,856	8,588	10,268
Parkhall	49,713	7,047	42,666
Neillsbrook	111,843	45,168	66,675
Greystone	86,696	5,504	81,192
Rathenraw	78,216	7,314	70,902
Stiles	81,773	32,081	49,692
Muckamore	68,978	15,862	53,116

Legal considerations

The Rathcoole Community Churches Group had requested that the Council considers covering the legal costs associated with the gifting of the Dunanney centre and the wind up of the group itself under the new Charities Commission requirements. Officers were waiting for confirmation of the costs of the same from the Groups solicitors.

Given that the Council's involvement related specifically to the gifting of the centre and that substantial investment was required over the forthcoming years to

ensure that the building is up to standard, Members may wish to restrict the assistance towards the legal costs to the gifting only.

The Council's legal costs in relation to the gifting would be minimal as the majority of the legal work would be undertaken by the Council's Legal Advisor.

Further Opportunities

Surestart:

Members were aware that Surestart currently has its main operation in the Newtownabbey Community High School building but has been given notice that this accommodation will not be available from November 2016. The group has recently obtained planning permission for a facility at Merville Garden Village and will move some of its activities to this location. Further accommodation is however required to house the remainder of the groups' activities and the Dunanney Centre has been identified as the preferred location. Following a visit to the facility it has been identified that the majority of the vacant space in the centre would be required from February 2016. This would include the rooms that are used on an 'ad hoc' basis for casual bookings at present and would restrict the activities that could be accommodated with the centre. The February date would also mean that within the intervening period the Council could not rent this space except on a short term basis which could impact on the ability to generate income.

Members may therefore wish to explore this in further detail. In addition members were reminded that the group is not currently paying the market rate for the space already occupied within the Dunanney Centre and the rental fee for any future usage will need to be agreed for all tenants.

Newtownabbey Men's Shed:

Correspondence had been received from the Newtownabbey Men's Shed project requesting that the Council considers the possibility of renting space within the Dunanney Centre to this project. This request followed notice that the group's current lease of units at Merville House are not being renewed from November.

Neighbourhood Renewal:

Given the identification of the Rathcoole area as a Neighbourhood Renewal priority area and the Council's funding for a Neighbourhood Renewal Co-Ordinators post, the opportunity to base this employee at the Centre for an agreed number of hours would also be investigated.

Should the Council wish to proceed with the gifting of the Dunanney Centre, Members may wish to consider the following:-

- (i) The offer of the Dunanney Centre as a 'gift' to the Council be accepted and the relevant legal agreements be completed
- (ii) The two members of cleaning staff TUPE across to the Council
- (iii) The agency staff member be contracted by the Council for 6-12 months to assess the role and demands

- (iv) The maintenance/capital works required at an approximate cost of £28,150 in Year 1 be undertaken and the work in future years be provided for within annual estimates
- (v) All legal costs associated with the 'gifting' of the centre only be approved.
- (vi) The requests from Surestart and the Newtownabbey Men's Shed be explored in further detail

Moved by Councillor Hamill
 Seconded by Councillor Webb and

RESOLVED - that

- (i) The offer of the Dunaney Centre as a 'gift' to the Council be accepted and the relevant legal agreements be completed**
- (ii) The two members of cleaning staff TUPE across to the Council**
- (iii) The agency staff member be contracted by the Council for 6-12 months to assess the role and demands**
- (iv) The maintenance/capital works required at an approximate cost of £28,150 in Year 1 be undertaken and the work in future years be provided for within annual estimates**
- (v) All legal costs associated with the 'gifting' of the centre only, be approved.**
- (vi) The requests from Surestart and the Newtownabbey Men's Shed be explored in further detail**
- (vii) The Council arrange an appropriate event to recognise the work of Rathcoole Churches Community Group**
- (viii) A report be submitted to the Community Planning and Regeneration Committee providing a review of costs of community centres.**

ACTION BY: Louise Moore, Head of Community Planning

6.23 CD/PM/91 MOSSLEY MILL LOWER GROUND FLOOR WEST OFFICE REFURBISHMENT/SUBDIVISION

It was agreed that the above item be considered In Committee later in the meeting.

6.24 FI/AUD/27 NATIONAL FRAUD INITIATIVE 2016/17

Background

The National Fraud Initiative (NFI) is a data matching exercise run by the Audit Commission and is designed to help participating bodies identify possible cases of fraud and detect and correct under or overpayments from the public purse.

NI Position

The Comptroller and Auditor General for Northern Ireland (C&AG), head of the Northern Ireland Audit Office (NIAO), has statutory powers to conduct matching exercises for the purpose of assisting in the prevention and detection of fraud. These powers are contained in the Serious Crime Act 2007, which inserts Articles 4A to 4H to the Audit and Accountability (Northern Ireland) Order 2003.

The Council must participate in this exercise and supply the following information for matching to that of other public sector bodies to identify possible fraud or error:

1. Payroll – total payments made to current employees and members from 1 April 2016 to 30 September 2016; and
2. Trade Creditors payment history and standing data – payment history from 1 October 2013 to 3 October 2016 and the current information held at 6 October 2016.

Where a match is found it indicates that there is an inconsistency that may require further investigation to establish what has caused the match and any further action that may be deemed necessary. Examples of possible matches are as follows:

- An employee with the Council who has a second employment with another Council or public body;
- An employee who is also a supplier of the Council or has been paid through Creditors;
- Suppliers who are associated with other suppliers, eg. through address.

Results notification and possible action

The data will then be matched and prioritised into the order of how closely the dataset matches. Matches will be available from Tuesday 26 January 2017.

The Council is responsible for investigating these matches. All matches shall be considered by the Internal Auditor who shall determine further action if appropriate including invocation of the Fraud Response Plan.

Data Transfer

Datasets must be provided to the Audit Commission by 10 October 2014. Total Mobile Software has previously developed reports to extract the information in the format required by the NIAO.

A secure electronic upload facility is available enabling data for NFI to be submitted directly from local computers. This facility is contained within the existing secure NFI web application and consequently provides the same controlled access environment. It features an Advanced Encryption Standard (AES) 256 Secure Sockets Layer encryption and enables data files to be password protected. No other method of data transfer to the NFI is acceptable.

Access to the NFI website will be restricted to those officers deemed necessary by the Chief Executive.

Participating bodies

Organisations participating in this exercise are those that provide data to the Comptroller and Auditor General, or his agents (such as the Audit Commission), for the purposes of a data matching exercise, which may be on either a mandatory or voluntary basis.

Mandatory bodies are those bodies whose accounts are required to be audited by:

1. the Comptroller and Auditor General, except for bodies audited by the Comptroller and Auditor General by virtue of section 55 of the Northern Ireland Act 1998; or
2. a Local Government Auditor.

Since the Council's accounts are audited by a Local Government Auditor the Council must supply the required information.

Other mandatory participants include Central Government, Education Boards, and Health Trusts throughout the United Kingdom.

Further information is available on the Council's website at:

<http://www.antrimandnewtownabbey.gov.uk/Council/Review-of-PublicAdministration/National-Fraud-Initiative>

or by contacting Paul Caulcutt, Internal Auditor on 028 9446 3113 ext. 31395 or at paul.caulcutt@antrimandnewtownabbey.gov.uk.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the National Fraud Initiative 2016/17 report be noted.

NO ACTION

6.25 FC/G/25 PAYMENTS REPORT

The schedule of payments for Antrim and Newtownabbey Borough Council dated 1st July to 29th July 2016 were circulated with any payments over £5,000 having been analysed in more detail and were circulated.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.26 CE/OA/10 BOUNDARY COMMISSION GUIDE TO THE 2018 REVIEW

Correspondence had been received from the Boundary Commission for Northern Ireland advising that the Commission had published a guide to the 2018 Review.

The Commission had produced this guide to help explain how the process for the 2018 review would work. It covered both what the law says the Boundary Commission must do and issues where the Commission had decided as a matter of policy to take a particular approach.

The Commission will publish its provisional proposals for consultation on 6 September 2016.

The guide can be viewed on the Commission's website,
<https://www.boundarycommission.org.uk/news-centre/guide-2018-review-0>

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.27 G/MSMO/8 LIBRARIES NI

Members were reminded that at the June 2016 Policy and Governance Committee meeting members considered correspondence from Libraries NI regarding proposals to reduce the opening hours of Glengormley Library from 50 hours to 45 hours per week.

It was agreed at that meeting to respond to Libraries NI requesting that service delivery hours be retained at 50 hours per week.

Further correspondence had been received from Libraries NI, a copy of which was circulated, advising that due to an additional £225,000 being

allocated to Libraries NI the proposed reduction of opening hours will not now be required.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.28 CE/GEN/4 VOL 2 TRANSPORT NI – SPRING CONSULTATION

Members were advised of receipt of correspondence from Transport NI in response to Members' queries following their Roads Programme presentation to Council on 27 June 2016.

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

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the correspondence be noted.

NO ACTION

6.29 ED/ED/3 RURAL BROADBAND PILOT PROJECT – UPDATE / VIRGIN MEDIA EXPANSION PLANS FOR MALLUSK BUSINESS AREA

Members recalled that the Council previously agreed to participate in a rural broadband delivery programme through Broadband Delivery UK (BDUK). The scheme was rolled out across counties Antrim, Fermanagh and also south-west Scotland during the 2015-16 financial year, with a planned end date of 31 March 2016.

As part of the scheme, pilot demonstration sites were installed by a private sector broadband provider, Avanti, at two of the Council's leisure centres (Crumlin and Sixmile) to help generate awareness of rural broadband solutions until 31 October 2016, at no charge to the Council. However, uptake from rural areas has been slow across the pilot areas and, as a result, BDUK and the Department for Economy agreed to allow Avanti to extend the scheme until the end of November 2016. Just under 300 discounted installation packages remain available.

Further information on the extension was provided on the scheme's dedicated website – www.better-broadband.co.uk/antrim .

Officers had also been in discussions with Virgin Media which was carrying out a major review of their existing network as part of a five-year, £3bn expansion scheme across the UK and Ireland. Virgin Media seeking to develop its

broadband offer into rural communities and the first phase would involve the roll-out of new, 'ultrafast' broadband services for the Mallusk Business Park area delivering broadband speeds of between 200-300 Mbps.

Members would be kept informed of any further developments regarding both schemes.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.30 ED/ED/38 DORSTEN TWINNING

Members were advised that a letter had been received from the Mayor of Dorsten following the United Kingdom's decision to leave the European Union.

Mayor Stockhoff had expressed his regret at the United Kingdom's decision, however, he wished to convey his desire for the continued co-operation between Dorsten and Antrim and Newtownabbey. The Mayor of Antrim and Newtownabbey had responded to Mayor Stockhoff to reassure him that the decision to leave the European Union was not expected to have any adverse impact on the relationship between the two areas going forward.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.31 PBS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1 TO 30 JUNE 2016

Building Regulations

The following submissions under Regulation 9, 10, 11, 12 & 13 of the Building Regulations (Northern Ireland) 2012 were received.

Applications

Full Applications – 119
Building Notices – 150
Regularisation Certificate applications – 74

Recommendations

Approvals – 61
Rejected – 56

Regularisation Certificate

43 Regularisation Certificates issued under Regulation 13 of the Building Regulations (Northern Ireland) 2012 (as amended).

Building Notice

94 Completion Certificates issued on Applications received under Building Notices.

Inspections

A total of 784 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

Commencements and Completions

239 Applications commenced.

179 Applications completed.

Property Certificates

A search was carried out for outstanding notices under Building Regulations, on 242 property enquiries from Solicitors.

Income for JUNE 2016

Plan Fees Received for Month	£11686.00
Inspection Fees Invoiced for Month	£13066.33
Building Notice Fees Received for Month	£10602.00
Regularisation Fees Received for Month	£5594.40
Property Certificate Fees Received for Month	<u>£12780.00</u>
Total	£53728.73

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.32 CP/P4/1 PEACE IV PROGRAMME ACTION PLAN

Members were reminded of the decision in June 2016 to approve the Antrim and Newtownabbey Borough Council PEACE IV Stage I Application to the Special European Union Programmes Body (SEUPB). This Stage I Application was submitted on 21 June and was approved by the Programme Steering Committee on 02 August 2016.

Antrim and Newtownabbey Borough Council had been invited to submit a Stage II Application to SEUPB on 14 September 2016. The second stage application would present data collected through consultation carried out by Blu Zebra Ltd between February and August 2016. Members were reminded that Blu Zebra Ltd was appointed to carry out an independent consultation and engagement process for both the Peace IV programme and the Good Relations action plan.

The Stage II Application would consist of detailed findings from the consultation and engagement process, twinned with proposed programmes addressing the peace and reconciliation needs across the Borough. A robust business case for

the delivery of programmes would reflect identified need and ensure the viability of programmes in each of the three key areas:

- Children and Young People (£530,835.08)
- Shared Spaces and Services (£896,906.28)
- Building Positive Relations (£1,098,214.37)

A decision on the PEACE IV Stage II application was expected in December 2016, with proposed programme delivery to take place between January 2017 and September 2018.

On 04 August 2016, Antrim and Newtownabbey Borough Council received correspondence from SEUPB regarding the PEACE and INTERREG Programmes following the EU Referendum. The letter stated that to mitigate against the risks associated with the UK's withdrawal from the European Union, SEUPB has suggested making awards for a period of two years until December 2018 only.

Local Government Authorities are still required to develop the action plan to the initial time frame of a minimum of three years, but to also allow a clear assessment of activities, outputs, benefits and associated costs for delivery over a two year period until September 2018 (programme wind up to be completed by December 2018).

Members were reminded that the consultation, engagement and action planning exercise was completed jointly between Peace IV and Good Relations. This approach was employed to ensure sustainability and to help imbed long term initiatives addressing peace, reconciliation and good relations across the Borough through the annual Good Relations plan. The Peace IV and Good Relations plans would also link closely to the Community Planning objectives set out by the Council.

Finally, Members were reminded of the proposal within the PEACE IV Stage I application to establish a partnership made up of 21 partners. Eleven elected members were nominated to the PEACE IV Partnership via D'hondt plus one. Four statutory partners would be appointed prior to the Stage II application being submitted to SEUPB and these will be dependent on the key programme areas finalised within the action plan.

A public call was initiated for the final six social partners on 21 July 2016 and applications for social partners were accepted up to the deadline of 10 August 2016. The assessment procedure is underway and a further report would be presented in due course.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

6.33 CP/GR/11 COMMUNITY RELATIONS AND CULTURAL AWARENESS WEEK

Members were advised that Community Relations and Cultural Awareness Week 2016 takes place from the 19 to 25 September 2016. This is a high profile initiative, co-ordinated by the Community Relations Council, and supporting the Northern Ireland Executive's Together Building a United Community Strategy. It is an opportunity to celebrate all aspects of culture, heritage and promote cultural diversity. The events that will take place during this Week are about inspiring new ideas, promoting understanding, respect and engagement between and amongst all sections of the community.

Community Relations and Cultural Awareness Week provides a platform for statutory bodies and other organisations to showcase innovative approaches to good relations. The theme for this year is Building the Future Together and will focus particularly on youth and looking at how all members of society can shape the future to be a positive space in which diversity is celebrated.

The Council's Good Relations Team is hosting two events as follows:

Tuesday 20 September 2016 4.30pm –7.30pm 'Youth Challenge', Valley Leisure Centre. This would be an interactive event open to young people from across the Borough aged between 15 and 18 years old. Through interactive mediums young people will be given the opportunity to have their say on their community and area. The feedback will be used to help inform a number of Council strategies and Action Plans such as Good Relations, the Community Plan and PCSP.

Thursday 22 September 2016 7pm, Leading Ladies event, Dunsilly Hotel, Antrim. It is envisaged that approximately 60-70 women will be in attendance and will hear from the inspirational Clodagh Dunlop who suffered a massive brain stem stroke and Locked in Syndrome. Clodagh will lead the ladies in dialogue around dealing with change, developing resilience and championing diversity. Members are reminded that provision has been made for the above events in the Estimates as part of the Good Relations Action Plan 2016/17. Members will receive invitations for both of the above events.

Moved by Councillor Webb
Seconded by Councillor Beatty and

RESOLVED: that the report be noted.

NO ACTION

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Councillor Duffin
Seconded by Councillor Beatty and

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

The Chief Executive agreed to bring a report in relation to a policy for considering confidential items at Council and Committee meetings to a future meeting.

ACTION BY: Paul Casey

ITEMS IN COMMITTEE

6.23 CD/PM/91 IN COMMITTEE MOSSLEY MILL LOWER GROUND FLOOR WEST OFFICE REFURBISHMENT/SUBDIVISION

Members were reminded that at the Council Meeting in June 2016 approval was granted for a budget of £40,000 to proceed with the proposed Business Hub at Mossley Mill and that the space be let to external companies.

The scope of works is as follows:

The existing floor area is to be sub-divided into two distinct office areas of approximately 100m² with a communal service corridor.

The existing brick vaulted ceilings are to be retained in keeping with the architectural virtue of the building.

EXECUTION PLAN

To expedite the programme and make the Hub available at the earliest opportunity the works are being procured through a Delivery Agreement under the SCAPE Framework. This ensures that completion of the works is potentially achievable by mid November 2016 whilst using the traditional procurement route completion may not be achievable until March 2017. SCAPE is a local authority based organisation acting as a Contracting and Central Purchasing Body as defined in the EU Procurement Directives.

COST PLAN SUMMARY

Costs have been obtained from the Contractor via the SCAPE agreed competitive rates and the works can be completed for the sum of £39,781.09 which is within the estimated/approved budget of £40,000.

RISKS

As with any refurbishment works there is the potential for risk due to unforeseen elements and this will not be known until works commence.

On this basis it would be prudent to allow a small contingency of £[REDACTED].

PROGRAMME

Members were advised that works were programmed to commence early in October 2016 with completion expected by mid-November 2016.

Moved by Councillor Brett

Seconded by Alderman Smyth and

RESOLVED – that

The tender for the works as provided by Carillion PLC, under the SCAPE agreement for the sum of £39,781.09 be approved.

An additional contingency of £[REDACTED] for unforeseen risks in the works be approved.

ACTION BY: Reggie Hillen

6.34 FI/PRO/TEN/75 IN COMMITTEE TENDER FOR CARMONEY CEMETERY – NORTH EAST EXTENSION

Members were reminded of the decision by Council in December 2015 when approval was granted in relation to land at Carnmoney Cemetery North East for a consultant to be appointed at the estimated cost of £4,000 to prepare a planning application and a Tier 1 and Tier 2 assessment be carried out at a cost of £8,000 - £10,000. In addition the Capital Development section has also progressed the Works tender due to the urgency of burial provision requirements. This report provides an update on the current status.

TECHNICAL ASSESSMENT

Above ground condition technical assessments were carried out within budget and found to be satisfactory to proceed with a planning application.

PLANNING STATUS

The Planning Application was prepared and submitted by the Capital Development Section and approval was granted on 19 July 2016.

SCHEME DESIGN

Through a quotation exercise Hanna & Hutchinson Engineers were appointed as consultants for the project in April 2016 to undertake design and preparation of tender documents for the works contract at a fee of £1,800.

Members were advised that completed Pre-Qualification Questionnaires (PQQs) were received via the eSourcing NI portal on 27 May 2016 and referred to the evaluation panel for assessment.

The PQQs were evaluated using criteria including professional conduct, economic and financial standing, previous relevant experience and health and safety. All the firms met the requirements of this stage and proceeded to be evaluated on the basis of technical and professional ability. The scores achieved by the firms were as follows:

Contractor	Evaluated Score (%)	Proceed To Tender Stage
[REDACTED]	[REDACTED]	[REDACTED]
Earney Contracts Limited	80	Yes
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

The firms failing to reach the minimum standard weighted score of 20 or less, as highlighted in the table above, did not proceed to the tender stage. The 5 firms listed above achieving the highest acceptable scores in the selection process were invited to submit tenders for the project.

Completed invitations to Tender (ITTs) were received from 3 of these firms via the eSourcing NI portal on 5 August 2016 and referred to the evaluation panel for assessment. The tenderers submitted the required information on their teams and proceeded to be evaluated on the basis of cost as follows:

Contractor	Tendered Total of the Prices (excl. VAT)	Model Compensation Event Total* (excl VAT)	Tender Assessment Total Price (excl VAT)	Rank
Earney Contracts Limited	£32,585.00	£17,250.00	£49,835.00	1
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

*The model compensation event is included in the evaluation exercise to assess the cost impact of change resulting from potential future compensation events (variations due to unforeseen items). It includes costs for people, materials and equipment.

TENDER ANALYSIS

A review of the 3 returned tenders was undertaken. No significant errors were identified. A comparison of the individual elements within the bill of quantities was also undertaken.

[REDACTED]

COST SUMMARY

Total Predicted Project Cost	£ [REDACTED]
Tendered Total of the Prices	£ [REDACTED]
Model Compensation Event Total	£ [REDACTED]
Tender Assessment Total Price	£ [REDACTED]
Professional fees	£ [REDACTED]
Total Estimated Budget	£ [REDACTED]

The Development Section's estimated Capital Budget for the development of this site was £ [REDACTED].

Members were advised that all documentation required of the Council for the vesting process have now been submitted to the Department of Communities and a decision is awaited.

Whilst it was hoped this would be communicated to the Council before the start date on site it was likely that the scheme would have to proceed at risk in order to be completed by December 2016. No burials would take place within the new cemetery until the vesting process had been completed or alternatively a further report being presented to the Council on this matter. The value of the site has been estimated as £[REDACTED].

PROGRAMME

It was envisaged that work would commence in September 2016 and be completed by December 2016.

CURRENT PROVISION

At current estimates there were approximately 60 plots remaining in Carnmoney Cemetery (including the subterranean pilot of 6 plots) which would provide for sales through to October/November. A further report would be brought to Committee in due course pending assessment of the subterranean pilot.

Moved by Alderman Agnew
Seconded by Councillor Beatty and

RESOLVED: that

- i. The tendered total of the prices submitted by Earney Contracts Limited in the sum of £32,585 (excl. VAT) giving a tendered assessment total of £49,835 (excl. VAT), be accepted**
- ii. The total estimated budget for works and professional fees of £[REDACTED] be approved**
- iii. The programme of works be commenced on site in September 2016 and the vesting process pursued.**

ACTION BY: David Traynor, Capital Project Officer

(Aldermen Agnew and Campbell left following this item).

6.35 FI/PRO/TEN/76 IN COMMITTEE TENDER REPORT FOR A STAR 3 PROGRAMME

The overall aim of the Services, Tourism and Retail (STAR 3) Programme was to provide customised, focused and specialist support for the needs of individual retailers, and those businesses in hospitality, tourism and professional services. The Programme will provide one to one mentoring and support to implement practical business solutions which will ultimately enhance business competitiveness. The Programme will assist 20 participating businesses within the Borough, to identify and address key development areas within their business.

Programme Outputs

The key outputs for the Services, Tourism and Retail (STAR) Programme include:

1. Recruit 20 owners or managers from the retail/tourism/professional services and hospitality sectors to participate in the Programme.
2. To undertake 20 business baseline audits to identify key issues and business data.
3. To complete 40 mystery shopping exercises (2 mystery shopping exercises per business).
4. To complete 20 business improvement plans (one per business).
5. To provide a minimum of 3 days (21 hours) one to one mentoring support to each participating business.
6. Deliver a minimum of two half day master classes or workshops.
7. Actively signpost participating businesses to other business support organisations.
8. Provide a full evaluation report on completion of the programme.

The total budget available for the Services, Tourism and Retail (STAR 2) Programme was £35,000 (excluding VAT). This budget comprised the following sources:

Funding Source	Total Amount (excl. VAT)
Antrim and Newtownabbey Borough Council	£33,000
20 Participant Companies Contributions (£100 per company)	£2,000
TOTAL BUDGET AVAILABLE (excl. VAT)	£35,000

Following adherence to the Council's Procurement Procedures, four tenders for the provision of a STAR 3 Programme were opened via the E-Sourcing NI Portal on 29 July 2016 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 using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, technical capacity and capability of the team and team leader and declarations and form of tender. Two of the tenders did not meet the requirements of the Selection Stage and therefore did not proceed to Award Stage.

STAGE 2 – AWARD STAGE

Technical/Commercial Assessment

The remaining two tenders proceeded to be evaluated on the basis of technical assessment (70%) and cost assessment (30%). Details of the stage 2 assessment are as follows:

Service Provider	Annual Cost (£) (excl. VAT)	Score Achieved %
Lara Goodall Consulting	34,993.75	87.77

Moved by Councillor Hogg
 Seconded by Councillor Bingham and

RESOLVED: that having achieved the higher score of 87.77%, at a total cost of £34,993.75 (excl. VAT), Lara Goodall Consulting be appointed to provide a STAR 3 Programme.

ACTION BY: Sharon Logue

6.36 FI/PRO/TEN/39 IN COMMITTEE TENDER FOR OPENING, CLOSING AND CLEANING OF PUBLIC CONVENIENCE AND OTHER GATED AREAS CONTRACT PERIOD 1 FEBRUARY 2016 TO 31 JULY 2016 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR UP TO 4 PERIODS OF THREE MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Council Meeting held on 25 January 2016, the tender for the opening, closing and cleaning of public conveniences and other gates areas submitted by OCS Group UK Ltd. was accepted for the period 1 February 2016 to 31 July 2016 (with an option by the Council to extend for up to 4 periods of three months, subject to review and performance).

In order to facilitate the merging of existing legacy services, officers wish to exercise the option to extend the contract for a further period to 31 August 2017 to coincide with a number of related contracts.

Moved by Councillor Hamill
 Seconded by Alderman Cosgrove and

RESOLVED: that the contract for opening, closing and cleaning of public conveniences and other gated areas, as detailed above, be extended to 31 August 2017, at the tendered rates in order to facilitate the merging of existing legacy services.

ACTION BY: Sharon Logue

- 6.37 IN COMMITTEE**
- 1. PM/TEN/159 CONTRACT FOR THE SUPPLY AND OPERATION OF SECURITY SERVICES FOR MOBILE PATROL AND KEY HOLDING (NEWTOWNABBEY AREA)**
 - 2. PM/TEN/ANNUAL/13 CONTRACT FOR THE PROVISION OF CLEANING SERVICES AT ANTRIM CIVIC CENTRE,**

3. TQ/626

**ENVIRONMENTAL SERVICES DEPOT, CLOTWORTHY
HOUSE AND OLD COURTHOUSE (LEGACY ANTRIM)**

**CONTRACT FOR THE PROVISION OF CLEANING
SERVICES (LEGACY NEWTOWN ABBEY)**

Members were advised that the above contracts with (1) Securitas Security Services (2) Mount Charles and (3) Precision Industrial Services Ltd were due to expire on (1) 31 August 2016 and (2) and (3) 30 September 2016 respectively.

The main manned guarding security, CCTV monitoring and legacy Antrim key holding contracts with Securitas Security Services expire on 31 August 2017, and does not require an extension.

In order to facilitate the merging of these existing legacy services, Officers wish to extend the relevant contracts for a further period to 31 August 2017. This will allow the necessary time required to review service requirements, TUPE implications and to ensure service continuity and achieve efficiencies for all three contracts.

Moved by Alderman Cosgrove
Seconded by Alderman M Girvan and

RESOLVED: that the 3 contracts as detailed above, be extended for a further period to 31 August 2017.

ACTION BY: Sharon Logue

**6.38 WM/WM/15 IN COMMITTEE arc21 PROCUREMENT OF WASTE CONTAINERS
CONTRACT**

The arc21 Waste Container Supply Contract for five of its constituent Councils, including Antrim and Newtownabbey, provides a range of waste containers, including 240L bins, kitchen caddies, bottle banks, and caddy liners.

A new supply contract had been procured by arc21, in accordance with the EU Open Procedure, with individual lots for each type of container for a period of one year, with an extension for a further 12 months if required.

A report was approved in June for the award 8 of the 16 lots.

A requirement still remained for the eight Lots that bids were not received for and therefore, further tender action was initiated in accordance with the EU Open Procedure on the 26 April 2016 by the placing of a Tender Notice in the Official Journal of the European Union followed by website and local press advertisements.

A copy of the arc21 Tender Report was circulated for information.

The Tenders were evaluated in accordance with the criteria stated in the tender documents. The weightings of the Cost and Technical assessment sections were 70% and 30% respectively.

Three tender submissions were returned to arc21 in relation to the procurement exercise from the following organisations:

- Mattiussi Environmental Ltd
- MGB Plastics
- Sturdy Products

Following the evaluation process, the companies, listed below, achieved the highest scores and are therefore deemed to be the most economically advantageous on a product by product basis. There are no minimum guaranteed quantities or exclusivity of supply.

Container Size	Supplier	2016 Price
7L vented kitchen caddies	MGB Plastics	██████
7L non-vented kitchen caddies	MGB Plastics	██████
20-25l non vented kitchen caddies	MGB Plastics	██████
Home compost units with kitchen caddies	Mattiussi Environmental Ltd	██████
55l Kerbside boxes with full perimeter rim and lid	MGB Plastics	██████
55l kerbside boxes with moulded handles, full perimeter rim and lid	MGB Plastics	██████
660l plastic wheeled refuse collection containers	Sturdy Products Ltd	██████
Bottle Banks	Mattiussi Environmental Ltd	██████

The prices shown above are the average prices as different load sizes can be ordered and this may lead to a variation in the unit price. The actual prices for the different load sizes are shown in the attached full tender report.

Due to the reduction in oil prices, there is a significant fall in the cost of the plastic containers compared to current prices. Council will be purchasing wheeled bins and caddy liners this year and it is recommended that the listed suppliers are used.

Moved by Alderman Cosgrove
 Seconded by Councillor Bingham and

RESOLVED: that Council approves the award of contract for the listed companies to supply waste containers suppliers for a period of one year with an option to extend for a further 12 months.

ACTION BY: Lisa Mayne, Recycling Manager

6.39 FI/PRO/TEN/55 IN COMMITTEE TENDER - GENERALIST ADVICE SERVICES

The Chief Executive updated members on this issue.

Moved by Alderman Cosgrove
Seconded by Councillor Blair and

RESOLVED – that the current Service Level Agreement with CAB be extended for a maximum period of three months to allow further discussions to take place.

ACTION BY: Majella McAlister

6.40 CD/PM/48 IN COMMITTEE STEEPLE SITE CONCEPT PLAN - DEVELOPMENT OF STEEPLE HOUSE AND PARK

Members were made aware that a concept plan was commissioned by the Council following approval in January 2016. Cogent Consulting working in partnership with Hall Black Architects were appointed to undertake the assignment. A copy of the final concept plan presentation was circulated for Members consideration.

The main objectives behind the proposals were to maximise the opportunities presented by the Steeple House and Park, protect and enhance the historical features of the site especially the Round Tower and to seek to respond to local needs through a quality development scheme. To this end a number of factors have influenced the proposals which have emerged.

Importantly the concept plan proposes to retain the Steeple House and the Stable block as an integrated unit reflecting its past layout, whereas previously the outline planning applications submitted had proposed that the new access road would run between the two buildings. This is a key aspect of the concept plan to note as it impacts on the way in which the remainder of the site will be developed.

The key elements of the concept plan proposals are summarised as follows:-

(i) Steeple House, stable block and related features

Since its use as Council offices the Steeple House has been vacant and now incurs regular costs for maintenance and security. Investment is required to realise the value of the asset to the local community and create a facility which is modern, accessible and fit for purpose. The context of the House needs to be considered in relation to other facilities in the vicinity including Parkhall Community Centre, and how these assets can be used to best effect. It is proposed that the redeveloped Steeple House should become a multi-purpose community building and consideration given to the development of the Parkhall Community Centre

site for housing. All activities currently operating from Parkhall could be accommodated within the new facility.

Critical to the overall concept plan is the ability to offset the estimated total project cost of £[REDACTED] through the sale of land and where possible securing external funding. With respect to the potential sale of land members are reminded that outline planning permission was secured by Antrim Borough Council for two parcels of land as outlined in the report. The opportunity exists to accommodate both social and private housing as a mixed use development on this land.

Officers have engaged with the Housing Executive to explore the need for further social housing in Antrim and to confirm their level of demand for land and for which age categories e.g., older persons provision. In response the Housing Executive has expressed an interest in the Steeple site for 14-16 units which they would wish to develop alongside 12 units on the existing Parkhall Community Centre site which would also require some of their own land to be developed. In total therefore up to 28 units could be created through working in partnership with the Housing Executive. A review of the Steeple site would indicate that this element of social housing could be located to the rear of the existing stable blocks.

The other housing area would be attractive to the private market and could be sold by the Council or developed through a public/private partnership arrangement. No market testing has taken place to date.

Members are advised that a further opportunity exist for housing development should members wish to consider this as a future phase, namely the overflow carpark area to the rear of the Civic Centre. To date no plans have been developed for this area.

Finally, the stable block to the rear of the house creates an opportunity for small business units, community enterprises or flexible community space. Examples of similar developments exist at Galgorm Castle in Ballymena.

(ii) Round Tower

The concept plan seeks to 'showcase' the Round Tower as a unique feature in the borough and one of only a small number intact in Ireland. At present the Tower is not readily accessible to visitors and there are no linked features and services. The proposed connection to the Steeple House and the parkland could create a 'special' attraction and generate interest in the monastic history of the site and the wider Antrim town area. Threading the historic theme of the site may also be possible in the Steeple House building through the creation of a café/reading room fashioned to recreate the local history.

(iii) Park & Leisure Facilities

One of the key features which has not been exploited to date is the ability of this park to link communities and facilities together, particularly; nearby housing areas, Antrim Grammar and Parkhall College and main transport/pedestrian routes.

Opening up access points, creating pedestrian and cycle routes and improving the lighting and signage in the Park will encourage a wide diversity of people to make use of and benefit from the Park which is not currently the case.

To further enhance the offer at the Steeple site and working in partnership with Antrim Grammar and Parkhall College it is proposed to develop a 3g pitch on the Antrim Grammar site. This would be a school and community shared facility catering for the sports needs of Antrim town. A mini business case is currently being developed to ascertain if external funding may be available for the project.

The total cost of developing the scheme in its entirety was outlined below based on cost estimates at this point.

Costs of the Redevelopment Works

Work phase	Nature of works involved	Indicative cost
Phase I	<ul style="list-style-type: none"> • Refurb of Steeple House • Inclusion of landscaped carpark (24 cars) • Creation of 3G pitch on Antrim Grammar site • Widening of roadway at entrance 	██████
Phase II	<ul style="list-style-type: none"> • Remedial works to stables/outbuildings • Pedestrianised landscaping and demolition works • New roadways and refurb of park gate lodge • Remedial works to Round Tower • Lighting, landscaping, interpretive signage etc 	██████
Other	<ul style="list-style-type: none"> • Professional fees, statutory fees, archaeology 	██████
Contingency	<ul style="list-style-type: none"> • @ 20% 	██████
Total		██████████

- Scale of proposed redevelopment (and the associated costs) is likely to require a phased approach to the works.
- Cost of undertaking Phase 1 would be c. £██████ (including contingency @ 20% but excluding VAT).

The potential financing of the overall project is summarised as follows:

Source/Potential Source	Income/Potential income
Sale/Disposal of Council owned land	
Sale of Fountain Hill site	██████
Disposal of Parkhall CC site	██████
Sale of land zoned for housing on the Steeple site	██████
Sub-total	██████
Other Funding Sources to be explored	
Heritage Lottery Fund (Open)	██████
Big Lottery Funding (e.g. People and Communities)	██████
Rural Development Programme (DARD - 2016/17)	██████
Multi-sport Facilities Fund (Sport NI - 2016/17)	TBC
PEACE IV Funding (SEUPB - 2016/17)	TBC
Tourism Innovation Fund (NITB – timing TBC)	TBC

Net costs of completing initial works would be c. £[REDACTED] (financed by Council in conjunction with other funding sources) – The Council has made indicative provision of £[REDACTED] in its capital estimates for this purpose.

Moved by Councillor Kells
Seconded by Councillor Hogg that

- i. **The concept plan be approved**
- ii. **Phase 1 of the project at an estimated cost of £[REDACTED] be implemented which includes the refurbishment of the Steeple House, creation of a 3G pitch at Antrim Grammar School subject to approval of the business case as well as the creation of car parking and appropriate entrances. These works to be supported through the existing provision of £[REDACTED] in the capital estimates and the sale of land as outlined in the report.**
- iii. **To support Phase 1 and the realisation of the wider project outline planning permission be sought for the housing areas as outlined to reflect the new road layout etc.**
- iv. **Subject to consultation the Parkhall Community Centre site be transferred to the Housing Executive at an agreed valuation.**
- v. **Lead consultants and specialist consultants as required to be appointed to progress the comprehensive Steeple development project on a phased basis as required.**

AMENDMENT

Proposed by Councillor Kelly
Seconded by Councillor Montgomery that

In order to protect the open park land the Council look at alternative ways to secure funding rather than sell the land for private housing.

On the amendment being put to the meeting 11 members voted in favour of the amendment and 16 against.

The amendment was accordingly declared lost.

On the motion being put to the meeting 16 members voted in favour and 13 against.

The Motion was accordingly declared carried.

ACTION BY: Majella McAlister

6.41 FI/PRO/TEN/77 IN COMMITTEE TENDER REPORT FOR APPOINTMENT OF CONSULTANTS FOR ANTRIM AND BALLYCLARE PUBLIC REALM SCHEMES

At the Community Planning and Regeneration Committee in May 2016 Members approved match funding in the sum of £265,000 for a range of public realm and revitalisation schemes. This along with the funding from the Department for Communities (DfC) gave a total approved budget of £1,265,000.

Two of the public realm schemes (at Randalstown and Glengormley) are being delivered through Transport NI at a combined budget of £685,000. The two public realm schemes (at Antrim and Ballyclare) are being delivered by the Council at a combined budget of £580,000 and require the appointment of a Consultant Team.

PROCUREMENT OF CONSULTANTS

Members were advised that eight completed Pre-Qualification Questionnaires (PQQs) were received via the eSourcing NI portal on 8 July 2016 and referred to the evaluation panel for assessment. The Consultants who responded to the competition were randomly sorted by computer to form a list. Starting with the first consultant on the list, the PQQs were evaluated using criteria including Past Performance, Economic & Financial Standing and Professional Conduct, Health and Safety and Technical and Professional Ability on a Pass/Fail basis.

Consultant	Pass/Fail
[REDACTED]	Pass
McAdam Design	Pass
[REDACTED]	Pass
[REDACTED]	Pass
[REDACTED]	Pass
[REDACTED]	Pass
[REDACTED]	Fail
[REDACTED]	Fail

[REDACTED] failed to meet the requirements at this stage and were not considered further in the competition. The six consultants whose PQQs were assessed as a 'Pass' were selected for Invitation To Tender (ITT).

Six completed ITTs were received via the eSourcing NI portal on 12 August 2016 and referred to the evaluation panel for assessment. All passed the completeness and compliance checks and are listed below in ascending order of price.

Consultant	Total of the Prices	Model Compensation Event Total*	Tender Assessment Total Price**	Most Acceptable Price***
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	3
McAdam Design	£37,290	£2,700	£39,990	1
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	2

					4
					5
					6

*The model compensation event is included in the evaluation exercise to assess the cost impact of change resulting from potential future compensation events (variations due to unforeseen items). It includes costs for people, materials and equipment.

**The Tender Assessment Total Price (TATP) is used solely for tender comparison purposes. The Total of the Prices is the Consultant's price to carry out the commission.

***The Most Acceptable Price is the TATP which is closest to the adjusted lower average (95% of average TATP excluding highest TATP)

TENDER ANALYSIS

Tenders were analysed using the Most Acceptable Price criteria which was a requirement by DfC's advisors, Central Procurement Directorate. The tender submitted by McAdam Design (£39,990) was assessed to be the Most Acceptable Price and was within the budget of £[REDACTED] allocated for professional fees and surveys. Given the risks associated with public realm schemes it would be prudent to retain a client contingency sum of £[REDACTED] for additional professional services if necessary, giving a revised budget of £[REDACTED]

PROGRAMME

Following appointment of the Consultant and completion of the design and planning process, works are anticipated to commence on site, for both Antrim and Ballyclare Public Realm Schemes, in January 2017 with completion due in March 2017.

Moved by Councillor Bingham
Seconded by Alderman M Girvan and

RESOLVED: that

- a) The offered total of the Prices submitted by McAdam Design in the sum of £37,290 be approved giving a Tender Assessment Total Price of £39,990.
- b) An additional client contingency sum of £[REDACTED] be accepted giving a budget of £[REDACTED].

ACTION BY: Andrew McKeown, Projects Development Officer

6.42 F1/PRO/TEN/12 IN COMMITTEE LOUGH NEAGH GATEWAY CENTRE & DEVELOPMENTS

Members were reminded that at the full Council meeting in February 2016 a budget of £[REDACTED] was approved to include the items as set out below.

Table 1

ITEM	BUDGET
Gateway Building (reduced in floor area 808m ²)	██████████
Activity Play Area	██████████
Bandstand	██████████
Hard and soft landscaping	██████████
Public art	██████████
TOTAL BUDGET	██████████

Please note the individual budgets were indicative only and may change marginally within the overall final budget. This report provided an update on the current status of the scheme in particular the Gateway Building.

UPDATE

A number of meetings had been held between Council's Capital Development Officers and the Consultant Design Team with the view to revising the design in line with the amended budget. The Gateway Building had now been scaled down and the revised design was shown in Appendix A circulated. In summary the revisions to the reduced footprint are as follows:

Ground Floor

- Reception desk omitted
- Multi-Purpose Room omitted
- Café omitted

First Floor

- Single unisex disabled WC only
- Servery area reduced
- Chair Store omitted

Consultations had also taken place with the Council's Planning Section on the revised design proposal. The Planning Section had confirmed that this is currently a 'Non Material Change' and will not require a new full planning application.

The delivery options for the construction have also been considered. Consideration is currently being given to appointing a contractor through the SCAPE Framework, in order to progress the scheme as early as possible.

SCAPE is a Local Authority controlled company based in England acting as a Contracting and Central Purchasing Body as defined in the EU Procurement Directives. Council had entered into an Access Agreement with SCAPE which allowed the Council to use the range of SCAPE's framework services.

A cost check with the SCAPE Contractor on the design was currently being assessed before a firm appointment was made. Initial assessment would indicate that the building cost was approximately 11% (ie: £██████████) above the approved budget. Capital Development Officers had identified potential savings and a value engineering workshop was planned with the Contractor and Consultant Design Team with a view to assessing the buildability and specifications to bring the construction cost in line with the approved budget.

Following this a further report would be brought to Committee recommending to either proceed with the SCAPE appointed Contractor or to undertake a full tender exercise.

RELATED ISSUES

Regarding the Play Area, a community consultation exercise had now taken place with the options for delivery and the specification currently being considered. Capital Development Officers were currently preparing a programme for this work and a new Planning Application for the remaining Loughshore items.

Officers had met with Transport NI who had confirmed that the junction at Lough Road and Dublin Road was currently operating at capacity. When the bandstand, play area and sculpture were submitted for Planning Approval a traffic impact assessment would be required and it is anticipated that Transport NI may request traffic lights at this stage, as a condition to the approval.

PROGRAMME

At the Full Council meeting in February 2016, Officers reported the opportunity to apply for £500,000.

In February 2016 the Department (formerly DARD) announced that funding of up to £500,000 (per individual project) was available through the NI Rural Development Programme to support eligible capital projects under the Tourism measure from a total fund of £10m. The Council was invited to submit an Expression of Interest for the Gateway Centre which was sent to the Department at the end of February and at the time Officers were informed that a formal application could be expected by 20 April 2016. The process had been delayed and, whilst officers were ready to submit a full application, the Department cannot release its call until internal approvals have been granted which is expected within the next 4-6 weeks.

In the absence of the funding outlined, the Gateway Building could potentially be completed by February 2018 or June 2018 depending on the procurement route selected. Officers wish to optimize this funding opportunity and whilst waiting on the Department to issue a call for applications and undertake assessments would add approximately 3 months to the timeframe this was considered to be desirable.

The delivery of the Playground is independent of the above and completion is anticipated by June 2017. The works for the Bandstand and Sculpture will be programmed for delivery after completion of the Gateway Building.

Moved by Councillor Brett
Seconded by Councillor Kells and

RESOLVED: that the report be noted and officers and members be commended for their work on this project

ACTION BY: Reggie Hillen

6.43 IN COMMITTEE WM/WM/2 ARC21 RESIDUAL WASTE TREATMENT PROJECT

Correspondence had been received from Minister Michelle McIlveen MLA to Councillor Garth Craig, Chair of the arc21 Joint Committee (copy circulated). Members noted that the Minister stated that she would recommend that the Executive considers the provision of financial support to help off-set additional costs falling on arc21 councils, and if such support was agreed by the Executive, it would enable the councils in arc21 to proceed to contract close in the knowledge that they would not incur additional costs relative to other councils who were not party to the contract. This decision would be subject to the submission of an acceptable Business Case to the Department by arc21. This statement by the Minister therefore assists to negate the affordability concerns associated with the project.

In addition, lawyers for arc21 recently confirmed to the Council's Legal Advisor that arc21 have no grounds to now believe it would spend more than £250,000 on the enquiry before the Planning Appeals Commission (PAC) regarding the Planning Application for the proposed Residual Waste Treatment Facility at Hightown Quarry. Therefore under the Terms of Agreement 2015, which each Participant Council had approved, arc21 does not require the prior approval of all Participant Councils to engage in the PAC enquiry process.

Moved by Councillor Bingham
Seconded by Councillor Duffin and

RESOLVED: that the report be noted and the Chief Executive and the Manager of Legal Services be commended for their work on this matter.

ACTION BY: Paul Casey

(Councillor Ritchie left the meeting following this item).

6.44 MB/G/27 IN COMMITTEE LEASE OF CAFE SPACE AT JORDANSTOWN CARAVAN PARK

Members were reminded that the café space at Jordanstown Loughshore Caravan Park had been leased to Barista since May 2011.

The total income which was realised through rental of the space is £17,500 per annum. The business is responsible for all other running costs incurred.

In line with the lease agreement a rent review had to be undertaken after 5 years with the possibility, if both parties were satisfied to do to extend the lease for a further 5 year period.

Frazer Kidd Property Consultants were appointed to undertake the rent review, to identify if the current rental income was comparable with similar property in the current lease market. It was their opinion that the annual income the property generates, is in line with other similar properties and it was not necessary to increase the annual rent for the remaining 5 year term of the lease agreement.

Moved by Alderman Barr
Seconded by Councillor Hamill and

RESOLVED: that

- a) the lease of the cafe space at Jordanstown Loughshore Caravan Park be extended for a further 5 year period at a rental fee of £17,500 per annum**
- b) the possibility of later opening hours next summer be discussed with Barista.**

ACTION BY: Colin Meneely, Business Support Manager

6.45 MB/G/23 IN COMMITTEE LEASE OF BALLYCLARE TOWN HALL OFFICE SPACE TO AGE NI

Members were reminded that the office space at Ballyclare Town Hall had been leased to AGE NI since May 2011. The total income which was realised through rental of the office accommodation is £8,000 per annum. The group is responsible for all other running costs incurred.

In line with the lease agreement a rent review was undertaken in May 2014 which at that time recommended no change to the rent being charged. More recently Frazer Kidd Property Consultants were appointed to identify if the current rent income is comparable with the property lease market.

It is their opinion that the annual income the property generates, is in line with other similar properties and it is not necessary to increase the annual rent for a period of no less than 2 years.

Moved by Councillor Kells
Seconded by Councillor McWilliam and

RESOLVED: that

- a) the lease of the office space at the Town Hall be extended for a further 2 year period at a rental value of £8,000 per annum**
- b) other uses of the Town Hall by the Council or local community be investigated**

ACTION BY: Colin Meneely, Business Support Manager

6.46 IN COMMITTEE CE/STC/88 ORGANISATION STRUCTURE

The following reports relating to Organisation Structures were tabled at the meeting:

Structure

Moved by Councillor Kells
Seconded by Councillor Webb and

RESOLVED – that

a) The final structures be approved for:

- **Business Support (Operations)**
- **Business Support (Community Planning and Regeneration)**
- **Customer Services (Organisation Development)**

b) Approval be given in principle, subject to consultation with staff and Trade Unions for:

- **Parks**
- **Leisure, Antrim Forum**
- **Leisure, Valley Leisure Centre**
- **Leisure, Sixmile Leisure Centre**
- **Leisure, Allen Park & Ballyearl Leisure Centre**
- **Leisure, Crumlin Leisure Centre**

Voluntary Severance Applications

Moved by Alderman Cosgrove
Seconded by Councillor Kelly and

RESOLVED: that the severance cases, as presented, be approved and that a suitable termination date be agreed with the post holders.

ACTION BY: Andrea McCooke

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'.

The Mayor thanked everyone for their attendance and the meeting concluded at 8.45pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.