



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON
MONDAY 7 MARCH 2016 AT 6.30 PM**

- In the Chair** : Councillor P Brett
- Committee Members Present** : Aldermen - P Barr and T Burns
Councillors – T Girvan, P Hamill, N Kells, N Kelly, R Lynch, M Magill, P Michael and V McWilliam
- Non Committee Members Present** : Councillors – D Arthurs, † Beatty, L Clarke, N McClelland and S Ross
- Officers Present** : Director of Community Planning and Regeneration - M McAlister
Head of Property and Building Services - B Doonan
Head of Economic Development - P Kelly
Head of Capital Development - R Hillen
Head of Community Planning – L Moore
ICT Officer – A Cole
Marketing & Communications Officer - A Doherty
Senior Administrative Officer - S McAree

CHAIRMAN'S REMARKS

The Chairman welcomed members to the meeting and reminded them of the audio recording protocol.

1 APOLOGIES

Alderman Cosgrove
Councillor Montgomery

2 DECLARATIONS OF INTEREST

None

3.1 CE/GEN/38 PRESENTATION – ACTION CANCER

Members were reminded that it had been agreed at May 2015 Council meeting that Action Cancer be invited to make a presentation to members regarding cancer statistics in Northern Ireland.

Members were advised that Sean Conlon was unable to attend and the presentation would be rescheduled.

3.2 CP/CD/41 COMMUNITY CENTRES MANAGEMENT AGREEMENTS

Members were advised that the Service Management Agreements for the operation of Monkstown, Ballyduff and Rathfern Community Centres would expire on 31 March 2016.

Members were also reminded of the decision taken by the Council in November 2015 to appoint an external consultant at a maximum cost of £3,000 to undertake a review of the current management arrangements for each of the 3 centres and to develop future options post 1 April 2016.

The review is currently underway, however in order to allow time for this process to be completed it is proposed that the current Service Management Agreements for the operation of the 3 centres be extended for a period of 6 months until 30 September 2016. Members will be consulted as part of this review over the forthcoming period.

Members were advised that a further report outlining the outcome of the review and proposals for the management of the centres post 1 October 2016 would be presented to the Committee in May 2016.

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

the current Service Management Agreements for the operation of the Monkstown, Ballyduff and Rathfern Community Centres be extended with the relevant groups for a 6 month period until 30 September 2016.

ACTION BY: Louise Moore

3.3 PBS/PS/1 PROVISION OF DIRECTIONAL SIGNAGE AT RATHFERN SOCIAL ACTIVITY CENTRE

Members were advised that a request had been received for the provision of directional signage on both the Doagh road and O'Neill Road to assist visitors to locate Rathfern Social Activity Centre. Following discussions, Transport NI had advised that the costs for the provision of 2 double sided signs at the locations requested would be approximately £980.

The provision of directional signage on public roads is the responsibility of Transport NI who have advised they can facilitate directional signage requests where adequate car parking is available. The design of signage is completed by Transport NI in accordance with their requirements, where requests are approved.

The Council currently does not have directional signage for any of its community centres and does not have a policy with regard to requesting Transport NI to provide such signage. The 9 Community Centres owned by the Council are located at the following locations:-

- Rathfern Social Activity Centre, Knockenagh Avenue, Rathfern
- Monkstown Community Centre, Cashel Drive, Monkstown
- Ballyduff Community Centre, Forthill Drive, Ballyduff
- Greystone Community Centre Ballycraigy Road, Antrim.
- Muckamore Community Centre, Ballycraigy Rd, Antrim.
- Neillsbrook Community Centre, Neillsbrook Rd, Randalstown.
- Rathenraw Community Centre, Ballygore Rd, Antrim.
- Parkhall Community Centre, Seacash Dve, Antrim.
- Stiles Community Centre, Fountain Hill, Antrim.

Proposed by Councillor Kells
Seconded by Councillor Hamill and agreed that

Officers review the need for directional signage to the Councils Community Centres and report back to the April Committee meeting.

ACTION BY: Bronagh Doonan

3.4 CP/CD/60 EAST ANTRIM OLD VEHICLE CAVALCADE 2016-REQUEST FOR ASSISTANCE

Members were advised that correspondence had been received from the East Antrim Old Vehicle Club requesting sponsorship of its Annual Cavalcade. The event was sponsored by Antrim and Newtownabbey Borough Council in 2015 and previously by Newtownabbey Borough Council. Each year the Vehicle Club donated all sponsorship raised to a nominated charity.

Last year the event attracted approximately 125 vintage cars, more than 250 participants (200 with cards and 50 general spectators) and raised £5,000 for the Lighthouse Suicide Awareness Campaign. A similar amount is anticipated this year for its chosen charity, Crossroads Young Carers.

Following the event at Mossley Mill the Cavalcade will travel to the Dunluce Centre, Portrush, to showcase the vehicles in a static display, passing through Mallusk, Templepatrick, Dunadry, Antrim Town, Ballymena, Ballymoney, Coleraine and finally arriving in Portrush. This is a popular event which has potential benefits for the Borough in terms of publicity and spin offs for the tourism sector.

It was reported that the Vehicle Club had requested the use of the car parks at Mossley Mill to host the event on Sunday 7 August 2016, from 7.30am to 10.30am and had asked that the Council met the cost of a cooked breakfast for all participants up to a maximum cost of £1,500. Should Members wish to provide the assistance requested sufficient provision existed within the Community Development budget 2016/17.

Proposed by Councillor Hamill
 Seconded by Councillor McWilliam and agreed that

- (a) The Council agrees to host the Vintage Car Rally at Mossley Mill on Sunday 7 August 2016**
- (b) The Council provides funding of up to £1,500 for the provision of a cooked breakfast for approximately 200 participants at Mossley Mill**
- (c) The Council facilitates a photo-call in the form of a small static display prior to the event.**

ACTION BY: Louise Moore

3.5 ED/ED/40 LOUGH NEAGH PARTNERSHIP REQUEST TO RENEW CORE FUNDING

Members were reminded that the Council agreed to increase the annual core funding to Lough Neagh Partnership (LNP) from £5,000 to £25,000 for the year to 31 March 2016. A further request had been received from LNP, a copy of which was enclosed seeking £25,000 from the Council for the year to 31 March 2017 towards its core operating costs. Similar requests had been made to Armagh Banbridge & Craigavon, Lisburn & Castlereagh, Mid and East Antrim and Mid Ulster Councils as follows:

Council	Amount
Mid Ulster District Council	£25,000
Armagh, Banbridge and Craigavon Borough Council	£25,000
Mid and East Antrim Borough Council	£3,500
Lisburn and Castlereagh City Council	£3,500

The DARD Minister has appointed Development Trust NI (DTNI) to propose a new management structure for Lough Neagh based on a Community Trust model and whilst this is expected to be agreed by April 2016 it may not be fully operational until later in the year. To ensure a smooth transition into the new structure the LNP

will continue its development programme of co-ordination and marketing work around Lough Neagh on behalf of the five Councils that share the shoreline. In the meantime, a decision is expected shortly on the application that the LNP made to the Heritage Lottery Fund (HLF) for £2.5 million towards a Landscape Partnership Scheme and the Council has already agreed in principle to set aside up to £146,620 over 5 years in match funding towards this programme.

Proposed by Councillor Michael
Seconded by Councillor Kelly and agreed that

the Council provides up to £25,000 to the Lough Neagh Partnership towards its core operating costs for 2016-17, provision for which exists in the Economic Development estimates, subject to the other four Councils agreeing to contribute the sums requested of them.

ACTION BY: Paul Kelly

3.6 ED/TO/214 REQUEST FROM CZECH REPUBLIC SCHOOL TRIP TO USE JORDANSTOWN LOUGHSHORE CARAVAN PARK

Members were reminded that Jordanstown Loughshore Caravan Park had a total of 14 caravan pitches and 4 camping pitches.

A school trip party from the Czech Republic has requested permission to book 4 tent pitches and 4 caravan pitches to accommodate a group of approximately 40 - 45 children and their teachers.

The group wishes to use Jordanstown Loughshore Caravan Park as a base to tour Belfast and will be on site for 2 nights, 21 and 22 of July 2016. The anticipated income from this booking will be £288 which will be paid upon arrival at the site. The party is travelling by coach and the coach will remain parked in the Jordanstown carpark for the duration of the stay.

Although July is a busy time at the caravan park, in the interest of tapping into a new tourism market and being able to accommodate a large party from mainland Europe it is felt that this would be a great opportunity to increase the Park's tourism appeal.

Proposed by Alderman Barr
Seconded by Councillor Hamill and agreed that

the booking be approved for the 21 and 22 July 2016 as outlined.

ACTION BY: Colin Meneely

3.7 ED/MI/340 LOCAL BUSINESS SUPPORT PROGRAMMES 2016-17

It was reported that officers had reviewed the support to be offered by the Council to local businesses in 2016-17 through the Economic Development

budget as the process of applying for EU funding had been delayed pending the outcome of the 11 Council Business Start-up collaborative application.

To ensure there is no gap in support Officers are proposing to continue the delivery of ASK, a tailored mentoring programme, and also the LEAN (Linking Entrepreneurs in Antrim & Newtownabbey) Business network with effect from 1 April 2016. A further report will be presented to Members in May to outline the remaining programmes to be offered to entrepreneurs and businesses in the Borough.

Details of the programmes were attached and summarised below for Members' information.

Provision has been made in the 2016-17 Economic Development budget to deliver these programmes.

Programme	Details	Cost to Council
Ask Programme	Bespoke mentoring tailored to needs of 50 individual businesses	£15,000
Business Network	Series of masterclasses and events to encourage business networking	£5,000

It was proposed that the 40 experienced business mentors currently in place to deliver for the ASK Programme had their Service Level Agreement extended for up to 2 months to ensure there was no gap in service provision. A procurement process was underway to appoint the mentors who would deliver the programme from 1 June 2016.

Proposed by Alderman Barr
Seconded by Councillor McWilliam and agreed that

- (a) The ASK Programme be extended for 12 months at a maximum cost of £15,000.**
- (b) Service Level Agreements with current mentors on the ASK Programme be extended for up to 2 months until a new procurement process is completed.**
- (c) The programme for the Business Network be extended for 12 months at a maximum cost of £5,000, delivered at venues across the new Council area.**
- (d) Officers report back to the Committee in May with proposals for additional enterprise support programmes**
- (e) Officers be congratulated on the programme**

ACTION BY: Paul Kelly

It was reported that correspondence was received on 15 February 2016 from Alan Patterson Design LLP on behalf Silverwood Properties Ltd, regarding the naming of a residential development at 85 Jordanstown Road. The development is for 14 dwellings, a mix of detached and semidetached dwellings. Three development names had been submitted as outlined below with a site location and site layout plan which were enclosed

- 1 – Jordanstown Park
- 2 – Jordanstown Road Park
- 3 – Jordanstown Road Village

Proposed by Alderman Barr
Seconded by Councillor Hamill and agreed that

the name Oakfield Park be selected for this development.

ACTION BY: : Bronagh Doonan

3.9 CP/PCSP/15 DOMESTIC VIOLENCE DISCLOSURE SCHEME CONSULTATION

Members were advised that the Department of Justice had issued a document for public consultation in relation to creating a specific offence to capture patterns of coercive and controlling behaviour in intimate relationships; and whether current arrangements could be enhanced by the establishment of a Domestic Violence Disclosure Scheme in Northern Ireland.

The document and response questionnaires are available from the Department of Justice website and consultation responses are to be received no later than 29 April 2016. Members may respond on an individual or party basis.

Proposed by Alderman Barr
Seconded by Councillor Kelly and agreed that

Members respond on an individual or party political basis.

NO ACTION

3.10 CS/4 RANDALSTOWN COMMUNITY FESTIVAL 2016: USE OF NEILLSBROOK COMMUNITY CENTRE

Members were advised that a written request had been received from Randalstown Arches Association for free use of the facilities in Neillsbrook Community Centre. In the legacy Antrim Borough Council free use of the Council's Community Centres was granted for any Festivals that required premises to run approved activities as long as booking terms and conditions were adhered to.

The request is to support a range of activities and events planned for the annual Randalstown Community Festival Week from 17 to 25 June 2016, including line dancing, football and artistic displays.

Members were advised that the normal hire cost for Neillsbrook for the proposed use of the Community Centre would be £274.60. The Arches Association had applied to the Council's Festival Grants scheme for funding towards the cost of this year's annual community festival including £100 towards venue hire.

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

the Council grants use of facilities at Neillsbrook Community Centre to Randalstown Arches Association in support of events and activities as part of the annual Randalstown Festival from 17-25 June 2016 at £137.30, half the normal rate of hire.

ACTION BY: Louise Moore

3.11 ED/TOU/1 IRISH GAME FAIR AND FINE FOOD FESTIVAL 2015 AT SHANE'S CASTLE ESTATE

Members were reminded that the Council agreed to provide up to £10,000 in sponsorship and support in-kind towards the Irish Game Fair and Fine Food Festival at Shane's Castle in Antrim which was held in June 2015. The sponsorship was increased from an initial award of £5,000 up to £10,000 to include a mock Battle of Antrim which the organisers had agreed to stage in Antrim town centre in the run-up to the main event at Shanes Castle. Due to problems with securing sufficient public liability insurance cover the Battle of Antrim could not go ahead as planned but due to the late stage in arrangements, the Council award was not reduced.

A request has been received asking the Council to consider sponsoring the 2016 Irish Game Fair in the sum of £15,000. This year's event will take place at Shane's Castle on 25 and 26 June and the organisers propose including a promotional enactment of the Battle of Antrim at Antrim Castle Gardens on 4 June.

According to the organisers, the 2015 Irish Game Fair attracted over 25,000 paying members of the public through the gate, 85% of whom are claimed to be visitors from outside the Borough.

This year's event will include a major angling fair with 'have-a-go' competitions, a living history village featuring actors in period dress and an enhanced food festival to mark the NI Year of Food and Drink. The total projected costs for staging the event are estimated at £193,000 and income is projected at £178,500. Tourism NI has already offered £20,000 in sponsorship and a further application has been submitted to the Ulster Scots Agency for £3,000.

Proposed by Councillor Michael
Seconded by Councillor Kells and agreed that

the Council approves financial assistance in the sum of up to £10,000 towards the Irish Game Fair and Fine Food Festival 2016 at Shanes Castle, including a re-enactment of the Battle of Antrim at Antrim Castel Gardens on 4 June.

ACTION BY: Paul Kelly

3.12 CP/CD/64 COMMUNITY CELEBRATION EVENT 2016

Members were reminded of the decision taken in June 2015 to rationalise the number of celebration events hosted by the Council to mark success in business, sport, community excellence and volunteering. At this meeting it was agreed that the following award ceremonies be approved for 2016-2018.

- 2016/17 - Sports Awards
- 2016/17 - Volunteer Accolades, Community Excellence and Youth Awards
- 2017/18 - Business Awards
- 2017/18 - Staff Recognition Event

In the 2016/17 financial year it is proposed to deliver a community celebration event which will encompass the former Newtownabbey Volunteer Accolades and Celebrating Success Event and the Community Excellence and Volunteer Celebration Event previously held in Antrim. The aim is to recognise the commitment of those who volunteer their time whilst also acknowledging those who have gained qualifications through their attendance at the Council's Community Capacity Building Programmes throughout the past year.

Initial planning is underway for the 2016 Celebration Event which is scheduled to take place on Thursday 6 October at 7.30pm in the Theatre at the Mill. For the first time this event will acknowledge and celebrate those who have been nominated under the various categories, volunteer representatives from the various community/voluntary groups in the Antrim and Newtownabbey Borough and those who have successfully completed courses under the Council's Community Capacity Building Programme.

This year the nomination process will be launched at an event to be held in The Old Courthouse on Thursday 28 April 2016 at 6pm. The deadline for receipt of completed nomination forms is Friday 24 June 2016 at 4pm. It is envisaged that assessments will take place in early July.

In the past, an Event Management and Assessment Panel has been established to work with Officers in the planning of the event and assessment of nominations. It is proposed that the make up the Panel for 2016 should include:-

- i. *The Mayor of Antrim and Newtownabbey
- ii. *The Chairperson and *Vice Chairperson of the Community Planning and Regeneration Committee
- iii. A Representative from Volunteer Now
- iv. Her Majesty's Lord Lieutenant for the County of Antrim, Mrs Joan Christie OBE
- v. Relevant Council Officers

**These positions will change following the election of a new Mayor, Chairperson and Vice Chairperson of the Community Planning and Regeneration Committee at the Council's AGM in June 2016.*

Members of the panel will be notified of the date of the first meeting in due course.

It is estimated that the total cost of the 2016 Celebration Event including the Launch will be £18,500, provision for which has been made within the 2016/17 estimates.

Members were advised that a further report would be presented to the Committee in April 2016 detailing the theme of the event, the various accolade categories and the arrangements for issuing guest invitations.

Proposed by Councillor McWilliam
Seconded by Councillor Hamill and agreed that

the proposed Event Management and Assessment Panel be approved.

ACTION BY: Louise Moore

**3.13 CE/OA/8 NICE EQUALITY SCREENING QUESTIONNAIRE
DEMENTIA, DISABILITY AND FRAILITY IN LATER LIFE – MID-LIFE
APPROACHES TO DELAY OR PREVENT ONSET**

Members were advised that correspondence had been invited from the Quality Regulation Policy and Legislation Branch, DHSSPS inviting participation in the local review process for assessing the applicability of NICE guidance to HSC.

The Department is currently reviewing the following guidance:

Dementia, disability and frailty in later life – mid-life approaches to delay or prevent onset.

<http://www.nice.org.uk/guidance/ng16>

NICE guidance is designed and developed for the NHS in England and is therefore not automatically applicable to Northern Ireland. Guidance is locally reviewed for applicability to Northern Ireland and, where appropriate, is endorsed for implementation in health and social care. **THE LOCAL REVIEW DOES NOT REASSESS THE CLINICAL AND COST EVIDENCE USED BY NICE IN FORMING ITS ADVICE.** The Department's link with NICE has ensured that Northern Ireland has access to up-to-date, independent, professional, evidence-based guidance on the value of health care interventions.

The circular providing details of the process for the endorsement, implementation, monitoring and assurance of NICE Public Health Guidance in Northern Ireland can be found here –

<https://www.dhsspsni.gov.uk/sites/default/files/publications/dhssps/HSC%20%28S%20QSD%29%2037-15.pdf>

The attached questionnaire advising on Equality and Human Rights issues should be returned by email no later than Monday 11 April 2016.

Proposed by Councillor Kelly
Seconded by Alderman Barr and agreed that

Members respond on an individual or party political basis.

NO ACTION

Councillor T Girvan arrived during consideration of the following item.

**3.14 G/GEN/1 ALDERGROVE POST OFFICE
RAF STATION CRUMLIN ROAD, ALDERGROVE, CRUMLIN, BT29 4BN**

It was reported that correspondence had been received from the Post Office to update the Council on the continued temporary closure of Aldergrove Post Office as alternative suitable premises in the area have not been identified.

Proposed by Councillor Kells
Seconded by Councillor Magill and agreed that

Members respond on an individual or party political basis.

NO ACTION

3.15 CE/GEN/4 REVISED WAITING RESTRICTIONS – BALLYNURE AND BALLYCLARE

It was reported that correspondence had been received from Transport NI regarding revised waiting restrictions in Ballyclare and Ballynure.

Copies of the correspondence were enclosed and a map of each area was available to view at the meeting.

Transport NI would welcome any comments the Council may wish to make.

Proposed by Councillor Kells
Seconded by Councillor McWilliam and agreed that

The Council welcomes the proposals.

ACTION BY: Member Services

3.16 CE/OA/ NORTHERN IRELAND LOCAL GOVERNMENT PARTNERSHIP ON TRAVELLER ISSUES

It was reported that correspondence had been received from the Northern Ireland Partnership on Traveller Issues, a copy of which was enclosed regarding a study visit on 30 June 2016 to South Dublin County Council to examine the approach of providing Traveller accommodation and services to that community.

Members were advised that the Partnership would meet all the accommodation and subsistence costs for any members and officers who wished to attend.

Proposed by Alderman Barr
Seconded by Councillor Kelly and agreed that

the Council's three representatives on the Partnership, Alderman DeCourcy, Councillors Duffin and Rea, attend the study visit as an approved duty.

ACTION BY: Member Services

3.17 CPR/PBS/BC/2 CPR/PBS/BC/2 BUILDING CONTROL MATTERS – FOR THE PERIOD 1 JANUARY TO 31 JANUARY 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 – 95
Building Notices – 139
Regularisation Certificate applications – 46

Recommendations

Approvals – 23
Rejected – 40

Regularisation Certificate

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

Building Notice

80 Completion Certificates issued on Applications received under Building Notices.

Inspections

A total of 640 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

Commencements and Completions

Work commenced on 176 jobs.
Work completed on 141 jobs.

Property Certificates

A search was carried out for outstanding notices under Building Regulations, on 157 property enquiries from Solicitors.

Income for January 2016

Plan Fees Received for Month	£13,191.75
Inspection Fees Invoice for Month	£22,659.66
Building Notice Fees Invoiced for Month	£12,146.00
Regulation Fees Invoiced for Month	£2,695.20
Property Certificate Fees Received for Month	<u>£9,795.00</u>
Total	£60,487.61

Proposed by Councillor Kells
 Seconded by Councillor McWilliam and agreed that

the report be noted.

ACTION BY: Bronagh Doonan

3.18 CP/CP/5 COMMUNITY PLANNING – UPDATE REPORT

Members were reminded that the process to develop the Community Plan for the Borough had been ongoing since early 2015. A previous report to the Committee outlined engagement which had taken place with residents and stakeholder through a number of workshops and attendance at community events.

Two strategic workshops in January were attended by 72 people including Elected Members. These workshops further refined the key issues into a number of themes which will be the focus of the Community Plan.

The Officers Working Group, on which all of the Community Planning partners are represented, met recently to consider the findings from these workshops and to agree the draft vision, outcomes and indicators for the Plan. These will be considered by the Community Planning Partnership at its April meeting, and then presented to the Committee for discussion during May/early June.

Members were advised that the timeline for development of the plan had been amended as outlined below, however the intention to have completed the draft of the high level plan by the end of June remained the same.

	Draft Timeline September 2015	Revised Timeline February 2016
November and December 2015	Stakeholder Workshops	Completed
January 2016	Community Conferences – establish vision and priorities	Completed

February 2016	Partnership agree vision and priorities	Working Group agrees draft vision, outcomes and considers outputs/indicators
March 2016	Develop indicative actions	Develop outputs/indicators
April 2016	Partnership agrees indicative actions and leads	Partnership agrees themes, outcomes and priorities Working Group agrees outputs/indicators and measures
May 2016	Develop draft plan including objectives, actions, leads and resourcing	Working Group develops proposals for activities which will deliver on the outputs and outcomes including which partner agencies will be involved and leads
May/June 2016		Briefing for members on content of draft Community Plan
June 2016	Partnership considers draft Community Plan	Partnership considers draft Community Plan including actions, leads and resourcing
July 2016		Council considers final Community Plan prior to consultation.
September to November 2016	EQIA and Public Consultation on final plan	EQIA and Public Consultation on final plan
January to March 2017	Partner organisations sign off final plan Publication and Launch of Community Plan	Partner organisations sign off final plan Publication and Launch of Community Plan

A number of other actions towards the formulation of the plan have also been completed:-

- A review of the regional strategic and policy context has been completed.
- The statistical baseline report has been drafted and is being prepared for publication

In addition, a review of the strategies and business plans of the partner organisations is due to be commissioned.

Work to develop District Electoral Area based action plans which reflect the content of the overarching Community Plan will begin after Easter. DEA forums which include residents and stakeholders from across all sectors within each of the seven DEAs will be formed in order to facilitate this process.

Members were advised that a report on the planned approach to this would be presented to a future meeting of the Committee.

Proposed by Councillor Kells
Seconded by Councillor Hamill and agreed that

the report be noted

ACTION BY: Alison Keenan/Louise Moore

3.19 CP/CD/63 QUEEN'S UNIVERSITY BELFAST FLAGS REPORT 2016

Members were advised that the "*Flags: Towards a New Understanding*" report outlined the findings of a new study aimed at finding a way forward on the complex issues around the flying of flags on public buildings and on the unofficial flying of flags in outdoor spaces in Northern Ireland.

Compiled by Paul Nolan and Dominic Bryan from the Institute of Irish Studies at Queen's University Belfast, the report is based on a study involving a survey of 1,421 residents across Northern Ireland's 11 Council areas, focus groups, interviews with political and community representatives and others, alongside a review of current policies. The report includes results and findings around attitudes to the display of flags on government buildings, district council buildings and on lampposts.

In addition to presenting findings from the survey, the report includes a one page document entitled '*Liberty and Respect: Guidelines for the Unofficial Display of Flags in Outdoor Settings*', which its authors hope will inform the evolution of a new consensual approach to the flags problem. This includes principles around time, place and communication around flags issues. A Stormont Commission on Flags, Identity, Culture and Tradition will be established in March 2016 and is due to report by November 2017. A copy of the full report was enclosed.

Proposed by Councillor Magill
Seconded by Councillor Kells and agree that

the report be noted.

NO ACTION

3.20 CP/PCSP/1 POLICING AND COMMUNITY SAFETY PARTNERSHIP FUNDING 2016/17

Members were advised that correspondence had been received from the Joint Committee advising of budget allocations for PCSPs for 2016/17.

It was reported that these had been calculated using the same funding model as the previous year based on a set amount (30%) which would be supplemented by additional amounts based on population (45%) and deprivation (25%). Based on this formula the Antrim and Newtownabbey allocation from the Joint Committee for 2016/17 would be £351,154 with match funding from the Council of £113,443, as

included in the 2016/17 budget estimates. The total budget would therefore be £464,597 to cover all operational and project costs for the 2016/17 year.

Proposed by Councillor Kells
Seconded by Alderman Barr and agreed the

the report be noted.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Hamill
Seconded by Councillor McWilliam and agreed that

the following Committee business be taken 'In Confidence'.

The Chairman advised that audio-recording would cease at this point.

ITEMS IN CONFIDENCE

3.21 FI/PRO/TEN/34 AWARD OF NATURAL GAS SUPPLY CONTRACT FROM 01/04/2016 TO 31/03/2018

Members were advised that Lisburn and Castlereagh City Council led the procurement of natural gas provision on behalf of Antrim and Newtownabbey Borough Council. The tender was in 3 Lots, Lot 1 for sites with a consumption greater than 732 000kWh annually, Lot 2 for sites with a consumption less than 732 000kWh annually and Lot 3 was only applicable to sites within the Antrim Borough Council area (or Ten Towns Network).

Three tenders were returned electronically on eSourcing NI from the following suppliers: Flogas Natural Gas, Firmus Energy Ltd. and Go Power.

Tender Evaluation

Stage 1 – Evaluation Criteria

In stage one the tenderers were required to meet 13 items of essential criteria. Three tenders were evaluated on the information they provided. All three tenderers met all of the requirements of the essential criteria and were assessed on the award criteria.

Stage 2 – Award Criteria

The award criteria was based on 100% cost with the tendered costs as follows based on the Councils estimated annual usage:

Lot 1 for Sites Consuming Greater Than 732 000kWh Annually

Tenderer	Lot 1 Price for ANBC (exclusive of VAT)	Lot 1 Rank
Go Power	[REDACTED]	1
Firmus	[REDACTED]	2
Flo Gas	[REDACTED]	3

Lot 2 for Sites Consuming Less Than 732 000kWh Annually

Tenderer	Lot 2 Price for ANBC (exclusive of VAT)	Lot 2 Rank
Firmus	[REDACTED]	1
Go Power	[REDACTED]	2
Flo Gas	[REDACTED]	3

Lot 3 for Sites within the former Antrim Borough Council area (Ten Towns Network)

Tenderer	Lot 3 Price for ANBC (exclusive of VAT)	Lot 3 Rank
Go Power	[REDACTED]	1
Firmus	[REDACTED]	2
Flo Gas	[REDACTED]	3

Arithmetical checks were carried out on all tenders and all were found to be correct.

The contract was therefore awarded by Lisburn and Castlereagh City Council as follows:-

- Lot 1 for sites with a consumption greater than 732000 kWh annually - Go Power
- Lot 2 for sites with a consumption less than 732000 kWh annually - Firmus Energy Ltd
- Lot 3 for sites with a consumption less than 732000 kWh annually within the former Antrim Borough Council area (Ten Towns Network) – Go Power.

Proposed by Councillor Kells
 Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Sharon Logue/Bronagh Doonan

3.22 (FI/PRO/TEN/43) TENDER FOR ELECTRICAL WORKS TERM CONTRACT
Introduction

It was reported that sixteen tenders for the electrical works term contract were opened via E-sourcingNI on 16 February 2016 and referred to the evaluation panel for assessment.

Tender Evaluation

The tenders were evaluated on a two-stage basis as follows:

Stage 1 (Selection Stage) comprised of selection criteria which included questions on mandatory exclusion, economic and financial standing, management systems and practices, environmental management, NICEIC or ECA membership, previous experience, technical capacity and capability of at least two key personnel, declarations and form of tender. Four tenders did not meet the requirements of the Selection Stage and therefore did not proceed to Award Stage.

Stage 2 (Award Stage)

The remaining tenders proceeded to be evaluated on the basis of service delivery proposals (30%) and cost (70%). Details are as follows:

Rank	Contractor	Estimated Annual Cost £ using Appendix 1 Evaluation of Rates Matrix in The Tender Document * (£) (excl. VAT)	Total Score %
1	WKK Electrical Services Ltd	██████████	██████
2	AJC Electrical	██████████	██████
3	Galaxy Facilities Management Ltd	██████████	██████
4	JMC Mechanical and Construction Ltd	██████████	██████
5	Irwin Group	██████████	██████
6	J D McGeown Ltd	██████████	██████

7	C & H Electrical	████████	████████
8	CMM Electrics Ltd	████████	████████
9	Little Electrical Engineers	████████	████████
10	BI Electrical Service (NI) Ltd	████████	████████
11	Source Air Conditioning (NI) Ltd	████████	████████
12	CHC Group Ltd	████████	████████

- Quantities and material values were for evaluation purposes only.

Proposed by Councillor Kells
 Seconded by councillor Hamill and agreed that

A. For contracts up to £2999.99 (excl VAT), having achieved the highest score of 98%, the tender submitted by WKK Electrical Services Ltd be accepted for the period 1 April 2016 to 31 March 2018 (with an option by the Council to extend for a further period of one year subject to review and performance). However, the Council reserves the right to seek quotations for these works from the contractors listed on the framework below

B. For contracts between £3000.00 (excl VAT) and £29,999.99 (excl VAT), competitive quotations be sought from the top four highest scoring contractors appointed to the framework for the period 1 April 2016 to 31 March 2018 (with an option by the Council to extend for a further period of one year subject to review and performance) namely:

WKK Electrical Services Limited
AJC Electrical
Galaxy Facilities Management Ltd
JMC Mechanical and Construction Ltd

(Amended by Council on 21.3.16)

ACTION BY: Sharon Logue/Bronagh Doonan

**3.23 (FI/PRO/TEN/46)
IN CONFIDENCE**

TENDER FOR PLUMBING WORKS TERM CONTRACT

Introduction

It was reported that eight tenders for the plumbing works term contract were opened via E-sourcingNI on 18 February 2016 and referred to the evaluation panel for assessment.

Tender Evaluation

The tenders were evaluated on a two-stage basis as follows:

Stage 1 (Selection Stage) comprised of selection criteria which included questions on mandatory exclusion, economic and financial standing, management systems and practices, environmental management, professional membership, previous experience, technical capacity and capability of at least two key personnel, declarations and form of tender. Two tenders did not meet the requirements of the Selection Stage and therefore did not proceed to Award Stage.

Stage 2 (Award Stage)

The remaining tenders proceeded to be evaluated on the basis of service delivery proposals (30%) and cost (70%). Details are as follows:

Rank	Contractor	Estimated Annual Cost £ using Appendix 1 Evaluation of Rates Matrix in The Tender Document * (£) (excl. VAT)	Total Score %
1	Devlin Mechanical Limited	██████████	██████
2	JMC Mechanical & Construction Ltd	██████████	██████
3	Precision	██████████	██████
4	Newline Mechanical Services Ltd	██████████	██████
5	Blackbourne Integrated M and E	██████████	██████
6	Source Air Conditioning (NI) Ltd	██████████	██████

- Quantities and material values were for evaluation purposes only.

Proposed by Councillor Kells
Seconded by Councillor McWilliam and agreed that

A For contracts up to £2999.99 (excl VAT), having achieved the highest score of 86%, the tender submitted by Devlin Mechanical Limited be accepted for the period 1 April 2016 to 31 March 2018 (with an option by the Council to extend for a further period of one year subject to review and performance). However, the Council reserves the right to seek quotations for these works from the contractors listed on the framework below.

B For contracts between £3000.00 (excl VAT) and £29,999.99 (excl VAT), competitive quotations be sought from the top four highest scoring contractors appointed to the framework for the period 1 April 2016 to 31 March 2018 (with an option by the Council to extend for a further period of one year subject to review and performance) namely:

Devlin Mechanical Limited
JMC Mechanical & Construction Ltd
Precision
Newline Mechanical Services Ltd

ACTION BY: Sharon Logue/Bronagh Doonan

3.24 (FI/PRO/TEN/41) TENDER FOR MINOR WORKS TERM CONTRACT

Introduction

It was reported that nine tenders for the minor works term contract were opened via E-sourcingNI on 22 January 2016 and referred to the evaluation panel for assessment.

Tender Evaluation

The tenders were evaluated on a two-stage basis as follows:

Stage 1 (Selection Stage) comprised of selection criteria which included questions on mandatory exclusion, economic and financial standing, management systems and practices, environmental management, previous experience, technical capacity and capability of at least two key personnel, declarations and form of tender. Three tenders did not meet the requirements of the Selection Stage and therefore did not proceed to Award Stage.

Stage 2 (Award Stage)

The remaining tenders proceeded to be evaluated on the basis of service delivery proposals (30%) and cost (70%). Details are as follows:

Rank	Contractor	Estimated Annual Cost £ using Appendix 1 Evaluation of Rates Matrix in The Tender Document * (£) (excl. VAT)	Total Score %
1	M Large Tree Services Ltd	██████████	██████
2	Prestige Building Contracts Ltd	██████████	██████
3	Lenagh Construction	██████████	██████
4	Lagan Operations and Maintenance Ltd	██████████	██████
5	McCombe Brothers Ltd	██████████	██████
6	Combined Facilities Management	██████████	██████

- Quantities and material values were for evaluation purposes only.

Proposed by Councillor Kells
Seconded by councillor Hamill and agreed that

A For contracts up to £2999.99 (excl VAT), having achieved the highest score of 98.44%, the tender submitted by M Large Tree Services Ltd be accepted for the period 1 April 2016 to 31 March 2018 (with an option by the Council to extend for a further period of one year subject to review and performance). However, the Council reserves the right to seek quotations for these works from the contractors listed on the framework below.

B For contracts between £3000.00 (excl VAT) and £29,999.99 (excl VAT), competitive quotations be sought from the top four highest scoring contractors appointed to the framework for the period 1 April 2016 to 31 March 2018 (with an option by the Council to extend for a further period of one year subject to review and performance) namely:

M Large Tree Services Ltd
Prestige Building Contracts Ltd
Lenagh Construction
Lagan Operations and Maintenance Ltd

ACTION BY: Sharon Logue/Bronagh Doonan

3.25 PM/TEN/125

EXTENSION OF CONTRACT FOR THE PROVISION OF CLEANING SERVICES AT ANTRIM CIVIC CENTRE, ENVIRONMENTAL SERVICES DEPOT AND OLD COURTHOUSE

Members were reminded that the following former Antrim Borough Council contract expires on 31 March 2016. Details are as follows:

- AT13 – Cleaning & Housekeeping Services at Antrim Civic Centre, The Environmental Services Depot, Clotworthy House and The Old Court House

The scope of works for this contract is currently being reviewed to ensure that the new contract meets the needs of Antrim and Newtownabbey Borough Council.

Furthermore, the current contract for the provision of cleaning services for certain former Newtownabbey sites expires on 30 September 2016 and therefore an extension to the AT13 contract would provide a realistic timescale to facilitate a new tendering exercise for all sites.

Proposed by Councillor Kells
Seconded by Councillor Kelly and agreed that

the existing ATS contract be extended at the current rates and terms until 30 September 2016 to facilitate a review of cleaning services and a new procurement process to be completed.

ACTION BY: Sharon Logue/Bronagh Doonan

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Magill
Seconded by Councillor McWilliam and agreed that

any remaining Committee business be taken in Open Session.

The Chairman advised that audio-recording would re-commence at this point.

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 6.50pm.

Mayor

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