



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN  
MOSSLEY MILL ON MONDAY 27 JANUARY 2020 AT 6.30 PM**

- In the Chair** : The Mayor (Alderman J Smyth)
- Members Present** : Aldermen – F Agnew, P Brett, T Burns, T Campbell, L Clarke, M Cosgrove, M Girvan and D Kinahan  
Councillors – J Archibald, A Bennington, M Cooper, H Cushinan, P Dunlop, S Flanagan, R Foster, J Gilmour, M Goodman, P Hamill, N Kelly, R Kinnear, A Logue, R Lynch, M Magill, P Michael, J Montgomery, V McAuley, N McClelland, D McCullough, T McGrann, V McWilliam, V Robinson, S Ross, M Stewart, L Smyth, R Swann, B Webb and R Wilson
- Officers Present** : Chief Executive – J Dixon  
Deputy Chief Executive – M McAlister  
Director of Organisation Development – A McCooke  
Director of Operations – G Girvan  
Director of Finance and Governance – S Cole  
Director of Community Planning – N Harkness  
Borough Lawyer and Head of Legal Services – P Casey  
ICT Change Officer – A Cole  
Media and Marketing Officer – J McIntyre  
Member Services Officer – S Boyd  
Member Services Manager – V Lisk

**1 BIBLE READING, PRAYER AND WELCOME**

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

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

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

## **MAYOR'S REMARKS**

The Mayor paid tribute to staff member Wendy Brolly who had passed away suddenly and led a silence in her honour.

He reminded Members that it was Holocaust Memorial Day marking the 75<sup>th</sup> anniversary since the liberation of Auschwitz and encouraged Members to watch the Council's specially produced video. He held a silent reflection for those who endured genocide, and all those whose lives were changed beyond recognition.

In tribute to Seamus Mallon, the Mayor advised Members that he had opened books of condolence at Antrim Civic Centre and Mossley Mill and held a silence in his memory.

The Mayor also commended the Street Pastors who work on the streets across the Borough and are recognised as having a positive impact on anti-social behaviour. He thanked all those who assisted residents who were evacuated from their homes earlier in the month as a result of a security alert.

Finally, he congratulated Councillor Paul Michael on his award of the British Empire Medal in the Queen's New Year Honour's List for Services to Local Government.

### **2 APOLOGIES**

Alderman McGrath  
Councillor Finlay

### **3 DECLARATIONS OF INTEREST**

Item 5.2 of 7. (Community Planning Minutes) – Alderman Smyth (Member of Steeple Community Association)  
Item 9.14 – Councillor Kelly (House Member at Massereene Golf Club)

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

Moved by Councillor Hamill  
Seconded by Councillor Montgomery and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 16 December 2019 be taken as read and signed as correct.**

*NO ACTION*

### **5 MINUTES OF THE OPERATIONS COMMITTEE MEETING**

Moved by Councillor Cooper

Seconded by Alderman Girvan and

**RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 6 January 2020 be approved and adopted.**

*NO ACTION*

**6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING**

Moved by Councillor Dunlop  
Seconded by Alderman Kinahan and

**RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 7 January 2020 be approved and adopted.**

*NO ACTION*

**7 MINUTES OF THE COMMUNITY PLANNING COMMITTEE MEETING**

Moved by Councillor McWilliam  
Seconded by Alderman Clarke and

**RESOLVED - that the Minutes of the proceedings of the Community Planning Committee Meeting of Monday 13 January 2020 be approved and adopted.**

*NO ACTION*

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

Moved by Alderman Brett  
Seconded by Councillor Lynch and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 20 January 2020 Part 1 be approved and adopted.**

*NO ACTION*

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

Moved by Alderman Brett  
Seconded by Councillor Lynch and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 20 January 2020 Part 2 be taken as read and signed as correct.**

*NO ACTION*

## 9. ITEMS FOR DECISION

### 9.1 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:-

- Contracts for the provision of multi-disciplinary design services for the new Skateboard Park and the Valley Leisure Centre
- Contracts for the provision of multi-disciplinary design services for Sixmilewater Park, Ballyclare
- Form of Agreement – Design and Supervision Consultants Extension to Rathfern Community Centre
- Form of Agreement – Burnside Environmental Improvement Works
- Deed of Transfer regarding lands at Steeple Green, Steeple, Antrim.

Proposed by Alderman Cosgrove  
Seconded by Councillor Flanagan and

**RESOLVED: that the documents be signed and sealed.**

*ACTION BY: Deirdre Nelson, Paralegal*

*Councillor Dunlop left the Chamber.*

### 9.2 PT/CI/024 CORPORATE IMPROVEMENT PLAN 2019-20 QUARTER 2 PROGRESS REPORT

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

A second quarter progress report was circulated for Members' attention.

The report provides an overview on how we performed against:

- Our eight corporate improvement objectives, as set out in the 2019-20 Corporate Improvement Plan, which was approved by Council in June 2019;
- The seven statutory indicators and standards that were set by Central Government Departments for Planning Services, Economic Development and Waste Management – as defined in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 and;
- A range of self-imposed improvement objectives across all service areas

The Corporate Improvement Plan 2019-20 Quarter 2 Progress Report was presented to and reviewed by the Audit Committee on 10 December 2019.

Proposed by Alderman Campbell  
Seconded by Councillor McClelland and

**RESOLVED: that the Corporate Improvement Plan 2019-20 Quarter Two progress report be approved.**

*ACTION BY: James Porter, Performance Improvement Officer*

### **9.3 ED/ED/173 STRATEGIC ECONOMIC WORKING GROUP MINUTES**

Members were reminded that it was agreed in August 2019 to establish a Strategic Economic Working Group. The Group which is comprised of a Member from each party will consider strategic economic development and tourism matters and review the outcomes achieved through the investment made by the Council.

A copy of the minutes from the meeting held on 17 December 2019 was circulated for Members' consideration.

Proposed by Alderman Brett  
Seconded by Alderman Cosgrove and

**RESOLVED: that the minutes of the 17 December 2019 meeting be approved.**

*ACTION BY: Majella McAlister, Director of Economic Development and Planning*

### **9.4 G-LEG-38-32 INSURANCE COVER FOR LEGAL EXPENCES RELATING TO THE NORTHERN IRELAND LOCAL GOVERNMENT CODE OF CONDUCT FOR COUNCILLORS**

Members were reminded that they may be able to avail of legal advice and representation under the Council's policy of insurance in respect of matters relating to The Northern Ireland Local Government Code of Conduct for Councillors. However, this is only if certain conditions apply and this should be clarified with the insurers prior to agreeing to avail of the insurance cover.

The insurance cover for each individual matter is up to £50,000. Officers have been informed that depending on the length, complexity, or if a decision of the Ombudsman is appealed, the existing cover may not be enough. Therefore the insurers are willing to increase the insurance cover to £100,000 at an extra cost of approximately £500 per annum to the existing premium. The insurers confirm that this will only apply to new matters.

It had also been suggested that a workshop be organised to brief Members on this matter.

Proposed by Councillor Webb  
Seconded by Alderman Cosgrove and

**RESOLVED: that the insurance cover for Members be increased and that a workshop for Members be organised in due course.**

*ACTION BY: Paul Casey, Head of Legal Services & Borough Lawyer*

*Councillor Dunlop returned to the Chamber during the next item.*

## **9.5 CD/PM/146 CREATING COMMUNITY CONNECTIONS ADDRESSING MANIFESTATIONS PEACE IV PROJECT**

Following the submission of applications to the Special EU Programmes Body (SEUPB) funded, Addressing Manifestations PEACE IV Project, from a range of organisations/community groups, officers have identified ten individual projects and will make recommendations for funding to the next PEACE IV Full Partnership meeting to be held on Tuesday 18 February 2020.

Including professional fees and optimism bias, the estimated total Capital Cost for all ten projects is £227,803.05. Council will be updated on the decision and detail of all funding allocations once necessary approval has been received from the Peace IV Partnership.

At the same time council officers have been working with SEUPB and Construction and Procurement Delivery (CPD) in order to consider the most suitable procurement and project management approach. The aim is to support the applicants through the process while securing the best possible chance of spend in advance of the December 2021 deadline.

### Delivery Strategy Options

A meeting was held with Construction Procurement and Delivery (CPD) who are the professional advisors to SEUPB to discuss the delivery strategy. A number of options were discussed for the Consultant and Contractor appointments as follows.

Option 1: Separate packages of work with the community group as employer.

Option 2: Multi-disciplinary Consultant and Contractor appointments for total works with the Council acting as Employer.

Option 3: Use of the Council's Minor works Framework.

The 2 art projects from the Community Relations Forum would be delivered under a separate procurement process.

Following detailed discussion with CPD it was agreed that Option 2 (Multi-disciplinary Consultant and Contractor approach) would offer the most

efficient and effective delivery and provide best value for the 8 construction based projects.

Option 1 was discounted as it was considered that the scale of each individual project would not attract contractors with adequate qualifications (i.e. constructionline status etc.) to satisfy CPD. In addition, this approach would not provide value due to higher fees and less funding/budget available to go towards the works.

Option 3 was discounted as the scope of the minor works framework would not satisfy CPD requirements.

#### Preferred Option 2 Details

Under Option 2 (multi- disciplinary consultant and contractor appointments for the total construction works) the Council would act as Employer on behalf of the Applicant. With regards to the works undertaken on 4 premises not in Council ownership, Delivery Agreements will be drafted and signed up between the Council and each Applicant.

On completion of the defects period, the options of the Council novating the Contract to the Applicants or the Council retaining the obligations of the Contract on behalf of the Applicants require further assessment in consultation with each applicant. Funding Agreements will be drafted and signed by the relevant parties, SEUPB, Council and the Applicant.

Proposed by Councillor Wilson  
Seconded by Councillor McClelland and

#### **RESOLVED: that**

- a) Multi-disciplinary consultant and contractor teams be appointed to undertake the works for the manifestations PEACE IV Project with the Council acting as Employer for each Applicant.**
- b) Officers evaluate further the Council's contractual obligations post defects date and a further report brought to Members at the appropriate time.**

*ACTION BY: Neil Luney, Project Development Officer*

#### **9.6 ED/ED/154 TACKLING RURAL POVERTY AND SOCIAL ISOLATION (TRPSI) PROGRAMME**

Members were reminded that in April 2019 it was agreed to deliver a pilot Rural Business Development Grant Scheme through the Department of Agriculture, Environment and Rural Development's (DAERA) Tackling Rural Poverty and Social Isolation Scheme (TRPSI), alongside all other Councils in Northern Ireland (excluding Belfast). Antrim and Newtownabbey Borough Council's available grant aid budget under this scheme is £47,490. In addition, a budget of £7,124 was provided from DAERA to the Council to administer the scheme.

The key aim of the Scheme is to provide small capital grants of up to £4,999 to support micro businesses located in rural areas with under 5,000 population to invest in new equipment or capital items. The objective of the fund is to enable them to remain sustainable or to grow. The maximum grant-funding rate is 50%, with 50% match-funding provided by participating businesses.

The Scheme was open for applications from 18 November – 18 December 2019 for projects to be completed by 31 March 2020. A total of 18 applications were received in the Antrim and Newtownabbey Borough and 16 of these were deemed eligible to proceed to full assessment. To be successful in securing a grant, businesses applying must score a minimum of 65% in their application assessment. The assessment was completed by Officers as outlined below:

<b>Project Promoter/ Business Name</b>	<b>District Electoral Area</b>	<b>Project Description/Title</b>	<b>Scored %</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
Andrew Moore A Moore Contracts	Airport	Purchase of a new trailer to develop ground works contracting business.	67	£4,999.00	£4,999.00
Martina & Trevor McKee Explore 54	Airport	Purchase of new equipment to expand camping equipment rental business.	71	£4,479.72	£4,329.45
Andrew Armstrong ADA Tint	Ballyclare	Garage equipment to expand window tinting service business.	75	£1,288.53	£1,203.55
Andrew Blair WJ Blair Accident Repairs	Ballyclare	Purchase of a welder to support development of accident repair business.	67	£4,450.00	£4,450.00
Alastair McCartney Garden Works	Airport	Purchase of a new trailer to develop ground works contracting business.	67	£2,610.00	£2,610.00
Eugene Kerr Kerr Signs	Dunsilly	Purchase of a specialised printer to expand Signage business	83	£4,999.00	£4,999.00



Eamon McCann Crossfit Antrim	Dunsilly	Purchase of new equipment to develop gym facility.	70	£3,603.32	£3,141.67
Kerry Waugh The White Letter	Dunsilly	Purchase of IT equipment to diversify wedding stationery business.	66	£1,007.91	£618.41
Barbara Anne McMullan Ohh&Ahh	Dunsilly	Purchase of a new oven and equipment to expand personalised baked goods business.	79	£3,609.60	£3,337.53
Richard Robinson Robinson 4S Consulting	Airport	Purchase of IT equipment to develop consultancy business.	78	£1,556.39	£1,556.39
Nick Bonar Elite Custom Vans,	Ballyclare	Purchase of garage equipment to develop customised vans business.	66	£4,999.00	£3,173.00
Eileen Russell Waymaker Child Therapy	Dunsilly	Purchase of play equipment to enhance play therapy.	69	£722.40	£722.40
Colin Crawford Greenacres Golf Centre	Ballyclare	Purchase of additional automatic teeing systems to expand driving range.	67	£4,800.00	£4,800.00
Caroline McCrea, Newtownabbey Self Storage	Ballyclare	Purchase of additional storage units to expand business.	67	£4,999.00	£4,999.00
David Reade, Breckenhill	Ballyclare	Insulation and heating to extend use of asset in the winter months.	66	£1,881.95	£1,649.50

In a number of cases the grant awarded was less than the request as items were not eligible or the grant award was based on the best value procurement presented.

The 15 projects detailed above met the minimum scoring threshold of 65% and are recommended for funding totalling £46,588.90. DEARA had indicated that the balance of £901.10 will be transferred to another local Council which was oversubscribed in its application process.

Proposed by Alderman Girvan  
Seconded by Councillor Lynch and

**RESOLVED: that the Tackling Rural Poverty and Social Isolation Business Development Grant award recommendations summarised in the report be approved and Letters of Offer issued for expenditure by the end of March 2020.**

*ACTION BY: Emma Stubbs, Economic and Rural Development Manager*

#### **9.7 ED/ED/159 GILBERT SISTER CITIES STUDENT EXCHANGE PROGRAMME**

Members were reminded that the 2020 Sister Cities Student Exchange Programme was approved by Council in August 2019. The Sister Cities Student Exchange Programme is a cross-community programme that provides four students, two from Antrim and Newtownabbey and two from Gilbert, Arizona with an opportunity to develop an understanding of a different country, its culture, and its people through a family living experience. The programme lasts approximately six weeks during the summer with half the time spent in Gilbert and half in Antrim and Newtownabbey. It is anticipated that the 2020 programme will take place between June and August this year depending on the student's exam timetable.

Members are advised that the application process is now complete, consisting of a written application form, nomination from school teacher or youth leader, and an interview with students and parents/guardians.

Fifteen applications were received in total, with six applications being ineligible due to either living outside the Borough or not meeting the age requirements for the programme (16/17 years of age or Year 13), resulting in 9 eligible applications. Three applicants wished to withdraw from the process which resulted in 6 applicants proceeding to interview stage.

The interview panel consisted of the Mayor, Alderman John Smyth, the Mayor's nomination, Councillor Julie Gilmour, and Seonaid Rooney, Economic Development Officer. The calibre of all applicants was strong but the two top scoring candidates selected to represent Antrim and Newtownabbey during the 2020 Student Exchange Programme are [REDACTED] attending Slemish Integrated College, and [REDACTED] attending Belfast High School.

Members, the Mayor and past participants will be invited to meet the American students and their host families at a reception during the summer.

Provision for this programme has been made in the Economic Development Budget at an indicative cost of £5,000.

Proposed by Councillor Webb  
Seconded by Councillor McWilliam and

**RESOLVED: that [REDACTED] and [REDACTED], as the two highest scoring candidates, take part in the 2020 Student Exchange Programme**

**subject to satisfactory references and Access NI checks and that Officers look at increasing the number of candidates to 4.**

*ACTION BY: Carly Long, Economic Development Project Officer*

**9.8 ED/ED/140 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES**

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

<b>Tourism, Town Centres</b>		
<b>File Ref</b>	<b>Date of Meeting</b>	<b>Name of Partnership</b>
ED/REG/005	9 September 2019	Antrim Town Team
ED/REG/002	18 September 2019	Ballyclare Town Team
ED/REG/009	4 September 2019	Crumlin Town Team

<b>Economic Development</b>		
<b>File Ref</b>	<b>Date of Meeting</b>	<b>Name of Working Group</b>
ED/TOU/43	18 June 2019 25 September 2019	Ballyclare May Fair Working Group

Proposed by Alderman Girvan  
Seconded by Councillor Dunlop and

**RESOLVED: that**

- a) the Town Team Meeting Minutes as listed be approved.**
- b) the Ballyclare May Fair Working Group Minutes as listed be approved.**

*ACTION BY: Kim Murray, Business Support*

**9.9 L/LEI/GEN/2 REQUEST FOR SUPPORT – THE JACK BRITTON ROSE BOWL**

A request for financial support has been received from Crumlin United Football Club. The Club have been approached by the Scottish Amateur Football Association to host The Jack Britton Rose Bowl. This is an annual fixture played between the Scottish Amateur Football Association, and the Northern Amateur Football League. The contest has been running for over 40 years, and is hosted bi-annually in Northern Ireland; most recently hosted in Rathfriland, Belfast, Killyleagh and Larne.

Around 80-100 competitors are expected to participate in the event, with approximately 40 travelling from Scotland, and will be staying in accommodation within the Borough. The event will run on Saturday 9 May 2020, and will be hosted at Crumlin United's own facilities. In addition, coaches, other officials and family members are expected to attend, with accommodation providers in the Borough as well as other services expected to benefit from the visitors.

The Club will have marketing, logistics, equipment, administrative and other costs to meet and therefore have requested assistance of £1,500 from Council.

Proposed by Councillor Michael  
Seconded by Councillor Magill and

**RESOLVED: that Council provides the £1,500 assistance requested.**

*ACTION BY: Vicki Kyles, Executive Assistant to Director of Operations*

#### **9.10 AC/GEN/037 ARTS AND CULTURE GRANT AID**

Members were reminded that a revised Arts and Culture Grant Aid Programme was approved by the Operations Committee in March 2017. The purpose of the grant programme is to provide financial assistance to individuals and groups in the Borough for a range of arts and heritage purposes. To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. One application has been assessed by officers under the appropriate funding category and maximum award available. A summary of the application is set out below along with the proposed award:

<b>Ref</b>	<b>Group Individual</b>	<b>Funding Category</b>	<b>Funding Purpose</b>	<b>Score</b>	<b>Amount Awarded</b>
<b>5305</b>	Northern Ireland Photographic Association	Arts Groups	To fund an Audio Visual Festival and Competition at the Courtyard Theatre. Dates: 21 <sup>st</sup> and 22 <sup>nd</sup> Feb 2020.	<b>70%</b>	<b>£800</b>

The NI Photographic Association was formed by Merville Photography Club from Newtownabbey and Antrim Camera Club and operates in the Borough meeting regularly in Merville Garden Village and Ballyearl.

The remaining budget available for arts grants in 2019/2020 was £9,200. The total amount proposed for this award was £800 leaving a balance of £8,400 to fund any future applications in the current financial year.

Proposed by Councillor McClelland  
Seconded by Councillor Logue and

**RESOLVED: that the Arts and Culture Grant Award be approved.**

*ACTION BY: Naomi Litvack, Arts Development Officer*

#### **9.11 G/MSMO/20 KNOCKAGH MONUMENT PARTNER CONTRIBUTIONS**

Members were aware that it was agreed in 2015 that Council continued with an ongoing commitment to the maintenance and repair costs of Knockagh Monument, on a shared basis, across the 4 Councils within County Antrim. However, Council received no invoice and therefore no contribution was made during this time.

Correspondence had been received from Mid and East Antrim Borough Council requesting that Council provides Partner Contributions for the maintenance and repair of the Knockagh Monument from 2015 in line with the Knockagh Monument Joint Committee recommendation, and was circulated for Members' consideration.

Proposed by Councillor Foster  
Seconded by Councillor Ross and

**RESOLVED: that Council approves the contribution of £1,000.00 per annum for the four years (2015-2019) ie (£4,000.00) and then increase the ongoing contribution to £2,000 per annum from 2020.**

*ACTION BY: Member Services*

#### **9.12 DIR/OPS/008 DAERA ENVIRONMENT STRATEGY – DISCUSSION DOCUMENT**

The Department of Agriculture, Environment and Rural Affairs (DAERA) had issued a Discussion Document in advance of developing an Environment Strategy for Northern Ireland. The deadline for submission of responses is 5<sup>th</sup> February.

The Department issued the document seeking a broad view on what a future Environment Strategy might seek to address and to inform the incoming Minister. The Discussion document highlights that Northern Ireland has never had an all-encompassing environment strategy and sets out the reasons that it is necessary to develop one now;

Environmental challenges  
Climate change  
UK Government 25 Year Plan  
Brexit  
Knowledge Gaps

The document gives a high level assessment of how Northern Ireland is performing currently on a number of indicators; - greenhouse gas emissions, household recycling, river and marine water quality, air quality and biodiversity stating that performance is mixed across the indicators.

It goes on to set out the minimum key areas which the new Environment Strategy should cover. These are; climate change (mitigation and

adaptation), natural environment and landscapes, resource efficiency, marine environment, environmental quality (air, water and neighbourhood), fisheries (inland and sea) and aquaculture and the built environment.

It was proposed that these are presented through 4 strategic themes which would highlight the importance of environment:

Environmental Engagement  
Environmental Prosperity  
Environmental Efficiency  
Environmental Quality

The Department had posed a series of questions and Officers had considered these and taken into account the response provided by NILGA (circulated).

Officers had reviewed this response and noted that it largely welcomes the Department's proposals. In summary, it agrees that:

- i. the Environment Strategy should sit alongside existing Executive-endorsed strategies, such as the Sustainable Development, Public Health and Economic Strategies,
- ii. the broad environmental areas are appropriate with the addition of a recommendation to review planning legislation and policy in the context of permitted development rights and retrospective planning permission
- iii. the Strategic themes are appropriate
- iv. in addition to those listed there are a number of additional issues which should be included under a proposed Environmental Engagement theme; schools should be seen as drivers of sustainability, promoting a culture of learning together, through environmental education
- v. in addition to those listed there are a number of additional issues which should be included under a proposed Environmental Prosperity theme; environmental and agricultural policies should not be developed in isolation, importance of environment and heritage for tourism encapsulated in a Sustainable Tourism Strategy, A 'Green New Deal', opportunities for economic regeneration in the built environment through restoration of historic vacant buildings
- vi. in addition to those listed there are a number of additional issues which should be included under a proposed Environmental Efficiency theme: issues in which we are lagging in relation to climate change need to be addressed to demonstrate key leadership – NI should declare a climate emergency, and legislation should be enacted, climate change adaptation needs to expand, cross-cutting government needs to be better resourced and resource efficiency and the circular economy needs to be progressed
- vii. in addition to those listed there are a number of additional issues which should be included under a proposed Environmental Quality theme: SMART goals and targets in order to make a real difference, new and not just repeat

commitments, acknowledgement that management of protected sites is as important as their designation, promotion and transfer of unused public land for community and environmental benefit, a tree and hedgerow strategy should be developed

viii. in relation to the main environmental governance priorities, it is recommended that a separate environment commissioner be appointed and common UK environmental frameworks be created

ix. Agree with the draft outcomes for the Environment Strategy with the addition of 2 outcomes; to significantly reduce/halt wildlife and environmental crime and set a minimum requirement for outdoor education time for every child and finally there need to be deadlines for achievement of outcomes

x. Big ideas for the future protection and enhancement of the environment include; a Climate Change Act for Northern Ireland and a Citizens Assembly on Climate Change, all future NI Departmental Strategies and Policies, including Programmes for Government must help to deliver on the UN Sustainable Development Goals, creation of a Nature Recovery Network – a nationwide map for nature, sustainable agri-food sector support

Officers recommended that Council endorses the NILGA response however there is one key area which NILGA has included in its response: The question of an independent environmental protection agency.

The NILGA Executive had recently agreed to strengthen its position on this matter and its response set out that it is now supporting an Independent Environment Agency, recognising that the arrangements for this would require further consultation and consideration.

Internally, the Planning Section had commented that should Government wish to bring forward stricter measures to deal with matters such as decarbonisation, SUDs and agri-food emissions then this should not all be left to the planning system alone but rather will require a joined up approach across government. Areas that the NI Executive may wish to consider could include:

- The imposition of mandatory Building Regulations as the most effective way to deal with carbon friendly/neutral buildings – these would then be applied consistently throughout Northern Ireland.
- The introduction of legislative arrangements for Soft SUDs involving Northern Ireland Water and other appropriate organisations
- In relation to agri-food emissions, consideration should be given by DAERA to licencing arrangements or an inventory for a slurry/waste spreading regime in Northern Ireland.

Proposed by Councillor McWilliam  
Seconded by Councillor Webb and

**RESOLVED: that Council endorses the response developed by NILGA, subject to agreement for its support for an Independent Environment Agency, and including comments from the Planning Section.**

*ACTION BY: Geraldine Girvan, Director of Operations*

### **9.13 ED/ED/080 VOL 4 CORPORATE EVENTS SPONSORSHIP – MAY DAY STEAM RALLY**

Members were aware that an Events Review is underway which is considering both council run events and those supported through funding and/or sponsorship. As part of this review the relationship between economic impacts, return on investment and eligible funding thresholds for Corporate Events Funding and Flagship Events Funding will be considered. Corporate Events Funding had historically had a £10,000 ceiling while Flagship Funding has no upper cap to attract events of a larger scale providing greater financial flexibility to promoters of larger events.

Over the past 18-24 months promoters of Corporate events have raised concerns regarding increased operating costs, Health & Safety and site management and the challenge that this presents to finance events. They have also highlighted the high attendee numbers and economic return from their events which they feel perform favourably against some Flagship events. As an interim measure until the Events Review is complete it was proposed to introduce a number of measures as follows:

- (a) The ceiling for Corporate Events Sponsorship will increase from £10,000 to £15,000 per event
- (b) The funding award will be offered for Year 1 (2020) with an indicative offer at a similar level for the following two years, 2021 and 2022, subject to the outcome of an annual evaluation therefore negating the need to reapply each year
- (c) The following scoring threshold will apply:

0-49	=	0% funding
50-59	=	50%
60-75	=	75%
76+	=	100%

#### **May Day Steam Rally**

Members were reminded that the Corporate Events Sponsorship Programme operates on a rolling basis to reflect the timetabling demands of key events.

An application had been received from Shane's Castle Vintage Steam Group, a summary of the assessment process carried out by Officers was outlined in the table below. Organisers had changed the date of the event to Saturday 9 May and Sunday 10 May instead of the revised Bank Holiday on Friday 8 May.

Council had historically funded this event since 2014 and it had become a recurring event on the Borough's event programme. Over this time visitor



numbers had increased to 14,880 at last year's event with 12,800 forecast to attend the 2020 event (3,000 from outside NI). The reason for the projected decrease in 2020 is the revised date relating to the re-scheduled May Bank Holiday and so not to compete with Council's Garden Show Ireland being hosted 1<sup>st</sup> – 3<sup>rd</sup> May in Antrim Castle Gardens. In addition to the visitor numbers the event attracts 1,520 participants (200 from outside NI). The 2020 event funding request was for £15,000 which represents 13% of the overall event budget. The application projected a total visitor spend of £441,145 to be generated.

In consideration of the application and the achievement of an 80% score by Shane's Castle Vintage Steam Group, Officers recommended an increase in funding to £15,000.

APPLICANT	EVENT NAME	LOCATION/DATE	SCORE (PASS RATE = 50%)	AMOUNT REQUESTED	AWARD RECOMMENDED
Shane's Castle Vintage Steam Group	Shane's Castle May Day Steam Rally 2020	Shane's Castle 9–10 May	80%	£15,000	£15,000

Proposed by Councillor Montgomery  
Seconded by Councillor Lynch and

**RESOLVED: that the Council provides**

**(a) Corporate Events Sponsorship in the sum of £15,000 to Shane's Castle Vintage Steam Group for Shane's Castle May Day Steam Rally 2020**

**(b) an indicative funding offer at a similar level for the event in 2021 and 2022 subject to the outcome of an annual evaluation**

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

*Councillor Kelly left the Chamber having declared an interest in the next item.*

#### **9.14 ED/TOU/062 ISPS HANDA WORLD INVITATIONAL – FLAGSHIP EVENT SPONSORSHIP REQUEST**

Members were aware that an Events Review is underway which is considering both council run events and those supported through funding and/or sponsorship. As part of this review the relationship between economic impacts, return on investment and eligible funding thresholds for Corporate Events Funding and Flagship Events Funding would be considered. Flagship Funding has no upper cap to attract events of a larger scale and greater financial flexibility to promoters of larger events.

As an interim measure until the Events Review is complete it was proposed to introduce a number of measures as follows:

(a) The funding award will be offered for Year 1 (2020) with an indicative offer at a similar level for the following two years, 2021 and 2022, subject to the outcome of an annual evaluation therefore negating the need to reapply each year

(b) The following scoring threshold will apply:

0-49	= 0% funding
50-59	= 50%
60-75	= 75%
76+	= 100%

Members were reminded that in February 2019 the Council agreed to provide £25,000 in sponsorship towards the NI Open, which is now branded as the 'ISPS Handa World Invitational'. The 2019 event was the first of its kind in Europe where both male and female golfers competed for equal prize money at the same venues at the same time. Organisers had aimed to create the platform for a home-grown global event that could be the golf tourism legacy from the 148<sup>th</sup> Open Championship.

The NI Open Ltd had submitted a proposal seeking Council's sponsorship of the ISPS Handa World Invitational for 2020 at a sum of £50,000 with a similar amount requested for 2021 and 2022. This excluded in-kind support from the Council for the provision of car parking, a practice range at Antrim Forum and Parks/Operational support at an estimated value of £13,000. The organiser predicted the 2020 event will be elevated to become a co-sanctioned European Tour (ET) and LPGA Tour event, making it one of the most unique and high profile tournaments in World Golf. The aim was that the long-term development of the event will eventually culminate in Northern Ireland becoming the home of the world's first mixed field Major Cup Championship. Following the staging of the 2019 event ET and LPGA have approved Massereene Golf Club to act as the second venue for 2020. The use of Massereene was predicated on the Council financially supporting the event.

Organisers presented their ambitions for this year's event and their learnings from the 2019 event to Members at a briefing on 28<sup>th</sup> November 2019. An independent 2019 event evaluation supported by Tourism NI identified 4,239 total visitor numbers to the event and 658 to Massereene. The event generated between 1,520 and 1,715 bed nights in Antrim and Newtownabbey Borough Council which generated an expenditure of £134,612 in the Borough. The return on the Council's sponsorship investment was therefore positive at £1:£10.63. Although the projections detailed in the 2019 for visitor numbers, bed-nights and spend was much higher than the actuals realised, the organisers were committed to growing the event in Antrim, with greater PR and marketing efforts and an earlier start date for promotion.

In 2019 the sponsorship request from the Council was £80,000, and following assessment the application scored 65% and was awarded £25,000 plus in-kind support.

The 2020 application includes an indicative budget for the event. The projected income from the event was estimated at £2,936,019, which will be used to offset the same level of expenditure.

The application received from the organisers had been assessed against the relevant policy and was summarised below:

#### **APPLICATION SUMMARY**

<b>Event Name</b>	ISPS Handa World Invitational
<b>Event Date</b>	5-9 August 2020
<b>Locations</b>	The tournament will be split over two locations – Galgorm Castle and Massereene Golf Club, Antrim.
<b>Sponsorship Request</b>	£50,000 (plus separate support in kind valued at £13,000)
<b>Total Cost of Event</b>	£2,935,668
<b>Estimated Visitors</b>	59,916 (4,194 from Antrim and Newtownabbey Borough, 46,135 from Northern Ireland and 9,587 outside Northern Ireland).
<b>Estimated Participants</b>	3,209 (330 from Antrim and Newtownabbey Borough, 1,265 from Northern Ireland and 1,614 outside Northern Ireland).
<b>Bed nights in the Borough</b>	7,200 visitor bed nights forecast, with 2,500 in Antrim and Newtownabbey Borough. 14,979 participant bed nights forecast with 26.39% (3,950) in Antrim and Newtownabbey Borough.
<b>Economic Impact</b>	<p>For ANBC the total visitor and participant non-accommodation and accommodation spend is forecast to total £983,638. This spend is projected as £4,217,877 for the entire event.</p> <p>Visitor Accommodation Spend: £396,000 (£97,379 ANBC)            Visitor Non Accommodation Spend: £1,715,400 (£371,384 ANBC)            Participant Accommodation Spend: £1,241,010 (£327,502 ANBC)            Participant Non- Accommodation Spend: £865,467 (£187,373 ANBC)</p> <p>The economic benefit forecast by the applicant is £983,638 representing a return on investment of £19.67 for ANBC for every £1 invested. This is forecast direct economic benefit and does not include speculative additional economic benefits assumed by the organiser as £2,356,652 for ANBC.</p>
<b>Marketing Budget</b>	£70,000 – Outdoor campaign, newspapers, radio advertising, Television (UTV, ITV Player, Sky Go and All 4), digital, social media, print – flyers and Posters, PR & Media Officer Support and Communication and Brand Consultants.
<b>Application Score (pass rate 50%)</b>	Officers have assessed the application from NI Open Golf Ltd and it scored 72.5%.

Event organisers had partnered with McKeever Hotel Group and Galgorm Collection. Partner hotels locally therefore include Dunsilly, Dunadry, Corr's Corner and The Templeton. Within the application, organisers had addressed transport concerns through the provision of complimentary transport for players and participants, committed to promoting tourist itineraries and

working more closely with Antrim Town Centre Traders to promote awareness and maximise the economic benefit of the event.

The format of the 2020 event is across two sites namely at Galgorm Castle and Massereene Golf Club as shown below:

Monday	Official Practice Day	Galgorm & Massereene
Tuesday	Official Practice Day	Galgorm & Massereene
Wednesday	Pro am day	Galgorm & Massereene
Thursday	Tournament Day 1	Galgorm & Massereene
Friday	Tournament Day 2	Galgorm & Massereene
Saturday	Tournament Day 3	Galgorm only
Sunday	Tournament Day 4	Galgorm only

In addition to the sponsorship outlined, the following in-kind support had been requested:

- **Practice Range:** Proposed area of Antrim Forum football pitches adjacent to Massereene Golf Club's 10<sup>th</sup> hole, as previously used in 2019. Event organisers would provide all necessary machinery and staff to prepare the site for the event and to manage the site for the event (estimated at £7,000).
- **Car Parking:** Use of an appropriate car parking site such as Bridge Street. Event security staff will operate the car park (free car park).
- **Parks / Waste:** Support with waste management, recycling and temporary environmental improvement such as planters (estimated value of £5,990.85).

The recommendation to the Council was to approve £37,500 funding for the 2020 event and the subsequent years 2021 and 2022 based upon the outcome of an annual evaluation of the event.

Proposed by Councillor Lynch  
 Seconded by Alderman Kinahan and

**RESOLVED: that the Council provides**

- a) **sponsorship in the sum of £37,500 to the ISPS Handa World Invitational 2020 from the Flagship Events budget and that funding is predicated on the other match funding outlined being secured to support the event**

**b) in house “in-kind” support as detailed in the report**

**c) an indicative funding offer at a similar level for the event in 2021 and 2022 subject to the outcome of an annual evaluation**

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

*Councillor Kelly returned to the Chamber.*

*Alderman Campbell left the Chamber during the next item.*

**9.15 ED/TOU/062 STATSPORTS SUPERCUPNI - FLAGSHIP EVENT SPONSORSHIP REQUEST**

Members were aware that an Events Review is underway which was considering both council run events and those supported through funding and/or sponsorship. As part of this review the relationship between economic impacts, return on investment and eligible funding thresholds for Corporate Events Funding and Flagship Events Funding will be considered. Flagship Funding has no upper cap to attract events of a larger scale and greater financial flexibility to promoters of larger events.

As an interim measure until the Events Review is complete it was proposed to introduce a number of measures as follows:

(a) The funding award will be offered for Year 1 (2020) with an indicative offer at a similar level for the following two years, 2021 and 2022, subject to the outcome of an annual evaluation therefore negating the need to reapply each year

(b) The following scoring threshold will apply:

0-49	=	0% funding
50-59	=	50%
60-75	=	75%
76+	=	100%

The Northern Ireland Youth Football Tournament Ltd had submitted a proposal to the Council to sponsor The STATsports SuperCupNI at a sum of £30,000. The organisers presented an outline of their proposed event to Members alongside other Flagship event promoters at a briefing on 28<sup>th</sup> November 2019. This is a new event to the Borough with an enhanced programme being delivered directly in the Antrim and Newtownabbey Borough Council area.

The STATsports SuperCupNI is Northern Ireland's annual professional international youth football tournament and core international tourism event. It attracts an average of 50,000 visitors, 2,500 participants annually, with 25% from overseas and generates 29,000 bed nights. Whilst the event brings a range of Premier League and international teams from every continent, the key component is the inclusion of the six representative county years and

academies from Northern Ireland, allowing young people to compete against some of the best in the world.

New for 2020 is a women's tournament, planned to be staged in Antrim & Newtownabbey which will host 8 teams – NI, ROI, premier league clubs from England, Spain and 4 teams from USA. Antrim and Newtownabbey Borough Council would be a new event partner and the women's tournament would be launched in the Borough. The main tournament draw had been hosted previously at Belfast International Airport.

Women's teams would compete for a new trophy and play offs for 3<sup>rd</sup> and 4<sup>th</sup> placed teams, with a number of matches screened by BBC Sport NI. Up to 4 stadium/pitches with full changing facilities would be required. The bed night requirement is 1,680 based on the number of participants above. In addition to teams, accommodation would be required for match officials, tournament staff, media, family and friends of overseas teams which was estimated at 500+, equating to total estimated bed nights of 3,500.

Longer-term, the women's tournament would expand to host 32 teams in 2 age groups, U15 and U17 with more US, European and Premier League Clubs.

The application received from the organisers had been assessed against the relevant policy and was summarised below:

**Event Summary:**

<b>Event Name</b>	STATsports SuperCupNI
<b>Event Date</b>	Sunday 2 August – Friday 7 August 2020
<b>Locations</b>	The tournament will use football stadiums across Causeway Coast & Glens, Mid & East Antrim and Antrim & Newtownabbey. The organisers are proposing to hold the new women's tournament element in the Borough – venues and stadiums to be agreed with the Council.
<b>Sponsorship Request</b>	£30,000
<b>Total Cost of Event</b>	£431,250
<b>Estimated Visitors</b>	50,500 (18,000 from local areas, 18,450 from rest NI, 1,400 from ROI and 12,650 from GB/Overseas). Womens Tournament is expected to attract an additional 3,500 visitors
<b>Estimated Participants</b>	Team size is expected to be 18-24 players, plus coaches and staff giving 2500 participants, womens tournament will give an additional 740 participants.
<b>Bed nights in the Borough</b>	Projected 4,000 visitor and 5,180 participant bednights (9,180) for Antrim and Newtownabbey (Total event 13,552 visitor and 14,000 team/ participant bednights – pg 54 of Business Plan) Majority of participants stay 6-7 nights. Existing Council partners are at capacity with their existing accommodation stock as the event is in peak season. Antrim and Newtownabbey already have bednight revenue based on 2019 research - £200,000 (6.8% of visitors stayed in the Borough).

<b>Economic Impact</b>	Considerable research has been carried out on the tournament and performance has risen to £4.4 million in 2019. All teams have a requirement to stay in commercial accommodation. Average visitor spend in 2019 was £64 per head. Direct impact of £800,000 is forecast this year for women's tournament. Supporting evidence submitted in detailed business plan.
<b>Marketing Budget</b>	Extensive marketing plan £40,000 – TV, flyers, signage, event branding, merchandise, press adverts, digital, launch event and photography. A further £6,000 has been budgeted for market research (400 face to face surveys, online survey and report).

**2020 Headline Schedule:**

<b>Sunday 2 August</b>	Welcome Ceremony. Parade and extravaganza through Coleraine town centre arriving at the Showgrounds, followed by the opening presentation, high-profile football celebrity as MC. Welcome reception for dignitaries and stakeholders, Lodge Hotel, Coleraine.
<b>Monday 3 August</b>	Challenge U23 match 2, 2 Premier League teams, Ballymena Showgrounds.
<b>Monday 3 August – Friday 7 August</b>	Five days of competition in the Premier, Junior, Minor and Women's sections. Finals played on the Friday, including a full corporate hospitality offer and prize giving. Draws and venues to be announced Spring 2020.  Venues and stadiums to be agreed with Antrim and Newtownabbey Borough Council.

**Funding Request Summary:**

<b>Funders</b>	<b>Applied for £</b>	<b>Status</b>
STATSports title sponsorship	£50,000	Confirmed
Premier League	£5,000	Confirmed
Commercial sponsorship	£6,000	Confirmed
Causeway Coast & Glens	£85,000	Awaiting letter of offer
Mid & East Antrim	£75,000	Application process pending
ANBC	£30,000	Application submitted
Tourism NI	£75,000	Application submitted
Tourism Ireland	£10,000	International marketing support

In addition to the funding request, income is generated via gate receipts, donations from premiere league and programme sales to meet the total event expenditure of £431,250. Officers had considered the application as summarised in the table below:

<b>Applicant</b>	<b>Event Name</b>	<b>Location / Date</b>	<b>Score (pass</b>	<b>Amount Requested</b>	<b>Award Recommended</b>
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			<b>rate = 50%)</b>		
Northern Ireland Youth Football Tournament Ltd	STATsports SuperCupNI	Venues and stadiums to be agreed with Council. 2 – 7 <sup>th</sup> August 2020.	77.5%	£30,000	£30,000

Members noted that the IFA had not contributed to this event.

Proposed by Councillor Dunlop  
Seconded by Alderman Burns and

**RESOLVED: that the Council provides**

**(a) sponsorship in the sum of £30,000 to the Northern Ireland International Youth Football Tournament Ltd for the 'STATsports SuperCupNI' 2020 subject to the match funding outlined being secured**

**(b) an indicative funding offer at a similar level for the event in 2021 and 2022 subject to the outcome of an annual evaluation**

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

## 10. ITEMS FOR INFORMATION

### 10.1 G/MSMO/60 CORRESPONDENCE FROM PERMANENT SECRETARY

Members recalled that at the Council meeting of 30 September 2019 a Motion was unanimously carried regarding funding for hospice and palliative care and, as requested, the Chief Executive wrote to the Prime Minister and the Secretary of State for Northern Ireland. Responses to these letters were reported to the Council meeting on 30 October 2019.

The correspondence from the Prime Minister had advised the Chief Executive to contact the Permanent Secretary and a response had now been received.

Copies of the correspondence were circulated.

Proposed by Alderman Brett  
Seconded by Councillor Flanagan and

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

*NO ACTION*



## **10.2 G/MSMO/14 MOTION – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

Members were advised that correspondence had been received from Newry, Mourne and Down District Council regarding a Motion adopted by that Council requesting Antrim and Newtownabbey Borough Council's support.

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

Proposed by Alderman Brett  
Seconded by Councillor Flanagan and

**RESOLVED: that the correspondence from Newry, Mourne and Down District Council be noted.**

*NO ACTION*

## **10.3 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL – JANUARY 2020 BULLETIN**

As agreed at the August 2019 meeting of the Council, the Northern Ireland Housing Council's January 2020 monthly bulletin was circulated for Members' information.

Proposed by Alderman Brett  
Seconded by Councillor Flanagan and

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

*NO ACTION*

## **10.4 FI/FIN/4 BUDGET REPORT – DECEMBER 2019**

A budget report for December 2019 was circulated for Members' information. The Council's variance on Net Cost of Services for the period to the end of December is £706k favourable.

In setting the Estimates for the year, Council had budgeted to apply a credit balance from reserves of £700k, equating to £525k for the period of the report.

Taking account of the credit balance application, the favourable variance to date and the income from District Rates and the De-Rating grant being on budget for the period, the overall position of the Council is an increase of £181k.

Proposed by Alderman Brett  
Seconded by Councillor Flanagan and

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

*NO ACTION*

## 10.5 CE/GEN/004 DEPARTMENT FOR INFRASTRUCTURE – TRAFFIC SENSITIVE STREETS

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) (circulated), relating to designated traffic-sensitive streets.

Proposed by Alderman Brett  
Seconded by Councillor Flanagan and

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

NO ACTION

## 10.6 G/MSMO/21 NATIONAL ASSOCIATION OF COUNCILLORS – UK EVENTS 2020

Communication had been received (circulated) from the National Association of Councillors providing a list of forthcoming NAC UK events that Members may like to attend. Any Member who wishes to attend any of the events is requested to contact Member Services.

Proposed by Alderman Brett  
Seconded by Councillor Flanagan and

**RESOLVED: that the correspondence from the National Association of Councillors be noted.**

NO ACTION

The Mayor advised that the Motions would be taken at this point of the meeting.

Alderman Campbell returned to the meeting.

## 12 MOTION

*Proposed by Councillor Dunlop  
Seconded by Councillor Foster*

*"This Council resolves to recognise the 50th Anniversary of the formation of the Ulster Defence Regiment by the hosting of a civic event."*

### **AMENDMENT**

Proposed by Alderman Kinahan  
Seconded by Councillor McWilliam

This Council resolves to recognise the 50th Anniversary of the formation of the Ulster Defence Regiment by the hosting of a civic event and placing in Ballyclare Memorial Park a permanent memorial to the UDR.

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

<b>In favour of the Amended Motion Members viz 27</b>	<b>Against the Amended Motion Members viz 5</b>	<b>Abstentions Member viz 6</b>
<p>Aldermen – Agnew, Brett, Clarke, Cosgrove, Campbell, Girvan, Kinahan and J Smyth</p> <p>Councillors – Archibald, Bennington, Cooper, Dunlop, Flanagan, Foster, Gilmour, Hamill, Kelly, Magill, Michael, Montgomery, McCullough, McWilliam, Robinson, Ross, Stewart, L Smyth and Swann</p>	<p>Councillors - Cushinan, Goodman, Kinnear, Logue and McGrann</p>	<p>Alderman - Burns</p> <p>Councillors - Lynch, McClelland, McAuley, Webb and Wilson</p>

**RESOLVED – that the amended Motion be declared carried.**

*ACTION BY: Nick Harkness, Director of Community Planning*

Councillors Flanagan and Montgomery left the Chamber during the next item.

### **13 MOTION**

*Proposed by Councillor McGrann  
Seconded by Councillor Cooper*

*“That this Council recognises the problem of poor mental health which negatively affects many of our residents across all areas and walks of life within our Borough; commits to working with partners through the Community Planning Partnership to develop a multi-agency approach to address these issues and delegates authority to officers to lead a campaign of events and public awareness to highlight the support available to residents experiencing poor mental health.”*

**RESOLVED – that the Motion be declared carried.**

*ACTION BY: Nick Harkness, Director of Community Planning*

### **MOTION TO PROCEED ‘IN COMMITTEE’**

Moved by Councillor Dunlop  
Seconded by Alderman Kinahan and

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

Councillor Flanagan returned to the Chamber. Councillors Cooper and McAuley left the Chamber during the next item.

## **11. ITEMS IN COMMITTEE**

### **11.1 IN CONFIDENCE - FI/PRO/TEN/322 TENDER FOR SUPPLY, DELIVERY AND MAINTENANCE OF A RANGE OF MOBILE PLANT AND MACHINERY FOR ALLEN PARK**

At the Policy and Governance Committee Meeting in January 2019, Council approved the business cases and budget of £ [REDACTED] for the Capital Fleet Replacement Programme for the 2019/2020 financial year to include both vehicles and mobile plant as follows:

#### **19/20 CAPITAL PROGRAMME**

##### **Estimated**

Approved Vehicle Spend	29 vehicles	£ [REDACTED]
Approved Mobile Plant Items	53 items	£ [REDACTED]
	<b>Total</b>	<b>£ [REDACTED]</b>

Within the replacement Programme 9 mobile plant items were required for Allen Park. To date 4 items have already been purchased and approval is now being sought to procure the remaining 5 items.

The specific mobile plant requirements for Allen Park were developed and approved in conjunction with the Allen Park Manager, Head of Leisure, the Transport & Contracts Manager and the Director of Operations. This was based on operational business needs and in the case of item replacements, the equipment's age, condition and usage in line with the replacement policy.

This tender opportunity was made available on eSourcingNI on Monday, 11 November 2019. Three tenders for the supply, delivery, and maintenance of the mobile plant and machinery for Allen Park were opened via the eSourcingNI Portal on Monday, 9 December 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

#### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, previous relevant experience, and declarations and form of tender. All tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

#### **STAGE 2 – AWARD STAGE**

### Technical Assessment

The tenders were evaluated on a pass/fail basis for compliance with the specification for each lot. One tenderer failed to comply with the specification in Lots 1, 3 and Lot 4 and did not proceed to the next stage in those lots. The remaining tenders met the requirements of this stage and proceeded to the next stage of evaluation.

### Commercial Assessment (100%)

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

Lot	Supplier	Cost Assessment (out of 100%)	Total Capital Cost incl. Optional Extras (£) (excl. VAT)	Estimated Maintenance Costs for Warranty Period (£) (excl. VAT)
Lot 1 – Greens Mower	Laird Grass Machinery Ltd	■%	£ ■	£ ■
Lot 2 – Tees Mower	Laird Grass Machinery Ltd	■%	£ ■	£ ■
Lot 3 – Fairway Mower	Laird Grass Machinery Ltd	■%	£ ■	£ ■
Lot 4 – Tractor (approx. 95HP)	Laird Grass Machinery Ltd	■%	£ ■	£ ■
Lot 5 – Double Disc Overseeder	Cyril Johnston & Co Ltd	■%	£ ■	£ ■

Proposed by Alderman Cosgrove  
Seconded by Councillor Webb and

### RESOLVED: that

- a) For Lots 1, 2, 3 and 4: having achieved a score of ■% for each of the lots, awards be made to Laird Grass Machinery Ltd at the tendered rates for each lot.
- b) For Lot 5: having achieved a score of ■%, an award be made to Cyril Johnston & Co Ltd at the tendered rates for this lot.

*ACTION BY: Melissa Kenning, Procurement Officer/Lynda Gregg, Transport and Contracts Manager*

Councillor Montgomery returned to the Chamber during the next item.

## 11.2 **IN CONFIDENCE** - FI/PRO/TEN/323 TENDER FOR SUPPLY, DELIVERY AND MAINTENANCE OF A 5.2T OPEN BACK DROPSIDED TIPPING VEHICLE FOR THE PARKS DEPARTMENT

At the Policy and Governance Committee Meeting in January 2019, Council approved the business cases and budget of £ [REDACTED] for the Capital Fleet Replacement Programme for the 2019/2020 financial year to include both vehicles and mobile plant as follows:

### **19/20 CAPITAL PROGRAMME**

#### **Estimated**

Approved Vehicle Spend	29 vehicles	£ [REDACTED]
Approved Mobile Plant Items	53 items	£ [REDACTED]
<b>Total</b>		<b>£ [REDACTED]</b>

Within the replacement programme 9 vehicles were required for the Parks Department. To date 8 vehicles have already been purchased and approval is now being sought to procure the remaining vehicle for this section.

Vehicle requirements for the Parks Department were developed and approved in conjunction with the Parks Supervisors, Parks Operations Manager, Head of Parks, Director of Operations and the Transport & Contracts Manager. This was based on operational business needs and in the case of replacement items, the equipment's age, condition and usage in line with the replacement policy.

This tender opportunity was made available on eSourcingNI on Friday, 8 November 2019. One tender for the supply, delivery, and maintenance of the 5.2T vehicle was opened via the eSourcingNI Portal on Friday, 6 December 2019 and referred to the evaluation panel for assessment. The tender was evaluated on a two stage basis as follows:

#### **STAGE 1 – SELECTION STAGE**

The tender was evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, previous relevant experience, general repair and maintenance, breakdown and emergency call-out, parts and materials, and declarations and form of tender. The tender met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

#### **STAGE 2 – AWARD STAGE**

##### **Technical Assessment**

The tender was evaluated on a pass/fail basis for compliance with the specification and servicing, repairs and maintenance. The tender met the requirements of this stage and proceeded to the next stage of evaluation.

## Commercial Assessment (100%)

The tender was evaluated on the basis of cost (100%) and the recommendation is as follows:

Supplier	Cost Assessment (out of 100%)	Total Capital Cost incl. Optional Extras (£) (excl. VAT)	Estimated Maintenance Costs during Warranty Period (£) (excl. VAT)
NI Trucks Ltd	█%	£█	£█

Proposed by Alderman Cosgrove  
Seconded by Councillor Lynch and

**RESOLVED:** that having achieved a score of █%, NI Trucks Ltd be appointed for the supply, delivery, and maintenance of the 5.2T vehicle at the tendered rates.

*ACTION BY: Melissa Kenning, Procurement Officer/Lynda Gregg, Transport and Contracts Manager*

*Councillor McCullough left the Chamber.*

### 11.3 **IN CONFIDENCE** - FI/PRO/TEN/325 TENDER FOR SUPPLY, DELIVERY AND MAINTENANCE OF A RANGE OF MOBILE PLANT FOR THE PARKS DEPARTMENT

At the Policy and Governance Committee Meeting in January 2019, Council approved the business cases and budget of £█ for the Capital Fleet Replacement Programme for the 2019/2020 financial year to include both vehicles and mobile plant as follows:

#### 19/20 CAPITAL PROGRAMME

##### Estimated

Approved Vehicle Spend	29 vehicles	£█
Approved Mobile Plant Items	53 items	£█
	<b>Total</b>	<b>£█</b>

Within the replacement programme 26 mobile plant items were required for the Parks Department. To date 6 items have already been purchased and approval is now being sought to procure a further 16 items. The remaining 4 items remain under consideration.

Specific mobile plant requirements for the Parks Department were developed and approved in conjunction with the Parks Supervisors, Parks Operations Manager, Head of Parks, Director of Operations and the Transport & Contracts Manager. This was based on operational business needs and in the case of item replacements, the equipment's age, condition and usage in line with the replacement policy.

This tender opportunity was made available on eSourcingNI on Wednesday, 18 November 2019. Six tenders for the supply, delivery, and maintenance of the mobile plant and machinery for the Parks Department were opened via the eSourcingNI Portal on Tuesday, 17 December 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, previous relevant experience, and declarations and form of tender. The tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

### **STAGE 2 – AWARD STAGE**

#### **Technical Assessment**

The tenders were evaluated on a pass/fail basis for compliance with the specification for each lot.

LOT 1	Five bids were received for this lot. One bid failed to meet the requirements of this stage and did not proceed further in the evaluation. The remaining bids met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 2	Two bids were received for this lot. Both bids met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 3	One bid was received for this lot. The bid met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 4	One bid was received for this lot. The bid met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 5	Two bids were received for this lot. Neither bid met the requirements of this stage and therefore did not proceed to the next stage of the evaluation. Procurement options will be reviewed for this lot.
LOT 6	One bid was received for this lot. The bid met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 7	Two bids were received for this lot. One bid failed to meet the requirements of this stage and did not proceed further in the evaluation. The remaining bid met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 8	Two bids were received for this lot. One bid failed to meet the requirements of this stage and did not proceed further in the evaluation. The remaining bid met the requirements of this stage and proceeded to the next stage of evaluation.
LOT 9	No compliant bids were received for this lot.
LOT 10	One bid was received for this lot. The bid met the requirements of this stage and proceeded to the next stage of evaluation.



## Commercial Assessment (100%)

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

Lot	Supplier	Cost Assessment (out of 100%)	Total Capital Cost incl. Optional Extras (£) (excl. VAT)	Estimated Maintenance Costs for Warranty Period (£) (excl. VAT)
Lot 1 – 6 x Front Mounted Rotary Cutting Deck Mowers	Laird Grass Machinery Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 2 – 2 x Tractor with Mid Mounted Cutting deck	Laird Grass Machinery Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 3 – 1 x Ride On 5 Cylinder mower	Broderick Grass Machinery (NI) Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 4 – 1 x Trailed Folding Winged Rotary Roller Mower	Laird Grass Machinery Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 6 – 1 x Tractor (approx. 50HP)	Laird Grass Machinery Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 7 – 1 x Tractor (approx. 113HP)	Laird Grass Machinery Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 8 – 1 x Tractor (approx. 135HP)	Laird Grass Machinery Ltd	■%	£ ■■■■■	£ ■■■■■
Lot 10 – Ride On Triple Cylinder Mower	Broderick Grass Machinery (NI) Ltd	■%	£ ■■■■■	£ ■■■■■

Proposed by Alderman Brett  
Seconded by Alderman Cosgrove and

**RESOLVED: that**

- a) For Lots 1, 2, 4, 6, 7, and 8: having achieved a score of ■% for each of the lots, awards be made to Laird Grass Machinery Ltd at the tendered rates for these lots.
- b) For lot 9: a direct award be made to TBF Thompson (Garvagh) Ltd on the basis that:
  - \* No suitable bids were received through an EU publically advertised tender process.
  - \* The plant is required urgently for the delivery of operational services including cemetery works and parks projects.
  - \* It will eliminate ongoing hire and contractor costs

- \* The supplier has provided the same type of plan to Council previously and is the only local supplier for this type of plant.
- c) For Lots 3 and 10: having achieved a score of █% for each of the lots, awards be made to Broderick Grass Machinery (NI) Ltd at the tendered rates for these lots.

*ACTION BY: Melissa Kenning, Procurement Officer/Lynda Gregg, Transport and Contracts Manager*

**11.4 IN CONFIDENCE FI/PRO/TEN/328 TENDER FOR LEGIONELLA MANAGEMENT SERVICES AT COUNCIL SITES CONTRACT PERIOD: 1 MARCH 2020 – 28 FEBRUARY 2023 (WITH AN OPTION TO EXTEND FOR UP TO A MAXIMUM OF 24 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)**

This tender opportunity was made available on eSourcingNI on Friday, 6 December 2019. Five tenders for the provision of legionella management services were opened via the eSourcingNI Portal on Wednesday, 8 January 2020 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

**STAGE 1 – SELECTION STAGE**

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, professional membership, previous relevant experience, schedule of operatives, laboratory accreditation, and declarations and form of tender. All of the tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

**STAGE 2 – AWARD STAGE**

**Quality/Commercial Assessment (40%/60%)**

The tenders were evaluated on the basis of management of the contract and customer focus (20%), technical capacity and capability (20%), and cost (60%) and the recommendation is as follows:

Supplier	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Estimated Cost over 3 years (£) (excl. VAT)
Graham Asset Management Ltd t/a GRAHAM	█%	█%	█%	£█

Proposed by Alderman Brett  
Seconded by Alderman Cosgrove and

**RESOLVED: that having achieved a score of █%, Graham Asset Management Ltd t/a GRAHAM be appointed for the provision of Legionella Management Services at the tendered rates, for the period 1 March 2020 to 28 February 2023 (with an option to extend for up to a maximum of 24 months, subject to review and performance).**

ACTION BY: Melissa Kenning, Procurement Officer

## 11.5 **IN CONFIDENCE** FI/PRO/TEN/314/ CD/PM/137 TENDER FOR REFURBISHMENT OF MINI PITCHES AT THE VALLEY LEISURE CENTRE (PHASE II)

At the Operations Committee meeting held in April 2019, the business case and budget of £[REDACTED] for works and fees for the Phase II of the refurbishment of the mini pitches at the Valley Leisure Centre were approved.

### **PROJECT SCOPE**

The contract involves the following scale and scope of works:

- Replacement of synthetic carpet to 4 number 5-a-side pitches
- Replacement of porous bitmac sub-surface.
- Replacement of rebound boards
- Footpath for spectators

### **PROCUREMENT**

This tender opportunity was made available on eSourcingNI on 26 September 2019. Nine completed Pre-Qualification Questionnaires (PQQs) were received by 14 October 2019 and referred to the evaluation panel for assessment. The contractors who responded to the competition were randomly sorted and evaluated in order on a Pass/Fail basis. The PQQ responses were evaluated using the criteria of general information, past performance, economic and financial standing, professional conduct, health and safety, declarations and technical ability. The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for Invitation to Tender (ITT).

Invitation to Tender (ITT) documents were issued to the six contractors on the 18 November 2019. Four completed tenders were received by the closing date of 13 December 2019.

### **TENDER ANALYSIS**

The four returned tenders were arithmetically checked and evaluated on the basis of tender assessment total price only. Clive Richardson Limited submitted the lowest tender assessment total price as detailed below:

<b>Tender For Refurbishment of Mini Pitches at the Valley Leisure Centre (Phase II)</b>			
<b>Contractor</b>	<b>Tendered Total of the Prices (excl. VAT)</b>	<b>Model Compensation Event Total* (excl. VAT)</b>	<b>Tender Assessment Total Price (excl. VAT)</b>
<b>Clive Richardson Limited</b>	£[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.

## PROGRAMME

Following consultation with the Leisure Section it is proposed that work commences in May 2020 with a view to completing works in July/August 2020 to meet operational requirements at the Valley Leisure Centre.

## COST SUMMARY

The current approved budget for fees & Works is:

£ [REDACTED]

Tendered Total of the Prices:	£ [REDACTED]
Model Compensation Event Total:	£ [REDACTED]
Tender Assessment Total Price:	£ [REDACTED]
Professional Fees:	£ [REDACTED]
Predicted outturn cost for Works/Fees	£ [REDACTED]
Total predicted outturn cost for Works, Fees & other costs:	£ [REDACTED]

The predicted outturn cost (works, fees and other costs) based on the lowest tender assessment total price is £ [REDACTED]. This is £ [REDACTED] ([REDACTED]%) above the original approved budget of £ [REDACTED].

Proposed by Alderman Brett  
Seconded by Alderman Cosgrove and

## RESOLVED: that

- a) the tendered total of the prices of £ [REDACTED] (excl. VAT) from Clive Richardson Limited be approved giving a tender assessment total price of £ [REDACTED] (excl. VAT).
- b) the predicted outturn cost for works, fees and other costs of £ [REDACTED] (excl. VAT) be approved.

ACTION BY: Denis O'Donnell, Project Development Officer

### 11.6 **IN CONFIDENCE** FI/PRO/TEN/311/ CD/PM/142 TENDER FOR GROW VILLAGE RENEWALS, KILLEAD, MONEYGLASS, TOOMEBRIDGE AND CREGGAN.

At the Council meeting held on 29 July 2019, a project budget of £ [REDACTED] was approved for the Village Renewals committing up to £ [REDACTED] by the Council for the 4 Village Renewal Schemes. GROW's (Grow Rural Opportunities Within) projected contribution was estimated to be up to £ [REDACTED]

Following approval in July 2019 potential additional funding from the Northern Ireland Housing Executive (NIHE) in the sum of £ [REDACTED] has been identified. In line with normal Council procedures, the economic appraisals would usually be approved prior to the tender process. In this instance, however, it is

necessary to approve the economic appraisals and the tender award concurrently in order 36-36 to ensure that the funding deadlines are met. Four Project Business Plans approved by GROW South Antrim Schemes were circulated. See Appendix 1 (Killead), Appendix 2 (Moneyglass), Appendix 3 (Toome), Appendix 4 (Creggan).

## **PROJECT SCOPE**

The GROW Villages Renewal Schemes involve the following scale and scope of works:

- Killead Road, Killead: Repairs to an existing footpath, new planters, fencing and soft landscaping
- Moneyglass: New public footpath and carpark area.
- Toomebridge: New soft landscaping, cycle stand, seating and hard landscaping
- Creggan: New garden area, public footpath and pedestrian access to the Termon Cross

A planned scheme for Tully Road in Killead of a new small carpark, footpath and soft landscaping, did not receive approval from the Belfast International Airport Authorities and was omitted from the proposals.

## **LEGAL AGREEMENTS**

Long term legal agreements for Killead, Moneyglass and Creggan between the private landowners and the Council were currently being drawn up as part of the requirements for the GROW funding.

## **INSURANCE AND MAINTENANCE**

The Council had agreed to take responsibility for the long term maintenance and insurance of the Killead and Creggan projects. The village scheme in Toomebridge is on Council land and the Department for Infrastructure and the private owner will insure and maintain the scheme in Moneyglass.

## **PROCUREMENT**

This tender opportunity was made available on eSourcingNI on 26 September 2019. Twelve completed Pre-Qualification Questionnaires (PQQs) were received by 14 October 2019 and referred to the evaluation panel for assessment. The contractors who responded to the competition were randomly sorted and evaluated in order on a Pass/Fail basis. The PQQ responses were evaluated using the criteria of general information, past performance, economic and financial standing, professional conduct, health and safety, declarations and technical ability.

The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for Invitation to Tender (ITT).

Invitation to Tender (ITT) documents were issued to the six contractors on the 6 November 2019. Three fully completed tenders were received by the closing date of 10 December 2019.

## TENDER ANALYSIS

The three returned tenders were arithmetically checked and evaluated on the basis of tender assessment total price only. CCNI Ltd t/a Campbell Utilities submitted the lowest tender assessment total price as detailed below:

<b>Tender For GROW Village Renewals</b>			
<b>Contractor</b>	<b>Tendered Total of the Prices (excl. VAT)</b>	<b>Model Compensation Event Total* (excl. VAT)</b>	<b>Tender Assessment Total Price (excl. VAT)</b>
<b>CCNI Ltd t/a Campbell Utilities</b>	£ [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.*

## PROGRAMME

It was proposed that work commences in March 2020 with a view to completing works in June/July 2020.

## COST SUMMARY

The current approved budget for fees & Works is:

£ [REDACTED]

Tendered Total of the Prices:

£ [REDACTED]

Model Compensation Event Total:

£ [REDACTED]

Tender Assessment Total Price:

£ [REDACTED]

Professional Fees:

£ [REDACTED]

Client Contingency

£ [REDACTED]

Predicted outturn cost for Works/Fees

£ [REDACTED]

GROW Funding (excludes Tully Road, Killead) (Secured)

£ [REDACTED]

Total predicted Council contribution

£ [REDACTED]

A small client contingency of £ [REDACTED] had been included in the cost plan to allow for some minor scope changes.

The Council's maximum predicted contribution based on the lowest tender assessment total price was £ [REDACTED]. This was £ [REDACTED] ([REDACTED]%) above the original anticipated Council contribution of £ [REDACTED]. Grow funding of £ [REDACTED] had already been approved and Letters of Offer were pending.

There was also the potential funding available from the NIHE of £ [REDACTED] and the outcome of this application was expected in January. This will reduce the Council contribution should the Council be in a position to claim the funding.

Proposed by Alderman Brett  
Seconded by Alderman Cosgrove and

**RESOLVED: that**

- i. **The Project Business Plans shown in Appendix 1 (Killead), Appendix 2 (Moneyglass), Appendix 3 (Toome) and Appendix 4 (Creggan) be approved.**
- ii. **The tendered total of the prices of £ [REDACTED] (excl. VAT) from CCNI Ltd t/a Campbell Utilities be approved giving a tender assessment total price of £ [REDACTED] (excl. VAT).**
- iii. **The predicted outturn cost for the works and fees be approved in the sum of £ [REDACTED] (excl VAT) giving a Council contribution of £ [REDACTED] (excl. VAT) be approved.**
- iv. **If awarded, funding of £ [REDACTED] from NIHE, be accepted by Council.**

*ACTION BY: Denis O'Donnell, Project Development Officer*

#### **11.7 IN CONFIDENCE FI/PRO/TEN/310 CD/PM/143 TENDER FOR GROW CO-OPERATION SCHEME AT ANTRIM LOUGHSHORE**

At the Council meeting held on 29 July 2019, a project budget of £ [REDACTED] was approved for the Co-operation Scheme in Antrim Loughshore with the Council committing up to £ [REDACTED] as a cash contribution and £ [REDACTED] as a contribution in kind for staff costs in implementing the Cooperation Scheme. GROW South Antrim's projected contribution was estimated to be £ [REDACTED] being [REDACTED]% of eligible total project costs.

Since July 2019 additional funding from GROW has become available, and an application for funding was submitted for [REDACTED]% of revised projects costs, up to the sum of £ [REDACTED]. Funding has been approved by GROW, but is subject to ratification from the Programme Managing Authority, the Department of Agriculture, Environment and Rural Affairs which is anticipated in early February 2020.

In this instance, however, it is necessary to approve the economic appraisal and the tender award concurrently in order to ensure that the funding deadlines are met. The economic appraisal approved by GROW South Antrim was circulated.

#### **PROJECT SCOPE**

The contract involved the following scale and scope of works:

- Repair works to the jetties and slipways
- Installation of automatic barriers
- Soft landscaping, bollards and railings
- Picnic area, footpaths and street furniture

Since the original budget was approved additional works had been identified and included in the tender package. This included the foundation base for the new sculpture at the mouth of the Sixmilewater River.

## PROCUREMENT

This tender opportunity was made available on eSourcingNI on 12 September 2019. Thirteen completed Pre-Qualification Questionnaires (PQQs) were received by 4 October 2019 and referred to the evaluation panel for assessment. The contractors who responded to the competition were randomly sorted and evaluated in order on a Pass/Fail basis. The PQQ responses were evaluated using the criteria of general information, past performance, economic and financial standing, professional conduct, health and safety, declarations and technical ability.

The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for Invitation to Tender (ITT).

Invitation to Tender (ITT) documents were issued to the six contractors on the 4 November 2019. Four completed tenders were received by the closing date of 5 December 2019.

## TENDER ANALYSIS

The four returned tenders were arithmetically checked and evaluated on the basis of tender assessment total price only. E Quinn Civils Ltd submitted the lowest tender assessment total price as detailed below:

<b>Tender For Cooperation Scheme at Antrim Loughshore</b>			
<b>Contractor</b>	<b>Tendered Total of the Prices (excl. VAT)</b>	<b>Model Compensation Event Total* (excl. VAT)</b>	<b>Tender Assessment Total Price (excl. VAT)</b>
<b>E Quinn Civils Ltd</b>	£ [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.*

## PROGRAMME

It was proposed that work commences in March 2020 with a view to completing works in May/June 2020.

## COST SUMMARY

The current approved budget for fees & Works is:

£ [REDACTED]

Tendered Total of the Prices:

£ [REDACTED]

Model Compensation Event Total:

£ [REDACTED]



Tender Assessment Total Price:  
Professional Fees:  
Client Contingency  
Predicted outturn cost for Works/Fees

£  
£  
£  
£

GROW Funding (Anticipated)  
Total predicted Council contribution:

£  
£

Due to the unforeseen nature of the works, in particular the jetties, and also allowing for some minor scope changes to be carried out, a client contingency of £ [REDACTED] had been included in the cost plan.

The Council's predicted funding contribution based on the lowest tender assessment total price was £ [REDACTED]. In addition, the Council would continue to contribute £ [REDACTED] of in-kind work to the cooperation project to market the project with project parts and to undertake landscaping works, as agreed in July 2019.

Proposed by Alderman Brett  
Seconded by Alderman Cosgrove and

**RESOLVED: that**

- a) **The economic appraisal be approved.**
- b) **The tendered total of the prices of £ [REDACTED] (excl. VAT) from E Quinn Civils Ltd be approved giving a tender assessment total price of £ [REDACTED] (excl. VAT).**
- c) **The predicted outturn cost for the works and fees be approved in the sum of £ [REDACTED] giving a Council contribution of £ [REDACTED] (excl. VAT) be approved.**
- d) **Council accepts an offer of funding from GROW South Antrim through the Northern Ireland Rural Development Programme 2014-2020 for £ [REDACTED] and provides match funding to the value of £ [REDACTED] through contribution in-kind to complete the Co-Operation project.**

*ACTION BY: Denis O'Donnell, Project Development Officer*

**11.8 IN CONFIDENCE ED/TOU/055 ANTRIM REVITALISE PROGRAMME STATUS UPDATE**

Members were reminded that approval was granted in May 2019 to submit an application for funding to the Department for Communities (DfC) for a Revitalize Shopfront Improvement Scheme on Fountain Street, Antrim. An extension to the original scheme boundary was then agreed subject to available funding. The eligible area included the junction of Castle Way that meets Church Street and Fountain Street.

The total value of the available fund for the scheme is £ [REDACTED] (£ [REDACTED] for shopfronts and £ [REDACTED] for a Quantity Surveyor). The DfC Letter of Offer was for £ [REDACTED] with a requirement of £ [REDACTED] Council match-funding.

Under the requirements of the DfC Letter of Offer a Steering Group for the scheme was set up consisting of representation from Antrim Town Team including a Council nominee, an independent Quantity Surveyor, DfC and a Planning Officer. The Steering Group had guided the programme with added control, management and verification provided by the independent QS in accordance with the Council's approval in May 2019.

Eligible properties on Fountain Street and Bridge Street were invited to apply for up to £ [REDACTED] for each property for eligible expenditure including refurbishment to existing frontages, painting, signage, lighting and windows.

29 applications were received, 14 in round one and 15 in round two. 23 Letters of Offer had been issued to date totalling £ [REDACTED]. Officers were liaising with the remaining 6 applicants to clarify QS issues but it was anticipated that the total available fund would be committed. It was a condition of the Council's Letter of Offer to the applicants that all work must be completed by 31 March 2020. Only applicants meeting this condition would be eligible for funding. A final status report would be brought back to the Council detailing projected versus actual expenditure at the end of the programme period.

Proposed by Councillor Lynch  
Seconded by Councillor Kelly and

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

NO ACTION

*Councillor Foster left the meeting and Councillor McAuley returned to the Chamber.*

#### **11.9 IN CONFIDENCE FI/PRO/TEN/329 TENDER FOR A CONSULTANCY TEAM TO DEVELOP AN INTEGRATED DEVELOPMENT FRAMEWORK**

This tender opportunity was made available on eSourcingNI on 9 December 2019. The project is part-funded by the Department for Communities (DfC) at a value of £ [REDACTED] with £ [REDACTED] match-funding being provided by the Council. In summary, the commission includes:

- A review of previous town centre plans;
- Development of an over-arching Borough-wide Integrated Development Framework consisting of coherent plans for the towns of Antrim, Ballyclare, Crumlin, Randalstown and Glengormley. This includes initiatives across public and privately owned land including the identification of key sites and informing development briefs for such sites/long-term vacant properties;
- A review of existing partnerships and governance structures relating to the development and promotion of town centres;

- Development of a performance dash-board / matrix against which to monitor the health and performance of Town Centres across the Borough going forward in comparison to other regions;
- Development of visionary proposals for visual and infrastructure improvements along primary arterial routes and services between town centres;
- Preparation of initial concepts to visually improve, regenerate and effectively market a maximum of 6 nodes of industrial use and smaller commercial areas present across the Borough as investment friendly locations (to be selected from: Mallusk, Abbey Centre, The Junction, Belfast International Airport, Nutts Corner, Whiteabbey, Carnmoney and Beverley Shopping Area).

Two tenders to provide a consultancy team to deliver this commission were opened via the eSourcingNI Portal on 8 January 2020 and referred to the evaluation panel for assessment. The tenders were evaluated on a two-stage basis as follows:

### STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, previous relevant experience (organisation), management systems and practices, GDPR and declarations and form of tender. Both tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2.

### STAGE 2 – AWARD STAGE

#### Technical / Commercial Assessment (90%/10%)

The tenders were evaluated on the basis of methodology and proposed approach (50%), principal consultant and team members' experience and skills (40%) and cost (10%) and the recommendation is as follows:

Supplier	Technical Assessment (out of 90%)	Cost Assessment (out of 10%)	Total % Score	Total Overall cost(£) (excl. VAT)
Aecom Limited	█%	█%	█%	£█

Proposed by Alderman Cosgrove  
Seconded by Councillor McWilliam and

**RESOLVED: that having achieved the higher score of █%, Aecom Limited be appointed to provide a consultancy team to develop an integrated development framework at a total overall cost of £█ (excl. VAT).**

*ACTION BY: Sharon Logue, Procurement Manager*

*Councillor Cooper returned to the Chamber during the next item.*

#### **11.10 IN CONFIDENCE ED/ED/055 LOUGH NEAGH RESCUE – THE GATEWAY LEASE AGREEMENT**

Members were reminded that in January 2019 the Council agreed a five year funding commitment with Lough Neagh Rescue (LNR) at £[REDACTED] per annum. In accordance with administration of the Council's grant funding the commitment of funds is subject to LNR's achievement of the terms, conditions and objectives detailed in an annual Letter of Offer.

The rental of Lough Neagh Rescue's accommodation at The Gateway was also agreed in January and specified a [REDACTED] rent of £[REDACTED] per annum. The accommodation that LNR will occupy had been designed around their specific operational needs, therefore, Officers wished to maintain a longer-term tenure with LNR and they too wished to have greater security over the term to more adequately plan their future charitable objectives. The proposed term for the lease had therefore been negotiated to 10 years with a break clause at the end of year 5. This was subject to compliance with the lease terms and conditions and satisfactory performance of objectives. This was in keeping with the lease agreement put in place for The Boat House Restaurant.

The draft lease provided for a rental review at the end of the initial 5 year term to take consideration of LNR's funding position at this time.

Proposed by Councillor Dunlop  
Seconded by Councillor Kelly and

#### **RESOLVED: that**

- a) a 10 year lease with Lough Neagh Rescue at a [REDACTED] rent of £[REDACTED] per annum with a break clause and review of rent at the end of year 5 be approved.**
- b) the lease is subject to compliance with the terms and conditions stated and satisfactory performance of objectives.**
- c) Officers liaise with Lough Neagh Rescue on appropriate measures to ensure safety, including boat launch rescue, and also to promote the education and engagement of young people.**

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

*Councillor McCullough returned to the Chamber.*

## 11.11 **IN CONFIDENCE** CE/STC/88 ORGANISATION STRUCTURES

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

Proposed by Councillor McWilliam  
Seconded by Alderman Brett and

**RESOLVED: that the final revised structure for Community Planning (Appendix 1) be approved.**

*ACTION BY: Jennifer Close, Human Resources Manager*

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

Moved by Alderman Brett  
Seconded by Councillor Magill and

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

The Mayor thanked everyone for attending and the meeting concluded at 7.50 pm.

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**MAYOR**

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