



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN  
MOSSLEY MILL ON MONDAY 31 OCTOBER 2016 AT 6:30 PM**

- In the Chair** : The Mayor (Councillor J Scott)
- Members Present** : Aldermen – F Agnew, W Ball, P Barr, T Burns, T Campbell, M Cosgrove, W DeCourcy, M Girvan, Smyth and R Swann
- Councillors – D Arthurs, A Ball, T Beatty, J Bingham, J Blair, P Brett, B Duffin, T Girvan, P Hamill, T Hogg, N Kells, N Kelly, B Kelso, A M Logue, R Lynch, M Magill, M Maguire, J Montgomery, N McClelland, V McWilliam, P Michael, M Rea, S Ross and W Webb
- In Attendance** : Housing Executive Representatives  
Paul Isherwood – Director of Asset Management  
Sharon Crooks – South Antrim Area Manager  
John Cassidy – Principal Officer North Place Shaping  
Alice McAteer – Senior Officer North Place Sharing
- Officers Present** : Chief Executive - J Dixon  
Director of Organisation Development - A McCooke  
Director of Operations - G Girvan  
Media and Marketing Manager – N McCullough  
Systems Support Officer Officer - C Bell  
Senior Administrative Officer - S McAree  
PA to Mayor and Deputy Mayor – K Hood

**1 BIBLE READING, PRAYER AND WELCOME**

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

Councillors Kelly and Logue joined the meeting.

The Mayor welcomed Dakota Reid and her mother who were in attendance to observe the proceedings

**2 APOLOGIES**

Councillors – L Clarke, H Cushinan, M Goodman, D Hollis and D Ritchie

**3 DECLARATIONS OF INTEREST**

Item 10.1 – Councillor Brett

Item 10.14 – Councillor Webb

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

Moved by Alderman Cosgrove

Seconded by Councillor Bingham and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting held on Monday 26 September 2016 be taken as read and signed as correct.**

*NO ACTION*

**5 MINUTES OF THE OPERATIONS COMMITTEE**

Moved by Councillor Montgomery

Seconded by Councillor Logue and

**RESOLVED – that the Minutes of the proceedings of the Operations Committee Meeting of Monday 3 October 2016 be approved and adopted.**

*NO ACTION*

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

Moved by Alderman DeCourcy

Seconded by Councillor Bingham and

**RESOLVED – that the Minutes of the Policy and Governance Committee Meeting of Tuesday 4 October 2016 be approved and adopted.**

NO ACTION

**7 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE**

Moved by Councillor Brett  
Seconded by Councillor Logue and

**RESOLVED – that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting held on Monday 10 October 2016 be approved and adopted.**

NO ACTION

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

Moved by Alderman Agnew  
Seconded by Councillor Webb and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting held on Monday 17 October 2016, Part 1 be taken as read and signed as correct.**

NO ACTION

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

Moved by Alderman Agnew  
Seconded by Councillor Webb and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting held on Monday 17 October 2016, Part 2 be approved and adopted.**

NO ACTION

(Councillor Duffin arrived during consideration of this item).

**9 MINUTES OF THE SPECIAL COUNCIL MEETING**

Moved by Alderman Cosgrove  
Seconded by Councillor Beatty and

**RESOLVED – that the Minutes of the proceedings of the Special Council Meeting of Antrim and Newtownabbey Borough Council held on Tuesday 25 October 2016 be taken as read and signed as correct.**

### **MAYOR'S REMARKS**

The Mayor invited Councillor Arthurs to speak. Councillor Arthurs informed the meeting that Jonathan Rea had won World Superbike Champion again this year.

Councillor Arthurs requested that the Mayor, Chief Executive and Ballyclare DEA members meet to discuss an appropriate event to recognise this achievement.

(Councillor Magill arrived at this point).

#### **10.1 ATTENDANCE BY NORTHERN IRELAND HOUSING EXECUTIVE**

Members were reminded that it was agreed at the April Council meeting to grant a request from NI Housing Executive to address members.

The undernoted officers attended to speak to the Housing Investment Plan:-

- Paul Isherwood, Director of Asset Management
- Sharon Crooks, South Antrim Area Manager
- John Cassidy, Principal Office North Place Shaping
- Alice McAteer, Senior Officer North Place Shaping

The representatives undertook to provide information requested by various members.

Following a request from Councillor Logue the Housing Executive agreed to meet with the airport DEA members to discuss various housing issues in Crumlin.

Following a request from Councillor Duffin the Housing Executive agreed to follow up on members' concern with Housing Associations.

Following the presentation and members' comments and questions, the representatives left the meeting.

*ACTION BY: Member Services*

#### **10.2 TO APPROVE THE SEALING OF DOCUMENTS**

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

- Ballyclare Public Realm Scheme Memorandum of Understanding.
- Off-Street Parking Agency Agreement.

- Service Level Agreement - Emergency Planning Coordinator.

Moved by Councillor Arthurs  
Seconded by Councillor Bingham and

**RESOLVED – that the Sealing of Documents be approved.**

*ACTION BY: Paul Casey, Legal Advisor*

### **10.3 G/MSMO/17 VOL 2 NORTHERN IRELAND WATER PRESENTATION REQUEST**

It was reported that correspondence had been received from Northern Ireland Water requesting the opportunity to attend a Council or Committee meeting to give their annual update on investment plans and priorities within our Council area.

Moved by Councillor Brett  
Seconded by Alderman Cosgrove and

**RESOLVED – that Northern Ireland Water be invited to present to a future Council meeting.**

*ACTION BY: Member Services*

### **10.4 CE/GEN/4 TRANSPORT NI – PROPOSED DISABLED PARKING BAY – [REDACTED]**

Members were advised that correspondence had been received from Transport NI outlining details regarding their proposal to reserve an on-street disabled parking space outside number 49 Princes Crescent, Newtownabbey.

Comments were to be forwarded to Traffic Management at County Hall, Ballymena, BT42 1QG.

Moved by Councillor Brett  
Seconded by Councillor Webb and

**RESOLVED – that the proposal to reserve an on-street disabled parking space [REDACTED] be approved.**

*ACTION BY: Member Services*

### **10.5 CE/GEN/4 TRANSPORT NI – PROPOSED DISABLED PARKING BAY – [REDACTED]**

It was reported that correspondence had been received from Transport NI outlining details regarding their proposal to reserve an on-street disabled parking space outside number 5 Erskine Park, Ballyclare.

Comments were to be forwarded to Traffic Management at County Hall, Ballymena, BT42 1QG.

Moved by Councillor Brett  
Seconded by Councillor Webb and

**RESOLVED – that the proposal to reserve an on-street disabled parking space [REDACTED] be approved.**

*ACTION BY: Member Services*

#### **10.6 CE/GEN/4 TRANSPORT NI – PROPOSED DISABLED PARKING BAY [REDACTED]**

Members were advised that correspondence had been received from Transport NI outlining details regarding their proposal to reserve an on-street disabled parking space outside number 245b Derrycoole Way, Newtownabbey.

Comments were to be forwarded to Traffic Management at County Hall, Ballymena, BT42 1QG.

Moved by Councillor Brett  
Seconded by Councillor Webb and

**RESOLVED – that the proposal to reserve an on-street disabled parking space [REDACTED] be approved.**

*ACTION BY: Member Services*

#### **10.7 SEMINAR FOR DIVERSITY CHAMPIONS - UNCONSCIOUS BIAS IN THE WORKPLACE**

Members were advised of receipt of correspondence from the Local Government Staff Commission (LGSC) highlighting a seminar for Diversity Champions on Thursday 17 November 2016 from 10.15am to 1pm in the Whittaker Suite in the Guildhall, Derry (*a light lunch would be provided*).

There would be no delegate fee for attendance.

The Seminar would be hosted by Derry City and Strabane District Council and the theme was "Aligning Equality and Diversity to the Community Planning Model".

Council currently had three Diversity Champions as follows -

- Councillor J Blair
- Alderman M Girvan
- Councillor M Goodman

Moved by Councillor Kells  
Seconded by Councillor Kelly and

**RESOLVED – that Council's three Diversity Champions attend the LGSC Seminar as an approved duty together with a relevant officer.**

*ACTION BY: Member Services*

**10.8 G/MSMO/8 VOL2 INDEPENDENT REVIEW OF THE STATE PENSION AGE:  
INTERIM REPORT**

The Government's ongoing review of the State Pension Age carried out by John Cridland had published the "Independent Review of the State Pension Age: Interim Report".

The consultation would close at **5.00pm** on **Saturday 31<sup>st</sup> December 2016**. The Interim Report also included consultation questions. Members who wished to respond to the questions should email: [spa.review@dwp.gsi.gov.uk](mailto:spa.review@dwp.gsi.gov.uk) or write to:

State Pension Age Independent Review  
2<sup>nd</sup> Floor  
Caxton House  
Tothill Street  
London  
SW1H 9NA

Moved by Councillor Kells  
Seconded by Councillor Girvan and

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

*NO ACTION*

**10.9 G/MSMO/8 VOL2 NORTHERN IRELAND FIRST REGIONAL AREA PLAN FOR  
EDUCATION "PROVIDING PATHWAYS 2017-2020"**

The Education Authority (EA) had launched a consultation on Northern Ireland's first regional area plan for education, "Providing Pathways 2017-2020".

The plan aimed to ensure that all pupils had access to a broad and balanced curriculum that met their needs in sustainable schools that were of the right type, of the right size, located in the right place and set key priorities/objectives for the Education Authority, the Council for Catholic Maintained

Schools (CCMS) and other sectoral bodies, in light of the Department of Education's goals to create sustainable schools throughout Northern Ireland.

The central focus of the plan was on the educational interests of children and young people, outlining the shape of educational provision for -

- Primary Schools
- Post-Primary Schools
- Special Schools; and
- Learning support provision in mainstream schools

The closing date for responses was **5pm on Monday 12<sup>th</sup> December 2016.**

A copy of the consultation document was attached for Members' convenience, and the electronic response questionnaire can be accessed via their website [www.eani.org.uk/providingpathways](http://www.eani.org.uk/providingpathways).

Moved by Councillor Webb  
Seconded by Alderman Barr and

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

NO ACTION

#### **10.10 ED/REG/17 GLENGORMLEY CHRISTMAS MARKET**

Members were reminded that a Christmas market would take place in Lilian Bland Park, Glengormley on 3-4 December 2017. The event would include over 40 local craft and food stalls each day as well as free children's activities and seasonal entertainment. Several town centre based businesses were also taking part to both sell products and promote their business. A local restaurant would be providing a BBQ and a local bar had agreed to apply for an alcohol licence for the event.

In accordance with the relevant byelaw, the consumption of alcohol was prohibited in the park. It was therefore proposed to suspend the byelaw for the duration of the event (12-8pm on Saturday 3 December and 1-7pm on Sunday 4 December).

Moved by Alderman Cosgrove  
Seconded by Councillor Blair and

**RESOLVED – that**

- a) the Council agree to the suspension of the byelaw prohibiting the consumption of alcohol on from 12 – 8pm on Saturday 3 December and from 1 – 7pm on Sunday 4 December and that a notice be placed in the local press**
- b) Officers be congratulated for the organisation of this event.**



*ACTION BY: Lisa O'Kane, Tourism, Town Centre & Regeneration Officer*

**10.11 L/LE1/6 UTILISATION OF HAZELBANK PAVILION BY MOSSLEY MEN'S SHED GROUP**

Members were advised that the Council had been contacted by the aforementioned group seeking assistance regarding the potential availability of Council facilities to use as a base for their Men's shed activities as they were required to vacate their current premises by the end of November 2016.

Following a number of meetings and a visit to both their current premises and Hazelbank Pavilion they had confirmed they would be interested in the following:

- a) Use of the large room at Hazelbank Pavilion on Monday, Wednesday and Thursday for the arts, craft, and other health and wellbeing programmes, (excluding any activities using power tool or other materials/equipment from the workshop).
- b) To research the potential of facilitating the provision of a portacabin type building to the side of the Pavilion which is currently fenced off to be used as a workshop.

The Council's normal Terms and Conditions would apply to the booking of the large room.

Moved by Councillor Webb  
Seconded by Councillor Logue and

**RESOLVED – That the potential to facilitate the provision of a storage and workshop facility be investigated.**

*ACTION BY: Bronagh Doonan, Head of Property and Building Services*

*Following a request from Councillor Logue for information on setting up a Men's Shed group officers undertook to investigate the matter and report back to Councillor Logue.*

*ACTION BY: Majella McAlister, Director of Community Planning and Regeneration*

**10.12 CPRD/CD/8 IPB INSURANCE PRIDE OF PLACE 2015 IN ASSOCIATION WITH CO-OPERATION IRELAND**

Members were reminded of the IPB Insurance, Co-operation Ireland Pride of Place Competition the purpose of which was to acknowledge the work carried out by communities throughout the entire island of Ireland and pay recognition to the efforts being made to create viable, vibrant and visible communities which impact and make a difference in peoples' lives.

In May 2016 the Council nominated three groups under the following categories:

- Population 2,000 – 5,000 – Mallusk Community Action Group
- Community Enterprise Initiative – TIDAL, Toomebridge
- Islands & Coastal Communities – Rams Island Heritage Project

On Monday 15 August 2016 judges representing Pride of Place visited the Borough for 2 days and attended presentations, question and answer sessions and a tour of each of the 3 areas nominated.

The Pride of Place Competition would culminate with a Gala Dinner and Awards Ceremony to be held on Saturday 26 November 2016 in the Waterfront Hall, Belfast. Ten complimentary tickets for this event had been received from Co-operation Ireland with guidance that they were to be distributed as follows: 2 tickets per nominated group with the remaining 4 tickets to be allocated to Councillors/ Council Officers.

It was proposed that the Mayor and the Chairman of the Community Planning and Regeneration Committee or their nominees and 2 appropriate Council officers attend the Gala Dinner and Awards Ceremony along with the 6 group representatives.

Co-operation Ireland had advised that the nominated groups may invite additional members to the event, however, should the groups avail of this all costs would be paid for separately by the participants.

Moved by Alderman Cosgrove  
Seconded by Councillor Duffin and

**RESOLVED – That**

- a) approval be granted for participation at the IPB Pride of Place Gala Dinner and Awards Ceremony at the Waterfront Hall, Belfast with 10 attendees to include the Mayor, the Mayoress and the Chairman of the Community Planning and Regeneration Committee or their nominees together with 2 appropriate Council Officers along with the 6 group representative**
- b) The policy of including partners to accompany members to such events be confirmed.**

*ACTION BY: Louise Moore, Head of Community Planning/Jacqui Dixon, Chief Executive*

(Alderman Campbell arrived during consideration of this item).

#### **10.13 ED/REG/3 GLENGORMLEY TOWN TEAM**

Members were advised that revisions to the Glengormley Town Centre Action Plan for 2016-17 had been put forward by Glengormley Town Team.

A copy of the final action plan had been attached which now included proposals for entertainment at Glengormley Christmas Market on 3-4 December 2016 as well as installation of new Christmas lights.

Moved by Councillor McClelland  
Seconded by Councillor Blair and

**RESOLVED – That the revised Glengormley Town Centre Action Plan for 2016-17 be agreed.**

*ACTION BY: Paul Kelly, Head of Economic Development*

Having declared an interest Councillor Webb left during consideration of the following item.

#### **10.14 CP/CD/109 NI HOSPICE – LIGHTS TO REMEMBER CHRISTMAS APPEAL**

Members were advised that correspondence had been received from the Northern Ireland Hospice requesting support for its Lights to Remember Christmas Appeal in 2016 and assistance with the purchase of new display boards.

Over the past 7 years the Council had supported the appeal which last year raised in excess of £170,000, by erecting display boards at every Christmas tree site in the Borough, raising awareness of the appeal and reaffirming the Council's support.

For this year's campaign the cost of producing three 3m x 1m and seventeen 1m x 1m display boards would be approximately £500 plus VAT, provision for which existed in the Community Planning and Regeneration Budget.

Moved by Councillor Maguire  
Seconded by Councillor Brett and

**RESOLVED – That**

**(a) the Council supports the Northern Ireland Hospice Lights to Remember Christmas Appeal in 2016;**

**(b) the Council purchases new display boards at a maximum cost of £500 plus VAT.**

*ACTION BY: Louise Moore, Head of Community Planning*

#### **10.15 ED/REG/2 BALLYCLARE TOWN TEAM**

Members were advised that revisions to the Ballyclare Town Centre Action Plan for 2016-17 had been put forward by the Ballyclare Town Team.

A copy of the final action plan had been attached which now included proposals for lighting of trees around the Square.

Moved by Councillor Girvan  
Seconded by Councillor Arthurs and

**RESOLVED – That the revised Ballyclare Town Centre Action Plan for 2016-17 be agreed.**

*ACTION BY: Paul Kelly, Head of Economic Development*

#### **10.16 L/CP/1/VOL 3 OFF STREET CARPARKS - 3 YEAR AGREEMENT**

Members were advised that following the transfer of off-street parking functions, a local government Regional Off-street Parking Group, (a sub-group of the Local Government Chief Executives Group [LGCEG]) had been set up to take forward the operational actions required to ensure the smooth transfer of the functions and assets on 1 April 2015.

This Regional Sub-group reviewed the service delivery options to provide this service post October 2016. The group made recommendations to the LGCEG that the existing Agency Agreement and Technical Specification with DRD would be extended for a minimum three years with the option to extend if required. In October 2015 Council agreed to extend the DRD Agency Agreement and Technical Specification for off-street parking by 3 years with the option for further extension in line with the other 10 Councils. The Agreement now needed to be signed and sealed.

Moved by Councillor Duffin  
Seconded by Councillor Brett and

**RESOLVED – That the Agency Agreement and Technical Specification from 1 November 2016 until 30 October 2019, with option for further extension, be signed and sealed.**

*ACTION BY: Ivor McMullan, Head of Leisure*

#### **10.17 WM/WM/1 HOUSEHOLD RECYCLING CENTRE PUBLIC HOLIDAY OPENING ARRANGEMENTS 2016-17 (REPORT FROM GERALDINE)**

Officers had been assessing the Public Holiday opening arrangements for 2016-17 with the aim of minimising disruption to the service for residents.

The proposed opening arrangements at the Household Recycling Centres were:-

<b>Public Holiday</b>	<b>Bruslee</b>	<b>Craigmore</b>	<b>Crumlin</b>	<b>Newpark</b>	<b>O'Neill Road</b>
Saturday 24 Dec 2016 (Christmas Eve)	Open – closing at 4pm	Open – closing at 4pm	Open – closing at 4pm	Open – closing at 4pm	Open – closing at 4pm
Sunday 25 Dec 2016 (Christmas Day)	Closed	Closed	Closed	Closed	Closed
Monday 26 Dec 2016 (Boxing Day Holiday)	Closed	Closed	Closed	Closed	Closed
Tuesday 27 Dec 2016 (Christmas Day Holiday)	Open as normal	Open as normal	Open as normal	Open as normal	Open as normal
Saturday 31 December 2016	Open as normal	Open as normal	Open as normal	Open as normal	Open as normal
Sunday 1 January 2017 (New Year's Day)	Closed	Closed	Closed	Closed	Closed
Monday 2 January 2017	Open as normal	Open as normal	Open as normal	Open as normal	Open as normal
Friday 17 March 2017 (St Patrick's Day)	Open as normal	Open as normal	Open as normal	Open as normal	Open as normal

Residents in the Borough would be advised of the opening hours through the Borough Life magazine, public notices, and on the Council website.

Moved by Councillor Hamill  
Seconded by Councillor Lynch and

**RESOLVED – That the proposed opening hours for the Household Recycling Centres for Public Holidays up to April 2017 be approved.**

*ACTION BY: Michael Lavery, Head of Waste Management*

#### **10.18 L/CP/1/VOL 2 CENTRAL CAR PARK, ANTRIM**

Members were reminded that the responsibility for off street parking transferred from the Department for Infrastructure, formally the Department for Regional Development, on 1 April 2015.

##### Central Car Park, Antrim

Central Car Park, Antrim, is Pay on Foot with a member of staff on site and access via barriers. The only other car park of this type transferring to local government on 1<sup>st</sup> April 2015 is in Mid and East Antrim Borough.

The Pay on Foot set up had a software system which was now 10 years old and the parking enforcement provider, NSL, had advised that it required a software upgrade by 31 December 2016 at an approximate cost of £20,000.

Officers had been reviewing the current Pay on Foot system further to the report to Council in October 2015, in an effort to examine any options that may provide operational and/or financial benefits to the Council and were now in a position to present options to Council in view of the impending requirement to invest in a software upgrade.

Officers have considered four options as follows:

1. Do nothing
2. Invest in software upgrade
3. Offer car parking free of charge
- 4a Convert from pay on Foot to pay and display (3-hours free/10p)
- 4b Convert from pay on Foot to pay and display (re-introduce charging\*)

*\* Car parking at Central Car Park was charged at 40p per hour/5 hours for £1 up to Council's decision to introduce 3 hours free parking in October 2015 following surveys of shoppers and traders.*

##### Preferred Option

An initial business case and economic appraisal were enclosed. Officers had assessed the options and taking into account the need to support town centre traders, the costs associated with continuing the Pay on Foot system, the potential implications on traders of reintroducing car parking charges and the practical operational management of the site, Option 3 - Offer car parking free of charge - was the preferred option. If approved, monitoring of usage in the first three months would be beneficial to establish potential impact of all day parking plus usage of disabled parking spaces would need to be addressed.

Other Car Parks

A report on progress with the remaining 10 car parks would be brought to the Operations Committee in November.

Moved by Councillor Montgomery

Seconded by Councillor Beatty and

**RESOLVED – That**

- a) Council approves the replacement of the current Pay on Foot arrangements at Central Car Park, Antrim with free parking, subject to review and report back to Committee**
- b) A report on the comparison of all parking charges be submitted to a future meeting of the Operations Committee.**

*ACTION BY: Ivor McMullan, Head of Leisure*

#### **10.19 CE/MSHIP/1 CHILDREN IN NORTHERN IRELAND MEMBERSHIP**

Members were advised that correspondence had been received from Children in Northern Ireland (CiNI) in relation to renewal of their annual membership subscription for 2016-2017, the associated renewal fee being £500.00.

CiNI provided training, policy, information and participation support services to 160 member organisations across the statutory, government, voluntary, community and independent sectors, and also supported the Public Sector to engage effectively with children and young people, their parents and carers in the development and review of policies, strategies and services that impact on their lives.

Moved by Councillor McClelland  
Seconded by Councillor Beatty and

**RESOLVED – That the Council renews its annual membership with CiNI.**

*ACTION BY: Member Services*

#### **10.20 CE/GEN/155 ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL 2015-16 DRAFT ANNUAL REPORT**

Members were advised that a draft Annual Report of the Council's Performance in 2015-16 had now been prepared. A copy of the report had been enclosed.

The draft Annual Report provided an update on how we had performed and what we had delivered for the Borough during 2015-16.

Moved by Alderman Smyth  
Seconded by Councillor Arthurs and

**RESOLVED – That the Council's draft Annual Report for 2015-16 be approved.**

*ACTION BY: Helen Hall, Business Change Manager*

#### **10.21 L/LEI/213 OPHIR RUGBY FOOTBALL CLUB**

Members were advised that a letter of appreciation in respect of Council support had been received from Ophir Rugby.

It was

**RESOLVED – That the correspondence be noted.**

*NO ACTION*

#### **MOTION TO PROCEED 'IN COMMITTEE'**

Moved by Councillor Beatty  
Seconded by Councillor Bingham and

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

#### **ITEMS IN COMMITTEE**

#### **10.22 CP/GR/44 IN CONFIDENCE COUNCIL ENGAGEMENT GROUP**

Members were advised that the Home Office had mandated that Northern Ireland should intake a number of Syrian refugees. There had been refugee arrivals to date in the following Council Areas: Belfast, Bally, Larne and Carrickfergus. A total of 224 refugees had arrived in 4 different groups since December 2015. A further 5 groups were expected to arrive between November 2016 and June 2017 with around 10 people per group.

They would arrive in Belfast.

November - Bally and Carrickfergus, Newry and Mid Ulster  
December - North Down and East  
January - Mid Ulster  
April - Antrim and Newtownabbey



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

locations for the families being resettled and it would be useful to have a table for packing and sorting for volunteers making up the groups. This would need to be this period from March to May when a number of families would be resettled in the community.

Approved by Councillor Blun [redacted]  
Seconded by Councillor McClelland [redacted]

**RESOLVED – That**

**a. the Council agrees to implement the above support initiatives for the resettlement of Syrian refugees as required;**

**b. the Council extends an invite to Ian Snowden, Director of Strategic Policy & Planning, Department for Communities to provide a confidential briefing to Members on this initiative;**

**ACQUAINTANCE: Louise Moore, Head of Community Planning**

#### **10.23 IN CONFIDENCE FI/PRO/TEN/85 TENDER FOR FLEET REPAIR AND MAINTENANCE**

**Contract Period: 1 December 2016 to 30 November 2018 (with the option to extend for a further period of 24 months (in 3 month increments) subject to review and performance)**

3 tenders for fleet repair and maintenance were opened via the E-Sourcing NI Portal on 13 September 2016 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

##### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, previous company experience, technical capacity and capability of the team, technical capacity and capability of the contract manager, management systems and practices, service specification and declarations and form of tender. Two of the tenders did not meet all the requirements of Stage 1 of the assessment and therefore did not proceed to Stage 2. The remaining tender, submitted by Cahill Motor Engineering (NI) Ltd, was evaluated as follows:

##### **STAGE 2 – AWARD STAGE**

###### **General Information**

The tenderer provided all the confirmations and information requested and proceeded to the next stage of the assessment.

###### **Technical/ Commercial Assessment**

The tender was evaluated on the basis of service delivery proposals (20%) and cost (80%). Details are as follows:-

Service Provider Total % Score	Estimated Annual Model Contract Cost (Based on Evaluation of Achieved Rates Matrix) £ (excl VAT)	
Cahill Motor Engineering (NI) Limited	£411,459.00	94.00%

Moved by Councillor Brett  
Seconded by Councillor Beatty and

**RESOLVED – That having achieved an acceptable score with 94.00%, Cahill Motor Engineering (NI) Ltd be appointed to provide fleet service, repair and maintenance for the period 1 December 2016 to 30 November 2018 (with an option to extend for a further 24 months (in 3 month increments) subject to review and performance) at the tendered rates.**

*ACTION BY: Sharon Logue, Procurement Manager*

#### **10.24 IN COMMITTEE CE/STC/88 ORGANISATION STRUCTURE**

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

- Structure

Moved by Councillor Brett  
Seconded by Alderman Smyth and

**RESOLVED – That**

**a) the final structures be approved for:**

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

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

- Governance, Member Services
- Chief Executive, Business Change Section

- Voluntary Severance Applications

Moved by Councillor Kelly  
Seconded by Councillor Beatty and

**RESOLVED – that the severance cases, as detailed, be approved and that a suitable termination date be agreed with the post holders.**

*ACTION BY: Andrea McCooke*

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

Moved by Councillor Brett  
Seconded by Councillor Duffin and

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

The Mayor thanked everyone for their attendance and the meeting concluded at 7.40pm.

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MAYOR

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