



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
MOSSLEY MILL ON 26 FEBRUARY 2018 AT 6:30 PM**

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

1 BIBLE READING, PRAYER AND WELCOME

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

The meeting opened with a Bible reading and prayer by Rev Dr Ivan Neish.

Councillor Kelly joined the meeting at this point.

MAYOR'S REMARKS

The Mayor expressed his sympathies on behalf of the Council to Councillor McClelland and her family on the loss of her husband, Donovan, and to the family of former Councillor Jack Beattie.

2 APOLOGIES

Apologies were received on behalf of Councillors Bingham, Blair, Kells, Logue and McClelland.

3 DECLARATIONS OF INTEREST

Items 10.16, 10.17, 10.18, 10.19 and 10.20 – Councillor Maguire
Item 10.18 – Councillor Ross

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Campbell
Seconded by Alderman Cosgrove and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday, 29 January 2018 be taken as read and signed as correct and that the Chief Executive write to Mid and East Antrim Borough Council, the Permanent Secretary and Sustrans to reiterate the Council's position in relation to the Greenisland Monkstown Greenway proposal (Item 10) in more detail.

ACTION BY: Jacqui Dixon, Chief Executive

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Kelly
Seconded by Councillor Rea and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday, 5 February 2018 be approved and adopted.

NO ACTION

6 MINUTES OF THE POLICY & GOVERNANCE COMMITTEE MEETING

Moved by Councillor Hollis
Seconded by Councillor Hogg and

RESOLVED - that the Minutes of the proceedings of the Policy & Governance Committee Meeting of Tuesday 6 February 2018 be approved and adopted.

NO ACTION

7 MINUTES OF THE SPECIAL COUNCIL MEETING

Moved by Councillor Kelly
Seconded by Councillor Webb and

RESOLVED – that the Minutes of the proceedings of the Special Council Meeting held on Monday 12 February 2018 be read and signed as correct.

NO ACTION

8 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE MEETING

Moved by Councillor Clarke
Seconded by Councillor Greer and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting of Monday 12 February 2018 be approved and adopted.

Officers to review the process of submitting applications for corporate events to include an option to print applicant submissions.

ACTION: Majella McAlister, Director of Community Planning and Regeneration

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

Moved by Councillor Brett
Seconded by Councillor Webb and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 19 February 2018, Part 1 be taken as read and signed as correct.

NO ACTION

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

Moved by Councillor Brett
Seconded by Councillor Webb and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 19 February 2018, Part 2 be approved and adopted.

NO ACTION

10 REPORT ON BUSINESS TO BE CONSIDERED

10.1 TO APPROVE THE SEALING OF DOCUMENTS

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

To approve the Sealing of Documents:

- Contract between Land & Property Services (LPS) and Antrim and Newtownabbey Borough Council for the Supply of Property Surveys.
- Deed of sale for lands at Lakeview Crumlin from NIE to the Council
- Contract for the sale of Toome Sewage Pumping Station to the Council from NIE.

Moved by Alderman Cosgrove
Seconded by Councillor Duffin and

RESOLVED – that the Sealing of Documents be approved.

ACTION BY: Paul Casey, Borough Lawyer

10.2 CE/GEN/035 BOUNDARY COMMISSION FOR NI

Members were advised that the Boundary Commission for NI had published a Revised Proposals Report for Consultation.

The Consultation is available online at www.boundarycommission.org.uk and closes on Monday, 26 March 2018.

Members were advised that they may wish to respond on a corporate, individual or party basis.

Moved by Councillor Webb
Seconded by Councillor Brett and

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

NO ACTION

10.3 CP/CP/027 TACKLING PARAMILITARY ACTIVITY, CRIMINALITY AND ORGANISED CRIME

Members were advised that correspondence had been received from the Department for Communities asking the Community Planning Partnerships to address issues around the rule of law and embedding a culture of lawfulness (copy circulated).

The Department is offering each Community Planning Partnership approximately £900 as assistance to consider this matter.

Officers had reviewed the Community Plan and these issues had not been raised as a priority within the Plan.

Moved by Councillor Brett
Seconded by Councillor Kelly and

RESOLVED – that the correspondence be noted and that the matter be dealt with via the Police and Community Safety Partnership.

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

10.4 G/MSMO/23 ANCRE SOMME ASSOCIATION – WILLIAM MCFADZEAN VC SPORTSMAN'S DINNER

Members were advised that correspondence had been received from the Ancre Somme Association on behalf of the William McFadzean VC Commemoration Society (copy circulated) providing details of a fund raising Sportsman's Dinner to be held on Friday, 16 March 2018 in Craigavon Civic and Conference Centre.

The event would be hosted by the Lord Mayor of Armagh, Banbridge and Craigavon Borough Council with special guests, including Glasgow Rangers, AC Milan & England legend Mark Hateley, Manchester United, Newcastle United and Northern Ireland legend Keith Gillespie and BBC Sport NI pundit Liam Beckett, MBE.

Tickets for the event were priced at £50 per person or £450 per table of 10. Alternatively, the Association provided details to facilitate financial donations.

Moved by Councillor Brett
Seconded by Alderman Cosgrove and

RESOLVED – that any Member wishing to attend do so at their own expense.

NO ACTION

10.5 G/MSMO/7/Vol 3 NORTHERN IRELAND HOUSING EXECUTIVE – REQUEST FOR PRESENTATION

Members were advised of correspondence received from the Northern Ireland Housing Executive (copy circulated) requesting the opportunity to present the Housing Investment Plan for the area at the October 2018 Council Meeting.

Moved by Councillor Magill
Seconded by Councillor McCarthy and

RESOLVED – that the Northern Ireland Housing Executive Representatives be invited to address the October 2018 Council Meeting.

ACTION BY: Member Services

10.6 EH/PHWB/11 DEPARTMENT OF HEALTH – CONSULTATION ON PROMOTING HUMAN ORGAN DONATION AND TRANSPLANTATION IN NORTHERN IRELAND AND DRAFT LOCAL GOVERNMENT CODE OF PRACTICE

Members were advised that under Part 4 of the Health (Miscellaneous Provisions) Act (Northern Ireland) 2016 the Department of Health has a duty to promote organ donation and transplantation.

The Department is consulting with the transplant community, the wider public, clinicians, patient representatives and other stakeholders about the development of a draft policy to implement its statutory duty to promote and report on organ donation and transplantation in Northern Ireland. The consultation seeks comments on two primary objectives to be implemented through six key commitments to drive increased rates of organ donation in Northern Ireland.

The consultation proposes: -

Objective 1: Encouraging positive actions and behaviours in relation to organ donation and the Department commits to increasing awareness of organ donation and the rate of consent by families by:

- Developing a long term integrated Health and Social Care Communications Programme;
- Providing ring-fenced funding to co-ordinate and deliver communications activity;
- Utilising the potential of civic society to engage with all sectors of the community;
- Working with Local Government to engage with local community based initiatives;
- Engaging with key target audiences including older citizens and children and young people, to ensure greater levels of awareness and responsibility by the current and future adult population.

Objective 2: Developing appropriate training for healthcare professionals to increase levels of consent in order to achieve the 2020 strategy target of 80%.

The Department commits to increasing awareness of organ donation and the rate of consent by families by:

- Providing high quality organ donation awareness training for healthcare professionals.

The Department had also issued a draft Code of Practice for Local Government that set out guiding principles and activities relating to the promotion of organ donation through closer collaboration between local Councils and the Health and Social Care Trusts.

A copy of the full Consultation can be found via the following link and the draft Council's response to the 12 question consultation paper was circulated.

In addition, a Workshop was held in January 2017 hosted by the Organ Donation Clinical Advisory Group for local government. The paper produced following the workshop was also circulated together with comments for consideration by Committee. If approved, this would also be submitted. The purpose of the workshop was to discuss the potential for closer collaboration in the promotion of organ donation with the aim of developing a code of practice for Councils to help increase awareness of organ donation levels.

<https://consultations.nidirect.gov.uk/doh-healthcare-policy-group/promoting-human-organ-donation-and-transplantation/>

Moved by Councillor Lynch
Seconded by Alderman Smyth and

RESOLVED – that the responses to the Department of Health Consultation on Promoting Human Organ Donation and Transplantation and comments on the Draft Local Government Code of Practice be approved.

ACTION BY: Wendy Brolly, Environmental Health Manager (Health and Wellbeing)

10.7 L/GEN/65 AQUA SLIDES – VALLEY LEISURE CENTRE

Following the postponement of repair works scheduled for December 2017 at the Valley and Sixmile Leisure Centres due to contractor constraints on programme time, it had been confirmed that the repair work would proceed on a phased approach.

Repair work at the Valley Leisure Centre would take place between 26 March 2018 – 13 April 2018 with Sixmile scheduled for late December (specific dates to be confirmed). Officers had specified the repair work be conducted at these times to ensure there is limited service disruption. The April dates would avoid impacting the swimming lessons and late December is historically a time of year which sees a considerable reduction in usage due to the festive period.

Work at both pools would necessitate pool closure. Centres would take advantage of the closures by scheduling additional maintenance work and deep cleaning alongside the repair works. Valley Leisure Centre had been prioritised, as the aqua slide is not currently operational, in addition repair work is scheduled to be complete to coincide with the launch of our new leisure swim product called Aquasplash in April 2018.

Aquasplash will ensure programmed times for family swims at all three Centres with the full range of activities available at Sixmile including the Lazy River and new features at the Valley and Antrim Forum including inflatable obstacle courses. This would increase the programming for the 5,000+ family members currently subscribed to the “More” membership as well as attract new users from within and outside the Borough.

Moved by Alderman Girvan
 Seconded by Alderman Smyth and

RESOLVED – that the pool at the Valley Leisure Centre be closed from 26th March – 13th April 2018 to accommodate the planned works to Aqua Slides and that an update be provided to Members regarding the current status of facilities at Sixmile Leisure Centre.

ACTION BY: Geraldine Girvan, Director of Operations/Matt McDowell, Head of Leisure

10.8 L/LEI/418 LEISURE GRANT AID: Every Body Active Grants

INTRODUCTION

Members were reminded that Officers had 5 months to design and deliver this funding programme through the Every Body Active Programme. This was extremely challenging and Officers aimed to maximise grant uptake through a targeted marketing campaign, drop in ‘clinics’ and open workshops the programme had been promoted to local sports clubs and subject to approval of the applications recommended for approval in this report, a total of 94% of the funding will have been committed. The funding, which has now closed to allow time for project delivery, spend and vouching by the deadline, has reached 25 projects, benefitting 1,260 participants from underrepresented groups.

FINAL BATCH OF APPLICATIONS

A total of 21 eligible applications had been approved to date, with 4 new applications this month.

Every Body Active 2020 Small grants	Approved to date (21 applications)	4 Applications this call (February 2018)
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	Annual budget	Approved spend to date	No. of apps.	Proposed funding award this call	Balance after approvals
	£35,907	£25,916	4	£4,400	£5,591
Totals					
Total grant allocation				£35,907	
Total spend to date including this call, if approved:				£30,316	
10% Administration payment to Council				<u>£3,590</u>	
				£33,906	

Number of participants benefitting from funding, including this call.

Women and Girls	1,189
People with a Disability	420
People from areas of High social Need	1,131
Total number of Participants	1,260

A summary of Every Body Active grant award recommendations was circulated.

Moved by Councillor Kelly
Seconded by Councillor Duffin and

RESOLVED – that the Every Body Active grant awards as detailed be approved.

ACTION BY: Janine Beazley, Grants and Special Projects Officer

10.9 PT/CI/013 CORPORATE IMPROVEMENT PLAN 2018-19

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

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

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

Officers have prepared a Corporate Improvement Plan 2018-19 (Draft for Consultation) and this was circulated for Members' consideration.

The Corporate Improvement Plan 2018-19 includes:

- Improvement objectives and measures of success;
- Corporate improvement Indicators for all Council services
- Statutory Indicators and measures of success
- Governance arrangements

This document will provide a strategic overview of the major projects and measures of success for the forthcoming year. The Plan identifies the lead Head of Service, thus providing transparency/accountability at a Head of Service level.

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

To this end, it was proposed to conduct a twelve-week consultation period to encourage feedback from our stakeholders.

Following the consultation, a revised draft will be brought to Members' attention in June 2018.

As part of its audit of November 2017, The Northern Ireland Audit Office stated that "the Council's Audit Committee has responsibility to ensure that arrangements for good governance are in place and operating efficiently". To this end, it was proposed that quarterly progress reports be submitted to the Audit Committee for scrutiny and challenge and to ensure that an evaluation of risk and an assessment of performance is carried out, prior to a subsequent Council meeting for approval.

Performance against the Corporate Improvement Plan will be reported using a traffic light system.

Where items are confirmed as 'green' (already achieved or on track to achieve), no further information need be provided.

Where items are assessed as 'amber' (at risk) or 'red' (not achieved), further detailed information and an action plan will be provided to the most appropriate Committee/Council.

The Plan had been screened for equality and there were no implications to the equality of opportunity or good relations of the Section 75 equality categories. A copy of the Screening Form was circulated for Members' consideration.

Moved by Alderman Smyth
Seconded by Councillor Clarke and

RESOLVED – that the Corporate Improvement Plan 2018-19 (Draft for Consultation), and Equality Screening Form be approved, subject to consultation with key stakeholders.

ACTION BY: Helen Hall, Head of Performance and Transformation

10.10 CE/GEN/083 STREET NAME PLATES IN LANGUAGES OTHER THAN ENGLISH

Members were advised that a request had been received from Abbeyville Residents' Association requesting 5 street signs to be expressed in Irish (*copy enclosed*).

The Council currently does not have a policy in place to deal with this request and this report seeks to provide the background and context to allow the Council to decide whether it requires a policy on this matter.

Legal Position

Article 11 of The Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995 provides councils with a discretionary power to erect street nameplates in a language other than English. Article 11 states as follows:

11. (1) A council may erect at or near each end, corner or entrance of any street in its district a nameplate showing the name of the street; and a nameplate erected under this paragraph—
 - (a) shall express the name of the street in English; and
 - (b) may express that name in any other language.
- (2) A council may, immediately adjacent to a nameplate erected under paragraph (1) which expresses the name of a street in English only, erect a second nameplate expressing the name of the street in a language other than English.
- (3) Neither this Article nor anything done by a council thereunder authorises or requires the use of the name of a street expressed in a language other than English as, or as part of—
 - (a) the address of any person; or
 - (b) the description of any land;for the purposes of any statutory provision.
- (4) In deciding whether and, if so, how to exercise its powers under paragraph (1)(b) or (2) in relation to any street, a council shall have regard to any views on the matter expressed by the occupiers of

premises in that street.

Therefore there is no legal requirement for the Council to provide street signs expressed in a language other than English. However, should the Council decide to provide street signs expressed in another language then, rather than consider requests on a case by case basis, the Council may wish to introduce a policy, having regard to Article 11 of the 1995 Order, setting out the required criteria which must be satisfied for such an application.

Equality

Section 75 of the Northern Ireland Act 1998 (the Act) requires public authorities designated for the purposes of the Act to comply with two statutory duties.

The first duty is the Equality of Opportunity duty, which requires public authorities in carrying out their functions relating to Northern Ireland to have due regard to the need to promote equality of opportunity between the nine equality categories of persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation; men and women generally; persons with a disability and persons without; and persons with dependants and persons without.

The second duty, the Good Relations duty, requires that public authorities in carrying out their functions relating to Northern Ireland have regard to the desirability of promoting good relations between persons of different religious belief, political opinion and racial group.

While language is not a specific section 75 category, people of different racial groups, whose first language is not English, have potential to directly benefit from dual language signage. In addition, people of different religious beliefs and political opinion also have potential to benefit from dual language signage.

The Committee of Experts which monitors the application of the European Charter for Regional or Minority Languages emphasises that 'adoption of special measures in favour of regional or minority languages aimed at promoting equality between the users of these languages and the rest of the population is not to be considered an act of discrimination against the users of more widely used languages' (Source: Council of Europe (2010) – Report of the Committee of Experts on the Charter (UK 3rd Monitoring Cycle), 21.04.10, paragraph 123).

In terms of equality of opportunity, any potential positive impact of dual signage for people of any specific political opinion does not automatically create an adverse negative impact on people with other political opinions.

Statistics

In determining whether there is a need for the Council to introduce a policy Members may wish to take account of the following statistics from the 2011 Census. Although not yet fully configured to 2015 local government boundaries, the following figures provide a close approximation of the correct figures for Antrim and Newtownabbey Borough Council.

On Census Day on 27 March 2011, in Antrim and Newtownabbey Borough Council the resident population was represented as follows:

- 2.10% were from an ethnic minority population and the remaining 97.90% were white (including Irish Traveller);
- 29.74% belong to or were brought up in the Catholic religion and 61.10% belong to or were brought up in a 'Protestant and Other Christian (including Christian related)' religion;
- 62.17% indicated that they had a British national identity, 16.01% had an Irish national identity and 30.86% had a Northern Irish national identity*. (*Respondents could indicate more than one national identity);
- 6.52% had some knowledge of Irish; (aged 3+);
- 9.30% had some knowledge of Ulster-Scots (aged 3+); and
- 2.72% did not have English as their first language (aged 3+).

The 2011 Census also provides the following information:

Place of birth of residents in Antrim and Newtownabbey District Area

Place of birth	No. of Residents
Northern Ireland	124,343
United Kingdom (Other) + Channel Islands, Isle of Man	6,866
Republic of Ireland	1,483
Europe (outside UK and RoI)	2,984
Africa	476
Middle East	101
Asia	1,568
North America and Caribbean	433
Central and South America	65
Oceania and Antarctica	247
Other	1
All Usual Residents	138,567

Of the 138,567 people resident in Antrim and Newtownabbey District Area, 5,875 were born outside the UK or Ireland. This represents 4.2% of the population, which is slightly below the Northern Ireland average of 4.5%.

Languages spoken within Antrim and Newtownabbey District Area

First Language	No. of residents aged 3+	First Language	No. of residents aged 3+
English	129,013	Malayalam	162
Polish	1,165	Tagalog/Filipino	135
Lithuanian	309	Hungarian	87
Slovak	229	Portuguese	64
Chinese	228	Russian	58
Irish (Gaelic)	176	Latvian	29
		Other	965

The above table shows the range of languages currently spoken as a main language within Antrim and Newtownabbey District Area. 3,431 residents aged 3+ speak a language other than English or Irish as their main language. Of those whose main language is not English or Irish, 26% cannot speak English, or cannot speak it well.

The cost of providing a Street Name sign is approximately £250.

Moved by Councillor Brett
Seconded by Alderman Cosgrove that

the Council adopts a policy to provide street signs in English only.

AMENDMENT

Proposed by Councillor Webb
Seconded by Councillor Kelly that

the Council looks at a policy on multi-lingual signage where it has been requested.

On the amendment being put to the meeting 8 members voted in favour, 27 against and 0 abstentions.

The amendment was declared lost.

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

In favour of the Proposal 27 Members viz	Against the Proposal 8 Members viz	Abstentions 0 members viz
Aldermen Swann, Cosgrove, Agnew, Smyth, Ball, Girvan, DeCourcy, Barr	Alderman Campbell, Burns Councillors Kelly, Webb, Lynch, Duffin, Goodman, Cushinan,	

Councillors Hamill, McWilliam, Hollis, Arthurs, Michael, Montgomery, Ritchie, Foster, Maguire, McCarthy, Rea, Magill, Girvan, Greer, Clarke, Brett, Ross, Ball, Hogg		
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The proposal was accordingly declared carried and it was

RESOLVED – that the Council adopts a policy to provide street signs in English only.

ACTION BY: Jacqui Dixon, Chief Executive

10.11 FI/FIN/4 BUDGET REPORT – JANUARY 2018

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

For the period, the Council's variance on Net Cost of Services was £1.4m favourable, with income from the District Rates and De-Rating Grant being in line with their respective budgets.

Members were advised that should this favourable variance on services continue to the end of the financial year, this would result in an increase to the General Fund of £653k against a budgeted decrease of £757k.

Members commended the favourable position.

Moved by Councillor Maguire
Seconded by Councillor Lynch and

RESOLVED – that the report be noted.

NO ACTION

10.12 CP/CD/197 & CP/CD/178 NEIGHBOURHOOD RENEWAL AND AREAS AT RISK 2018/19

Members were aware that the current funding from the Department for Communities (DFC) for Neighbourhood Renewal and Areas at Risk ends on 31 March 2018.

Correspondence had been received from the Deputy Permanent Secretary, Ian Snowden, a copy of which was circulated, explaining that whilst the DFC budgets for 2018/19 remain undecided, based on the budgetary scenarios outlined in the Department of Finance's Budgetary Outlook paper, issued in December 2017, it would be reasonable to assume that programmes such as

Neighbourhood Renewal and Area at Risk are likely to see reductions of approximately 11%.

On this basis Councils have been asked to review the budgets for Neighbourhood Renewal in Rathcoole and Areas at Risk programmes in Newtownabbey for 2018/19 and submit these to DFC by 16 February 2018. The Department had clarified that this does not necessarily mean that every project will be cut by 11% but that decisions will be made on a project by project basis. Other considerations would include ensuring that funding to support salary costs would continue to meet the new National Living Wage which comes into effect from 1 April 2018. Members were advised that no such request had been received from DFC in relation to Neighbourhood Renewal in Ballyclare, which is administered by a different directorate than the Greater North Belfast programmes.

Neighbourhood Renewal in Rathcoole and Grange

Councils had been advised not to submit budget reduction proposals by the deadline of 16 February, pending the outcome of representation made to the Department by a delegation of Chairpersons of the North Belfast Neighbourhood Renewal Area Partnerships. This body had written to the Permanent Secretary highlighting the impact of further reductions and requesting that the Neighbourhood Renewal budget be protected until such time as a more comprehensive plan on future delivery has been adopted. A copy of the letter was circulated for Members' information

Areas at Risk

In 2017/18 a budget of £75,000 was allocated from DFC to support programmes in Newtownabbey. In light of the letter from Mr Snowden, Officers had reviewed the current Areas at Risk budget and identified potential reductions to achieve the 11% reduction, a copy of the draft submission to DFC showing these potential reductions was circulated for Members' consideration. In undertaking this exercise Officers have looked at programmes that have come to a natural end and identified where potential cuts could be made with minimum impact to programme delivery.

A further update on 2018/19 DFC budgets would be provided to Members in due course.

Members expressed their disappointment at this proposed reduction.

Moved by Councillor Lynch
Seconded by Councillor Duffin and

RESOLVED – that the report be noted.

NO ACTION

10.13 PT/CI/3 ANNUAL BUSINESS PLAN – QUARTER THREE UPDATE

Members recalled that at the Council meeting on 30 May 2017, Members agreed a new approach to business planning.

The consolidated Annual Business Plan replaced the separate Service business plans that were produced in previous years. The Plan contained all key projects to be undertaken in the 2017/18 financial year and therefore included, inter alia, the seven projects identified as Corporate Improvement projects.

In summary, the revised Annual Business Plan approach had proved a more streamlined method of tracking and analysing performance, providing enhanced visibility.

The approved Annual Business Plan 2017-18 contains 217 actions to be delivered and a detailed progress report (as at 31 December 2017) in terms of the achievement of these actions was circulated for Members' attention. Where items were assessed as 'amber' (at risk), further detailed information would be provided to the most appropriate Committee.

Moved by Councillor Kelly
Seconded by Councillor Webb and

RESOLVED – that the quarter three update of the 2017-18 Annual Business Plan be noted.

NO ACTION

10.14 CE/GEN/079 PREPARATIONS FOR EU EXIT UPDATE

As reported to the November 2017 Council meeting, the NI Executive Office are preparing for the EU Exit and have been engaging with local government in relation to Business Continuity Planning and Legislation. As part of this ongoing engagement, Council Officers attended a series of presentations from DAERA/DfE on Wednesday 10 January 2018. A copy of Victor Dukelow's presentation from the Department for the Economy on EU Exit, Trade and Migration Division was circulated for your information. If you would like details of other presentations given please contact Denise Waddell on 028 9034 0003 or by email on Denise.Waddell@antrimandnewtownabbey.gov.uk.

Members were also advised that Council Officers had engaged with Intertrade Ireland to assist with the organisation of a workshop for local businesses and to promote their Brexit Advisory Service.

Moved by Councillor Duffin
Seconded by Councillor Brett and

RESOLVED – that the report be noted.

NO ACTION

10.15 ED/REG/18 STRATEGIC ECONOMIC DEVELOPMENT PROJECTS AND ECONOMIC THINK TANK UPDATE

1. CITY DEAL FOR THE BELFAST REGION

Members were aware of the Council's participation in the City Deal proposition for the Belfast Region. It was intended that this ambitious proposition will generate a step change in economic growth, delivering in a balanced and inclusive manner. The deal seeks to deliver:-

- More and better jobs
- Inclusive growth
- Improved skills and
- Increased domestic business and foreign direct investment

The deal proposition is set in the context of the Belfast Region Strategic Industrial Framework, channelling investment into projects that align to high growth sectors which include:-

- Digital, Cyber security and Creative Industries.
- Financial Services and Fin Tech
- Advanced Manufacturing Materials and Engineering
- Life and Health Science
- Agri Food

The 6 Council areas which make up the City Deal Region share a number of opportunities and challenges which will shape the bid submitted. Following the submission of a long list of 65 potential projects, KPMG worked with the partner Councils to refine this to a medium list of 40 schemes, and were currently working through a further prioritisation process based on detailed project templates submitted by the Councils. Projects proposed must be capable of being delivered within the next 12 years and focus on economic infrastructure and innovation.

Following consideration of the assessment framework, the following projects were submitted for the Antrim and Newtownabbey Borough Council area by the 9 February deadline.

- i Global Point Development
- ii Making Work More Accessible; Park and Ride and Railway Halt provision
- iii Belfast International Gateway; Access Strategy
- iv Belfast Rapid Transit; Glider Project Phase II

The Council will also be part of a number of other collaborative project submissions that are currently under development, including:

- v Digital Infrastructure
- vii Skills and Employability

KPMG will now review the submissions and seek to produce a further refined medium list of circa 25 projects, following which a consultation with the Northern Ireland Civil Service will take place to explore the deliverability of the projects.

In order to promote awareness of the City Deal process a recent event was held in Downpatrick attended by nominated Elected Members from across the City Deal region. A presentation was delivered by representatives of the City Deal region providing an overview of the proposition and by Gordon Matheson CBE on the Glasgow City Deal. Copies of the presentations from the event were circulated for Members' information.

Officers would provide Members with further updates as the process progresses.

2. ECONOMIC DEVELOPMENT THINK TANK

Members were advised that 2 meetings of the Economic Development Think Tank had taken place and had been well attended by local businesses and a range of Business Support Agencies.

A number of actions arising from these meetings were currently being progressed by Officers including:

- a) Teleconferencing facilities at Mossley Mill to be made available for use by local businesses
- b) Jobs Fairs to take place in May and October 2018
- c) Antrim and Newtownabbey Facebook Jobs search page to be live by end March 2018
- d) Awareness of Council procurement exercises raised via Borough Life and Social Media

Further regular updates would be provided to Members.

3. TRADE VISIT TO GREATER PHOENIX/GILBERT

Members were reminded that in February 2017, it was agreed that a Trade Visit would be organised to further develop the economic linkages between the Greater Phoenix and Antrim and Newtownabbey areas. Officers have engaged with a range of stakeholders including Invest NI, Ulster University, NI Chamber of Commerce, Mallusk and Antrim Enterprise agencies and a range of other stakeholders including Arizona Commerce Authority, Phoenix Chamber of Commerce and the Town of Gilbert to consider how this initiative might be progressed. An investment portfolio for the Borough was also being produced as a promotional tool for this event.

Given the experience of Invest NI and other Councils who had engaged in such Trade Visits recently it was proposed that 8-12 businesses/organisations be selected to take part in the visit, in November 2018. The visit will take place from approximately 15 – 22 November. A matching exercise had been commenced to identify key sectors and businesses within Antrim and Newtownabbey and Greater Phoenix who could potentially 'do business' together, develop shared capabilities/knowledge, learn from best practice/industry leaders, etc. The results from this exercise would inform a targeted recruitment drive which would commence with a 'Doing Business in the USA' workshop provided by Invest NI on the 22 March 2018. This event would also act as the launch for the Trade Visit. Further preparatory workshops including Sales Prospecting and Pitch Optimisation would be produced in advance of the visit to ensure that businesses are equipped and ready to engage with their counterparts in Arizona.

Moved by Councillor Brett
Seconded by Councillor Duffin and

RESOLVED – that the report be noted.

NO ACTION

Having declared an interest in Items 10.16 to 10.20, Councillor Maguire left the Chamber

The Chief Executive provided clarification for Members in relation to Declarations of Interest for items 10.16 to 10.20 inclusive.

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Councillor Goodman
Seconded by Councillor Magill and

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

ITEMS IN COMMITTEE

10.16 IN CONFIDENCE FI/PRO/TEN/136 PEACE IV - OUT OF SCHOOLS LIFE SKILLS PROGRAMME

Members were reminded that a letter of offer for £3,063,346.40 was received from the Special European Union Programmes Body (SEUPB) in August 2017 for delivery of the PEACE IV Local Action Plan in Antrim and Newtownabbey. The approved Local Action Plan includes 16 programmes (encompassing 32 projects) under the three key themes of Children and Young People, Shared Spaces and Services, and Building Positive Relations. A mixed delivery approach was employed with the PEACE IV Partnership and as a result, 18 projects were agreed to be procured by public tender via a phased procurement process.

Tenders for the Children and Young People Programme 3 – Out of Schools Life Skills Programme were invited on 20th October via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. No submissions were received by 20 November and the tender deadline was extended to 20 December 2017.

One tender submission was received by 20 December for this programme. Members were advised that panel considered the submission in two stages:

Stage 1 – Selection Stage: The tender was evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. The tender met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment: The tender submission met the requirements and therefore was evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
████████████████████	N/A	Stage 2 Quality Fail	N/A

████████████████████ scored 2 in the Methodology and Implementation Plan question and failed to meet the quality threshold in the tender scoring matrix. Therefore the tender was eliminated from the competition.

The PEACE IV Partnership recommended that no appointment be made to deliver Children and Young People Programme 3 – Out of Schools Life Skills Programme, subject to SEUPB Approval.

Moved by Councillor Brett
Seconded by Councillor Duffin and

RESOLVED – that no appointment be made and that the tender be re-issued as part of Phase III Procurement Exercise.

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator

10.17 IN CONFIDENCE FI/PRO/TEN/152 PEACE IV - ARTS ENGAGEMENT PROGRAMME

Members were reminded that a letter of offer for £3,063,346.40 was received from the Special European Union Programmes Body (SEUPB) in August 2017 for delivery of the PEACE IV Local Action Plan in Antrim and Newtownabbey. The approved Local Action Plan included 16 programmes (encompassing 32 projects) under the three key themes of Children and Young People, Shared

Spaces and Services, and Building Positive Relations. A mixed delivery approach was employed with the PEACE IV Partnership and as a result, 18 projects were agreed to be procured by public tender via a phased procurement process.

Tenders for the Building Positive Relations Programme 8b – Arts Engagement Programme were invited on 17 November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20 December 2017.

Two tender submissions were received by 20 December for this programme. Members were advised that panel considered the submissions in two stages:

Stage 1 – Selection Stage: The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Both tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment: Both tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Artsekta	£84,051.60	72%	1
██████████	N/A	Stage 2 Quality Fail	N/A

██████████ scored 2 in the Methodology and Implementation Plan question and failed to meet the quality threshold in the tender scoring matrix. Therefore the tender was eliminated from the competition.

The PEACE IV Partnership approved the recommendation for appointment of Artsekta at a cost of £84,051.60 (excl VAT) to deliver the Building Positive Relations Programme 8b – Arts Engagement Programme on 13 February 2018, subject to Council approval.

Moved by Alderman Smyth
Seconded by Councillor McWilliam and

RESOLVED – that Artsekta be appointed to deliver the BPR Programme 8b – Arts Engagement Programme at a cost of £84,051.60 (excl VAT).

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator

Having declared an interest in the next item, Councillor Ross left the Chamber.

10.18 **IN CONFIDENCE** FI/PRO/TEN/151 PEACE IV - SPORTS ENGAGEMENT PROGRAMME

Members were reminded that a letter of offer for £3,063,346.40 was received from the Special European Union Programmes Body (SEUPB) in August 2017 for delivery of the PEACE IV Local Action Plan in Antrim and Newtownabbey. The approved Local Action Plan included 16 programmes (encompassing 32 projects) under the three key themes of Children and Young People, Shared Spaces and Services, and Building Positive Relations. A mixed delivery approach was employed with the PEACE IV Partnership and as a result, 18 projects were agreed to be procured by public tender via a phased procurement process.

Tenders for the Building Positive Relations Programme 8a – Sports Engagement Programme were invited on 17 November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20 December 2017.

Three tender submissions were received by 20 December for this programme. Members were advised that panel considered the submissions in two stages:

Stage 1 – Selection Stage: The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Two tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment: Both tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Blu Zebra Ltd (in association Sport Changes Life)	£161,135.00	74%	1
████████████████████	N/A	Stage 2 Fail	N/A
████████████████████	N/A	Compliance Fail	N/A

The tender from ██████████ exceeded the maximum available budget of £161,200 (excl VAT) with a bid of £████████ (excl VAT). Tender bids exceeding the budget were deemed non-compliant and therefore this bid was not considered.

████████████████████ scored 1 in the Methodology and Implementation Plan question, and 2 in both Delivery Timetable and Quality Management questions, and failed to meet the quality threshold in the tender scoring matrix. Therefore the tender was eliminated from the competition.

The PEACE IV Partnership approved the recommendation for appointment of Blu Zebra Ltd (in association with Sport Changes Life) at a cost of £161,135 (excl VAT) to deliver the Building Positive Relations Programme 8a – Sports Engagement Programme on 13 February 2018, subject to Council approval.

Moved by Councillor Duffin
Seconded by Alderman Girvan and

RESOLVED – that Blu Zebra Ltd (in association with Sport Changes Life) be appointed to deliver the BPR Programme 8a – Sports Engagement Programme at a cost of £161,135.00 (excl VAT).

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator

10.19 IN CONFIDENCE FI/PRO/TEN/150 PEACE IV - CULTURAL EXPRESSIONS KEY INSTITUTIONS PROGRAMME

Members were reminded that a letter of offer for £3,063,346.40 was received from the Special European Union Programmes Body (SEUPB) in August 2017 for delivery of the PEACE IV Local Action Plan in Antrim and Newtownabbey. The approved Local Action Plan included 16 programmes (encompassing 32 projects) under the three key themes of Children and Young People, Shared Spaces and Services, and Building Positive Relations. A mixed delivery approach was employed with the PEACE IV Partnership and as a result, 18 projects were agreed to be procured by public tender via a phased procurement process.

Tenders for the Building Positive Relations Programme 4b – Cultural Expressions Key Institutions Programme were invited on 17 November via e-SourcingNI and sign-posted on e-Tenders.IE and e-TendersNI. The closing date was 20 December 2017.

Four tender submission were received by 20 December for this programme. Members were advised that panel considered the submission in two stages:

Stage 1 – Selection Stage: The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Three of the tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment: The tender submission met the requirements and therefore was evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
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████████████████████	N/A	Stage 2 Quality Fail	N/A
████████████████████	N/A	Stage 2 Quality Fail	N/A
████████████████████	N/A	Stage 2 Quality Fail	N/A
████████████████████	N/A	Compliance Fail	N/A

████████████████████ named one of the PEACE IV Partnership members as a delivery partner. The partner named had not declared an interest in the programme and therefore the submission was eliminated at the qualification stage.

████████████████████ scored 2 in the Delivery Timetable question and failed to meet the quality threshold as detailed above. Therefore the tender was eliminated from the competition.

████████████████████ scored 2 in both the Delivery Timetable and Quality Management questions and failed to meet the quality threshold as detailed above. Therefore the tender was eliminated from the competition.

████████████████████ scored 2 in the Methodology and Implementation Plan, the Delivery Timetable and Quality Management questions and failed to meet the quality threshold as detailed above. Therefore the tender was eliminated from the competition.

The PEACE IV Partnership recommended that no appointment be made to deliver BPR Programme 4b – Cultural Expressions Key Institutions Programme, subject to SEUPB Approval.

Moved by Alderman Smyth
Seconded by Councillor Ball and

RESOLVED – that no appointment be made and that the tender be re-issued as part of Phase III Procurement Exercise.

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator

10.20 **IN CONFIDENCE** FI/PRO/TEN/145 PEACE IV GROWING UNDERSTANDING PROGRAMME

Members were reminded that a letter of offer for £3,063,346.40 was received from the Special European Union Programmes Body (SEUPB) in August 2017 for delivery of the PEACE IV Local Action Plan in Antrim and Newtownabbey. The approved Local Action Plan included 16 programmes (encompassing 32 projects) under the three key themes of Children and Young People, Shared Spaces and Services, and Building Positive Relations. A mixed delivery approach was employed with the PEACE IV Partnership and as a result, 18 projects were agreed to be procured by public tender via a phased procurement process.

Tenders for the Building Positive Relations Programme 6 – Growing Understanding Programme were invited on 20 October via e-SourcingNI and

sign-posted on e-Tenders.IE and e-TendersNI. No submissions were received by 20 November and the tender deadline was extended to 20 December 2017.

Two tender submissions were received by 20 December for this programme. Members were advised that the panel considered the submissions in two stages:

Stage 1 – Selection Stage: The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Two tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

Stage 2 – Award Criteria – Quality/ Cost Assessment: Both tender submissions met the requirements and therefore were evaluated on the basis of: Understanding the brief (10%), Methodology and Implementation Plan (40%), Delivery Timetable (10%), Quality Management (10%), Cost (30%) as follows:

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Institute for Conflict Research	£65,750	74%	1
████████████████████	N/A	Stage 2 Quality Fail	N/A

████████████████████ scored 2 in both Methodology and Implementation Plan and Quality Insurance questions and failed to meet the quality threshold. Therefore the tender was eliminated from the competition.

The PEACE IV Partnership approved the recommendation for appointment of Institute for Conflict Research at a cost of £65,750 (excl VAT) to deliver the Building Positive Relations Programme 6 – Growing Understanding Programme on 13 February 2018, subject to Council approval.

Moved by Councillor Duffin
Seconded by Councillor Ball and

RESOLVED – that the Institute for Conflict Research be appointed to deliver the BPR Programme 6 – Growing Understanding Programme at a cost of £65,750 (excl VAT).

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator

10.21 **IN CONFIDENCE** FI/PRO/TEN/163 **OPTIMAL PROGRAMME PROCUREMENT**

Members recalled that the Council had been offered grant assistance of £202,870 at a rate of 80% from the European Regional Development Fund (ERDF) and Invest NI towards delivery of OPTIMAL, a one-to-one business

mentoring programme. The programme would support 200 firms throughout the Borough providing high quality business mentoring across the full range of disciplines and resulting in the creation of 165 jobs (a key requirement of the funders). The programme is due to commence from 19 March 2018 and be complete by 31 December 2020.

The total estimated cost of the mentoring programme is £[REDACTED] of which £194,870 is being contributed by the EU and Invest NI. The remaining grant assistance offer is towards publicity of the Programme. The procurement process for external contractors was published through the EU Journal and 6 tender submissions were received by the closing date of 8 January 2018.

Central Procurement Directorate (CPD) facilitated the assessment of bids. Tenders were evaluated against five quality criteria, with a total score of 70% available for quality, and price was assessed at 30%. Any tender scoring 0-2 out of 5 in any of the criterion was deemed to have failed at quality stage and did not proceed to price assessment. Two organisations failed to meet the required quality score, and were rejected on this basis.

The results of the scored assessments were as follows:

Tender	Quality (out of 70%)	Price (out of 30%)	Total Score	Total Cost
[REDACTED]	56.7	28.94	85.64	£ [REDACTED]
[REDACTED]	53.2	29	82.2	£ [REDACTED]
D Fitzpatrick & Associates	56	30	86	£234,465
[REDACTED]	53.2	29	82.2	£ [REDACTED]

The highest scoring tender was from D Fitzpatrick & Associates achieving a total score of 86%.

Moved by Councillor Brett
Seconded by Councillor Clarke and

RESOLVED – that having achieved the highest score of 86%, D Fitzpatrick & Associates be appointed to provide mentoring services under the OPTIMAL programme for the period 19 March 2018 to 31 December 2020 at a total cost of £234,465, with an option by the Council to extend for a period of 12 months. Budget for the programme is available through secured external funding and from within the Economic Development budget.

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

Councillors Ross and Maguire returned to the meeting during the next item.

10.22 IN CONFIDENCE CP/CD/65 VOL 1 DUNANNEY CENTRE - TENANCY RENTAL

Members were reminded that correspondence was received on 8 March 2016 from Rathcoole Churches Community Group (RCCG) seeking the

Council's consideration regarding the 'gifting' of the Dunanney Centre, Rathcoole. Following this, Lorraine McCourt Consulting was appointed to undertake a review of the current status of the current centre operations which was presented to the Council on 30 August 2016 and subsequently the Council agreed to proceed with the gifting of the Centre and transfer of staff.

Members were advised that Officers had been working closely with RCCG in order to progress this handover, which had involved undertaking legal considerations, operational transfer of utility bills, staff/tenants transfer and dealing with the Charities Commission. The legal transfer would be completed as of 28 February 2018. A community workshop was held on 11 January 2018 to seek the views of the local community and user groups regarding potential use of the centre. Members were reminded that a community audit was also completed in August 2017 for the Rathcoole area.

Members were reminded that the tenants operating within the Dunanney Centre are Citizens' Advice Antrim and Newtownabbey (CAAN), Bryson House and Sure Start. This leaves a suite of offices which are currently vacant, twinned with 2 small training rooms, seating 10-24 people and the ICT suite which seats 18-24 people. There is a larger training room that holds up to 50-60 seats and this is the main room booked by external organisations on an 'ad hoc' basis.

Members were advised that Family Connections, Barnardo's has expressed an interest in renting the IT suite and adjacent room initially to June 2018 with the possibility of extension depending on funding. The Newtownabbey Arts and Cultural Network had also expressed an interest in booking the small office beside the main training room for approximately 2 years. Other organisations have expressed an interest in renting the smaller offices for counselling services. This would leave the main training room available for daily/short term hire, which is currently the main source of additional income up and over the tenancy rental.

Within the report provided by Lorraine McCourt Consulting, the financial income from current tenants was outlined as follows:-

Room	Sq m equivalent	Annual Charge Based on 15/16 income
Bryson House	37.08	£ [REDACTED]
CAB 1 st Floor	29	£ [REDACTED]
CAB Ground Floor	136.13	
CAB Storage	12.04	£ [REDACTED]
Sure Start Front Office	28.04	£ [REDACTED]
Sure Start Rear Office	42	

Service charges are apportioned to the tenants as follows:

Tenant	Utility		
	Gas	Electric	Water
Bryson Future Skills	■%	■%	■%
CAB	■%	■%	■%
Early Years	■%	■%	%
Sure Start	■%	■■■■■	■%

Lease agreements with RCCG had included provision for rental charges to be reviewed annually and a 3% increase levied each year to account for inflationary increases. However due to the difficulties in attracting tenants for the last 3-4 years the pattern has been to adjust rental charges based on the ability of tenants to pay and taking into account the market rates in the area.

Members were also aware that the report, provided by Lorraine McCourt Consulting, noted a drop in rental income from 2014-15 to 2015/16 of £25,505 due to the level of vacant office space.

Members were reminded that the existing tenancy agreements vary in their rental rate per square metre. In order to establish a price for interested parties, an average rate based on the existing tenancy agreements had been calculated at £■■■ per square metre.

As with other tenants within the Centre, to provide continuity, it was proposed that the current charging rates plus service charges and Pat testing will apply for 6 months following the transfer to Council. During this period a new pricing schedule and lease agreement to reflect current market trends, utilising a suitably qualified estate agent would be developed.

Moved by Councillor Hogg
Seconded by Councillor Brett and

RESOLVED – that

- (i) approval be granted for office space to be rented at a rate of £■■■ per square metre per annum; for Family Connections, Barnardo's, Newtownabbey Arts & Cultural Network and if applicable other interested tenants;**
- (ii) a reduction may be considered for projects that have budget limitations but demonstrate a strong community need;**
- (iii) a pricing schedule and leasing arrangements be developed to reflect current market trends in line with the Council's other Community Centres and reported back to Committee.**
- (iv) for future rental agreements, preference be given to constituted community groups based within the Borough.**

ACTION BY: Louise Moore, Head of Community Planning

10.23 IN CONFIDENCE FI/PRO/TEN/175 TENDER FOR A CASH TRANSPORTATION AND LODGEMENT SERVICE

CONTRACT PERIOD 5 MARCH 2018 TO 28 FEBRUARY 2020 (WITH AN OPTION, BY THE COUNCIL, TO EXTEND FOR A FURTHER TWO PERIODS OF 12 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Two tenders for a cash transportation and lodgement service were opened via the E-Tenders NI Portal on 8 February 2018 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for tenderers' professional conduct, economic and financial standing, previous relevant experience, management systems and practices and declarations and form of tender. Both tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

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

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

Supplier	Quality Assessment (out of 30%)	Cost Assessment (out of 70%)	Total % Score	Total Estimated Annual Cost of Provision of the Services (£) (Excl. VAT)
G4S Cash Solutions UK Limited	26%	70%	96%	£ [REDACTED]
[REDACTED]	22%	69%	91%	£ [REDACTED]

Moved by Councillor Kelly
Seconded by Alderman Smyth and

RESOLVED – that, having achieved the highest score of 96%, G4S Solutions UK Limited be appointed for a cash transportation and lodgement service for the period 5 March 2018 to 28 February 2020, with an option, by the Council, to extend for a further two periods of 12 months, subject to review and performance.

ACTION BY: Julia Clarke, Procurement Officer and Ann Hamilton, Financial Controller

10.24 IN CONFIDENCE PM/TEN/121 CATERING FRANCHISE AT ANTRIM FORUM

CONTRACT PERIOD: 1 APRIL 2015 TO 31 MARCH 2016 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER THREE PERIODS OF 12 MONTHS)

Members were reminded that at the Council meeting held on 27 March 2017, the contract with Sinnamon Coffee was extended for a second period of 12 months to 31 March 2018.

Having reviewed the contract, the Contract Manager has not experienced any significant issues with the services provided by the service provider under the terms of the contract.

As the market conditions were broadly similar, the Contract Manager recommends that the option to extend be exercised and that the contract be extended for a further period of 12 months to 31 March 2019.

Moved by Alderman Smyth
Seconded by Councillor Clarke and

RESOLVED – that, following agreement with the Leisure Centre Manager, the Contract with Sinnamon Coffee be extended for a further period of 12 months to 31 March 2019.

ACTION BY: Julia Clarke, Procurement Officer & Jackie Fulton, Leisure Centre Manager

10.25 IN CONFIDENCE FI/PRO/TEN/14 SUPPLY & DELIVERY OF HORTICULTURAL MATERIALS

CONTRACT PERIOD: 1 APRIL 2016 TO 31 MARCH 2017 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER TWO PERIODS OF 12 MONTHS)

Members were reminded that at the Council meeting held on 27 March 2017, the items included in this contract were extended for the first period of 12 months to the following suppliers:

- Forker Garden Products
- Irwin Quality Aggregates
- James Coburn & Son Limited
- John Lindsay Professional Sportsturf
- M Large Tree Services Limited
- Nomix Enviro

The contracts are due to expire on 31 March 2018.

Having reviewed the contracts, the Contract Manager has not experienced any significant issues with the goods provided by the suppliers under the terms of the contract.

As the market conditions were broadly similar, the Contract Manager recommends that the option to extend be exercised and that the contracts be extended for a further period of 12 months to 31 March 2019.

Moved by Councillor Duffin
Seconded by Councillor Kelly and

RESOLVED – that, following agreement with the Parks Manager, the contracts with the suppliers above be extended for a further 12 months to 31 March 2019.

ACTION BY: Julia Clarke, Procurement Officer & Mark Wilson, Parks Manager

10.26 IN CONFIDENCE FI/PRO/TEN/33 PROVISION OF LEGAL SERVICES CONTRACT

CONTRACT PERIOD: 1 APRIL 2016 TO 31 MARCH 2018 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER PERIOD OF ONE YEAR, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Council meeting held on 21 March 2016, the following service providers were appointed to the framework for the provision of legal services, for the initial period above:

Lot 1	Planning	Cleaver Fulton Rankin Arthur Cox Solicitors A & L Goodbody
Lot 2	Commercial	Cleaver Fulton Rankin Moore McKay English Solicitors John McKee & Son Solicitors
Lot 3	Enforcement	Cleaver Fulton Rankin A & L Goodbody Moore McKay English Solicitors
Lot 4	Legislative & Procurement	Cleaver Fulton Rankin A & L Goodbody Arthur Cox Solicitors

The framework is due to expire on 31 March 2018.

Having reviewed the framework, the Contract Manager had not experienced any significant issues with the services provided by the service provider under the terms of the contract.

As the market conditions were broadly similar, the Contract Manager recommends that the option to extend be exercised and that the framework be extended for a further period of one year to 31 March 2019.

Moved by Alderman Smyth
Seconded by Councillor Girvan and

RESOLVED – that, following agreement with the Borough Lawyer the contracts with the service providers above, be extended for a further period of one year to 31 March 2019.

ACTION BY: Julia Clarke, Procurement Officer & Paul Casey, Borough Lawyer

10.27 IN CONFIDENCE FI/PRO/GEN/8/CCS FRAMEWORK FOR THE SUPPLY AND FIT OF TYRES RM3767

Members were advised that the above framework for tyres, which we currently use, has been renewed by Crown Commercial Services (CCS).

Officers were satisfied that the framework meets the needs of the Council fleet and have no experience of any significant issues with the supply and fit services delivered by the service provider.

The CCS agreement allows access to the framework with no commitment to levels of use.

Moved by Councillor Kelly
Seconded by Councillor Duffin and

RESOLVED – that the continued use of CCS Framework RM3767 be approved for a further period up to 10 October 2020.

ACTION BY: Alistair Mawhinney, Management Accountant

10.28 IN CONFIDENCE FI/PRO/TEN/51 – RECYCLING AND RECOVERY OF RESIDUAL CIVIC AMENITY, STREET LITTER, COMMERCIAL AND BULKY WASTE.

CONTRACT PERIOD: 1 APRIL 2016 TO 31 MARCH 2018 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER PERIOD OF ONE YEAR (IN THREE MONTH INCREMENTS), SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Council meeting held on 21 March 2016, the following contracts were awarded a two-year period:

Lot 1	Antrim Residual Civic Amenity Waste	McKinstry Waste Mgt Ltd.
Lot 2	Antrim Commercial Waste	ISL Waste Mgt Ltd.
Lot 3	Antrim Street Litter Waste	McKinstry Waste Mgt Ltd.
Lot 4	Newtownabbey Residual Civic Amenity	Wastebeater Recycling
Lot 5	Newtownabbey Commercial Waste	Wastebeater Recycling
Lot 6	Newtownabbey Street Litter Waste	Wastebeater Recycling
Lot 7	Newtownabbey Bulky Waste	McKinstry Waste Mgt Ltd.

These contracts involve the segregation and sorting of waste from a range of sources, including the Recycling Centres and trade waste collections from across the Borough, with the majority of the waste recycled or sent to energy recovery facilities.

Members were also reminded that at the Council meeting held on 30 January 2017 a change of control of this contract from Wastebeater Recycling to RiverRidge Recycling Limited was approved. The contracts are due to expire on 31 March 2018.

Having reviewed the contracts, Officers had not experienced any significant issues with the services provided by the listed contractors under the terms of the contract.

As the market conditions were broadly similar, it was recommended that the option to extend be exercised and that the contracts be extended for a further period of one year to 31 March 2019.

Moved by Councillor Webb
Seconded by Councillor Duffin and

RESOLVED – that the Contracts with the Service Providers above, be extended for a further period of one year to 31 March 2019 at the current contract rates.

ACTION BY: Julia Clarke, Procurement Officer and Michael Laverty, Head of Waste Management

10.29 IN CONFIDENCE FI/PRO/TEN/107 PROVISION OF DOG POUND FACILITIES & RELATED SERVICES

CONTRACT PERIOD: 1 APRIL 2017 TO 31 MARCH 2018 (WITH AN OPTION TO EXTEND FOR A FURTHER ONE PERIOD OF 12 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Council meeting held on 27 March 2017, the dog pound facilities and related services contract was awarded as follows:

- | | | |
|-------|--|-------------------------------|
| Lot 1 | Facilities and services available within a 15 mile radius of Antrim Civic Centre | Nutts Corner Boarding Kennels |
| Lot 2 | Facilities and services available within a 15 mile radius of Mossley Mill | Animal Ark |

The contract is due to expire on 31 March 2018.

Having reviewed the contract, the Contract Manager had not experienced any significant issues with the services provided by the service providers under the terms of the contract.

As the market conditions were broadly similar, the Contract Manager recommended that the option to extend be exercised and that the contract be extended for a further period of 12 months to 31 March 2019.

Moved by Councillor Webb
Seconded by Councillor Duffin and

RESOLVED – that, following agreement with the Environmental Health Manager (Environment), the contracts with Nutt’s Corner Boarding Kennels and Animal Ark be extended for a further 12 months to 31 January 2019.

ACTION BY: Julia Clarke, Procurement Officer & Helen Harper, Environmental Health Manager (Environment)

10.30 IN CONFIDENCE FI/PRO/TEN/172 TENDER FOR THE KERBSIDE COLLECTION OF ORGANIC AND RESIDUAL WASTE

**ORGANIC WASTE CONTRACT PERIOD 1 MAY 2018 TO 30 APRIL 2023 (WITH AN OPTION TO EXTEND UP TO A MAXIMUM OF 60 MONTHS)
RESIDUAL WASTE CONTRACT PERIOD 2 JULY 2018 TO 30 JUNE 2023 (WITH AN OPTION TO EXTEND UP TO A MAXIMUM OF 60 MONTHS)**

Following Council approval of the Waste Collection Economic Appraisal and Business Case in October 2017, Officers initiated the procurement exercise for the provision of an organic (legacy Antrim and Newtownabbey) and residual (legacy Newtownabbey only) waste collection service. The successful award of the procurement exercise would result in an external contractor providing the service to collect the brown and black bins.

The Contract for the kerbside collection service was split into 3 Lots as follows:

1. Organic Waste (Antrim & Newtownabbey);
2. Residual Waste (Newtownabbey only);
3. Combination of Lot 1 & 2, namely the Organic Waste (Antrim & Newtownabbey) and Residual Waste (Newtownabbey only).

The Contract was split into Lots in this way to enable smaller firms to compete for the services while allowing potential economies of scale being achieved through the provision of the whole service.

Tenders from four firms for the provision of the kerbside collection of organic and residual waste were received as follows:

- Avenue Recycling Ltd (Lot 1, 2 & 3);
- [REDACTED] (Lot 3 only);
- [REDACTED] (Lot 1, 2 & 3);
- [REDACTED] (Lot 3 only).

The tenders were opened via the E-Tenders NI Portal on 5 February 2018 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The four 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, regulatory licence requirements and declarations and form of tender.

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

STAGE 2 – AWARD STAGE

Sub-Stage 1 – Technical Assessment

The tenders were evaluated on a pass/fail basis for confirmation of compliance with all aspects of the specification. The tenders met the requirements of this stage and proceeded to the next stage of evaluation.

Sub-Stage 2 - Quality Assessment

The tenders were evaluated on the basis of service delivery proposals (100%). Agreed quality thresholds were established in order that a high level of service delivery be achieved by the successful tenderer.

Service Provider	Total % Quality Score	Meet the agreed quality thresholds
Avenue Recycling Ltd (Lot 1)	77	Pass
Avenue Recycling Ltd (Lot 2)	77	Pass
Avenue Recycling Ltd (Lot 3)	79	Pass
██████████ (Lot 3)	84	Pass
██████████ (Lot 3)	54	Fail

██████████ tender did not meet the agreed quality thresholds, and therefore their tender was eliminated from the competition at this stage.

Sub-Stage 3 - Commercial Assessment

The remaining tenders proceeded to be evaluated on the basis of cost. Lots 1&2 can be awarded on an individual basis or Lot 3 can be awarded to a single contractor, depending on which option provide best combined value for money, ie which option provides the lowest acceptable annual cost.

Therefore, the annual total costs for Lot 1 & Lot 2 are combined for the final commercial assessment.

Supplier	Total % Cost Score	Annual Total Estimated Cost (£) (Excl VAT)
Avenue Recycling Ltd (Lot 3)	100.00	£ [REDACTED]
Avenue Recycling Ltd (Lot 1&2)	87.99	£ [REDACTED]
[REDACTED] (Lot 3)	82.20	£ [REDACTED]

The successful tender costs are consistent with the projected rates stated in the reported Economic Appraisal and Business Case.

The new waste collection service contract would have different commencement dates due to the existing Organic Waste Collection Contract. The different commencement dates are shown below:

- Organic Waste Collection – 1 May 2018 for the legacy Newtownabbey area with the legacy Antrim area commencing by 31 July 2018;
- Residual Waste Collection – 2 July 2018.

Both contract periods will be for an initial 5 year period with a possible further extension up to a maximum of 60 months subject to performance and review at the indexed tendered rates.

Moved by Councillor Webb
Seconded by Councillor Duffin and

RESOLVED – that, having achieved the highest score of 100%, Avenue Recycling Ltd be appointed for Lot 3, namely the Kerbside Collection of Organic and Residual Waste with the contract periods as follows:

- **Organic Waste for the period 1 May 2018 to 30 April 2023 (with an option to extend up to a maximum of 60 months);**
- **Residual Waste for the period 2 July 2018 to 30 June 2023 (with an option to extend up to a maximum of 60 months).**

The extensions would be subject to performance and review at the indexed tendered rates.

Clarification to be provided to Members in relation to the impact of new housing on contract costs.

ACTION BY: Sharon Logue, Procurement Manager and Michael Lavery, Head of Waste Management

10.31 **IN CONFIDENCE** CE/STC/88 ORGANISATION STRUCTURES

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

Moved by Councillor Webb
Seconded by Councillor Brett and

RESOLVED – that the final structures be approved for:

- **Refuse Collection, Waste**
- **Street Cleansing, Waste**
- **Household Recycling Centres, Waste**
- **Arts structure, Arts & Culture**
- **Culture and Heritage structure, Arts & Culture**

ACTION BY: Joan Cowan, Head of Human Resources

All staff, with the exception of the Chief Executive, left the meeting at this point.

Moved by Alderman Cosgrove
Seconded by Councillor Kelly and

RESOLVED – that the final structure for CLT be approved subject to review 6 months after implementation.

ACTION BY: Andrea McCooke, Director of Organisation Development/Joan Cowan, Head of Human Resources

MOTION TO PROCEED ‘OUT OF COMMITTEE’

Moved by Councillor McWilliam
Seconded by Alderman Smyth and

RESOLVED - that the Council proceeds to conduct any remaining business ‘In Public’.

Members were advised that the audio recording would restart at this point.

The Mayor thanked everyone for attending and the meeting concluded at 7.30 pm.

MAYOR

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

